

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: FEB. 17, 2021**

Board Members Present:

Roger Crockett, Lincoln
Craig Gosen, Edenville
Rita Goul, Hope
Laura Grubaugh, Jerome
Kristie Gustafson, Lee
Terry Hall, Edenville
Carl Hamann, Sanford
Dave Rothman, Hope
Bill Stewart, Lee
Mike Wood, Jerome
Kevin Wray, Lincoln

Staff Present:

Rowan Everleigh
Ron Rose

Drafted:

2/17/21

Approved:

3/17/21

LDR

Board Members Absent:

Bonnie Whaley, Sanford

MEETING LOCATION: ZOOM meeting, due to Governor's orders

CALL TO ORDER: Meeting called to order by Chairman Wray

PLEDGE TO THE FLAG AND ROLL CALL: Pledge performed. 11 members were in attendance, a quorum.

MINUTES: Moved by Gosen, seconded by Stewart, to approve the minutes of January 20, 2021 meeting. Motion approved by roll call vote, 11/0.

OPERATIONAL BILLS: Moved by Grubaugh, seconded by Stewart, to approve WD#1 bills totaling \$144,188.03, checks 12044-12053, 12064-12065, 12072, 12075-12082, with one check voided (#12047). Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#2 bills totaling \$93,108.72, checks 1398-1402. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payroll totaling 41,730.00, checks 12054-12063, 12066-12071, 12073-12074. Motion approved by roll call vote, 11/0.

CORRESPONDENCE: Wray reported none. Gosen asked about a \$6,000 bill expected for State of Michigan, but not received. WD#1 has not yet seen this bill for 2020.

STAFF REPORTS: Everleigh- Q1 bills recently sent out, total of 4914 accounts, bills totaling \$354,011. Reimbursement from FEMA for flood expenses expected soon. Audit by Winelander-Fitzhugh expected in March. Board members asked to review WD#1 website for accuracy of updates. Compliance review obtained from USDA, being reviewed by Wray and Rothman. Awaiting Rothman approval.

Rose- Cold weather is leading to frozen pipes, flooded basement. Shut off some meters with long term zero readings. Village customer called with complaint about water shutoff in building under renovation due to lack of water use, resolved by discussion between customer and staff. 7 meter repairs, 6 meter sets, 5 permits sold, 220 stakeouts. Staff checking for frozen shutoffs.

COMMITTEE REPORTS:

Executive Committee: Wray- will send updated committee assignments.

Operations and maintenance: Wood- committee meeting minutes sent to Board. OPTA needs upgrades. Network closet needs a review and update- may be cause of our frequent disconnect from internet. New Kitchen has been completed. Confirmed that WD#1 will own the GIS data we create. Wood noted need to replace older meters and update system drawings.

Business and Finance: Grubaugh- Funded accounts have been funded for fiscal year 2020. Winelander-Fitzhugh will help with updates to our chart of accounts, in accord with State of Michigan requirements, after income tax season. Rothman discussed investigation of a change in health insurance agents. Grubaugh presented proposal to buy a new printer from Laser Connection for \$3,407 with Concierge service. It was moved by Grubaugh, seconded by Stewart, to approve the purchase. Motion approved by roll call vote, 11/0. The old printer will be made available to local units of government first.

Policy: . No report

Human Resources: No report

UNFINISHED BUSINESS: Gosen brought the concern about City of Tampa water system being hacked.

NEW BUSINESS: Requesting quotes for a new refrigerator. We were advised to keep all FEMA grant payments in separate folders, by grant, as that is what auditors will want. Call IT Right for an estimate in bringing the network closet hardware up to date.

OTHER ITEMS:

PUBLIC COMMENT:

ADJOURN It was moved by Gosen, seconded by Grubaugh, to adjourn, Meeting adjourned at 7:50 PM.

L. David Rothman

Wray