

## May 2019 Board Meeting Minutes

**Call to Order:** The May 2<sup>nd</sup> Board Meeting was called to order at 7:00 PM by Chairman Leep.

**Roll Call:** Township officials present: Glenn Leep of Martin, Tom Rook of Orangeville, Roger VanVolkinburg of Wayland, and Alice Jansma of Yankee Springs. Employees present: Director Larry Knowles and Office Manager Tara Palandri.

**Review Minutes:** Mr. VanVolkinburg motioned to accept the April minutes, Ms. Jansma supported, it carried 4-0.

**Director's Report:**

- a. Laboratory Technician
  - i. Monthly Report was reviewed.
    1. GLASA is officially a licensed water lab as of 5/2/19.
- b. YST Water
  - i. The MOR and reports were sent to the DEQ
  - ii. The Water Report for April was reviewed.
  - iii. The damage to the service line at 1905 Archwood by Consumers was repaired.
  - iv. The Water Sanitary Survey was performed by the DEQ on March 13<sup>th</sup>.
  - v. GLASWA is waiting for Yankee Springs to provide information regarding hookup fees (direct and indirect).
- c. Miss Dig
  - i. 107 Miss Digs were performed in April.
- d. Overhead Doors
  - i. Scheduled to start on May 13<sup>th</sup>.
- e. WWTP Lab Operator Sharing
  - i. The Director presented the Board with the amended Agreement.
    1. After review, Mr. Rook made a motion to accept the proposed Agreement as submitted. Ms. Jansma supported the motion, after a roll call the vote passed 4-0.
- f. Articles of Incorporation
  - i. Mr. Knowles updated the Board on the status of the Articles.
- g. Clarifiers
  - i. The Director presented the Board with a proposal to add the clarifiers back into the project. After some discussion, the Director will investigate further and return to the Board with an updated proposal.
- h. State Park
  - i. The email received regarding meeting in the near future was discussed.
- i. Project
  - i. Mr. Knowles updated the Board on the status of the project.
  - ii. Pay request #8 was reviewed. Ms. Jansma motioned to approve the request for payment to date in the sum of \$400,915.01. Mr. Rook supported the motion, after a roll call vote it passed 4-0.

**New Business:**

- One sewer permit was issued in April.
- The audit draft was received and the board copies were handed out.
- The Director's new contract was discussed and the changes to be made were discussed. The new contract will be presented at the next meeting.
- The letter received from Tujax Tu regarding sewer fees was reviewed. The Board collectively agreed not to change the fee structure.

**Financial Statements:** April payroll totaled \$30,635.30 and operation expenses (checks #14789-14832) totaled \$149,103.11. Total April expenses came to \$179,738.41. A motion to pay the bills was made by Mr. VanVolkinburg and supported by Ms. Jansma, the motion carried 4-0.

**Discussion:** None.

Hear Those Present: None present.

Adjournment: Mr. Rook motioned to adjourn at 8:17PM, Mr. VanVolkinburg supported, motion passed 4-0.

*The next Board Meeting is scheduled for June 6, 2019 at 7:00PM*