

September 2019 Board Meeting Minutes

Call to Order: The September Board Meeting was called to order at 7:05 PM by Chairman Leep.

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

Review Minutes: Mr. Rook motioned to accept the August meeting minutes, Mr. VanVolkinburg supported, the motion passed (3 yeas, 1 absent).

Hear Those Present: No one present.

Director's Report:

- Laboratory Technician
 - Monthly Report was reviewed.
- YST Water
 - The MOR and reports were sent to the DEQ.
 - The August Water Report was reviewed.
 - The Water Sanitary Survey results have not been received yet.
- Miss Dig
 - GLASA performed 94 Miss Digs in August.
- Scrap Metal
 - Scrap metal removal is complete.
- Water Laboratory
 - The water lab processed 146 samples in August.
- 4324 Trails End
 - The insurance company denied the claim.
- 12755 Theris
 - The insurance company has accepted the claim and they are moving forward.
- Lab Operator
 - The Lab Operator was approached by Fleis & VandenBrink and interviewed with them.
- Lift Station # 25
 - DK Fence will repair the fence.
- Grant
 - GLASA is now eligible for the \$100,000.00 SAW grant. This grant is for \$90,000.00 with GLASA making a match of \$10,000.00. This grant is for a wastewater asset management plan.
- Project
 - It appears the project is finally done!
- Wall Maps
 - Wall maps are done.
- Office Hours
 - The Director proposed changing the office hours to 10:00AM-2:00PM. After some discussion, Mr. VanVolkinburg made a motion to officially change the office hours to 10:00AM-2:00PM before December 31, 2019.

New Business:

- Three sewer permits were issued in August.
- Mr. Leep suggested establishing a policy that sets a standard not-to-exceed dollar amount for GLASA for sewer related incidents. After some discussion, the Board agreed on this procedure and established \$3,500.00 as the not-to-exceed dollar amount for this policy.

Open Business:

- Articles of Incorporation
 - The proposed changes were presented to the Board. Mr. Rook made a motion to present the proposed Articles with the changes as submitted to all four Townships for approval. Mr. VanVolkinburg supported the motion, it passed 3-0 (1 absent).

Financial Statements:

- August payroll totaled \$32,124.04 and operation expenses (checks #14927-14976) totaled \$134,984.91. Total August expenses came to \$167,108.95. A motion to pay the August bills was made by Mr. Leep and supported by Mr. VanVolkinburg, the motion carried (3 yeas, 1 absent).

Adjournment: Mr. Leep motioned to adjourn the meeting at 7:59PM, Mr. VanVolkinburg supported, the motion passed (3 yeas, 1 absent).

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