

1

MINUTES OF THE AUGUST 21, 2008 REGULAR BOARD MEETING

1:00 P.M.

To: Hensen/Ellis Commercial review follow-up
The latest water use print-out from the City of Kalamazoo shows that the last 6 months for 8681 Gull Road have been the lowest use since October 2006, therefore, GLSWA

will cancel the invoices for the additional sewer and water capital charges and wait until spring 2009 to review the file again and finalize this matter.

To: Gull Lake Animal Clinic Commercial review

Gull Lake Animal Clinic was advised that their water usage has increased and is now equal to 419 gal/day. GLSWA increased the sewer usage bill from \$90 per quarter to \$120 per quarter and advised that if usage does not decline over the ensuing year(s), GLSWA will have to invoice one-time capacity fees for both water (\$200) and sewer (\$3,250).

To: Houtkooper (Sajos) Commercial review

The average water usage at 9800 East D Avenue net of sprinkling is equal to 4.8 units. GLSWA increased the sewer usage bill from \$150 per quarter to \$288 per quarter and advised Mr. Houtkooper to monitor and review the internal water consumption in an effort to avoid and/or lower these charges in the future.

To: Richland Animal Hospital Commercial review

The 2007 average water usage at 8421 N. 32nd Street is equal to 4.1 units. GLSWA increased the sewer usage bill from \$90 per quarter to \$180 per quarter and advised that if usage does not decline over the ensuing year(s), GLSWA will have to invoice one-time capacity fees for both water (\$400) and sewer (\$6,500).

To: Straticon (Brisdon Group) Commercial review

Based on excess water use, the sewer billing factor to Straticon was increased from 1.0 to 2.5 in July, 2006. This was not raised to "match" the increased water use as it was hoped the water use could be investigated and lowered in the ensuing year. It was not until recently that Straticon discovered toilets had been leaking for some time and requested a reduction in sewer use fees. GLSWA will leave the 2.5 factor in place pending annual reviews of sewer discharge (water use).

To: Fitch (Day Care) Commercial review

Based on the current review of this account and the maintaining of water use-sewer discharge equal or less than a single family home (200 gal/day), the sewer billing factor for 9363 East D Avenue was lowered from 4.88 to 2.0 and \$445.40 was accepted as payment in full on the current \$769.40 due.

To: Phil Barry 40th Street Sewer

The Kellogg Bio Station has expressed interest in a sewer project to service the Bird Sanctuary plus the 40th Street School complex, however, there has been no indication of interest from Gull Lake Schools. *Pierson to pursue response from Gull Lake Schools.*

To: Gull Lake Ministries Grease Letter

Due to problems at our downstream pumping station, Gull Lake Ministries was reminded not to dump grease into the drains and to prevent any plastics, latex, fibrous towels and mop products from entering the public sewer.

To: Lawrence Easement Issues

A meeting was held with Mr. Lawrence to discuss our goal to install a new stand-by generator at the pumping station located south of his home (15691 M-43) and to correct discrepancies between existing easements of record and the location of the pipes and pump station. GLSWA has forwarded to Barry County the easements to be released. Easement documents 1, 2 and 3 have been provided to Mr. William Lawrence for his review and execution.

To: Brown (Barry County) Easement release (Lawrence)

County Board authorization on the release of two public sewer easements obtained in 1981 in the name of Barry County for the Gull Lake Sewer Project was requested in order to correct discrepancies between existing easements of record and the location of the pipes and pump station.

To: Timmer Sherman Lake Quotation

Ms. Timmer was provided a good faith estimate for connection to the Sherman Lake Sewer. We have not heard from her as of yet.

To: North 30th Street 30th Street Project Announcement

North 30th Street Property Owners were informed of the agreement reached with the developer and Township to install public sewer from D. Avenue north to the south line of 8230 N. 30th Street, then proceed easterly/north easterly across private property to the Allen Edwin property. They were also advised of the project schedule and details and the ability to connect to the system at project completion (current Connection Fee is \$13 per foot + \$6,000).

To: North 30th Street Extension of 30th Street Project?

North 30th Street Property Owners north of 8230 N. 30th Street were informed of the agreement reached with the developer and Township to install public sewer from D. Avenue north to the south line of 8230 N. 30th Street, then proceed easterly/north easterly across private property to the Allen Edwin property. They were also advised of the project schedule and informed that the project is not currently designed to service their property, however, if they were interested in having public sewer service extended north, it is estimated the cost would be \$13 per foot plus \$11,500 per parcel. An advisory survey was attached for the residents to return to us in order to determine if a full petition should be prepared for distribution. Most of the responses were negative, however, a group of homeowners asked for a meeting to discuss further.

