

WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: AUG. 19, 2020

Board Members Present:

Craig Gosen, Edenville
Laura Grubaugh, Jerome
Carl Hamann, Sanford
Andy Kobisa, Hope
Bill Page, Edenville
Dave Rothman, Hope
Bill Stewart, Lee
Bonnie Whaley, Sanford
George Whittington, Lee
Mike Wood, Jerome
Kevin Wray, Lincoln

Staff Present:

Rowan Everleigh
Ron Rose

Drafted: Aug. 19, 2020

Approved: 9/16/2020

LDR
CRG

Board Members Absent:

Roger Crockett, Lincoln
Mike Wood, Jerome

MEETING LOCATION: Jerome Township Hall, 737 Beamish Road, Sanford, MI
CALL TO ORDER: Meeting was called to order by Chairman Gosen at 7:00 PM

PLEDGE TO THE FLAG AND ROLL CALL: Pledge performed. 10 members were in attendance, a quorum.

MINUTES It was moved by Kobisa, seconded by Stewart, to approve the minutes of the July 15, 2020 meeting.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#1 bills totaling \$211,930.29, checks 11725, 11738-11742, 11744-11751, 11760-11762, 11773-11788. Motion approved by roll call vote, 10/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#2 bills totaling \$57,317.00, checks 1378-1384. Motion approved by roll call vote, 10/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of payroll totaling \$62,712.27, checks 11726-11737, 11743, 11752-11759, 11763-11772. Motion approved by roll call vote, 10/0.

CORRESPONDENCE: Gosen has been receiving much FEMA correspondence.

STAFF REPORTS: Everleigh- 315 shutoffs scheduled, 291 delivered. New billing cycle, 4579 bills issued totaling \$519,807.68, but \$41,000 was due to a billing error to a single property. Office is working with FEMA on collecting compensation for WD#1 losses, next meeting set for Aug. 24. Working on tax rolls,

110 accounts affected. Current office cleaning person wants to retire, search for another cleaner underway.

Rose- field staff is drawing many water samples for testing, including new PFAS tests. Selling many permits. A 12" valve leaked in Lincoln Township, due to corrosion. 233 stakeouts performed.

COMMITTEE REPORTS:

City of Midland

Executive Committee: Gosen- Procurement policy copied from ~~Village of Sanford~~ to satisfy FEMA requirements. It was moved by Hamman, seconded by Kobisa, to approve the policy. Motion approved by roll call vote, 10/0. Wray prepared a Pay Policy document from contents of the Policy manual. It was moved by Whaley, seconded by Stewart, to approve the policy document. Motion approved by roll call vote, 10/0. Gosen described the Poznak proposal for a lawsuit related to the flood. It was moved by Wray., seconded by Kobisa, to decline to join the lawsuit.

Operations and maintenance: Kobisa reported- Committee met 8/13. Policy on temporary services to be reported later in the meeting. Mac Mechanical bill has been paid. After discussion of the area of Sanford Village WD#1 can no longer serve due to flood damage, it was moved by Gosen, seconded by Wray, to declare all those properties in a "disconnected service" status. Motion approved by voice vote. The matter of customers who do not get their backflow preventers checked as required by state law was discussed. The consensus was that the Governors order temporarily halting service shutoffs was intended to halt shutoffs due to unpaid bills. Unchecked backflow preventers are a water system safety issue and shutoffs for such reason are not halted.

Business and Finance: Grubaugh reported that the committee met 8/18. Minutes of the meeting were provided.

Policy: Page reported that Office security policies were discussed. It was agreed that Page would engage a contractor to investigate security improvements to the office for benefit of staff safety. Page presented a policy on customer-owned service lines that have been out of service for an extended time. It was moved by Hamann, seconded by Stewart, to approve the policy. Motion approved by voice vote.

Human Resources: Wray presented a paid time off (PTO) policy allowing PTO to be gifted to another employee. Wray had written the policy based on examination of similar policies at other companies. It was moved by Wray, seconded by Whittington, to approve the policy. Motion approved by voice vote.

UNFINISHED BUSINESS: none

NEW BUSINESS: none

OTHER ITEMS: none

PUBLIC COMMENT: no public present

ADJOURN Meeting was adjourned ay 8:28 PM.

L. David Rottman
C.R. Dozen