

December 2018 Board Meeting Minutes

Call to Order: The December 6th Board Meeting was called to order at 7:00 PM by Tom Rook.

Roll Call: Township officials present: Tom Rook of Orangeville, Roger VanVolkinburg of Wayland, and Mark Englerth of Yankee Springs. Glenn Leep of Martin was absent with notice. GLASWA employees present: Director Larry Knowles and Office Manager Tara Palandri.

Review Minutes: Mr. VanVolkinburg motioned to accept the November meeting minutes, Mr. Rook supported, the motion carried 3-0.

Director's Report:

- Laboratory Technician
 - Monthly Report was reviewed.
 - The DEQ made a surprise visit on Nov. 28th and it went very well.
- YST Water
 - The MOR and reports were sent to the DEQ.
 - The Water Report for November was reviewed.
 - The YST Water Advisory Board has not met since they met with the YST Board on July 24th.
 - GLASWA requested that Yankee Springs provide information regarding the following fees:
 - A written copy of the recently increased water rates.
 - Clarification of hookup fees (definition of Direct and Indirect)
 - Clarification of REUs within water rates.
- Miss Dig
 - GLASWA performed 73 Miss Digs in November.
- Employee
 - Rob Sebastian started as a Technician on November 19th.
 - Nic Visser quit as of November 20th.
- Water Testing Lab
 - GLASWA is still waiting for the DEQ certification of our new water lab.
 - The lab passed the bacterial proficiency test and recently submitted the nitrate proficiency test required to obtain the DEQ certification.
- Budget
 - Mr. Knowles presented the Board with the proposed 2018 revised budget. After some discussion, Mr. VanVolkinburg made a motion to approve the 2018 revised budget as presented. Mr. Rook supported the motion, it passed 3-0.
 - Mr. Knowles also presented the Board with the proposed 2019 budget. After review and discussion, Mr. VanVolkinburg made a motion to accept the proposed 2019 budget. Mr. Englerth supported the motion, it passed 3-0.
- Articles of Incorporation
 - It was recently discovered that there are some errors within the Articles of Incorporation. Because Dickinson Wright was the firm that investigated the Articles previously, Mr. Knowles would like to hire them to prepare the revised Articles. After some discussion, Mr. Englerth proposed hiring Dickinson Wright to put together and present a list of proposed changes and the reasoning behind them to the Board. From that point the Board can decide which aspects of the Articles, if any, to change. Mr. Rook and Mr. VanVolkinburg agreed.

- Project
 - The floor was poured on Friday (11/30/18).
 - A progress meeting was held on Tuesday (12/4/18).
 - Mr. Knowles explained some of the potential upcoming changes to the project that were discussed with the engineer. The engineer is working on quoting the prices and Mr. Knowles will present them to the Board when he receives them.
 - Pay request #3 was presented to the Board. After review, Mr. Englerth made a motion to approve the request for payment to date in the sum of \$112,028.89. Mr. VanVolkinburg supported the motion and after a roll call vote it passed 3-0.

New Business: No sewer or water permits were taken out in November.

Financial Statements: November payroll totaled \$32,684.63 and operation expenses (checks #14614-14652) along with electronic payments totaled \$169,682.50. Total November expenses came to \$202,367.13. A motion to pay the bills was made by Mr. Rook and supported by Mr. VanVolkinburg, the motion carried 3-0.

Discussion: None.

Hear Those Present: None present.

Adjournment: Mr. VanVolkinburg motioned to adjourn at 8:02 PM, supported by Mr. Rook, passed 3-0.

The next Board Meeting is scheduled for January 3, 2019 at 7:00 PM.