To: Harding Management Emergency Planning

To evaluate GLSWA's ability to sustain adequate fuel supplies during an extended power outage, GLSWA asked Tim Harding a series of questions and determined the following: During an extended power outage, the gas station on 39th Street would plan to remain open and available during normal business hours as the station has a natural gas generator that powers both gasoline and diesel pumps. Fuel supplies are expected to be refillable if they run low and credit card service would still be available even if

the phone lines were out. . Regular maintenance is not currently performed on the store's stand-by generator and Mr. Harding would be interested in having our maintenance service (Bridgeway Power) provide routine service to increase its reliability. *Pierson to pursue this.*

To: Knapp LLL Mandatory Connection

A letter was sent to Little Long Lake residents as a final advisory for them to retain a contractor and make the connection to the public sewer by August 1, 2008. Failure to make provisions to make the connection within the next 30 days will result in a letter from Township/Authority attorneys in this regard as the first step towards legal action to enforce the Township ordinance. As of this meeting, permits had been issued to complete the connections.

To: Homeowners Letter Sent August 7

An update was sent to Gull Lake Sewer Authority Customers advising them of the rate increase, do's and don'ts of sewer use, sewer backups/insurance, sewer easements and a bit of history on the system.

To: Ken Sparks Non-connected properties

Attorney Sparks was asked questions regarding notification of property owners who have not connected to the public sewer that the connection fees will be increasing September 1, 2008.

To: North 30th Street Offer to connect before rates increase

A letter was sent to 7836 – 7966 30th Street residents advising them that the new Township ordinance, effective September 1, 2008, removed the mandatory connection provision for their area but also adjusted the Connection Fee from \$13 per front foot plus \$3,250 to the new rate of \$13 per foot plus \$6,000.

To: North 30th Street Alternate proposal for approval

A compromise was offered to 7836-7966 30th Street residents that wanted to connect to the sewer by November 1, 2010 (prior deadline) and pay the current Connection Fee of \$13 per front foot plus \$3,250 before September 1st. Pierson noted the compromise "contract" had been approved by Ken Sparks. A motion was made by Turner and seconded by Light to approve the contract offer as outlined in the August 5, 2008 letter. **Motion carried; all ayes.**

PROJECT UPDATE:

30th Street North

Bids opened – bid summary & award

Balkema Excavating, Inc. was the low bidder on the 30th Street Sanitary Sewer Extension (North of "D" Avenue) project and has been awarded the contract. Included in the project is approximately \$15,000 to get water main across D avenue. This needs to be separated out and paid for in total by Allen Edwin at the end of the project.

Hillcrest Water

Water around Gull Lake?

GLSWA would require some type of financial guarantee from Hillcrest due to the potential financial ramifications of owning a water system if only a small number of houses are connected resulting in a high cost per household to run the water system. Adding water around Gull Lake was considered as a way to expand water customers, however, at an estimated Connection Fee of \$10,000 to \$12,000, it is not being considered at this time. *Pierson to follow-up with Bob Oudsema.*

Little Long Lake

South Extension Draft Letter

Tom Wheat is preparing a cost estimate. *Pierson to review letter with Light.*

D Avenue West

Advisory Petition

Pierson did not write a follow-up letter to the residents based on the Council's decision not-to-proceed per direction from Village Clerk Rosemary Woodward.

NEW BUSINESS

DEQ

PPP Contract

The contract has been written and sent to Attorney Sparks for review.

Bids on generator

Advertised for 9/18

An ad will be placed in the Kalamazoo Gazette beginning August 22nd (10 days) for the 1981 Onan Diesel 125 kw generator. Sealed bids will be opened on September 18.

Bids on trailer

Advertised for 9/18

An ad will be placed in the Kalamazoo Gazette beginning August 22nd (10 days) for the 2 axle trailer for sale currently parked out in front of GLSWA. Sealed bids will be opened on September 18.

Delinquent Accounts

Certified

A motion was made by Stoneburner and seconded by Turner to certify the delinquent roll as presented to the taxes. **Motion carried; all ayes.**

Staffing

New Employee

Pierson to bring job description, proposed budget impacts, and other information regarding hiring a new full time person in Maintenance Operations to the next Board meeting.

OLD BUSINESS

GIS Improvements

Update (Vista Okay)

FINANCIAL REVIEW/ PAY BILLS

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

Motion carried; all ayes.

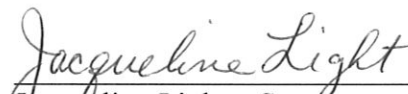
CLOSING COMMENTS

The date of the September Board Meeting has been changed to September 25, 2008 and the October Board meeting date has been changed to October 23, 2008.

Barry County has a boring machine which may be available for use. *Pierson to talk to Mark Doster.*

ADJOURN MEETING TO SEPTEMBER 25, 2008 at 1:00 p.m.: Chairman Bither adjourned the meeting at 2:27 p.m.

Submitted for approval



Jacqueline Light – Secretary