

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 19, 2018

Authority Regular Meeting Minutes Tues. April 17, 2018 9:30 am Pavilion Twp. Hall

Regular Meeting was called to order at 9:30 a.m. by Chairman Randy Smith (Brady Township Supervisor); present were Vice Chairman John Speeter (Pavilion 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). None absent. Also present were Director Rich Pierson (by phone), Administrator Cindy Chapman, Alan Smaka (WAI), and Guests; John Gisler (Kalamazoo County Commissioner) and Bill Stead (Indian Lake resident)

Review and Set Agenda -

The agenda was presented for review. Smith requested, "Election of Officer" be added under New Business, item (d.) Motioned by Ulsh, seconded by Speeter to accept the agenda with proposed addition. **Motion carried; All Ayes.**

Review of Minutes-

The draft minutes of 3-20-18 were presented for review. Motioned by Adams, seconded by Smith to approve the minutes as presented. **Motion carried; All Ayes.**

Hear those present-

- Bill Stead- Mr. Stead shared his concern and asked for a better explanation regarding the Repair and Replacement fee of \$60/qtr now on the quarterly statement. Smith explained the repair and replacement costs of the aging infrastructure and system components of the sewer system had not been set aside originally due to the 20 year payoff of the construction debt. Smith noted and Stead agreed, the letter of explanation sent in January may need to be revised to provide a clearer understanding of how the funds will be used as they relate to the SAW grant.
- John Gisler- Gisler mentioned the County Commission is continuing discussion regarding the opioid epidemic as it relates to pharmaceutical manufacturers.

General Correspondence-

- From: American Transparency FOIA request- As FOIA coordinator for SCSWA, Chapman responded, in the same way we did last year (excel document), to the request for specific employee salary information for 2017. Smith noted it is his understanding that if the Authority does not have all the information requested in a readily available electronic format, we are not obligated to create a document in order to respond.

Project Status:

- WAI US-131 Feasibility Study- Smaka noted the budget/detail information is being fine tuned and will be ready to present at the June meeting.
- TU Ave sewer extension- scenarios for both an independent project and/or an inclusive project

with US 131 are being researched at this time. Smaka will have more information available in June.

New Business

- Annual Audit- Chapman noted, the annual audit for SCSWA has been scheduled with our auditors, Seber Tans PLC, for the week of June 11th.
- Sprinkle Rd. gravity pipe extension- Smaka, Chapman and Pierson met with the Village of Vicksburg staff and engineer to discuss the extension of the Sprinkle Rd gravity sewer south to TU Ave. Pierson noted it is in our best interest to extend the pipe (4,000 feet south) in order to remove interference with the pumping of our TU Ave Lift Station. TU Ave. Lift Station currently runs on an alternating schedule with the Village of Vicksburg's Spruce St Station which caused backup concerns during the February flooding incident. Another meeting in this regard is schedule on May 24th.
- Sprinkle Rd. District- Pierson noted we will be revisiting and scheduling the rehabilitation/repair of 4-5 manholes that have been deteriorating since the 2005 construction. This will be a SAW (Asset Management Grant) expense.
- Election of Officers- Smith announced his retirement as of May 3rd, 2018 from the position of Brady Township Supervisor and SCSWA Board Chairman. Smith noted, at the April meeting of the Brady Township Board, Tracy Locey was appointed to carry out his term as Supervisor, and to serve as the SCSWA Board member representing Brady Township as of May 3rd. With that understanding, Smith motioned to appoint Tracy Locey as Chairman of the SCSWA upon his May 3rd retirement date, seconded by Speeter. A vote of 2-2 with one abstention fueled further discussion and concerns regarding the understanding of the Articles of Incorporation (as amended) regarding passage and the weighted vote language. Pierson commented his understanding of the Articles requires a vote of the majority of the existing membership of the Board (3 members need to vote Yes) in order to pass any action, then, in his opinion, the weighted vote would apply. As a resolution, Speeter motioned to table the discussion until the next meeting with the understanding of having the Articles being clarified by our legal counsel. Seconded by Smith. **Motion carried; All Ayes.** *Pierson to communicate with legal counsel, Rob Thall, for a clearer understanding in this regard prior to our June 26th meeting (no May meeting being scheduled).*

Old Business

- Asset Management (SAW Grant)- Smaka is working with Pierson on the budget at this time.
 - WAI Grant application fees- Smaka suggested we hold payment of these fees at this time as they may be combined with other work as the SAW Grant work moves forward.
 - Operations & Maintenance- Smaka noted our meeting with Village of Vicksburg regarding the O&M Contract work, led us to take a closer look at what the Village is providing and how they are being compensated for their work. Although our contract agreement includes overtime wages over and above the base fees, the Village has concern the expenses incurred in responding to the additional work are not adequately covered by the agreement criteria. The Village is currently summarizing their costs for further review and discussion on May 24th.
 - Inspection "draft" Letter to Residents- Smaka noted, a previous meeting to discuss SAW opportunities to investigate infrastructure repair/replacement needs led to discussion regarding the inspection of sump pumps as they relate to excessive flow issues we have

experienced during recent floods, both in 2016 and 2018. Smaka noted, the Authority Board needs to decide as to whether they will enforce the ordinance through home inspections and the implementation of fees as discussed prior.. Smith noted his concern as to how the Nazarene Camp inspections/fees would be handled given the camp is billed as 1 customer, yet there are 187 sewer connections in the Camp (both residential and camp facilities). He also noted, many of the camp structures do not have basements or sump pumps. *Pierson and Smaka will revise the letter and detail a planned strategy for the Board to review in June.*

- Insurance- Pierson noted he is working with Kevin Decker (Decker Ins) regarding additional sewer backup insurance and will have more information in June.

Old Business-Inactive-

- Sprinkle Rd Finance Contract- Pavilion Township interest due on SR Contract remains open for discussion at a later date prior to contract expiration in 2020.

Financial Review-

- General Operating Expenses in the amount of \$30,584.94 were presented for payment. Motioned by Smith, seconded by Ulsh to pay the expenses as presented and file end of month financials.
Motion carried; All Ayes.

Other Business- no other business at this time.

Closing Comments -


-Gisler mentioned and Smith confirmed, Indian Lake Association is considering a feasibility study at a cost of \$10k to determine a legal lake level.

-Pierson wished Smith the best in his upcoming retirement and stated the Board has appreciated his knowledge, wisdom and input during his term as Chairman.

Meeting was adjourned-

- There will be no meeting during the month of May.
- The next meeting is tentatively scheduled for **Tues., June 26th, 2018** at 9:30 a.m.

Submitted for approval on June 19, 2018.

Approved by 
Don Ulsh, Secretary / Treasurer