

Gull Lake Sewer & Water Authority

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MINUTES OF THE SEPTEMBER 2, 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. None absent. Also present were Director Rich Pierson, Engineer Tom Wheat and Administrative Assistant Anne Richmond.

REVIEW AND SET THE AGENDA: Kahler made the motion to accept the agenda as presented with the addition of one item under New Business to certify delinquent sewer user fees and contracts to the 2010 tax roll. Motion was seconded by Stoneburner. **Motion carried; all ayes.**

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

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

CORRESPONDENCE:

Dunigan Brothers Shurtz Connection on the Island

An invoice was sent to Dunigan Brothers requesting reimbursement to the Authority in the amount of \$666.50 for pipe and labor to complete a sewer connection of the guest cottage at 123 Gull Island. Pierson had 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 indicated it was not their responsibility to do the work. GLSWA corrected the problem by hiring another company and invoiced Dunigan Brothers for the work.

Spinden (formerly Foss) Review of 1980 Richland Twp Assessment Rolls

Ms. Cherie Spinden asked GLSWA how many "benefit units" were assessed her parents on their Gull Lake properties. After much research into the archives and the original assessment roll of 1980, Pierson shared his analysis with Ms. Spinden and informed her that he believes her parent's primary property was assessed 178 feet at \$13 per foot, plus one (1) benefit unit in the amount of \$2,500 for a total of \$4,814, allowing for only one connection to the public sewer without additional payment.

Lemons - Pfizer Animal Farms – Gull Road

Potential Construction

Pfizer Animal Farms is considering construction of additional office and/or animal containment buildings at the Richland-Gull Road site and requested information on the costs of exceeding the 150,076 gal/day “purchase” made by Pfizer in 2004. Pierson responded by reviewing how Pfizer is charged for domestic strength wastewater flow and suggested a meeting to review short-term and long-term plans for the additional flow so that GLSWA and Pfizer can work together to minimize the need to purchase and/or lease additional capacity in the public sewer.

Ziegler – Construction Adjacent to Easement

Review of Map

Pierson reviewed a drawing showing the landscaping and decks that will be placed over the sewer easement for the Ziegler residence. The existing easement allows for decks, fences, driveways and landscaping over the easement.

Augusta – Pipeline Issue on 37th Street

E-mail Correspondence

After inspecting the manholes at the Galesburg High School, Pierson informed Augusta that where their forcemain comes into the manhole, the drop pipe has plugged and flow is coming in 6 feet above the bottom of the manhole and splashing – releasing more hydrogen sulfide than necessary. There was also a strong odor. Augusta responded that they inspected the manhole and did not see a problem or notice an odor. Bowman then sent an email and a picture to clarify.

Wayne Millers Woodworking

Conference Table Pedestals Unacceptable

The conference tables are partially unacceptable in their current configuration as the pedestals do not readily accommodate chairs and people. In addition, the table needs to be ½” higher and the casters need to be leveled. Wayne Miller was asked to address these problems and GLSWA is researching possible fixes. *Pierson to report back next meeting with alternatives and costs.*

Corey Wisser

Lawn Mowing

In late July and August, GLSWA observed that our lift stations were not being mowed weekly as per our agreement with the sub-contractor. GLSWA phoned Mr. Wisser twice asking him to call regarding the lift station mowing, but he has not contacted us. Mr. Wisser was informed that our staff is now mowing the lift stations and that he should call or stop by to discuss closing out his contract and obligation.

Elaine McKay

Sump Pump to be Disconnected

GLSWA met with Mrs. McKay regarding the sump pump we discovered was pumping ground water from her basement into the public sewer and recommended a solution. Mrs. McKay has agreed to hire a plumber to correct the situation. Pierson reviewed with the Board what the City of Ann Arbor is doing to address the problem of sump pumps pumping ground water into the public sewer. Pierson believes a long-term door-to-door effort may be required to discover sump pumps that are pumping ground water into the GLSWA sewer. Pierson commented that we estimate up to 5% of our annual budget is attributable to extraneous water from sump pumps and/or leaking pipes (see Old Business – manhole inspection).

