

Gull Lake Sewer & Water Authority

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MINUTES OF THE JULY 29, 2010 REGULAR BOARD MEETING

Authority Board Meeting

1:00 P.M.

CALL TO ORDER/ ROLL CALL: After a tour of the new building, Chairman Bither called the meeting to order at 1:05 p.m. Commissioners present were Jeff Bither, Jackie Light, Jim Stoneburner and Wes Kahler. All present. Also present were Director Rich Pierson and Administrative Assistant Anne Richmond.

REVIEW AND SET THE AGENDA: Stoneburner made the motion to accept the agenda as presented with the addition of one item under New Business to discuss a Gull Island Connection. Motion was seconded by Light. **Motion carried; all ayes.**

MINUTES OF THE JUNE 29, 2010 REGULAR BOARD MEETING: A motion was made by Kahler and seconded by Stoneburner to accept the regular meeting minutes as presented. **Motion carried; all ayes.**

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

CORRESPONDENCE:

MDNRE - PPP Information Regarding Future of Groundwater Pumping System
Pierson & Bowman met with Bill Babcock who manages the PPP site for the DEQ (now MDNRE). Mr. Babcock believes he will be able to show empirically that our water "flow" meter is reading high by 15%. Pierson told him GLSWA would work with him if that is what it shows. Mr. Babcock also indicated that the state had only "x" amount of funds left for the site and once they are used, they will quit pumping. *Pierson to contact Mark Ducharme to get a better understanding of state funding for PPP.*

George McKay Leaking Sewer Connection to Home
A letter was written to Mr. McKay to advise him that GLSWA noticed significant water coming in continuously from what we believe to be his house connection to public sewer in the Oakdale area. He was requested to contact us immediately in order to schedule a time that we could access his house to determine the source of the continuous water so that it could be stopped. Mr. McKay has not yet responded. *Pierson to investigate how to legally pursue this since it is an ordinance issue.*

Jim & Pam Ritz Future Location of Home Relative to Public Sewer Easement
Pierson met with Mr. & Mrs. Ritz to discuss potential construction of a new home closer to the lake. Since the cost to relocate the public sewer that lies diagonal across

their property is estimated at over \$30,000, Pierson evaluated what footprint might be available without pipe relocation. He provided a "rough" sketch showing it likely, dependent upon where the lake set-back is determined to be by the Township, that they could build a 3,400 -3,600 square foot footprint (90 x 40), plus an additional 2,000-2,100 square foot garage/living space while leaving the pipe in place.

Mr. James DeMaagd Arrears billing for home

A letter was written to Mr. DeMaagd to advise him that GLSWA had recently checked our billing system against our aerial photography and discovered that we were not billing his home for public sewer use. We had suspended billing when he had demolished his house in 2002 and failed to put it back on the active list when it was reconstructed. In recognition of our shortcoming, an invoice was sent to Mr. DeMaagd for half of the past amount due. GLSWA has received payment for this.

Mr. Dan Alban Arrears billing for home

A letter was written to Mr. Alban to advise him that GLSWA had recently checked our billing system against our aerial photography and discovered that we were not billing his home for public sewer use. We had suspended billing when he had demolished his house in 2007 and failed to put it back on the active list when it was reconstructed. An invoice was sent to Mr. Alban for the past amount due. GLSWA has not received payment for this.

NEW BUSINESS

Mr. Pat Dunigan Connection on Gull Island (Shurtz Cottage)

Mr. Shurtz contacted GLSWA and notified us of a backup problem with his guest house. Upon investigation, GLSWA discovered that the drawing with respect to the cottage is completely incorrect and the cottage toilet and laundry were never connected to the sanitary sewer in 2004. Pierson asked Dunigan Brothers to make the connection since it was not done correctly (and they had been paid for allegedly doing the work) but they refused. RJT is scheduled to do the work on July 30. This will be at Authority cost. *Pierson to write letter to Dunigan expressing disappointment in their inadequate response.*

EPA Proposed Permit Requirements Draft Response Review

Pierson informed the Board that proposed new EPA regulations regarding the management, operations, and maintenance of sanitary sewer collection systems will impact GLSWA. Pierson participated in a draft response to the proposed EPA regulations. He reviewed for the Board a brief list of essential attributes for the efficient management of wastewater collection systems and discussed GLSWA's performance.

