

SOUTH COUNTY SEWER & WATER AUTHORITY

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

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DRAFT: submitted for approval on June 14, 2016

Authority Regular Meeting Minutes Tuesday April 19th, 2016 9:30 am Pavilion Twp. Hall

Regular Meeting was called to order at 9:30 a.m. by Chairman Patrick White (Supervisor, Pavilion Township); present were Vice Chairman Randy Smith (Supervisor, Brady Township), Secretary/Treasurer Don Ulsh (Supervisor, Schoolcraft Township), and Trustee Bill Adams (Village of Vicksburg President). Trustee Keith Gunnett (Village of Schoolcraft President) was absent. Also present were Director Rich Pierson and Administrator Cindy Chapman, Engineer Alan Smaka arrived at 10:20 a.m.

Review and Set Agenda - The agenda was presented for review and accepted as presented.

Review of Minutes- The draft minutes of 3-15-16 were presented for review. Motioned by Smith, seconded by Adams to approve the minutes as presented. **Motion carried; all Ayes.**

Hear those present- No guests were present.

General Correspondence- No correspondence.

Project Status:

- WAI Feasibility Study- Smaka noted the USDA Grant Eligibility application processing has been delayed due to employee changeover at the State level. Smaka also noted he is optimistic, will stay in contact with them and report any updates as soon as he hears. He also mentioned he would prefer to have the Grant eligibility letter in hand prior to visiting the US 131 Business Corridor. If the Grant eligibility is positive, we will update the numbers for each respective district.
- SAW Grant- Pierson discussed the possibility of moving forward with some of the items intended to be reimbursed by the anticipated 2018 SAW Grant (i.e. GIS software/training + work order system). He noted GIS + CMMS (computerized maintenance management system) is something we, as an Authority, should have installed regardless, in an attempt to manage the Sewer System effectively and long-term. Therefore, given we have sufficient funds to cover the expenses now, it would be to our benefit to get a jump start on the process. Once the SAW grant is received, tasks are required to be preformed within a 3-year window. The Board asked Pierson/Chapman to provide a list of pre-SAW recommendations. *Pierson/Chapman to prepare a list for the May meeting, noting current funds available to proceed, and what possibilities exist to work with Vicksburg on their SAW procurement as well.*

New Business-

- FYE 2016 Budget Adjustments- As motioned to proceed at the last meeting, Chapman presented the pre-audit adjustments made to over budget line items as of March 31st fye expenses.

Old Business -

- Forcemain Availability- The revised forcemain availability policy was presented for final review. The Board agreed the policy reads as agreed last month, making sewer connections to the forcemain via grinder pumps, unavailable for single family homes. Chapman Motioned by Ulsh, seconded by White to accept the finalized policy as presented. Chapman to forward the final copy to the Kalamazoo County Health Department. **Motion carried; all Ayes.**
- New Connections pending (Indian/Pickerel)
 - (1) Crowne Pointe Shores (UV Ave PUD)- on-going construction. Currently one home is under construction. Sewer connection pending.
 - (2) Nisenson-6685 East UV Ave.-New construction. Sewer connection fee received.
 - (3) Shaw-5501 E. TU Ave.-New construction. Sewer connection fee received.

Old Business-Inactive- N/A

Financial Review-

General Operating Expenses in the amount of \$26,954.62 were presented for payment approval along with the monthly check register and financial reports as of March 31, 2016. Motioned by Smith, seconded by Ulsh to pay the expenses, accept the check register, and file the financial reports as presented. **Motion Carried; All Ayes.**

Other Business- no comments

Board's Closing Comments – no comments

Meeting was adjourned -

Meeting adjourned by Chairman White. The next meeting is scheduled for **Tues. May 17th at 9:30 a.m.**

Submitted for approval on June 14, 2016. Approved by Donald K. Ulsh
Don Ulsh, Secretary/Treasurer