

# 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 Aug 16, 2016

Authority Regular Meeting Minutes      Tuesday      June 14, 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) arrived at 9:40 a.m. Trustee Bill Adams (Village of Vicksburg President) was absent. Also present were Director Rich Pierson and Administrator Cindy Chapman, Ken Schippers (Village of Vicksburg Manager) and Jim Mallery (Village of Vicksburg Assistant Manager).

Review and Set Agenda - The agenda was presented for review. Motioned by Smith, seconded by Ulsh to accept the agenda as presented. **Motion carried; All Ayes.**

Review of Minutes- The draft minutes of 4-19-16 were presented for review. Motioned by Smith, seconded by Ulsh to approve the minutes as presented. **Motion carried; All Ayes.**

Hear those present- Welcome Jim Mallery, Village of Vicksburg Assistant Manager. Schippers noted Mallery will take his position as Manager in July following Schippers retirement.

## General Correspondence-

Chapman Memorial Church- a letter of notification was mailed, stating, based on monthly water meter readings, the sewer usage rate will increase by \$\$71.25 per quarter beginning July 2016. The rate is adjusted annually in July as per our 2011 agreement.

## Project Status:

- WAI Feasibility Study- Pierson and Smaka met with Paul Bristol (USDA-RD Area Specialist) in regards to the Authority's loan/grant pre-application. Pierson handed out Smaka's emailed summary of the meeting, noting, the pre-application was reviewed and it was determined South County Sewer and Water Authority is eligible for loan funding at an interest rate of 2.25%. It is expected the rate will drop below 2% beginning in July. The interest rate assumed in the WAI feasibility study was 2.75%, therefore, the decreased rate will have a positive effect on monthly rates/assessments. As suggested by Bristol, there is a possibility that restructuring the project would result in qualifying for partial grant funding and over the next 2 weeks, Smaka will submit several alternatives to to maximize the likelihood of obtaining grant funds. *Smaka to report further findings in August.*
- SAW Grant- Pierson attended a WAI luncheon program regarding using GIS mapping as the base for a work order system for sewer/water infrastructure. Pierson noted, although it has not yet been determined if the Village of Vicksburg and the Authority will combine efforts regarding a GIS work order program , next meeting he will propose using \$10,000-\$20,000 of our operating funds for this purpose to kick-start the SAW program, which would later be reimbursed by expected 2018 SAW grant funds. Pierson noted, GIS capabilities are a crucial feature in maintaining a well-run public sewer/water system for years to come.

New Business-

- FYE 2016 Audit- Seber, Tans, PLC completed the physical audit of the Authority last week. The audit summary is expected to be presented in August or September at the latest.
- Contract Payments- The final "Connection Fee" contract invoices were mailed on the 1st of June. Chapman noted, two of the three have been collected. She also mentioned final sewer assessment payments will appear on the Brady and Pavilion Townships 2016 Winter Tax Rolls. The Final (Indian/Pickerel) Bond payment is scheduled for December 1st, 2017.

Old Business -

- 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 \$129,382.44 were presented for payment approval along with the monthly check register and financial reports as of May 31st, 2016. Motioned by Smith, seconded by Gunnett 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 – White wished Ken Schippers the very best in his retirement and thanked him, on behalf of the Authority, for his good work and continued support in maintaining the Indian/Pickerel system for the past 16 years.

Meeting was adjourned -

Meeting adjourned by Chairman White. The next meeting is scheduled for **Tues. August 16th at 9:30 a.m.**

Submitted for approval on Aug 16, 2016. Approved by Donal K. Ulsh  
Don Ulsh, Secretary/Treasurer