

Gull Lake Sewer & Water Authority

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MINUTES OF THE SEPTEMBER 8, 2011 REGULAR BOARD MEETING

Authority Board Meeting

10:00 A.M.

CALL TO ORDER/ ROLL CALL: Chairman Bither called the meeting to order at 10:00 AM. Commissioners present were Jeff Bither, Jackie Light, and Jimmy Stoneburner with Wes Kahler arriving at 10:03 a.m. None absent. Also present were Director Rich Pierson, Engineer Tom Wheat, and Administrative Assistant Anne Richmond. Robert Loftus and Monica Loegel from Seber Tans, PLC were present to review the audit for the Board.

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

MINUTES OF THE JULY 28, 2011 REGULAR BOARD MEETING: A motion was made by Light 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-External: Pierson reviewed the following correspondence:

Fr: Brent Coan-1232 Burlington Sump Pump Disconnected
Mr. Brent Coan at 1232 Burlington informed GLSWA that the sump pump discharge is no longer flowing to the sewer. Pierson estimated the flow from the sump pump was 7 gpm. Mr. Coan did not wish to participate in the cost sharing program that GLSWA offered and therefore, no internal inspection/review was accomplished.

To: Leech-2792 Burlington 90 Day Notice
Mrs. Leech was given a 90 day notice to disconnect her basement/crawl space groundwater pump system from the public sewer. Mrs. Leech was advised of the Authority's program to pay 50% up to \$1,000 maximum of the interior plumbing alterations necessary to disconnect and move the discharge outdoors where it belongs as long as the property owner undertakes necessary modifications no later than 90-days from the official notice and allows us to document the work.

Fr: Blok Builders-2792 Burlington Price Quote to Disconnect Sump Pump
Mrs. Leech requested a quote from her builder, Blok Builders, to disconnect the sump pump from the sewer. The interior portion came to \$734.42 of which we would participate at 50%.

To: Jeannine Clancy-Golden Valley DPW Director Thank You Note
 Rich Pierson sent a letter to Ms. Jeannine Clancy, DPW Director for Golden Valley, Minnesota thanking her and her staff for accommodating his request to visit their offices and participate/witness their sewer lateral-building sewer inspection program.

To: Deb Cardiff, Kal Co Health Dept Support Letter - Time of Sale Inspection
 At a Kalamazoo County Supervisors Group, Deb Cardiff, Manager of Environmental Health for Kalamazoo County, had discussed the possibility of County-wide Health Department time-of-sale (TOS) inspections for well and septic code violations and health hazards. Rich Pierson sent a letter to Deb Cardiff expressing support for this Time of Sale program and suggesting that a time of sale inspection to eliminate clean water (groundwater) from entering the sewer would logically be a part of the program.

To: Bowers-10956 N. Interlaken Sump Pump Inquiry
 After a heavy rain in July, Pierson and Dill noted clean water flowing in from residential connections while televising the sewer pipe. Mr. Bowers was asked to contact GLSWA to discuss whether he has a clean water sump pump connected to the public sewer. Mr. Bowers reported that he had 2 sump pumps discharging to the sewer and has corrected them himself to discharge outside.

To: Cook-10974 N. Interlaken Sump Pump Inquiry
 A letter was sent to Ms. Patricia Cook (homeowner) and Mr. Dick Boris (realtor) advising them of the potential liability for selling a home with groundwater or surface water collection and discharge systems inappropriately connected to the public sanitary sewer and requesting an opportunity to inspect the home for improper sump pump connections. Rich Pierson later met with Mrs. Cook and he reviewed a summary of their discussion with the Board. *Pierson will have our attorney review if sump pumps previously connected to the public sewer can be "grandfathered in" or if in lieu of alteration of sump pump discharge, can it be metered and charged to the homeowner?* Ms. Cook will obtain an estimate to disconnect the sump pump from the sewer system.

To: Wallace-Gull Lake Ministries Sump Pump Inquiry
 An e-mail was sent to Mr. Daniel Wallace, Executive Director of Gull Lake Ministries, to inquire as to any known sump pumps in their 50+ buildings.

