

May 2018 Board Meeting Minutes

Call to Order: The May 3rd meeting of the Gun Lake Area Sewer & Water Authority was called to order at 7:00 PM by Chairman Glenn Leep.

Roll Call: Township officials present: Glenn Leep of Martin, Roger VanVolkinburg of Wayland, Tom Rook of Orangeville, and Mark Englerth of Yankee Springs. GLASWA Office Manager Tara Palandri was present and Director Larry Knowles participated via phone. Aaron Davenport of Jones & Henry was in attendance. Alice Jansma and Shane Vandenberg attended as members of the public.

Review Authority Minutes: Mr. VanVolkinburg motioned to accept the April meeting minutes with Mr. Rook supporting, motion carried 3-0 with Mr. Englerth abstaining since he was not at the previous meeting

Director's Report:

- Project
 - The pre-bid meeting was held at GLASWA May 3rd.
 - Mr. Davenport presented a review of the project headworks and alternates. Mr. Leep asked for a timeline of the project. The bids are due May 24th at 3:00PM. At the June 7th board meeting the board will consider and potentially accept the bid(s). Once the bid(s) are accepted the contractors shall have 330 days to establish substantial completion and 365 for final completion of the project. After some discussion, Mr. Rook motioned to hold a special meeting to review bids on May 30th at 7:00PM to give the board enough time to make an informed decision on which bid(s) to accept. Mr. VanVolkinburg supported the motion and it carried 4-0.
- Laboratory Technician
 - We are still searching for a lab technician.
- YST Water
 - The Water Advisory Board met on April 26th. The Health Department and Chad Kraai were present to discuss nitrates in the aquifer. The Draft minutes are attached.
- Boat Wash
 - Dan Westenburg, an engineer behind the project, provided the requested information from last meeting via email and also sent a preliminary site plan and plan details for the potential boat washes. The board discussed all of the possible specifications they would like the boat wash to have if it was to be part of the GLASWA system. They also felt the drawings given by Mr. Westenburg needed more information and some clarification. A motion was made by Mr. Leep to request that a representative from the project come and talk to the board to answer their questions and explain their plans in greater detail. Mr. Englerth supported the motion, it passed 4-0.
- Bay Pointe Woods
 - The permit application has been submitted to Exxel (the engineer).

New Business:

- Five new sewer permits and four new water permits.

Financial Statements: April payroll totaled \$20,662.07 and operations expenses (checks #14390-14427) along with electronic payments totaled \$53,568.06. Total April expenses came to \$74,230.13. A motion to pay the bills was made by Mr. VanVolkinburg and supported by Mr. Rook, the motion carried 4-0.

Discussion: None.

Hear Those Present: No comment.

Adjournment: The meeting was adjourned at 8:24 PM with motion by Mr. VanVolkinburg, supported by Mr. Englerth.

A special Board Meeting is scheduled for May 30, 2018 at 7:00 PM to review the bids received.

The next regular board meeting is scheduled for June 7, 2018 at 7:00 PM.