

March Board Meeting Minutes

Call to Order: The March 1st meeting of the Gun Lake Area Sewer & Water Authority was called to order at 6:55 PM by Chairman Glenn Leep.

Roll Call: Township officials present: Glenn Leep, of Martin, Roger VanVolkinburg of Wayland, Tom Rook of Orangeville, and Alice Jansma of Yankee Springs. GLASWA Director Larry Knowles and Office Manager Tara Palandri, and John Rydbeck and Josh Mannard of Infrastructure Alternatives were also in attendance. Visitors included Les Lynema and Shane Vandenberg.

Review Authority Minutes: Mr. VanVolkinburg motioned to accept the February meeting minutes with Ms. Jansma supporting, motion carried 4-0.

Director's Report:

- Laboratory Technician
 - Josh Mannard presented his monthly lab report (attached).
 - The Infrastructure Alternatives contract renewal was presented by John Rydbeck. After some discussion between Mr. Rydbeck and the board, Mr. Rydbeck and Mr. Mannard left at 7:20 PM.
- YST Water
 - Water Report for February (attached).
 - The next Water Advisory Board meeting is 3/22/18 at 6:00 PM.
- Yankee Springs Meadows
 - In 2008, YSM made the final payment for 284 connection fees. They currently have 251 trailers.
- Grinders
 - The board was presented with a proposed grinder ordinance to adopt. Currently, GLASWA performs all grinder maintenance and incurs all costs for grinder maintenance, new parts and pumps, etc. This ordinance would transfer grinder unit ownership and maintenance costs to the homeowner after the next brand-new pump is installed.
 - There was much discussion about the price GLASWA should pay for the broken driveway on Theris. Mr. VanVolkinburg made a motion to pay \$3,900.00 to the contractor for the repairs to Mr. Jager's driveway and sprinkling system. Mr. Rook supported the motion, it carried 4-0.
- Boat Wash
 - There are two proposed boat washes on Gun Lake that would like to hook a storm drain into the GLASWA sewer system. Mr. Rook expressed concerns about the amount and quality of the water that would be sent to GLASWA. After some discussion by the board, the board would like to see the boat wash engineers research any possible alternate disposal methods.
- Yankee Springs State Park
 - A meeting with the DNR has been scheduled.
- Project
 - Bond
 - The contracts for the townships to sign for \$2 million were presented.
 - The extra (not to exceed) \$500,000 was not accepted by Orangeville or Yankee Springs.
 - The project will be out for bid once the MDEQ's review is complete.
 - If the accepted bid is over \$2 million, the GLASWA Board will discuss these options:
 - Remove items from the scope of work.
 - Seek another Bond (without townships co-signing).
 - Determine if GLASWA has enough funds to cover the overage.

New Business:

- No new sewer or water permits.
- Proposed handbook addendum and new forms and regulations for employees (attached)
- Audit draft copy was received and the board copies were handed out.

Financial Statements: February payroll totaled \$22,565.12 and operations expenses (checks #14321-14353) along with electronic payments totaled \$53,654.94. Total expenses in February came to \$121,629.94. A motion to pay the bills was made by Mr. Leep and supported by Mr. Rook, motion carried 4-0.

Discussion: After reviewing the contract renewal from Infrastructure Alternatives, a motion was made by Mr. VanVolkinburg to allow Mr. Knowles to renew the proposed contract providing that the lab technician works 40 hours/week instead of the 32 hours/week stated in the proposal. Ms. Jansma supported the motion, it passed 3-0 with Mr. Rook abstaining. After discussion about the length of the contract, Mr. VanVolkinburg motioned to approve a three-year contract (reliant on the aforementioned work schedule) with Infrastructure Alternatives. Ms. Jansma supported, the motion passed 3-0 with Mr. Rook abstaining.

Hear Those Present: Les Lynema, a past employee, stated that after being employed by GLASWA for over 20 years, these were his observations:

- The confined space sensor was not certified properly.
- He felt that the confined space entry procedures were not followed in the past.
- GLASWA should improve training for new employees.
- The arsenic removal system flushing procedures had not been followed properly in the past.
- After his resignation, he requested his personnel file. After looking through the file, he found that it did not contain his medical records, past classes he attended during his employment with GLASWA, or his water license.

Mr. Lynema stated that he wants his MERS retirement account password and a copy of his personnel file.

Adjournment: The meeting was adjourned at 8:10 PM with motion by Mr. VanVolkinburg, supported by Ms. Jansma.

The next board meeting is scheduled for April 5, 2018 at 7:00 PM.