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Yankee Springs Water Utility Advisory Board May 11, 2021 Meeting Minutes

1. **Call to Order:** The meeting of the Yankee Springs Water Utility Advisory Board was officially called to order by Chairman Greg Purcell at 6:04 PM.
2. **Roll Call:** Board Members Alice Jansma, Michael Peiffer, Todd Delamar, Richard Beukema, and Greg Purcell were present. Gun Lake Area Sewer Authority Director Larry Knowles and Office Manager Tara Palandri were present.
3. **Review Minutes:** Ms. Jansma motioned to accept the March 16, 2021 meeting minutes. Mr. Delamar seconded the motion and it passed 5-0, after no discussion.
4. **Public Comment:** None present.
5. **Reports:**
 - a. The March and April Water Reports were reviewed by the Board.
 - b. The March and April Water Income Statements were reviewed by the Board.
 - i. Mr. Purcell inquired about sampling the testing wells in section 19 of YST to see if private wells are possible to implement again. After some discussion, it was decided that Mr. Knowles will contact the health department for more information.
6. **Old Business:**
 - a. YST Board
 - i. The Advisory Board term limits were approved by the Township Board.
 - ii. Permission to contact the Township attorney and engineer was obtained.
 - iii. Approval to overhaul the water ordinance with attorney guidance was granted to the Advisory Board.
 - b. Rate Study
 - i. John Monsees (MRWA) is still finalizing the study.
 - c. Reliability Study
 - i. The report should be completed in Summer 2021. Once finalized, Don DeVries will present the report to the Advisory Board.
 - d. Well House
 - i. 2 doors were ordered to replace old hardware. They are on back order.
 - ii. Mr. Knowles informed the Board that well #2 developed a leak. The damages were repaired and the well is now back online.
7. **New Business:**
 - a. Hydrant Flushing is planned for May 12, 2021.
 - b. Water ordinance review

- i. Mr. Knowles presented a revision of the ordinance to the Board. The Board came to the consensus to send the revised version, as discussed, to the Township attorney, Mr. Thall, for review. Mr. Thall will present his recommended revision to the Advisory Board once complete.

8. Complete Distribution System Materials Inventory (CDSMI)

- a. Mr. Knowles reviewed the main topics covered during the CDSMI webinar.

9. Advisory Board Tasks:

- a. Connection Fees
 - i. After reviewing the proposed revised connection fee resolution, Mr. Beukema made a motion to recommend said resolution to the YST Board for approval at the June meeting. Ms. Jansma supported the motion- after a roll call vote it passed 5-0.
- b. A proposed service contract with Gun Lake Area Sewer Authority was presented to the Board. After discussion, Ms. Jansma made a motion to submit the proposed contract, as amended, to the YST Board for their June meeting. Mr. Peiffer supported the motion, it passed 5-0 after no discussion.
- c. The proposed 2021-2022 Budget was reviewed. There was discussion to increase the Education and Membership as well as the Operations and Maintenance line items. The Board also suggested adding a new line item for tower cleaning. The Board agreed to present the proposed the budget, as amended, to the Board at the June 2021 YST meeting.
- d. The 10-year CIP was reviewed and discussed by the Board.

10. Discussion: None.

- 11. Adjournment:** A motion to adjourn the meeting was made by Mr. Peiffer at 7:48 PM. Mr. Beukema supported the motion, it passed 5-0, after no discussion.

Next Scheduled Meeting: Tuesday, June 1, 2021 at 6:00 PM