To: P. Crowley, Kal Co Drain Comm E-Mail String-Bruce Blok, P. Crowley
 Mr. Bruce Blok, the builder for the Leech residence at 2792 Burlington, recalled that the sump pump discharge into the public sewer in 2006 +/- may have been at the directive of the Drain Commission. After Pierson communicated this to the current Kalamazoo County Drain Commissioner, Patricia Crowley, she confirmed her understanding that stormwater is not to be pumped into the sewer system and indicated the Drain Commission should be providing guidance on this as well.

Fr: B-Dry Response Letter Sump Pump Connections to Public Sewer
 Rich Pierson had written a letter to Mr. Stiemsma of B-Dry Systems questioning a quote to address groundwater problems at 800 E. Gull Lake Drive. The quote proposed to connect a B-dry underdrain system to the existing sump pump system which was connected to public sewer. In the fall of 2009, after discovering B-dry systems that had been connected to the public sewer, Rich Pierson wrote a letter informing Mr. Stiemsma that this practice is illegal. Mr. Stiemsma responded that after that letter, B-Dry said they would only plumb sumps to the outside and that is what they have done. As part of the installation at 800 E. Gull Lake Drive, Mr. Stiemsma stated that the plumbing would be changed so the sump would discharge outside. He offered to meet with Rich Pierson and/or the Authority Board at any time if that would be helpful.

To: B-Dry E-mail Response from Pierson to B-Dry
 Rich Pierson thanked Mr. Stiemsma for his response and indicated we will phone to schedule a time to meet so that we both may be on the same page in the future.

To: Randy Riggs Potential Residential Inspection Candidate
 Rich Pierson met with Mr. Riggs regarding possible future part-time employment.

To: Mr. Chris Jordan-Retail Owner Letter on REU Calculation
 Mr. Chris Jordan purchased and is remodeling the former W. Michigan Plumbing building at 8140 N. 32nd Street. Rich Pierson wrote a letter advising him that if water use exceeds 1.4 REU's, he will have to pay additional capital fees for water and sewer in addition to higher user bill rates.

To: Mr. Calvin Johnson-N. 39th Street New Connection on 39th Street
 A 25 x 50 foot easement is needed from Mr. Johnson for the initial service lead installation. At the July 28th Board meeting, the Board approved making Mr. Johnson an initial good faith offer of \$500 with payment at the time of initial installation of our 4" pipe. The Board also approved a future good faith offer of \$1,000 for an additional 20 foot wide easement southerly at a location to be mutually agreeable to both parties-to be executed and payable at such time as a second home connects to the system from his parcel-provided construction of the service line northerly from the new home to the public sewer is paid for by him. Mr. Johnson has not yet signed the easement.

To: Mr. David Spalding-15662 Bunbury Lane Contaminated Water Discharge
 Mr. Spalding was invoiced for contaminated water discharged to the public sanitary sewer at 15662 Bunbury Lane. The quarterly discharge equaled 6.4 REU's.

Confined Space Seminar/Training Training held August 10th at GLSWA
 2 hours of Confined Space Training was held at GLSWA on August 10th. A new harness and a new tripod will be purchased to meet the new OSHA requirements for approximately \$3,400. *Pierson noted that he is going to pursue CPR training for all maintenance personnel.*

7% Interest Rate on Sewer Contracts Lower to 5%
 Pierson asked the Board to consider lowering the interest rate on the remaining sewer contracts. A motion was made by Stoneburner and seconded by Kahler to lower the rate on the remaining sewer contracts from 7% to 5%. **Motion carried; all ayes.**
 This will be implemented on the contract invoices to be sent out on October 1, 2011.

PROJECT UPDATE:

Sump Pump Elimination Tracking Additional Discussion
 Pierson visited Golden Valley, Minnesota to learn about their sewer lateral-building sewer inspection program and reported his findings to the Board. Pierson discussed the ongoing challenges to eliminate clean water from our sewer system from inflow, infiltration and illegal connections. He is recommending the following steps:

Public Sewer Portion:

Fix the Cooper Township public sewer portion and see what the positive gain is. We could then apply this cost-benefit system-wide to give us an idea of the savings from fixing the rest of the sewer system. *Pierson to report the estimated cost to fix the Cooper Township system and the estimated savings.*

Illegal Connections:

Tighten up the ordinance.

Inspections: Perform a basement visual check rather than a complete inspection as done in Golden Valley. This may result in missing driveway / footing drains.

Engineer Wheat pointed out that these could be found using a smoke test.

