

Gull Lake Sewer & Water Authority

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MINUTES OF THE MAY 27, 2010 REGULAR BOARD MEETING

Authority Board Meeting

1:00 P.M.

CALL TO ORDER/ ROLL CALL: Chairman Bither called the meeting to order at 1:00 p.m. Commissioners present were Jeff Bither, Jackie Light, Jim Stoneburner and Wes Kahler. All present. Also present were Director Rich Pierson, Administrative Assistant Anne Richmond and Engineer Tom Wheat.

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

MINUTES OF THE APRIL 29, 2010 REGULAR BOARD MEETING AND MAY 6, 2010 SPECIAL BOARD MEETING: A motion was made by Light and seconded by Kahler to accept the regular and special meeting minutes as presented. **Motion carried; all ayes.**

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

CORRESPONDENCE:

Ron Sessions - 37th Street New Grinder Pump Connection
Pierson and Bowman met with Mr. Sessions to discuss the possibility of him connecting to the available pressure sewer on 37th Street. Mr. Sessions was provided an estimate to connect that consisted of the \$4,550 Connection Fee plus the estimated work on-site of \$2,923. Mr. Sessions was advised that we do not allow for time payments due to the numerous foreclosures. After reviewing the quote, Mr. Sessions has requested to connect to the sewer and this will likely be done the first week of June.

Gordon Water Cancellation of Service
GLSWA has discontinued our bottled water service after drilling a new well that is providing good drinking water.

Weiss, Cini, Stanton, Lyons, Petro Monthly Letters for Delinquent Contract Pymts
Customers that are delinquent on their sewer contract payment are sent monthly letters informing them of the amount owed and reminding them that all payments and late charges must be current before August 31 to ensure that the entire contract amount plus interest and late charges is not placed on the tax roll. The letters that were sent out on May 1 were provided as information to the Board.

England-Reminder

Reminder of the \$1,500 due

Ms. England was sent a reminder that the amount due for the septic repair was \$1,500.

NEW BUSINESS

Authority Retirement Plan-Option for MERS

To be discussed: Defined
Contribution vs. Defined Benefit

Authority employees are requesting the Authority Board consider switching retirement plans. The Municipal Employees' Retirement System of Michigan submitted a preliminary retirement plan proposal for Gull Lake Sewer and Water Authority. Pierson handed out a brief comparative of the current GLSWA retirement plan with the proposed MERS plan for the Board. Currently, GLSWA provides a defined contribution retirement plan. The MERS proposal is a defined benefit plan. A defined benefit plan offers a promised monthly benefit, members do not depend on investment performance, and the retirement system is responsible for the investment decisions. A defined benefit plan legally obligates the employer to meet the promised payments. With the existing defined contribution plan, the retirement benefit is based on the value of the account (contributions and investment performance) and the employee is responsible for the investment decisions. The employer has no ongoing legal obligation to make contributions to the employee retirement plan. Pierson is recommending that GLSWA consider changing to the MERS program as all qualified employees have reviewed it and support the recommendation. With the MERS proposal, employer contributions would initially be set at approximately the same level as the current GLSWA retirement plan, however, these could increase or decrease in the future depending on the unfunded accrued liability. The Board agreed to listen to a presentation on the proposed retirement plan from the MERS representative at the June Board meeting.

PROJECT UPDATE:

Office Remodel & Improvements

Pierson reviewed Change Orders 6-15

#6 Remove Server Room Door	\$ (1,368.15)
#7 Remove Kitchen Cabinets & Countertops	\$ (2,783.25)
#8 Change Interior Trim	\$ (182.71)
#9 HVAC Changes	\$ 2,289.00
#10 Stairway Framing	\$ 1,412.62
#11 Water Line to Fridge	\$ 146.80
#12 Connect Downspouts to Underground Drain	\$ 984.00
#13 Kitchen Exhaust Fan	\$ 215.25
#14 Garbage Disposal	\$ 306.99
#15 Credit for Brick Allowance	\$ (279.25)

After a brief discussion on each item, Light made the motion, seconded by Stoneburner, to approve Change Orders #6-15. **Motion carried; all ayes.**

Stoneburner made the motion, seconded by Kahler, to approve Pay Request #3 from FCC in the amount of \$70,094.49. **Motion carried; all ayes.**

Pierson to provide an update on the project spending to budget for the building remodel project at the next Board meeting.

