



12588 Marsh Road
Shelbyville, MI 49344
269.672.5588

November 2023 Board Meeting Minutes

Call to Order: The November 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, and Rob Heethuis of Yankee Springs Township were present. Employees present: Director Larry Knowles and Office Manager Tara Palandri.

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

Hear Those Present: None present.

New Business:

- a. No sewer or water permits were issued in October.
- b. October Roundtable Minutes were shared with the Board.

Old Business:

- a. Establish timeline for Articles revision
 - i. Orangeville still has not heard back from their attorney.
 - ii. The Board advised Mr. Knowles to get the verbiage for the new cooperation agreements from Attorney Swets. Once received, the agreements will go to each Township for review.

Director's Report:

- **Laboratory Technician**
 - Monthly Report was reviewed.
- **YST Water**
 - The MOR and reports were sent to EGLE.
 - The October Water Report was reviewed.
- **Miss Dig**
 - 73 Miss Digs were performed in October.
- **Water Laboratory**
 - 270 water samples were tested in October.
- **Sludge Removal**
 - The damaged entrance gate is expected to be repaired this year.
- **Collection System Generators**
 - The generator at LS #20 (Valley Dr) is installed and it is online.
 - The generator at LS #23 (Willow St) is installed and it is online.
 - The generator at LS #5 (Trails End) was installed this week. The connections should be performed next week.

- **Treatment Plant Blower**
 - The new blower was delivered on Tuesday. Installation to follow.
- **Rates**
 - Mr. Knowles presented the Board with three versions of the proposed 2024 budget- one option with no rate changes and two options with suggested rate increases to show the Board how the rates will affect the net income.
 - After review much discussion occurred. The Board ultimately decided to move forward with a 21.5% increase. Even with this increase, there will be a shortfall in 2024. The Board will present the new proposed rates to their respective Boards. A public hearing will also be arranged.
- **Vista Pt. Sewer Main Damage**
 - West Michigan Seawall made another double payment for November.
- **Property Sale**
 - GLASA owns 5 acres on the corner of Cobb Lake Rd. & Payne Lake Rd. There is a lift station on the property. GLASA received an offer to purchase the property.
 - The Board is interested in selling all but 0.5 acres to ensure GLASA has enough room for maintenance and/or future repairs. The Board instructed Mr. Knowles to get the parcel appraised and follow up with them once he has more information.
- **Maintenance Supervisor**
 - Mr. Knowles stated he wishes not to fill the Maintenance Supervisor position. He explained to the Board that the current structure has been working very well- communication issues have decreased, technicians have more autonomy, and overall morale seems high.
 - The Board was glad to hear things are going well. They are on board with the decision.

Financial Statements: October payroll totaled \$30,146.93 and operation expenses (checks #17899-#17918) totaled \$42,129.81. Total October expenses came to \$72,276.74. A motion to pay the October bills was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

Discussion: None.

Adjournment: Mr. Rook motioned to adjourn the meeting at 8:11 PM, Mr. VanVolkinburg supported; the motion passed 4-0.

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