

Gull Lake Sewer & Water Authority

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MINUTES OF THE NOVEMBER 11, 2020 REGULAR BOARD MEETING

Authority Board Meeting

3:30 P.M.

CALL TO ORDER/ ROLL CALL: Chairperson Harma called the meeting to order at 3:30 P.M. Commissioners present were Lysanne Harma, Jimmy Stoneburner, Rob Baker and Wes Kahler. Also present were Executive Director John Crumb, Executive Assistant Anne Richmond, Engineer Paul Schram, Attorney Rob Thall, and Charleston Township Supervisor Jerry VanderRoest. Access to the meeting was available via Zoom.

REVIEW AND SET THE AGENDA: Stoneburner made the motion to set the Agenda as presented. Motion was seconded by Kahler. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

HEAR THOSE PRESENT (Non-Agenda Items): Nothing presented.

CONSENT AGENDA: Crumb noted that there is one outstanding sump pump inspection and if the inspection is not completed by December 1, that property will be charged an additional 2.8 REUs for the extra flow into the sewer system. 5273 Wayne Street may also be charged this rate if the new owner connects the sump pump to the sewer to temporarily address flooding issues. Crumb reported that GLSWA completed a repair to the catch basin at the Prairieville Township Park. This was in addition to adding the restrictor for water flow into the sewer. A motion was made by Kahler and seconded by Baker to approve the consent agenda. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

NEW BUSINESS

2020 Permits for Sewer Connection & Televising Motion
Per the Personnel Policy, if the Authority processes 60 sewer permits in a calendar year, the employees are eligible for a bonus of \$250. GLSWA has processed 71 sewer permits through November 4. A motion was made by Kahler and seconded by Stoneburner to authorize payment of \$250 to each of the Authority employees per the

Personnel Policy. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

Commercial Review Update
 Commercial Review is ongoing and will be completed by the January Board Meeting. Significant progress has been made and Crumb is estimating an overall reduction of approximately 3.8 REU's, partly due to Parker Hannifin.

MERS Defined Contribution Plan Adoption Agreement Addendum Motion
 MERS has requested that municipalities complete a Defined Contribution Plan Adoption Agreement Addendum to further define plan eligibility and compensation. The effective date is January 1, 2021. Crumb presented the Agreement Addendum as reviewed with Attorney Thall. Stoneburner made the motion to authorize the Executive Director to sign and submit to MERS the Defined Contribution Plan Adoption Agreement Addendum as reviewed. Motion was seconded by Baker. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

GLSWA Personnel Policy Amendment to Section 7 & 13 Motion
 Crumb recommended changing GLSWA's Personnel Policy to state that an employee is regarded as under review during the first sixty (60) days of employment rather than probationary. In addition, Crumb recommended that a new employee does not need to wait 60 days to be eligible for retirement benefits. Attorney Thall agreed with these changes. Baker made a motion to accept the recommended changes to the Personnel Policy. Motion was seconded by Kahler. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

Liability Insurance Renewal Motion
 Crumb reviewed the quote submitted by EMC for the 2021 Liability Insurance Renewal. The price increased 7.7%. The incremental cost of the new SCADA system will need to be added as well as any adjustments noted during review of the Authority's assets and current insurance coverage. Baker made a motion to approve renewal of the Authority's liability insurance with EMC for 2021. Motion was seconded by Stoneburner. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

2021 Meeting Schedule Motion
 Crumb presented a proposed schedule for 2021 Authority Board Meetings for the Board's consideration. Stoneburner made a motion to approve the Authority Board Meeting schedule with the following changes: 1) Change the time to 2:30 – 4:00, 2) Change the November 17 Meeting to November 10, 3) Change the December 9 Meeting to December 8. Motion was seconded by Kahler. **Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.**

GLSWA/Charleston Township Agreement Motion
 Further discussion is needed between Attorney Thall and Attorney Rolfe. A motion was made by Stoneburner and seconded by Baker to have the Executive Director and Attorney define a short-term sewer agreement with Charleston and explore the transfer of Charleston Sewer Operations back to the City of Kalamazoo as soon as possible.
Roll Call Vote: Harma-aye; Stoneburner-aye; Baker-aye; Kahler-aye; Motion carried.

OLD BUSINESS: On Going

Crumb reviewed the status of the items on the Master List. He demonstrated GLSWA's new website.

CLOSING COMMENTS

Stoneburner reported the election of a new trustee in Prairieville Township.

Baker announced the resignation of a trustee and the appointment of a trustee at Ross Township. Baker also announced his resignation as Township Supervisor as of December 31.

Kahler reported the election of a new trustee in Barry Township.

VanderRoest reported that sewer has been approved in Fort Custer and Charleston is working on a franchise agreement with the City of Battle Creek.

Crumb updated the Board on the testing status of GLSWA's well.

Harma reported the election of a new trustee in Richland Township. Water Expansion is going well.

ADJOURN.

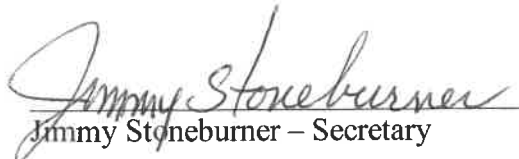
The meeting was adjourned at 4:24 P.M.

NEXT MEETING:

THURSDAY, DECEMBER 10, 2020 1:30 P.M.

Note: Luncheon for Board Members at 12:00 P.M.

Submitted for approval


 Jimmy Stoneburner – Secretary