

SOUTH COUNTY SEWER & WATER AUTHORITY

(Townships of Brady, Pavilion and Schoolcraft, and the Villages of Schoolcraft and Vicksburg)

7510 East "Q" Ave., Scotts, MI 49088 Ph. 269-321-8925 Fax 269-321-8943

Email- scswa@ctsmail.net

DRAFT: submitted for approval on May 28, 2019

Authority Regular Meeting Minutes Thurs. April 25, 2019 9:30 am Pavilion Twp. Hall

Regular Meeting was called to order at 9:30 a.m. by Board Chairman John Speeter (Pavilion Township Supervisor). Present were Vice Chairman Tracy Locey (Brady Township Supervisor); Secretary/Treasurer Don Ulsh (Supervisor, Schoolcraft Township); Trustee Keith Gunnett (Village of Schoolcraft Council President) and Trustee Bill Adams (Village of Vicksburg Council President). Also present were Administrator Cindy Chapman; Director Larry Fischer, Frank LaPierre (WAI), and Attorney Rob Thall (Bauckham, Sparks..P.C). Guests present were John Stodola (Village of Schoolcraft Trustee), John Gisler (Kalamazoo County Commissioner), Jim Mallery (Vlg of Vicksburg Mgr), John Stears (Brady Twp resident), Bill & Deb Christianson (Sugar Island resident), Randy Smith (SCSWA Inspector) and Rich Holmes (Vlg of Vicksburg Trustee).

Review and Set Agenda -

The agenda was presented for review. Motioned by Locey, seconded by Ulsh to accept the agenda as presented. **Motion carried; All Ayes.**

Review of Minutes-

The draft minutes of 3-19-19 were presented for review. Motioned by Locey, seconded by Adams to approve the minutes as presented. **Motion carried; All Ayes.**

Hear those present-

- John Stodola shared Schoolcraft Community Schools will discuss Bond issue at mtg scheduled May 13th.
- John Stears shared comments/concerns regarding the proposed sewer project.
- John Gisler shared Kalamazoo County Road Commission updates.

General Correspondence-

- From/To: Mike Kamphuis, Sugar Island resident offered support in pursuing public sewer at Sugar Loaf Island. The Authority and WAI will reach out to him as a proposed project proceeds.
- From/To: John Stears, Brady Township resident sent several emails/FOIA requests of various concerns. FOIA Coordinator Chapman continues to follow up as required.

Project Status: START HERE

- WAI US-131 Feasibility Study/USDA-RD- LaPierre (WAI) commented efforts continue on the proposed sewer project, Smaka met with Ulsh regarding potential locations for a treatment facility in Schoolcraft Township. LaPierre noted the potential "District K" on UV Ave. off Sprinkle Road is not part of the current project scope.

New Business-

- Election of Officers for fiscal year 2019-2020 were approved by individual motions as follows: Motioned by Locey, seconded by Ulsh to nominate John Speeter to continue as Board Chairman,

Motioned carried; All Ayes. Motioned by Speeter, seconded by Ulsh to nominate Tracy Locey to continue as Board Vice-Chairman, **Motion carried; All Ayes.** Motioned by Locey, seconded by Speeter to nominate Don Ulsh to continue as Secretary/Treasurer, **Motion carried; All Ayes.**

Old Business-

- Asset Management (SAW Grant) update- LaPierre noted installation of new PLC's continues. Nine out of 11 Lift Stations are complete at this time. The alarm system transition from Vicksburg to SCSWA is being configured.
 - Meter Modeling Equipment- Fischer noted, working with LaPierre, the IAI group and the Village of Vicksburg in these efforts have been very productive. Thanks to all for the continued cooperation in this effort. The transition timeline estimate is 2 mo. to completion.
 - SAW Distribution No. 8 & 9- included in the packet for Board approval were request for SAW Distributions as prepared by WAI. Motioned by Speeter, seconded by Locey to approve the distribution requests as presented. **Motion carried; All Ayes.**
- Lift Station #5- Fischer noted, the installation of the new Flygt pumps at LS #5 is complete, both pumps are running efficiently, as expected. Kennedy Industries together with CT Electric worked diligently to complete the job.
- Sprinkle Road Gravity Extension- Adams deferred to Village of Vicksburg Manager, Jim Mallery for comments. Mallery noted they have had discussion with the City of Kalamazoo who are accepting of the additional flow considerations. He noted, a estimated 2021 extension/upgrade on Sprinkle Rd. has many variables to consider and will also be influenced by the needs of SCSWA.
- O&M Contract- the contract will be initiated when the Alarm transition is complete and tested to be working efficiently.
- Clean Water Infiltration Elimination Program (CWIEP)- Randy Smith, inspector for the Nazarene Camp properties mentioned he has completed inspection on 18 out of 20 commercial facilities and about 50 residential properties. Homeowners who were gone for the winter will be returning to their properties by Memorial Day and through the summer months, at that time, Smith will continue inspections until complete. Ken Schippers continues to inspect properties outside the camp.
- Lift Station Repairs- Fischer noted the wet well at LS #5 is in need of a repair coating to stop concrete erosion, but is not urgent at this time, also LS #6 will need coating in the future.
- Company Credit Card- Included in the packet, Attorney Thall provided the Board with a Credit Card Policy / Resolution to be approved by the Board. The card is to be used by Administrator Chapman for SCSWA expenses, under the guidelines of the policy, when necessary. Motioned by Adams, seconded by Ulsh to approve the Policy and pass the Resolution as presented. Upon **Roll Call Vote**, Speeter, Locey, Ulsh, Gunnett, Ulsh, **All Ayes, No nays.** Chairman Speeter declared the **Motion carried and Resolution duly adopted.**
- Rate Adjustment- Included in the packet were the letters of explanation included in the April invoices regarding Rate increases. The Operation & Maintenance Rate was increased to \$43/mo., Repair and Replacement fees remained the same.
- Office Internet/equip issues- Chapman mentioned the Authority office space renovation will be complete mid-May. New workstation/alarm equipment to be purchased and installed under the SAW grant.

Old Business-Inactive

- Sprinkle Rd Finance Contract- Discussion is tabled until 2020 regarding Pavilion Township interest due on SR Contract.
- Articles of Incorporation- An amendment regarding the voting structure language (using the new

language suggested by legal counsel Thall) definitely needs to happen, but will be tabled until other potential amendments are reviewed that possibly relate to the proposed US131 project.

Financial Review-

- General Operating Expenses/Check Register/Financial reports- General Operating Expenses in the amount of \$72,545.80 were presented for payment. Chapman commented that \$24,699 was payment for Flygt pumps in LS #5 and was a capital expense paid from the repair and replacement fund. The financial reports as of March 31st, 2019 were presented for approval Motioned by Locey, seconded by Ulsh to approve the expenses and accept the financials as presented. **Motion carried; All Ayes.**


Other Business- no other business at this time.

Closing Comments- no closing comments at this time.

Meeting was adjourned- Meeting was adjourned, motioned by Adams, seconded by Ulsh. **Motion carried; All Ayes.**

The next meeting is scheduled for **Tuesday, May 28th, 2019** at 9:30 a.m.

Submitted for approval on May 28, 2019.

Approved by 
Don Ulsh, Secretary / Treasurer