

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 9-27-16

Authority Regular Meeting Minutes Tuesday August 16, 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), Trustee Keith Gunnett (Village of Schoolcraft President) & Trustee Bill Adams (Village of Vicksburg President). None absent. Also present were Director Rich Pierson and Administrator Cindy Chapman, Alan Smaka (Wightman & Associates, Inc-Engineer), Jim Mallery (Village of Vicksburg Manager), Robert Loftus (Seber Tans PLC-Auditor) and John Gisler (Kalamazoo County Commissioner).

Review and Set Agenda - The agenda was presented for review. Pierson suggested Item 7a. Audit Summary be moved above Item 6. Motioned by Smith, seconded by Ulsh to accept the agenda as revised. **Motion carried; All Ayes.**

Review of Minutes- The draft minutes of 6-14-16 were presented for review. Motioned by Ulsh, seconded by Gunnett to approve the minutes as presented. **Motion carried; All Ayes.**

Hear those present- No guest comments at this time.

General Correspondence- No general correspondence presented.

Project Status:

- WAI Feasibility Study- Smaka noted The Village of Vicksburg DDA is evaluating next options for the Village business district which may include public sewer, and the proposed sewer project still has areas of continued interest in the North US-131 business corridor and Sugar Loaf Lake of Schoolcraft Township.
- SAW Grant- Pierson opened a discussion advising the Board of a coming recommendation to authorize up to \$60,000 for SAW grant eligible items be implemented ahead of the actual award of the grant (scheduled 2018-to be funded over a 3 year period). The scope of the proposed expenses include GIS software, update of records & system to integrate with the new software, and training existing staff on basics of the ESRI/GIS software. Pierson noted the possibility of sharing these resources with the Village of Vicksburg to enhance their work order system where needed. Discussion on the SAW grant opportunities for Vicksburg (already in year 2 of the grant) and opportunities for SCSWA, and how these opportunities could possibly be shared. No decision was made in this regard, as further discussion will continue at the September meeting. Smith inquired as to available funds for implementing the SAW ahead of schedule and asked what the worst case scenario might be for setting aside emergency funds before further consideration.

New Business-

- FYE 2016 Audit- Loftus presented the audit summary noting expenses/revenues have been relatively flat for the past 5 year period. No significant or notable changes in the past fiscal year were reported. Loftus

recommends continued monitoring of restricted funds through the scheduled payoff of construction bonds in Dec 2017. Motioned by Smith and seconded by Ulsh to accept the financial summary as presented and authorize Loftus to submit documentation to the State. **Motion carried; All Ayes.**

- Delinquent Accounts- Chapman included a list of delinquent accounts to be certified to the 2016 Winter Tax Rolls if unpaid by October 1st. Motioned by Smith, seconded by Adams to certify delinquent accounts as of Oct 1st to the 2016 winter tax roll. **Motion carried; All Ayes.** *Chapman to mail letters of notification to property owners listed.*
- 10023 Sprinkle Rd. Lead- As part of the Sprinkle Road Sewer District, the Authority is obligated to provide a sewer lead for the property at 10023 S. Sprinkle Road at time of connection. SWT Excavating quoted a price of \$5,300 to provide the lead from the existing gravity pipe on the East side of the road. Motioned by Ulsh seconded by Smith to accept the quote and provide the lead when necessary. **Motion carried; All Ayes.**

Old Business -

- New Connections pending (Indian/Pickereel)
 - (1) Crowne Pointe Shores (UV Ave PUD)- New construction on-going, final inspections pending. 2nd house construction is anticipated this year.
 - (2) Nisenson-6685 East UV Ave.-New construction on-going, final inspections pending.
 - (3) Shaw-5501 E. TU Ave.-New construction on-going, final inspections pending.

Old Business-Inactive- n/a

Financial Review-

General Operating Expenses in the amount of \$28,632.80 were presented for payment approval along with the monthly check register and financial reports as of July 31st, 2016. Motioned by Gunnett, seconded by Smith to pay the expenses, accept the check register, and file the financial reports as presented.

Motion Carried; All Ayes.


Other Business- Ulsh noted a recent News Channel 3 report noting Sunset Lake's water quality (i.e. health advisory) and some residents disagreeing on the source; geese or septic issues.

Board's Closing Comments – Guest, County Commissioner, John Gisler noted he was pleased to become more aware of the Authority's roles and proposed sewer projects, and offer what assistance the County had to offer.

Meeting was adjourned -

Meeting adjourned by Chairman White at 11:00 a.m. Motioned to adjourn by Gunnett, seconded by Ulsh.

Motion carried; All Ayes. The next meeting is scheduled for **Tues. September 20th at 9:30 a.m.**

Submitted for approval on Sept 27, 2016. Approved by 
Don Ulsh, Secretary/Treasurer