Tammy England

Reminder of Amount Due

Tammy England was reminded of the \$1,500 she owes to GLSWA for extending the life of her septic system. *Pierson to investigate filing a lien or placing it on the tax roll if it is not paid.*

Lemons - Pfizer Animal Farms – Gull Road

Potential Construction

Mr. Mark Lemons - Pfizer Animal Farms called to discuss further the memorandum Pierson had sent regarding the costs of exceeding the 150,076 gal/day “purchase” made by Pfizer in 2004. He indicated water run-off from a field had caused a high flow reading in June, but corrections had been made. They are looking at building 2 Equine stables but don’t expect these to generate much additional flow. He would like to explore a capacity “lease” for rainwater contribution rather than an upfront capital purchase should they add new structures and flows increase above 150,076 gal/day. Pfizer estimates rainfall has added 16,000 gal/day to their flow based on their rainfall monitoring. A lease for rainfall contribution will be explored at the time it is needed.

NEW BUSINESS

Lift Station #1 Roof Project Leaking – New Roof Estimate from Sherriff-Goslin

The roof at Lift Station #1 currently has a leak. Sherriff-Goslin submitted two quotes for re-roofing: \$5,345.00 with Fibertite and \$4,850 without Fibertite. The main difference is the seamability of a thermoplastic versus a thermoset, the reflectivity of a “white” roof membrane which keeps things cooler, and the long term reparability. Chairman Bither suggested Pierson contact Division 7 for another quote. A motion was made by Light and seconded by Stoneburner to allow Pierson to authorize the Lift Station #1 Roof Repair project for an amount not to exceed \$5,300. **Motion carried; all ayes.**

Review of Capital Replacement Budgets

Pierson reviewed the capital replacement budget and noted that for FYE 2011, \$5,000 had been allocated to rehab the interior of LS #1. The re-roof project will be completed this fiscal year instead of the interior rehab.

Two Moms and a Mop

Authorization for Cleaning Services

GLSWA has authorized Two Moms and a Mop for cleaning services at a rate of \$100 per visit every two weeks.

McKay Sump Pump – Pipe Inspection

Meeting with Owner Options

This item was discussed under correspondence – Elaine McKay.

Certify Delinquent Accounts

A motion was made by Stoneburner and seconded by Kahler to certify the delinquent accounts as presented to the respective municipal delinquent tax roll. **Motion carried; all ayes.**

PROJECT UPDATE:

Office Remodel & Improvements

Pierson provided a handout to update the Board on the Office Project budget and spending to date (including the pay estimate that follows). Pierson is confident the project will be completed on budget.

Kahler made the motion, seconded by Light, to approve Pay Request #6 from FCC in the amount of \$40,036.89. **Motion carried; all ayes.**

There were no further change orders to present at this time.

Pierson updated the Board on the status of office furnishings. He is finalizing some of the last decisions. He still expects to meet the amount currently allocated to furnishings and the overall project remains on (or under) budget.

Pierson provided updates on landscaping, irrigation, and the entrance sign. *Bither and Light to meet with Pierson to review landscaping quotes and schematics.* Pierson recommended Maple Hill to do site irrigation since they met our requirements and had the low bid. *He will proceed to authorize Maple Hill to install the irrigation.*

D Avenue West Project

No Change in Status

30th Street South Gravity Design

Easement Pursuit this Fall/Winter

OLD BUSINESS: ACTIVE

Manhole Inspection/Inflow/Infiltration Camera purchased-\$12,000
72 / 1200 manholes have been inspected. Through these inspections, GLSWA has discovered plugged lines, leaky/cracked pipes, and unauthorized use of the public sewer. The manhole inspection project has been successful thus far with the limited inspections we have done. *Pierson to provide monthly updates for this on-going effort.*

MDNRE – PPP Groundwater Pumping Possible Adjustment of 10%
A possible adjustment of 10% less may be required based on empirical flow testing. *Pierson to contact Mark Ducharme to discuss this and get a better understanding of state funding for PPP.*

Authority Retirement Plan-MERS Option Review of Discussion & Concerns
 This item will be discussed at the September 23, 2010 Board Meeting when more information is available.

Manholes on Pattiwood + Macywood Proposal to do Pattiwood Street only
 There has been no response from Mr. Woodhouse on the \$2,880 proposal to lower 9 manholes on Macywood (6) and Pattiwood (3). Pierson asked Tustin's for a quote to lower the manholes on Pattiwood only.

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

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

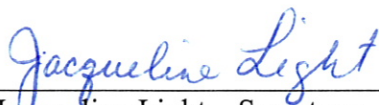
A motion was made by Stoneburner and seconded by Kahler to file the financial reports as presented, approve the standard bills paid, and pay the Prein & Newhof bill.

Motion carried; all ayes.

CLOSING COMMENTS

ADJOURN. NEXT MEETING THURSDAY SEPT 23, 2010 at 10:00 a.m. Chairman Bither adjourned the meeting at 1:50 p.m.

Submitted for approval



Jacqueline Light – Secretary