

## January 2020 Board Meeting Minutes

**Call to Order:** The January Board Meeting was called to order at 7:10 PM by Mr. VanVolkinburg.

**Roll Call:** Township officials present: Alice Jansma of Yankee Springs and Roger VanVolkinburg of Wayland. Glenn Leep of Martin was absent without notice and Tom Rook of Orangeville was absent with notice. Employees present: Director Larry Knowles and Office Manager Tara Palandri.

**Review Minutes:** Ms. Jansma motioned to accept the December meeting minutes, Mr. VanVolkinburg supported, the motion passed 2-0 (2 absent).

**Hear Those Present:** Cynthia Dill informed the Board that her business, Tujax Tu, will be permanently closing effective Sunday, January 5, 2020. For this reason, she asked that the Board stop billing the sewer account from this point forward. She is also requesting that the Board remove the previous two bills (July-September 2019 and October-December 2019 sewer service) due to the fact that she believes she has been overcharged for sewer since the business opened January 2018. If the Board is unable to remove the current balance consisting of the previous two bills, Ms. Dill asks that a payment plan be established.

The Board stated that a decision cannot be made tonight due to only two Board Members being present.

### Director's Report:

- **Laboratory Technician**
  - Monthly Report was reviewed.
- **YST Water**
  - The MOR and reports were submitted to the DEQ.
  - The December Water Report was reviewed.
- **Miss Digs**
  - 58 Miss Digs were performed in December.
- **Water Laboratory**
  - The water lab processed 84 water samples in December.
- **Project**
  - The final payment was made to L.D. Docsa.
- **Treatment Plant**
  - The sludge lagoons are pumped down and will be completed later this year.
  - The two well motors in the septage beds well house have been refurbished.
    - Kraai is scheduled to work on them January 8.
- **Articles**
  - Discussion about the current status of the proposed Articles changes occurred.
- **Employees**
  - We are looking for a new technician to hire after an employee quit.

### Open Business:

- None.

### New Business:

- No sewer or water permits were issued in December.

### Financial Statements:

- December payroll totaled \$28,786.66 and operation expenses (checks #15060-15088) totaled \$223,909.33. Total December expenses came to \$252,695.99. Due to lack of a quorum, the finances are tabled until an email vote can be made amongst all four board members.

**Adjournment:** Mr. VanVolkinburg motioned to adjourn the meeting at 7:54PM, Ms. Jansma supported, the motion passed 2-0.

*The next Board Meeting is scheduled for February 6, 2020 at 7:00PM*