



12588 Marsh Road
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February 2022 Board Meeting Minutes

Call to Order: The February 3rd Board Meeting was called to order at 7:02PM by Mr. Leep.

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

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

Review Minutes: Mr. VanVolkinburg motioned to accept the January meeting minutes and Mr. Heethuis supported; the motion passed 4-0.

Hear Those Present: None present.

New Business:

- No sewer or water permits were issued in January.
- The Board reviewed the documentation for the new water CD issued at United Bank. The Board unanimously approved the reinvestment of water funds into the new CD.
- 2021 Audit- Siegfried Crandall Proposal
 - After reviewing the proposal, Mr. VanVolkinburg made a motion to retain Siegfried Crandall to perform the 2021 fiscal year audit. Mr. Heethuis seconded the motion, after a roll call vote the motion passed 4-0.

Director's Report:

- **Laboratory Technician**
 - The January Lab Report was reviewed.
- **YST Water**
 - The MOR and reports have been sent to EGLE.
 - The January Water Report was reviewed.
 - The YST Board Meeting was held Tuesday, 2/1/22.
- **Miss Digs**
 - 21 Miss Digs were completed in January.
- **Water Laboratory**
 - The water lab processed 98 water samples in January.
- **Screw Pump**
 - After investigating the screw pump, an issue was found to be with the VFD and has since been resolved.
- **NPDES**
 - EGLE has presented GLASA with a draft permit that is posted until February 7th.
 - EGLE will review any comments and advise.
- **Director Contract**
 - The 3-year term of the Director contract ends May 31, 2022.

Financial Statements: January payroll totaled \$35,289.41 and operation expenses (checks #15717-15723) totaled \$30,811.36. Total January expenses came to \$66,100.77. A motion to pay the January bills was made by Mr. VanVolkinburg and supported by Mr. Rook; the motion passed 4-0.

Discussion: Mr. Knowles informed the Board of a new build located on a sewer easement at Oakleigh Dr. After some discussion, the Board asked Mr. Knowles to contact PCI to issue a stop work order for the project. The owner can either choose to tear down the home or move the sewer main at the owner's cost.

Adjournment: Mr. VanVolkinburg motioned to adjourn the meeting at 7:58PM, Mr. Heethuis supported; the motion passed 4-0.

The next Board Meeting is scheduled for March 3, 2022 at 7:00PM