

## 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 January 16, 2018

Authority Regular Meeting Minutes Tues. December 12, 2017 9:30 am Pavilion Twp. Hall

Regular Meeting was called to order at 9:30 a.m. by Chairman Randy Smith (Supervisor, Brady Township); present were Vice Chairman Patrick White (Supervisor, Pavilion Township), Secretary/Treasurer Don Ulsh (Supervisor, Schoolcraft Township), and Trustee Keith Gunnett (Village of Schoolcraft Council President). Trustee Bill Adams (Village of Vicksburg Council President) was absent. Also present were Director Rich Pierson, Administrator Cindy Chapman, John Speeter (Deputy Supervisor, Pavilion Township), Tracy Locey (Brady Township Alternate), Alan Smaka (WAI), and guest, John Gisler (Kalamazoo County Commissioner).

### Review and Set Agenda -

The agenda was presented for review. Pierson requested moving New Business item- Construction Bond Payoff to the end of the meeting. Motioned by Ulsh seconded by White to accept the agenda as presented. **Motion carried; All Ayes.**

### Review of Minutes-

The draft minutes of 11-14-17 were presented for review. Motioned by Ulsh, seconded by Gunnett to approve the minutes as presented. **Motion carried; All Ayes.**

### Hear those present-

No comments at this time.

### General Correspondence-

Michigan Finance Authority- the SCSWA Board received copies of the SAW Grant Agreement and returned SCSWA signed copies as required prior to disbursements.

### Project Status:

- WAI Feasibility Study- Smaka to present updated alternatives (absent the Village of Vicksburg sewer/water) in January.
- TU Ave sewer extension- Brady Township resident Roger Schultz, contacted the Authority regarding interest in public sewer in front of his home on 26th Street. Pierson directed Smaka to investigate the possibilities of a sewer extension to service 26th St. Smaka presented several alternatives stating a project may be feasible with further research and the inclusion of properties on UV Ave to form a larger district. Motioned by Smith, seconded by White to continue developing feasible alternatives for discussion in January. **Motion carried; All Ayes.**

### New Business

- 2018 Meeting dates- presented in the packet were tentative 2018 meeting dates. Pierson suggested beginning in May 2018 the meeting dates be moved to the 4th Tuesday to accommodate his new limited schedule. The Board agreed meeting on the 4th Tuesday beginning May 2018. *Chapman to post planned regular meeting dates for next year.*
- Vice-Chairman reappointment- In lieu of Pat White's end of year retirement and John Speeter's appointment to Pavilion Township Supervisor as of January 1st, Smith recommended appointing John Speeter to serve as Authority Vice-Chairman beginning January 1st, 2018. Also beginning January 1st, 2018, Pat White will be removed from all Authority Bank Accounts and John Speeter will be named addition signer along with Chapman and Ulsh who are currently signatories on the accounts. Motioned by Smith, seconded by Ulsh to appoint Speeter as Vice-Chairman of the SCSWA Board and be named as additional signer on all Authority Bank Accounts to replace White effective January 1st. **Motion carried; All Ayes.**
- Construction Bond Payoff- (this item moved to the end of the meeting).

### Old Business

- Asset Management (SAW Grant)- *Pierson to meet with WAI to further discuss budget application, and report back in January.*
- Sprinkle Rd Finance Contract-Pierson suggested moving this item to Old Business-Inactive until the expiration of the contract in 2020. The Board agreed to keep the topic (Pavilion Township interest due) open for discussion at a later date.
- Rate Adjustment-Resolutions- The Rate Resolutions repurposing \$60/qtr/reu Debt Service fees to Repair and Replacement fees beginning January 1st, 2018 had been duly adopted by Brady and Pavilion Townships on Dec 6th and Dec 11th, respectively. The Board also reviewed and discussed the letter to residents and agreed it would be mailed with the January invoice with minor changes. Motioned by Smith, seconded by White to mail the letter as corrected. **Motion carried; All Ayes.**
- Insurance- Decker agency continues to investigate sewer backup insurance for the Authority. Expected update to come in January. *Chapman to follow-up.*
- New Connections-Maintenance Building-Crowne Pointe Shores is not yet connected, and pending connection fee due the Authority. Chapman noted an email had been sent to property owner Nuyen in this regard. Smith and White stated they had driven by the property and it appeared the trench for sewer had been dug. *Chapman to follow-up*

Old Business-Inactive- n/a

### Financial Review-

- General Operating Expenses in the amount of \$22,222.62 were presented for payment.
- Budget Amendments- Chapman presented budget (increase) amendments in the amount of \$26,050 to the current fiscal year budget as follows: Freight-\$250, Lift Station Electric-\$5300, Kalamazoo Treatment-\$20,500 (primarily due to flooding). Motioned by Smith, seconded by White to pay the expenses as present, file end of month financials

and approve Budget amendments as presented via Roll Call vote: **Ayes**-Pat White, Randy Smith, Don Ulsh, Keith Gunnett. **Motion Carried.**

Other Business- Pierson noted the Board should revisit in January the topic of recompense to WAI regarding their continued work on a future potential sewer project. *Chapman/Pierson to review the contract and make recommendations.*

Construction Bond Pay-off & Board's Closing Comments – The Authority Board celebrated and thanked Pat White for his committed service to our Board and wished him well in his upcoming retirement. The Board also celebrated and acknowledged the final payment of the 20 year (1997-2017) Indian/Pickerel Lake Sewer Construction Bond.

Meeting was adjourned –

- The next meeting is scheduled for **Tues., January 16th, 2018 at 9:30 a.m.**

Submitted for approval on Jan 16, 2018.

Approved by Don K. Ulsh  
Don Ulsh, Secretary / Treasurer