

December Board Meeting Minutes

Call to Order: The December 7th meeting of the Gun Lake Area Sewer & Water Authority was called to order at 5:47 pm by Chairman Glenn Leep.

Roll Call: Township officials present: Glenn Leep, of Martin, Roger VanVolkinburg of Wayland, and Alice Jansma of Yankee Springs. Tom Rook of Orangeville was absent without notice. GLASWA Director Larry Knowles and Office Manager Tara Palandri were also present.

Review Authority Minutes: Mr. VanVolkinburg motioned to accept the November meeting minutes with Ms. Jansma supporting, motion carried 3-0.

Hear Those Present: None present.

Director's Report:

- YS Water
 - A meeting was held to discuss the proposed loop in the system. The Shalinda development attorney, engineer and representative met with the Yankee Springs engineer, attorney and Board member to discuss the responsibility of each party to cover the costs – no decision was made.
 - The next Water Advisory Board meeting is set for 12/19/17 at 6:00 PM.
- Laboratory Technician
 - Monthly report, influent report, septage receiving- attached.
- Technician
 - Les Lynema has retired, effective 12/8/17.
 - We have been training David Cooper (current Technician) to replace Les.
 - We have offered a job to Ryan Wittman, he will start on December 18th.
- Tall Oaks Project (England's Pt.)
 - The sewer work is complete.
- Gun Lake MHC Expansion
 - We continue to monitor the construction.
- Project
 - We meet with Jones & Henry regularly and continue to prepare for the bidding process. We think we will be ready at the end of January or early February.
- 2018 Proposed Budget
 - Attached
 - A motion was made by Ms. Jansma to approve the proposed 2018 budget. Mr. VanVolkinburg supported the motion, motion carried 3-0.

New Business:

- 457 MERS Supplemental Retirement Plan
 - The agreement & resolution to adopt the MERS 457 Plan were presented to the board. After looking over the documents, Ms. Jansma made a motion to approve the MERS resolution, with Mr. VanVolkinburg supporting. Motion carried 3-0.
- Audit contract for 2018

- A motion was made by Mr. VanVolkinburg to retain Siegfried Crandall as GLASA's auditor. Ms. Jansma supported, motion carried 3-0.

Financial Statements: November payroll totaled \$26,661.46 and operations expenses (checks #14217-14253) along with electronic payments totaled \$71,851.90. Total expenses in November came to \$98,531.36. A motion to pay the bills was made by Mr. VanVolkinburg and supported by Ms. Jansma, motion carried 3-0.

Discussion: Ms. Palandri left at 6:35 PM

Knowles and the Board discussed increasing JM Mechanical's pay. The ownership of the single grinders was also discussed. The Board would like to investigate an ordinance change to transfer ownership of any newly installed single grinders to the property owner.

Adjournment: The meeting was adjourned at 6:45 pm with motion by Mr. VanVolkinburg, supported by Ms. Jansma.

The next board meeting is scheduled for January 4, 2018 at 7:00 pm.