D Avenue West Project Update on Design Status

Engineer Wheat provided an update on the design status of the D Avenue project. The plans, estimates, and program applications are completed. After he gets the Road Commission and MDOT permits, there is nothing more to be done except wait for word on the status of the government grant funding.

30th Street South Gravity Design Update on Design Status

Engineer Wheat provided an update on the design status of the 30th Street South Gravity project. The design is complete and the paperwork has been sent in for the DEQ, MDOT and Road Commission permits. Work is progressing on the easements.

OLD BUSINESS: ACTIVE

Manhole Inspection/Inflow/Infiltration Proposed Purchase of Manhole Camera
Pierson asked the Board to approve the purchase of a manhole camera for infiltration and inflow work as he is now confident it will work and it is a necessary tool to start this project. This item was included as a Capital Improvement Project in the 2010-2011 Budget. Kahler made the motion, seconded by Stoneburner, to approve the purchase of a manhole camera at a cost not to exceed \$12,000. **Motion carried, all ayes.**

Augusta LS #1 invoice paid; Credit against future 42nd Street Flow
GLSWA has paid the full invoice for Augusta's Lift Station #1 protection. Augusta will pay their half of the cost in the form of a credit to GLSWA against future 42nd Street flow payments. This item will no longer be on the agenda.

OLD BUSINESS: STATUS UNCHANGED

Water Connection Fee Issues Ongoing Project
On-going project to review and establish appropriate fees in Township/Village. Plan to be developed for administering water connections for Richland Township and Richland Village in order to cost-average short-side and long-side taps to the water

main, preventing one side of the road paying more than the other side (where the water main is located). Also, need to establish adequate connection fees to provide for the replacement of watermain in the future.

Charleston Township Sewer Ongoing Project-reviewing existing list of customers

Comstock Township Sewer + Water Ongoing Project-review w/ Tim Hudson

Easement Releases Ongoing Project-coordinate w/ scanning file to GIS.

Personnel Policy Update Tentative Changes for 2010
Pierson to review retirement plan / vacation policy / hours of operation and determine if changes are needed. This will be reviewed at the June meeting.

GIS Improvements On-going project

Sewer Connection Fee Issues No response yet
There has been no response from Attorney Ken Sparks letter to Attorney Swenarton as of yet. In addition, Rosenberger still owes GLSWA engineering fees of approximately \$8,900.

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 bill in the amount of \$4,270.25. **Motion carried; all ayes.**

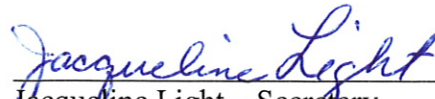
CLOSING COMMENTS

Pierson updated the Board on some miscellaneous issues. A request has been made to discharge contaminated groundwater into the sewer from 15662 Bunbury Lane in Barry Township, not a location in Ross Township as previously reported. The Board had approved the purchase of a new welder for Barry's steel fabrication projects at an estimated cost of \$800. The actual cost was \$908. At a previous Board Meeting, the plumbing cost to relocate the gas meter at Lift Station #20 was not known. Pierson reported this cost was \$245. The transfer switch and entrance gate have been put on hold for now as the funds would be better spent on a new Pole Barn. This decision will be made at a later date.

Chairman Bither informed the Board that the Township is requiring that the infrastructure must be in place before going forward with any construction at Gull Harbor Point. Also, he received an inquiry on the availability of sewer on Gull Creek from a prospective buyer. *Pierson to provide previous Gull Creek sewer information to Bither.*

ADJOURN. NEXT MEETING THURSDAY JUNE 24, 2010 at 1:00 p.m. Chairman Bither adjourned the meeting at 1:45 p.m.

Submitted for approval


Jacqueline Light – Secretary