

Gull Lake Sewer & Water Authority

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MINUTES OF THE MARCH 10, 2017 SPECIAL BOARD MEETING

Authority Board Meeting

9:00 A.M.

CALL TO ORDER/ ROLL CALL: Chairman Stoneburner called the meeting to order at 9:00 A.M. Commissioners present were Jimmy Stoneburner, Wes Kahler, Lysanne Harma and Paul Dykstra. None absent. Also present were Executive Director Rich Pierson, Executive Assistant Anne Richmond, GIS Specialist Andrew Hartwick, Engineer Tom Wheat, Attorney Rob Thall, Auditor Robert Loftus, Rate Consultants Andy Campbell and Tom Traciak, and engineers Alan Smaka and Frank LaPierre from Wightman and Associates.

REVIEW AND SET THE AGENDA: Kahler made the motion to accept the Agenda as presented. Motion was seconded by Harma. **Motion carried; all ayes.**

MINUTES OF THE FEBRUARY 9, 2017 SPECIAL MEETING: A motion was made by Harma and seconded by Kahler to accept the special meeting minutes of February 9, 2017. **Motion carried; all ayes.**

HEAR THOSE PRESENT (Non-Agenda Items): None Present.

NEW BUSINESS / PROJECTS UPDATE

McBain Yard Quote Request Approval 1-Year Quote
Pierson requested approval of the 2017 contract with McBain Lawn Service for lawn/lift station maintenance. Pierson noted the only increase from the rate last year was an increase of \$2/hr for non-scheduled general labor. Harma made the motion to approve the 2017 contract for lawn/lift station maintenance with McBain. Motion was seconded by Dykstra. **Motion carried; all ayes.**

Financial Report Approve Financial Report through 1/31/2017
A motion was made by Kahler and seconded by Harma to file the financial reports as presented, approve the standard bills paid through January 31, 2017, and pay the Prein & Newhof bill. **Motion carried; all ayes.**

Pierson handed out the preliminary budget estimate for 2017-2018. This will be reviewed in more detail at the GLSWA Board Meeting on 3/29/2017.

Storm and Wastewater (“SAW”) Grant Items Review

Pierson informed the Board that the software issue with the radios for Barry’s inflow and infiltration project appear to have been resolved.

Pierson and Hartwick reviewed the updated SAW Asset Management Plan with the Board focusing on the assets that will need to be addressed in the next 10 years to obtain the level of service the Authority wants to achieve.

The Rate Consultants reviewed the financial implications of the SAW Asset Management Plan and its 20-year proposed Capital Improvement Plan/Spending with the Board. The Board will need to make policy decisions regarding the capital plan, sewer rates, and the cash balance the Authority wants to maintain, although these policy decisions are not static or finite, and can be adjusted from time-to-time as the Capital Plan evolves over time (based on the Asset Management Plan).

The need for and the timing/implementation of shifting to metered billing was also discussed.

CLOSING COMMENTS:

ADJOURN.

Chairman Stoneburner adjourned the meeting at 10:30 a.m.

Next Meeting: Wednesday, March 29 at 1:00 p.m. – Regular Meeting

Submitted for approval



Paul Dykstra – Secretary