

December 2019 Board Meeting Minutes

Call to Order: The December Board Meeting was called to order at 7:01 PM by Chairman Leep.

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

Review Minutes: Mr. VanVolkinburg motioned to accept the November meeting minutes, Ms. Jansma supported, the motion passed 4-0.

Director's Report:

- **Laboratory Technician**
 - Monthly Report was reviewed.
- **YST Water**
 - The MOR and reports were submitted to the DEQ.
 - The November Water Report was reviewed.
- **Miss Digs**
 - 62 Miss Digs were performed in November.
- **Water Laboratory**
 - The water lab processed 115 water samples in November.
- **Theris Back Up**
 - Mr. Knowles explained the current status of the Theris Dr. back up incident. He explained to the Board that the property owner has asked for help with the clean-up invoice. After some discussion, Mr. Leep made a motion to approve paying \$2,000.00 towards the invoice without accepting any responsibility. Mr. Rook seconded the motion and it passed 4-0.
- **Project**
 - Mr. Knowles requested an approval to pay LD Docsa's final pay request once it is received so long as the amount does not exceed \$125,000. Mr. VanVolkinburg made a motion to approve Mr. Knowles' request. Ms. Jansma seconded the motion and after roll call vote it passed 4-0.
- **Treatment Plant**
 - The sludge lagoons are scheduled to be pumped down starting this week.
 - The two well motors in the septage beds well house have been refurbished.
 - Kraai is scheduled to work on them this month.
- **Budget**
 - After reviewing the proposed 2019 revised budget, Ms. Jansma made a motion to approve the revised budget. Mr. Rook seconded the motion and it passed 4-0.
 - Mr. Knowles presented the proposed 2020 budget to the Board. Mr. Rook made a motion to approve the proposed budget, Ms. Jansma seconded the motion and it passed 4-0.

Open Business:

- None.

New Business:

- No sewer or water permits were issued in November.
- Mr. Rook stated that Orangeville Township is requesting a meeting with Mr. Knowles to further explain the proposed changes to the Articles of Incorporation.

Financial Statements:

- November payroll totaled \$39,716.13 and operation expenses (checks #15033-15059) totaled \$115,604.17. Total November expenses came to \$155,320.20. A motion to pay the November bills was made by Mr. VanVolkinburg and supported by Mr. Rook, the motion carried 4-0.

Hear Those Present: None.

Adjournment: Mr. VanVolkinburg motioned to adjourn the meeting at 7:35PM, Mr. Rook supported, the motion passed 4-0.

The next Board Meeting is scheduled for January 2, 2020 at 7:00PM