



12588 Marsh Road  
Shelbyville, MI 49344  
269.672.5588

## November 2020 Board Meeting Minutes

**Call to Order:** The November Board Meeting was called to order 6:56 PM by Mr. Leep.

**Roll Call:** Glenn Leep of Martin, Alice Jansma of Yankee Springs, Tom Rook of Orangeville, & Roger VanVolkinburg of Wayland were present.

Employees present: Director Larry Knowles & Office Manager Tara Palandri.

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

**Hear Those Present:** None present.

### New Business:

- The MERS Addendum was presented to the Board.
  - The proposed addendum is intended to restate some plan provisions and add flexibility. After review, Mr. VanVolkinburg motioned to accept the proposed addendum as presented. Ms. Jansma seconded the motion; after a roll call vote it passed 4-0.
- COVID-19 impact on restaurants was discussed. The Board will monitor the situation.
- The 2020 Revised Budget was presented to the Board.
- The 2021 Revised Budget was presented to the Board.
- 4 sewer permits and one water permit were issued in October.

### Director's Report:

- **Laboratory Technician**
  - The October Lab Report was reviewed.
- **YST Water**
  - The MOR and reports were submitted to the DEQ.
  - The October Water Report was reviewed.
- **Miss Digs**
  - 76 Miss Digs were completed in October.
- **Water Laboratory**
  - The water lab processed 142 water samples in October.
- **Collection System**
  - GLASA is moving forward with the rehab of stations #28 & #12.
- **Mr. Godley**
  - Per the Board's request, Mr. Knowles contacted GLASA's attorney to inform him of the current circumstances of Mr. Godley's Marsh Rd property.

- **Rotary Press**
  - A quote for the rotary press was obtained however, Mr. Knowles is still researching all options.
- **Screw Pump**
  - The bids received 10/8/20 for the new screw pump installation were discussed. Mr. Knowles suggested the low bid from DHE Plumbing. After discussion, Mr. VanVolkinburg motioned to accept the low bid from DHE Plumbing for \$29,400.00 for the installation of the new screw pump. Ms. Jansma seconded the motion; the motion passed 4-0.
- **DNR**
  - Mr. Knowles had a virtual meeting with the DNR regarding their sewer system maintenance. Mr. Knowles will continue working with the DNR to evaluate their sewer system.

**Open Business:** None.

**Financial Statements:**

October payroll totaled \$37,061.53 and operation expenses (checks #15315-15341) totaled \$110,987.70. Total October expenses came to \$148,049.23. A motion to pay the October bills was made by Mr. VanVolkinburg and supported by Ms. Jansma; the motion passed 4-0.

**Adjournment:** Mr. VanVolkinburg motioned to adjourn the meeting at 7:38PM, Mr. Rook supported; the motion passed 4-0.

*The next Board Meeting is scheduled for December 3, 2020 at 7:00PM*