



12588 Marsh Road
Shelbyville, MI 49344
269.672.5588

May 2022 Board Meeting Minutes

Call to Order: The May 5th Board Meeting was called to order at 7:01PM by Mr. Leep.

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

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

Review Minutes: Mr. VanVolkinburg motioned to accept the April Special Board Meeting minutes and Mr. Heethuis supported; the motion passed 4-0.

Hear Those Present: None present.

New Business:

- One sewer permit and no water permits were issued in April.

Old Business:

• **Director's Contract**

- Mr. VanVolkinburg motioned to go into a closed session at 7:07PM, Mr. Heethuis seconded; the motion passed 4-0.
- Mr. VanVolkinburg motioned to open the meeting at 7:58PM. Mr. Heethuis supported the motion; the motion passed 4-0.
- Mr. VanVolkinburg motioned to approve the Director's Contract as presented, Mr. Heethuis supported the motion. After a roll call vote the motion passed 3-1.
 - Leep- Aye
 - Rook- No
 - VanVolkinburg- Aye
 - Heethuis- Aye

Director's Report:

- **Laboratory Technician**
 - The April Lab Report was reviewed.
- **YST Water**
 - The MOR and reports were sent to EGLE.
 - The Advisory Board meeting was held last Tuesday (5/3/22).
 - The April Water Report was reviewed.
- **Miss Dig**
 - We performed 106 Miss Digs in April.
- **Water Laboratory**
 - 238 water samples were tested in April.

- **Round Table Meeting**
 - Future Round Table meetings are scheduled to be held at 12:30PM on the second Friday of each month. The next scheduled meeting is for May 13, 2022.
- **NPDES**
 - The new permit has been obtained.
- **John Deere**
 - Among a few other issues, the entire hydraulic system of the 1979 tractor needs to be replaced. Mr. Knowles is unsure if we will fix the existing issues or go in a different direction.
- **CDLs**
 - Mr. Knowles informed the Board as to where each technician stands in obtaining their CDL.

Financial Statements: April payroll totaled \$42,845.57 and operation expenses (checks #15768-15797) totaled \$59,393.03. Total April expenses came to \$102,238.60. A motion to pay the April bills was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

Discussion: None.

Adjournment: Mr. VanVolkinburg motioned to adjourn the meeting at 8:33PM, Mr. Heethuis supported; the motion passed 4-0.

The next regular Board Meeting is scheduled for June 2, 2022 at 7:00PM