

## May Board Meeting Minutes

**Call to Order:** The May 4<sup>th</sup> meeting of the Gun Lake Area Sewer & Water Authority was called to order at 6:33 PM by Chairman Glenn Leep.

**Roll Call:** Township officials present: Tom Rook of Orangeville, Glenn Leep of Martin, Roger VanVolkinburg of Wayland, and Alice Jansma of Yankee Springs. GLASWA Director Larry Knowles and Office Manager Tara Palandri were also present.

**Review Authority Minutes:** Mr. VanVolkinburg motioned to accept the March meeting minutes with Mr. Rook supporting, motion carried 4-0.

**Hear Those Present:** None present

**Motion to move into a Closed Session:** A motion was made to move into a Closed Executive Session Employee Evaluation by Ms. Jansma with Mr. VanVolkinburg supporting. Roll call vote passed 4-0.

**Motion to Adjourn Closed Session and Move Back to Open Session to Continue May 4<sup>th</sup> Regular Board of Director's Meeting:** After much discussion between the board, a motion was made by Mr. VanVolkinburg to move back to the regular board meeting, seconded by Mr. Rook, passed 4-0.

### Director's Report:

- Terry Lane
  - Oetman is nearly finished with the project. They are asphaltting as soon as the weather permits.
- YST Water
  - Documents have been prepared and sent to the DEQ.
  - There is a newly proposed contract between the sewer and the water. After reviewing, a motion was made to accept and forward the contract to Yankee Springs for approval by Mr. Rook, supported by Mr. VanVolkinburg. Motion passed 4-0.
- Laboratory Technician
  - Infrastructure Alternatives has started and is settling in.
- SCADA
  - SCADA installation continues.
- Project
  - Building upgrade plans are expected at the end of May and we will be applying for the DEQ permit mid-June.
- Online Payments
  - Online payments are up and running. We have had a couple computer issues but are working through them.
- DEQ
  - DEQ visited the plant March 27<sup>th</sup>. They are looking at our long awaited NPDES permit.
  - They are requiring that we analyze the monitoring ground water.
- Lift Station Upgrade
  - We plan to replace the insides of three main lift stations in May before Memorial Day.

**New Business:** One sewer permit was taken out in April.

**Financial Statements:** March payroll totaled \$31,438.16. Operations expenses used checks #13919-13949 and along with electronic deposits totaled \$59,547.30. Total expenses for March came to \$90,985.46. A motion to pay the March bills was made by Ms. Jansma and was supported by Mr. Rook, passed 4-0. April payroll totaled \$23,611.20. Operations expenses used checks #13950-13991 and along with electronic deposits totaled \$74,645.78. Total expenses for April were \$98,256.98. A motion to pay the April bills was made by Ms. Jansma and was supported by Mr. Rook, passed 4-0.

### Discussion:

**Adjournment:** The meeting was adjourned at 8:00 pm with motion by Mr. Rook, supported by Ms. Jansma. The next Board meeting is scheduled for June 1, 2017 at 7:00 pm.