

January 2025 Board Meeting Minutes

Call to Order: The January 2nd Board Meeting was called to order at 3:56PM by Mr. Leep.

Roll Call: Glenn Leep of Martin, Rob Heethuis of Yankee Springs, Roger VanVolkinburg of Wayland, and Vivian Conner of Orangeville were present. Employees present: Director Larry Knowles, Plant Operator Dave Underwood, and Office Manager Tara Palandri.

Review Minutes: Ms. Conner motioned to accept the December Board Meeting minutes as presented. Mr. Heethuis supported the motion; the motion passed 4-0.

Hear Those Present: John Carter was present and had no comments.

New Business:

- a. No sewer or water permits were issued in December.
- b. December Roundtable Minutes were shared with the Board.
- c. Audit Approval
 - i. After brief discussion, Mr. VanVolkinburg made a motion to retain Siegfried Crandall to perform the 2024 fiscal year audit. Mr. Heethuis seconded the motion, after roll call vote it passed 4-0.

Old Business:

- a. Draft Rules & Regulations
 - i. After discussion, Ms. Conner made a motion to table the review of the draft Rules and Regulations until the February meeting. Mr. Heethuis supported the motion; after a roll call vote the motion passed 4-0.

Director's Report:

- **Laboratory Technician**
 - The December Lab Report was reviewed by Mr. Underwood.
- **YST Water**
 - The MORs and reports were sent to EGLE.
 - The December Water Report was reviewed.
- **Miss Digs**
 - 37 Miss Digs were performed in December.
- **Water Laboratory**
 - In December, 135 water samples were tested.
- **2022 Trucks**
 - The two 2022 Chevy WTs are now listed for sale.

Financial Statements:

December payroll totaled \$38,008.43 and operation expenses (checks #17188-17210) totaled \$96,412.58. Total December expenses came to \$134,421.01. A motion to pay the December bills as presented 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 4:21PM, Mr. Heethuis supported; the motion passed 4-0.

The next regular Board Meeting is scheduled for February 6, 2025 at 4:00PM