Workman's Comp Board of Trustees Annual election of officers-all incumbents
The Board did not wish to participate in voting for the incumbents as none were contested.

Authority Retirement Plan-Option for MERS

Discussion / Recommendation /
Resolutions for Board
Consideration

Authority employees are requesting the Authority Board consider switching retirement plans. Pierson distributed a packet of information for the Board's review of the issue prior to the meeting and recommended that the MERS option be adopted. The Board discussed the MERS option for the Authority Retirement Plan. A motion was made by Stoneburner and seconded by Kahler to adopt the MERS option for the Authority Retirement Plan. **Motion Not Carried; Roll Call Vote; Bither – No; Light – No; Kahler – Yes; Stoneburner-Yes.**

PROJECT UPDATE:

Office Remodel & Improvements

Pierson provided a handout to update the Board on the Office Project budget and spending to date (including the proposed change orders and pay estimate that follow).

Light made the motion, seconded by Kahler, to approve Pay Request #5 from FCC in the amount of \$67,390.50. **Motion carried; all ayes.**

Pierson reviewed Change Orders 28-31

#28 Electrical Changes	\$ 420.00
#29 Concrete Curb	\$ 315.00
#30 Change Outlet Color	\$ 194.25
#31 Remove Gate Allowance	\$ (8,000.00)

After a brief discussion on each item, Stoneburner made the motion, seconded by Light, to approve Change Orders #28-31. **Motion carried; all ayes.**

Pierson updated the Board on the status of office furnishings. Many items are on order and he is in the process of finalizing some of the last decisions. He still expects to meet the \$21,701 currently allocated to furnishings and the overall project is still on or under budget

Pierson presented a quote/schematic for landscaping from Klooster Landscaping. The Board directed *Pierson to get one additional proposal for consideration.*

D Avenue West Project

No Change in Status

30th Street South Gravity Design

Easement Pursuit this Fall

OLD BUSINESS: ACTIVE

Manhole Inspection/Inflow/Infiltration Camera purchased-\$12,000
 After further negotiations with the vendor, Pierson was able to purchase a manhole camera for \$12,000 and manhole inspections have begun. Significant water was observed in the Oakdale area and some leaks were also documented during inspection of the 42nd street sewer and on 37th street. GLSWA plans to dedicate 3 people for at least 1 day per week to this effort. At this rate, it is estimated that the entire system can be inspected over a period of 2 years +.

Harbour Pointe Sewer Leads Minor Change in Configuration
 At the request of the Lot 5 homeowner, Pierson authorized a minor change in the configuration for the new sewer leads to lots 4, 5 & 6.

G Avenue 'dip' repair \$4,619; original budget \$3,924
 GLSWA agreed to pay for a pavement repair on G Avenue between Gull Road and Sprinkle Road. The original estimate was \$3,924 and the actual cost came in at \$4,619 primarily due to an asphalt overrun (11.39 tons over plan) as the road cut was wider than anticipated. A motion was made by Light and seconded by Stoneburner to pay \$4,619 for the G avenue repair. **Motion carried; all ayes.**

Manholes on Pattiwood + Macywood No Response from Woodhouse
 There has been no response from Mr. Woodhouse on the \$2,880 proposal to lower 9 manholes on Macywood (6) and Pattiwood (3). *Pierson to get cost to lower the manholes on Pattiwood only and to send Woodhouse a follow-up letter.*

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.	

GIS Improvements	On-going project
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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 Kahler and seconded by Light to file the financial reports as presented, approve the standard bills paid, and pay the Prein & Newhof bill. **Motion carried; all ayes.**

CLOSING COMMENTS

ADJOURN. NEXT MEETING THURSDAY SEPT 2, 2010 at 1:00 p.m. Chairman Bither adjourned the meeting at 2:30 p.m.

Submitted for approval

Jacqueline Light
Jacqueline Light – Secretary