

February 2023 Board Meeting Minutes

Call to Order: The February 2nd 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, Office Manager Tara Palandri, Lab Operator Dave Underwood, Maintenance Supervisor Todd Kline, and technicians Mark Babcock and Mike Carson were present.

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

Hear Those Present: Mr. Babcock asked the Board if on call employees would be granted the ability to take GLASA work trucks home to be able to go straight to an emergency call to increase efficiency. The Board thanked him for his request and stated they would revisit the request at a later date.

New Business:

- No sewer or water permits were issued in January.
- January Roundtable Minutes were shared with the Board.
 - Employees requested that GLASA provide a uniform service again. Ms. Palandri will obtain quotes and present them to the Board at the next meeting.

Director's Report:

- **Laboratory Technician**
 - The January Lab Report was reviewed.
- **YST Water**
 - The MOR and reports were sent to EGLE.
 - The January Water Report was reviewed.
- **Miss Dig**
 - 49 Miss Digs were performed in January.
- **Water Laboratory**
 - 165 samples were processed in January.
- **TMDL**
 - Meetings will be attended virtually. The next meeting is 2/7/23.
- **Bob Reurink – Sludge Removal**
 - The cost to have the sludge removed is going up. The new cost was shared with the Board.
- **Employee**
 - Nick Pawlowski's employment was terminated on Tuesday (1/31/23).
 - Mr. Kline gave a brief overview of incidents that led up to the termination.

- **CDL**
 - Todd Kline obtained his CDL.
 - Mike Carson is scheduled for training the week of February 13th.
- **CTI - EGLE**
 - The cost for CTI to finish the EGLE required work was received.
- **Future:**
 - Mr. Knowles suggested that the Board start thinking about raising our rates for 2024 to prepare for large expenses for plant processes in the upcoming years.
 - The Board agreed to think about the rates and discuss this further at the March or April meeting.
 - Mr. Knowles recommended that the Board revisit the Articles of Incorporation to align them with the current structure in which GLASA operates. This project was discussed and researched a few years prior but was never implemented.
 - The Board instructed Mr. Knowles to compile the potential changes and present them at the next meeting.

Financial Statements: January payroll totaled \$36,807.23 and operation expenses (checks #17651-17682) totaled \$81,371.61. Total January expenses came to \$118,18.84. Ms. Palandri explained the check numbers are now different due to the bank account changes and new checks being printed.

A motion to pay the January bills was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

Discussion: Mr. Heethuis expressed his appreciation for GLASA employees coming to the meeting to share their perspectives and all of their hard work. Mr. Rook echoed the sentiment, as did the rest of the Board.

Adjournment: Mr. Heethuis motioned to adjourn the meeting at 8:10PM, Mr. VanVolkinburg supported; the motion passed 4-0.

The next regular Board Meeting is scheduled for March 2, 2023 at 7:00PM