

April 2022 Board Meeting Minutes

Call to Order: The April 7th Board Meeting was called to order at 6:58PM by Mr. Leep.

Roll Call: Glenn Leep of Martin, Tom Rook of Orangeville, Roger VanVolkinburg of Wayland, & Rob Heethuis of Yankee Springs, were present. arrived after the meeting started.
Employees present: Director Larry Knowles and Office Manager Tara Palandri.

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

Hear Those Present: None present.

New Business:

- Four sewer permits and no water permits were issued in March.
- The Board reviewed the Director's Contract. Mr. Rook motioned to table the discussion until next month and Mr. Heethuis supported; the motion passed 4-0.

Director's Report:

- **Laboratory Technician**
 - The March Lab Report was reviewed.
- **YST Water**
 - The MOR and reports have been sent to EGLE.
 - The March Water Report was reviewed.
 - The April YST Water Advisory Board Meeting was held 4/5/22.
- **Miss Digs**
 - 74 Miss Digs were completed in March.
- **Water Laboratory**
 - The water lab processed 247 water samples in March.
- **Plant Operator**
 - We have discussed the future for GLASA with the Plant Operator.
 - Dave Underwood (Plant Operator) stated he would like to continue employment. GLASA would also like to continue his employment.
 - Both parties agreed to give sufficient notice prior to terminating the employment, so a new Plant Operator could be secured or the current Plant Operator could secure a position elsewhere.
 - Both parties seem to be favorable to the outcome of the meeting.

- **NPDES**
 - GLASA signed the agreement with TMDL.
 - Julie Calley's office has returned Mr. Knowles' phone call and the issue was discussed.
- **Screw Pumps**
 - The variable drive for the new screw pump is installed and operating.
- **Employee Resignation**
 - Kevin DeKoekkoek resigned. His last day was Friday 4/1/22.
 - Kevin has requested his retirement, but he is not vested.
 - GLASA's handbook as well as the retirement Plan Agreement with MERS (retirement provider) state that employees are only vested after five years minimum of service.
- **Director Contract**
 - The contract ends on May 31, 2022.
 - The Board will discuss the contract at the May 2022 meeting.

Financial Statements: March payroll totaled \$35,521.59 and operation expenses (checks #15750-15767) totaled \$90,499.62. Total March expenses came to \$125,971.21. A motion to pay the March bills was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

Discussion: Mr. Rook made a motion to go into a closed session at 7:17pm. Mr. Heethuis supported the motion, after a roll call vote it passed 4-0. Closed session ended at 8:30pm.

The Board took notes of their closed session and shared them with Mr. Knowles and Ms. Palandri. After discussion, Mr. VanVolkinburg motioned to hold a special meeting, 4/19/22 at 7:00pm at Gun Lake Area Sewer Authority, regarding Mr. Knowles' response to the Board's closed session notes. Mr. Rook supported the motion, after roll call vote it passed 4-0.

Adjournment: Mr. Heethuis motioned to adjourn the meeting at 9:02PM, Mr. VanVolkinburg supported; the motion passed 4-0.

A Special Board Meeting is scheduled for April 19, 2022 at 7:00PM.

Location: GLASA 12588 Marsh Rd Shelbyville, MI 49344

Regarding: Director's response to 4/7/22 closed session notes from the Board.

The next regular Board Meeting is scheduled for May 5, 2022 at 7:00PM