

September 2018 Board Meeting Minutes

Call to Order: The September 6th Board Meeting was called to order at 6:58 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 employees present: Director Larry Knowles and Office Manager Tara Palandri. Visitors present included Shane Vandenberg, Jack Nadwornik, and Gary Martin.

Review Minutes: Mr. VanVolkinburg motioned to accept the August meeting minutes, Mr. Rook supported, the motion carried 4-0.

Visitors:

- Jack Nadwornik (2608 Patterson Rd.) requested that the Board reevaluate the current sewer rate structure for restaurants. The ordinance states that restaurants are charged .10 residential equivalent unit (REU) per seat. Mr. Nadwornik would like the Board to consider calculating rates on a sliding scale based on hours of operation for restaurants instead of using the REU system. The Board will consider this request.
- Gary Martin (2166 Parker Dr.) explained that he would like to build a garage on parcel 08-16-155-052-00 however, there is no lateral there. Instead of boring under the road Mr. Martin would like to use the lateral next door at 08-16-155-052-10. Mr. Martin stated that the owner of 08-16-155-052-10 has given permission in writing for Mr. Martin to use said lateral since they have no intention of hooking into the sewer. Mr. Martin is requesting the Board's permission as well to connect to the existing lateral through the easement.
 - The Board wants to ensure Mr. Martin's neighbor knows that if anyone ever wants to connect to the sewer on parcel 08-16-155-052-10, they would need to put in a lateral and pay for a sewer permit. Mr. Englerth stated that he would like Mr. Martin to record a letter of understanding to file with the deed so future owners are aware of this agreement. Mr. Leep agreed and requested the document be notarized as well. After some discussion, Mr. Leep made a motion to grant Mr. Martin permission to connect to the sewer system using the lateral located at 08-16-155-052-10 via easement, provided that there is a notarized letter of understanding between both property owners that is filed with the deed. Mr. Englerth supported the motion and it passed 4-0.

Director's Report:

- Laboratory Technician
 - Monthly Report attached.
- YST Water
 - The MOR and reports were sent to the DEQ.
 - August Water Report attached.
 - MRWA presented the rate study to Yankee Springs Board and the Water Advisory Board.
 - YST Board scheduled a meeting with Fleis & VandenBrink for September 5th to discuss some issues.
 - Contract – GLASWA has not heard anything from Yankee Springs regarding their intentions.
- Miss Dig
 - We performed 91 Miss Digs in August.
- Rates
 - Mr. Knowles proposed passing a rate increase of \$1 per month each year for the next five years noting that we can always increase, decrease, or not implement increases after evaluating rates each year.
 - After much discussion, Mr. Rook proposed increasing the rates \$2 per month beginning January 2019 and remaining the same through December 2020. After more discussion, Mr. Rook made a motion to present a rate increase to each township Board, increase the rates to \$99 per quarter per residential equivalent unit and to \$4.25 per 1,000 gallons of flow for a two-year period from the date of approval. Mr. Englerth supported the motion and it passed 4-0 after a roll call vote.

- Employees & Contractors
 - Nick Visser and Kayden Lutz started as technicians on 9/5/18.
 - Termination of services was mutually agreed upon and Jason Miller is no longer working with GLASWA.
- Water Testing Lab
 - We are in the process of becoming a certified water lab. If we are approved we will test for bacteria and nitrates.
- Project
 - We met with the engineer and contractor and discussed ways to keep the septage receiving station open during construction and other anticipated issues.
 - Bond:
 - United Bank offered the lowest rate of \$1,900,000 @ 3.2% for 15 years
 - The bond closing is set for September 12th.

New Business: The Board discussed the issue of reaching the annual health insurance limit. They collectively agreed to let the employees decide how they would like to pay their portions.

Financial Statements: August payroll totaled \$30,804.13 and operation expenses (checks #14526-14560) along with electronic payments totaled \$52,512.36. Total August expenses came to \$83,316.49. A motion to pay the bills was made by Mr. Leep and supported by Mr. Rook, the motion carried 4-0.

Discussion: None.

Hear Those Present: Shane Vandenberg asked the Board for clarification on direct and indirect water connection fees. Mr. Knowles stated that the direction regarding water connection fees from the Yankee Springs Township Board is unclear. GLASWA has been requesting clarification on water connection fees from the Water Advisory Board for about a year. Mr. Rook, Mr. Leep, and Mr. VanVolkinburg requested that Mr. Englerth bring this issue to the Yankee Springs Township Board for clarification since GLASWA does not own the water system and therefore cannot make any decisions on this issue. Mr. Vandenberg wanted to know exactly when the fees changed. The Board stated that they were unable to verify when and if a change was made with water connection fees. After a heated discussion with Mr. Vandenberg, Mr. VanVolkinburg motioned to move the water connection fee issue to the Yankee Springs Township Board to resolve the issue and clarify the fees. Mr. Rook supported the motion and it passed 4-0.

Adjournment: Mr. VanVolkinburg motioned to adjourn at 8:42 PM, supported by Mr. Rook, passed 4-0.

The next Board Meeting is scheduled for October 4, 2018 at 7:00 PM.