

Gull Lake Sewer & Water Authority

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1

MINUTES OF THE JULY 17, 2008 REGULAR BOARD MEETING

Authority Board Meeting

1:00 P.M.

CALL TO ORDER/ ROLL CALL: Chairman Bither called the meeting to order at 1:02 p.m. Commissioners present were Jeff Bither, Roger Turner, Jackie Light, and Jim Stoneburner. None absent. Also present were Director Rich Pierson, Office Manager Anne Richmond, and Engineer Tom Wheat.

REVIEW AND SET THE AGENDA: The agenda was acceptable as presented with the addition of Office Improvements under Old Business.

MINUTES OF THE JUNE 19, 2008 REGULAR BOARD MEETING: A motion was made by Stoneburner and seconded by Turner to accept the regular meeting minutes of June 19th as presented. **Motion carried; all ayes.**

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

CORRESPONDENCE:

To: Fifth Third Bank Financial Stability – inquiry and response
GLSWA has funds exceeding the FDIC insured amount at Fifth Third Bank and is recommending moving some of these funds to other banks.

A motion was made by Turner and seconded by Stoneburner to approve the attached Resolution for Banking + Investment that would allow funds to be transferred to two additional banks. **Roll Call Vote taken; all ayes; Motion carried; Resolution adopted.**

To: Craig Rolfe Charleston Twp email-additional service area?
Craig Rolfe suggested, and Charleston Township is considering, the possibility of consolidating all of Charleston's sewer system under the Authority umbrella. *Pierson to evaluate the Authority's position on this, including analysis of what these residents are currently paying.*

To: D Avenue property owners Proposed Project – Advisory Petition
Based on discussions with the Richland Village Council, a letter was sent to D Avenue property owners (43) requesting that they indicate their interest (or lack of interest) in having public sewer installed on D Avenue between the Community Center and

Hillcrest Water

Awaiting Response from KS and RL

Mr. Oudsema is seeking the Board's approval in concept of the Hillcrest Water Agreement so that it can be "pulled off the shelf" at the time it is needed. Pierson addressed two concerns that were raised at the last Board Meeting. He noted that while it is acceptable to charge the "full" cost of operating, maintaining and replacing the water system based on the number of users, Attorney Sparks pointed out that there is a practical market "ceiling" as to what we could realistically charge. Attorney Sparks also believes Mr. Oudsema will not be in favor of placing a potential homeowner "on notice" with a recorded instrument outlining the risks of the water system. Per discussions with Auditor Loftus, subsidizing the water system with sewer funds would be inappropriate. In addition, the existing sewer ordinance of the Townships prohibits the use of sewer funds for any purpose other than sewer. There will be further discussion on the Hillcrest Water Agreement at the next Board Meeting. *Pierson to review and make further recommendations.*

D Avenue West

Advisory Petition

Pierson to write follow-up letter to the residents based on the Council's decision to proceed or not-to-proceed.

NEW BUSINESS

Michigan Municipal League

Annual Voting

A motion was made by Light and seconded by Turner to approve the Michigan Municipal League Ballot as presented. **Motion carried; all ayes.**

GIS Improvements

Prior Expense \$30,000 +

GLSWA is considering several improvements to our current GIS system to improve functionality. Ross Township may share some of the cost to add parcels through the portions of Ross Township that are not likely to ever request public sewer. In addition to the cost of the improvements, a more expensive version of ArcReader may be required. *Pierson to investigate what impact Microsoft VISTA may have.* There will be more discussion on this at future meetings.

OLD BUSINESS

DEQ / PPP – Contract draft
To be started soon.

In Process

Water nitrate plan expansion

In Process

Pursuant to a request by a G. Avenue property owner, GLSWA has prepared an "expanded" 31st Street Water Connection program to Richland Township. *Pierson to meet with Light in early August to discuss options further.*

Trailer Sale

In Process

Bids will be taken for the 2 axle trailer which will be parked out in front of GLSWA.

Generator Sale

In Process

GLSWA currently has a bid for \$2,000 + removal at purchaser's cost for the generator at Lift Station #1. Turner noted that Gull Lake Country Club may also have an interest in purchasing the generator. *Barry Bowman to be contacted by their representative if they are interested.*

SSO Report Update

Update

Mr. Dunn submitted his request for payment of \$2,899 by GLSWA for damage caused by sewage backup into his basement on 6/10/08. The cost includes cleaning charges from Modernistic and carpet replacement costs. A motion was made by Turner and seconded by Light to approve payment of \$2,899 to Mr. Dunn pending receipt of a release from any further claims from the incident. **Motion carried; all ayes.** An additional check valve was added to prevent any further incidents.

