

Gull Lake Sewer & Water Authority

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MINUTES OF THE SEPTEMBER 25, 2019 REGULAR BOARD MEETING

Authority Board Meeting

3:00 P.M.

CALL TO ORDER/ ROLL CALL: Chairperson Harma called the meeting to order at 3:00 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, Charleston Township Supervisor Jerry VanderRoest, Engineers Paul Schram and Allen Smaka, and Attorney Rob Thall. Augusta Village Manager Jeff Heppler joined the meeting later.

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

MINUTES OF THE AUGUST 28, 2019 REGULAR MEETING: A motion was made by Baker and seconded by Kahler to accept the regular meeting minutes of August 28, 2019 as presented. **Motion carried; all ayes.**

MINUTES OF THE AUGUST 28, 2019 REGULAR MEETING-CLOSED SESSION: A motion was made by Stoneburner and seconded by Kahler to accept the closed session meeting minutes of August 28, 2019 as presented. **Motion carried; all ayes.**

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

CORRESPONDENCE:

11530 E Michigan Grinder Installation Problems
GLSWA became aware of an illegal connection to gas & electric during the installation of a grinder pump system on the property and stopped work pending resolution of legal issues. Crumb notified Attorney Thall and will notify the Authority's insurance agent of the potential for GLSWA to be involved in a lawsuit.

9050 Richland Woods Drive Follow up on Homeowner's Request
 At the last meeting, Richland Village resident Doug Penny expressed his opinion that the flat rate for billing sewer is not equitable and asked that the Board consider a senior rate for sewer billing. Crumb will contact Mr. Penny and review this issue at the next meeting.

2214 N. 37th Street AT&T Damages on CIP Project
 A phone line was cut twice by the contractor while working on the CIP Project. Unable to reach AT&T through normal channels, Crumb reached out to an associate to resolve the homeowner's issue.

Staffing Change Resignation of Ms. Serba and Offer Extension to Ms. Goodman
 Ms. Serba resigned from the position of Office Assistant and an offer was extended to Ms. Goodman.

NEW BUSINESS / PROJECTS UPDATE

Gilmore Farms 2 Phase 2 Motion: Accept Sanitary Sewer Easement as Defined
 A motion was made by Stoneburner to approve the Sanitary Sewer Easement for Gilmore Farms 2 Phase 2 as defined. Motion was seconded by Baker. **Motion carried; all ayes.**

Mitchell Hobner Motion: Approve Project/Scope for Network Diagramming
 Executive Director Crumb reviewed a Network Diagramming Proposal and recommended approval. Baker made a motion to approve the Network Diagramming Proposal for an amount not to exceed \$1,200.00. Motion was seconded by Kahler. **Motion carried; all ayes.**

Pajay Payment Request Motion: Approve Payment Application #2
 Crumb informed the Board that the costs associated with the West Gull Lake Drive Sewer project had been removed in Change Order 1 along with other adjustments. Pajay submitted Payment Request #2 in the amount of \$129,702.42. A motion was made by Stoneburner to approve Payment Request #2 in the amount of \$129,702.42. Motion was seconded by Baker. **Motion carried; all ayes.**

City of Galesburg Status Update on Services Provided
 GLSWA's after-hours emergency communication system allowed GLSWA to assist with the appropriate response needed for MDOT and EGLE for a spillage at 96 and Michigan after notification from the City of Galesburg.

Charleston Township Update on Letter to Board of Trustees
 Attorney Thall provided an update on the letter that was sent to the Charleston Township Board of Trustees. GLSWA will provide an appropriate proposed agreement to begin work on a more complete agreement that is acceptable to both the

Authority and the Township for the services to be provided by the Authority with respect to the part of Charleston Township sewer owned by Charleston Township.

Projects-Miscellaneous 2018-2019 Various Projects and On-Going Work

- Richland Water Extension-Update: The water extension has been delayed potentially to Spring 2020 due to the lack of an available contractor.
- CIP Project Schedule-Update: Crumb will meet with Wightman monthly to review the status of all engineering projects
- Riverview-Status Update: Additional review is needed for how to put manhole structures back together.

ENGINEER PRESENTATION

Gull Lake Area Water Feasibility Study – Public Education Update
 Engineer Smaka reviewed a Summary of Strategic Assumptions, Questions, and Decisions for the Gull Lake Water System Project. Engineer Smaka emphasized the importance of the strategic alignment of the Board before moving forward with Community Engagement. Engineer Smaka also reviewed an Engagement Operational Plan Development Guide and suggested formation of a Gull Lake Water Advisory Committee.

Work Order System Manager Plus Work Order System
 Work Orders Past / Adjusted + Reactive (368-385)

OLD BUSINESS: On Going

Crumb reviewed the current status of the items on the Master List.

FINANCIAL REPORT

Financial Report / Bills Paid + Payable / Engineering Billing
 A motion was made by Kahler and seconded by Baker to file the financial reports as presented and approve the standard bills paid through August 31, 2019. **Motion carried; all ayes.**

CLOSING COMMENTS

Chairperson Harma reviewed the plans for the Luke Bryan concert to be held in Richland Township on Friday, September 27.

ADJOURN.

Chairperson Harma adjourned the meeting at 5:00 p.m.

NEXT MEETING:

WEDNESDAY, OCTOBER 23rd, at 3:30 P.M.

Submitted for approval


Jimmy Stoneburner – Secretary