



12588 Marsh Road  
Shelbyville, MI 49344  
269.672.5588

## July 2022 Board Meeting Minutes

**Call to Order:** The July 7<sup>th</sup> Board Meeting was called to order at 7:00PM 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, Todd Kline, Dave Underwood, Michael Maring and David Cooper. Tara Palandri was absent with notice.

Linda Ribble of Orangeville was present.

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

**Hear Those Present:** Mrs. Ribble inquired as to why GLASA has lost nearly half of the staff. David Cooper and Michael Maring told the Board their thoughts of current employee issues.

### **New Business:**

- a. One water permit and no sewer permits were issued in June.
- b. David Cooper
  - i. Retirement
    1. A motion to approve a Defined Contribution Participation Agreement and Contribution Addendum for "Lead Technician" position with a four-year 100% vesting period was made by Mr. VanVolkinburg and supported by Rob Heethuis; the motion passed 4-0.
  - ii. Mini-splits
    1. A motion to pay David Cooper one thousand dollars (\$1,000.00) for the mini-splits was made by Mr. VanVolkinburg and supported by Rob Heethuis; the motion passed 4-0.

### **Director's Report:**

- **Laboratory Technician**
  - The June Lab Report was reviewed.
- **YST Water**
  - The MOR and reports were sent to EGLE.
  - The Advisory Board meeting was rescheduled for Tuesday (7/12/22).
  - The June Water Report was reviewed.
- **Miss Dig**
  - 108 Miss Digs were performed in June.

- **Water Laboratory**
  - 372 water samples were tested in June.
- **Round Table Meeting**
  - The June Round Table Minutes were shared with the Board.
- **Supervisor Position**
  - The new Supervisor, Todd Kline, was introduced to the Board.
- **CDLs**
  - Mr. Knowles informed the Board as to where each technician stands in obtaining their CDL.
- **Blower**
  - The new blower is expected by the end of August.

**Financial Statements:** June payroll totaled \$30,306.56 and operation expenses (checks #15834-15854) totaled \$129,082.10. Total June expenses came to \$159,388.66. A motion to pay the June bills was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

**Discussion:** None.

**Adjournment:** Mr. Heethuis motioned to adjourn the meeting at 9:25PM, Mr. VanVolkinburg supported; the motion passed 4-0.

*The next regular Board Meeting is scheduled for August 4, 2022 at 7:00PM*