Ordinance / Rate

September 1 Effective Date

The new ordinance and rates will go into effect September 1. *Pierson to write letter to homeowners informing them of the new rate (and also reminding them to check their homeowner's insurance for sewer backup coverage).*

Emergency Preparedness

In Process

Pierson has made follow-up inquiries to better understand the reliability of natural gas and the availability of fuel during an extended power outage.

Battle Creek WWPT

In Process

Water Connection Fee

In Process

The amount of the proposed water connection fee will be somewhat dependent on if Richland Township is responsible for the replacement of water pipes. This will not be known until Spring of 2009.

Parchment

Pipe replacement vs. venting & waiting

Pierson and Wheat to make final recommendation-possibly a new manhole.

Office Improvements

In Process

A proposal for conceptual design for office expansion/site improvements has been received from Owen-Ames-Kimball. Proposal request was sent to 4 other firms—1 response to date.

FINANCIAL REVIEW/ PAY BILLS

A motion was made by Stoneburner and seconded by Light to file the financial reports as presented, approve the standard bills paid, and pay the Prein & Newhof bills as presented.

Motion carried; all ayes.

CLOSING COMMENTS

Wheat informed the Board that all Prein & Newhof accounting will be done out of the Grand Rapids office and they will be transitioning to this within the next few months. As part of the transition, Winifred Kurtz will no longer be working for Prein & Newhof. Wheat also mentioned that the water table has been rising (4 ft in Ottawa County) and that basements that were previously dry may now be wet.

Turner suggested that GLSWA may want to consider purchasing a truck to replace Barry's Van now rather than later considering the current deals in the market. *Pierson to follow up and get prices.*

ADJOURN MEETING TO AUGUST 21, 2008 at 1:00 p.m.: Chairman Bither adjourned the meeting at 2:12 p.m.

Submitted for approval


Jacqueline Light – Secretary

RESOLUTION FOR BANKING + INVESTMENT

At a regular meeting of the Gull Lake Sewer and Water Authority ("Authority") held the 17th day of July, 2008, duly posted, at which a quorum of Commissioners were present, the Authority Board of Commissioners resolved as follows:

WHEREAS, the Authority, pursuant to its Investment Policy and appropriate statutes of the State of Michigan, desires to transact banking business and secure investments through Certificates of Deposit ("CD's") at various financial institutions listed below, all licensed to do business within the State of Michigan; and

WHEREAS, the listed financial institutions require authorization via resolution from the Board of Commissioners in order to transact business;

Authorized institutions for banking and investments:

- Fifth Third Bank (Western Michigan)
- First Community Federal Credit Union
- Independent Bank-South
- Comerica Bank
- Keystone Community Bank
- United Bank
- Consumers Credit Union
- Bank of America

NOW THEREFORE, BE IT RESOLVED:

The Authority Office Manager has the authority to discuss, negotiate and initiate banking transactions including CD investments with financial institutions listed above and licensed to do business within the State of Michigan.

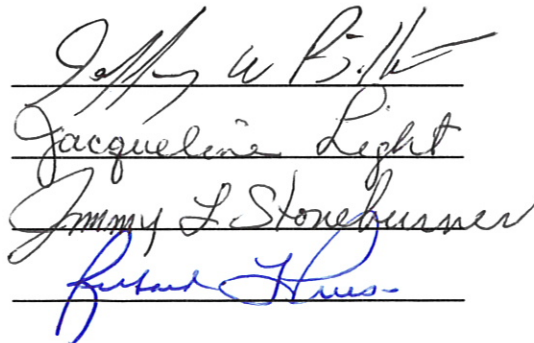
Authorized signatories for banking and investment transactions are as listed below -- two signatures required:

Jeffrey W. Bither, Chairman

Jacqueline Light, Secretary/Treasurer

Jimmy L. Stoneburner, Vice-Chairman

Richard L. Pierson, Director



Motion by Turner, seconded by Stoneburner, to approve the resolution, and that all conflicting resolutions previously adopted are hereby repealed.

COMMISSIONERS PRESENT: Bither; Stoneburner; Light; Turner

AYES: Bither, Stoneburner, Light, Turner

NAYS: None

ABSTAIN: None

COMMISSIONERS ABSENT: None

Motion Carried.

I, Jackie Light, duly authorized secretary of the Gull Lake Sewer and Water Authority, attest that the above resolution was duly approved on July 17, 2008, at a regular meeting of the Gull Lake Sewer and Water Authority Board of Commissioners.

Jackie Light
JACQUELINE LIGHT

July 17, 2008
DATE