

April 2025 Board Meeting Minutes

Call to Order: The April 3rd Board Meeting was called to order at 3:57PM 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: Mr. VanVolkinburg motioned to accept the March Board Meeting minutes as presented. Mr. Heethuis supported the motion; the motion passed 4-0.

Hear Those Present: None present.

Old Business:

- a. Draft Rules & Regulations
 - i. After discussion, a couple additional changes were made to the draft Rules and Regulations. A motion was made by Mr. VanVolkinburg to approve the Rules and Regulations as amended. Mr. Heethuis supported the motion; after a roll call vote the motion passed 4-0.

New Business:

- a. One sewer permit and no water permits were issued in March.
- b. March Roundtable Minutes were shared with the Board.
- c. MERS Plan Closure- Lead Technician Division
 - i. Ms. Palandri explained that this plan is no longer used by the Authority so MERS provided an addendum to close the plan. After review of the addendum, Mr. VanVolkinburg made a motion to close the Lead Technician division. Mr. Heethuis supported the motion; after a roll call vote the motion passed 4-0.

Director's Report:

- **Laboratory Technician**
 - The March Lab Report was reviewed by Mr. Underwood.
- **YST Water**
 - The MORs and reports were sent to EGLE.
 - The March Water Report was reviewed.
- **Miss Digs**
 - 61 Miss Digs were performed in March.
- **Water Laboratory**
 - In March, 194 water samples were tested.
- **Screw Pumps**
 - The Screw Pumps' finishes are failing. While they are out of warranty, Lakeside has agreed to help with the cost to repaint one.
- **Lift Station Pumps**
 - The replacement pump for LS #33 was received, but a different sized volute is needed.

- **SCADA – Supervisory Control and Data Acquisition**

- The new SCADA system is being monitored and tweaked from time to time. Once it is fully satisfactory, it will be implemented into the other Lift Stations.

- **Lawsuit Threat**

- There is a Miss Dig request from Mr. Godley for the property on Marsh. The type of work was marked as sewer and the type of activity was marked service install.
- Rob Thall (GLASA attorney) wrote an email to Mr. Godley which was reviewed by the Board.

Financial Statements: March payroll totaled \$37,738.67 and operation expenses (checks #17265-17284) totaled \$86,629.35. Total March expenses came to \$124,368.02. A motion to pay the March bills as presented was made by Mr. VanVolkinburg and supported by Mr. Heethuis; the motion passed 4-0.

Discussion: Mr. VanVolkinburg reminded the Board that Mr. Knowles' contract expires May 31st. The Board agreed to renew the contract as is for a three-year term, however the wage will be adjusted. After discussion, a motion was made by Mr. VanVolkinburg to renew the Director's Contract for a three-year term with an annual salary increase using COLA with a 3% minimum. Mr. Heethuis supported the motion; after a roll call vote, the motion passed 4-0.

Adjournment: Mr. VanVolkinburg motioned to adjourn the meeting at 4:49PM, Ms. Conner supported; the motion passed 4-0.

The next regular Board Meeting is scheduled for May 1, 2025 at 4:00PM