Start by targeting houses that are for sale, but staff- up years 2 + 3 to complete all inspections by 2013-2014.

On-going Point of Sale inspections + education campaign will still be required because the owners could change plumbing after the inspection.

Pierson to report the estimated cost to inspect all GLSWA houses within 2 years and the expected savings.

Pierson contacted the Crandell's regarding the September 16th expiration of our "offer" to participate in the estimated cost of \$3,400 to disconnect the sump pump discharge from the public sewer at their residence. Pierson asked the Board for a 30 day extension of the deadline so that Mr. Crandell could work toward resolution with B-dry and get another quote. A motion was made by Light and seconded by Stoneburner to grant a 30 day extension for the Crandells to disconnect their sump pump from the sewer. **Motion carried; all ayes.**

Manhole Inspection/Inflow/Infiltration Project No More this Year
GLSWA will be postponing the manhole inspection program for one summer to focus on repair and rehab of Cooper Township's system to measure the impact of the effort on inflow and infiltration and its cost-effectiveness.

Office Remodel & Improvements Update
Budget Update: Pierson noted no change. We are planning to purchase chairs for the front office staff and the front entrance sign/flagpole. *Pierson to review options for the front entrance sign with the Board.*

Lift Station 4 – Replacement of Pumps
At the last meeting, the Board approved replacement of the pumps and rehab of the guide rail system and valve pit at Lift Station 4 at an estimated cost of \$15,000 due to ongoing problems with the impellers. Parts have been ordered.

OLD BUSINESS: ACTIVE

CMOM-Collection System Requirements Pending / Self Assessment: On-Going.
CMOM stands for "Capacity, Management, Operations, and Maintenance" and is a framework for municipalities to utilize widely-accepted wastewater industry practices to better manage sewer collection systems. Self Assessment is on-going. Pierson attached an update that momentum continues toward a Comprehensive Sanitary Sewer Overflow Rule – likely from EPA.

Commercial Review
Pierson to send response to Dowdle + Mission Pointe restaurant.

Kalamazoo Regional Water + Wastewater Comm. Update
FOIA lawsuit possible as a result of City refusal to share rate model. Pierson to attend October meeting of Village of Richland in response to Regional Commission invoice.

Easement for Jim Newman-above EGL Drive K. Miller obtained; C. Johnson pending
 An easement has been obtained from Kevin Miller. Pierson has presented Mr. Calvin Johnson with a proposed easement. It includes an initial good faith offer of \$500 for a 25 x 50 foot easement for our initial service lead installation, plus an additional offer of \$1,000 for a potential additional easement at such time as he connects a future home to the service lead. If he does not construct and connect a 2nd home, he would not receive the additional \$1,000.

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). Comstock Township took bids to contract out water service connections and Scott Taylor was the low bidder. The Township set a water connection price that township residents pay based on the average cost of the two street sides. Customers pay this in advance and then the township pays Scott Taylor the actual cost when the work is done. *Pierson to put a proposal together for Richland Township based on this framework.*

Also, need to establish adequate connection fees to provide for the replacement of watermain in the future, as the Township owns the watermain.

OLD BUSINESS: STATUS UNCHANGED

Comstock Township Sewer + Water Update on Rates: Begin Cost-Benefit Analysis
 This item is on hold until more detailed billing information is obtained from the City of Kalamazoo and analyzed.

Charleston Township Sewer

Update on Rates: Begin Cost-Benefit Analysis

This item is on hold until more detailed billing information is obtained from the City of Kalamazoo and analyzed.

Billboard/Purchase of Consumers Energy Property Pierson Met With Representative
 Pierson met with a Consumers Energy representative regarding billboard removal and/or relocation.

Easement Releases

Ongoing Project-coordinate w/ scanning files to GIS.

Sewer Connection Fee Issues

No response; \$8,900 Eng Fees not Paid

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.

30th Street South Gravity Design

Easement Pursuit

Easement pursuit to be accomplished by Pierson.

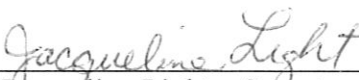
FINANCIAL REVIEW/ PAY BILLS

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 TUESDAY OCTOBER 18th, 2011 at 1:00 p.m.
Chairman Bither adjourned the meeting at 11:42 am.

Submitted for approval



Jacqueline Light – Secretary