

January 2019 Board Meeting Minutes

Call to Order: The January 3rd Board Meeting was called to order at 7:00 PM by Chairman Glenn Leep.

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

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

Director's Report:

- Laboratory Technician
 - Monthly Report was reviewed.
- YST Water
 - The MOR and reports have been sent to the DEQ.
 - The Water Report for December was reviewed.
 - The Water Advisory Board has not met since June. Mr. Knowles provided Mr. Englerth with information about a training seminar for the Yankee Springs Township Board to consider attending.
 - GLASWA is waiting for Yankee Springs to provide information regarding fees.
 - YST recently increased the rate (GLASWA needs a written copy).
 - YST needs to clarify hookup fees – Direct and Indirect
 - YST needs to clarify rate fees – REU's
- Miss Dig
 - There were 47 Miss Digs performed in December.
- Water Testing Lab
 - GLASWA continues to wait for the DEQ certification of the new water lab.
- Employees
 - Rob Sebastian and Brad Playford both start full time with GLASA on January 7th.
- Articles of Incorporation
 - The recommendations from Dickinson Wright were presented to the Board as requested at the November meeting. There was some discussion and it was decided that the Board would not take action on the recommendations until they were reviewed further and discussed at the next meeting.
- Project
 - Pay requests #4 was reviewed and discussed. Mr. Englerth made a motion to approve the request for payment to date in the sum of \$125,578.62. Mr. VanVolkinburg supported the motion, it passed 4-0.
 - Next progress meeting is 1/8/19 at 10:30am.
 - Mr. Knowles presented the Board with a quote from L.D. Docsa for the window replacement however, the windows reflected in the quote did not match Mr. Knowles' original design. Therefore, after some discussion, Mr. VanVolkinburg made a motion to allow Mr. Knowles to replace the windows as shown in Mr. Knowles' drawing in the amount not to exceed \$28,000.00. Mr. Rook supported the motion, it passed 4-0.

- Director Employment Agreement
 - Mr. Knowles reminded the Board that his contract is up on May 31st.

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

The GLASWA Board calendar for 2019 was presented. Mr. Rook made a motion to accept the calendar as printed, including the absence of a July meeting since it would fall on a holiday. Mr. VanVolkinburg seconded the motion, it passed 4-0.

Chairman Leep informed the Board of a request by Detective Kimbel to voluntarily surrender the GLASWA owned mobile phones, phone numbers, access codes, and email addresses. Mr. Rook stated he believed the issue was closed after the GLASWA Board decided they had no desire to pursue any investigation. Mr. Leep asked Mr. Englerth to describe involvement with this investigation and Mr. Englerth did not answer the question. Mr. Leep shared the email request from Detective Kimbel with the Board and asked why Mr. Englerth's township email was copied on the email while no other Board members' emails were. Mr. Englerth did not answer the question. Mr. Leep asked Mr. Englerth if his involvement in the investigation was as a GLASWA Board member, Yankee Springs Township Supervisor, or a private citizen. Mr. Englerth explained that the investigation was proceeding with or without his involvement. Mr. Leep asked Mr. Englerth if there is a written report describing the charges against the Director that might also provide insight as to what specifically the Detective is looking for on the phones. Mr. Englerth replied that there was no written report. Mr. Leep stated that before surrendering the GLASWA phones he would like to see a report from the Sheriff's Department to know who is asking to continue this investigation, what the Detective is looking for, and any other information that could provide insight into this vague request. Mr. Leep made a motion to request a report from the Sheriff's Department regarding the complaint status as pertains to phones, individually or as a whole. Mr. VanVolkinburg supported the motion and it passed after a 4-0 roll call vote.

Mr. Knowles informed the Board that GLASWA received a victim packet from the Prosecuting Attorney's office regarding the recent larceny. It updated the Board on the case and allowed them to share their preferences about the case going forward.

Financial Statements: Financial statements were unavailable due to a technical issue with the accounting program. Once available they will be emailed to the Board and voted on formally at the February meeting.

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 February 7, 2019 at 7:00 PM.