

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: 10/21/2020**

Board Members Present:

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

Staff Present:

Rowan Everleigh
Nate French

Drafted: 10/22/2020

Approved: *11/8/20*

CRG

Board Members Absent:

Bill Page, Edenville

MEETING LOCATION: Jerome Township Hall, 737 Beamish Road, Sanford, MI

CALL TO ORDER: Chairman Gosen called the meeting to order at 7:00 PM.

PLEDGE TO THE FLAG AND ROLL CALL: Performed. 11 Board members were present, a quorum.

MINUTES: It was moved by Kobisa, seconded by Stewart, to approve minutes of the September 16, 2020 meeting, with amendments for typos. Motion approved.

2019 Audit report by Winelander-Fitzhugh: Shelly Browning presented copies of the report and discussion slides. Shelly reviewed the slides, commented that our audit results represented an unmodified opinion and were acceptable. Chairman Gosen thanked Shelly for the report and made a motion to receive and file the report. Kobisa seconded the motion, which was then approved by voice vote.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#1 bills totaling \$186,904.34, checks 11837, 11839-11847, 11871, 11874-11886, 11888-11889, 11892-11893. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#2 bills totaling \$56,150, checks 1385-1389. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of payroll totaling \$51,302.01, checks 11838, 11848-11866, 11868-11870, 11872-11873, 11887, 11890-11891. Motion approved by roll call vote, 11/0. Note that check # 11837 is VOID.

2020 TAX ROLLS LIST: It was moved by Whittington, seconded by Crockett, to approve the tax rolls to be forwarded to the County. Motion approved by roll call, 11/0.

CORRESPONDENCE: Gosen received correspondence on the topic of re-bonding existing debt to USDA. Re-bonding will now require annual reporting to the SEC by each municipality. A CPA would prepare the reports at a cost of \$1,000/municipality. This would substantially reduce the benefit of refinancing the District's existing USDA loans. Whittington offered the opinion that in a few years Midland County might be willing to incorporate our SEC reporting into the County's reports at little to no cost for us. After discussion, it was moved by Kobisa, seconded by Stewart to table consideration of this matter. Motion approved by voice vote.

Everleigh reported receiving a letter protesting late fees on a check mailed to the District by a bank. Everleigh read the letter. The Board took no action.

STAFF REPORTS: Everleigh- 810 past-due notices and 557 shut-off notices were mailed for the most recent quarterly billing cycle. Staff is still working on the FEMA paperwork. All WD#1 losses have been listed prior to the reporting deadline. Staff is now providing details not required by that deadline.

French reported 20 permits sold, 246 Miss Dig tickets. The exposed water main at Curtis Road has been covered in advance of freezing weather. There are still difficulties managing chlorine levels at the Edenville tower. The system has been extensively flushed and the tower emptied and cleaned. This is a common problem at the end of the summer season. On Saginaw Road, our ductile iron main was exposed by a washout and has been recovered with stone. A new water line has been bored to the Rail Trail building for the bathroom. Jim and Andy are pumping down hydrants for winter. Expect seasonal help to be done for the season by Nov. 14.

COMMITTEE REPORTS:

Executive Committee: Gosen- no more to report

Operations and maintenance: Wood- No report

Business and Finance: Grubaugh reported that B&F Committee met Oct. 20 and provided minutes to the Board members. In response to questions, Grubaugh and Everleigh reviewed what had been learned about adopting ACH transfers from credit unions instead of mailed checks. Everleigh offered that the format expected for reporting from ACH and the deposit policies would create too much extra work for staff and further complicate the reconciliation process. The Board decided to maintain *status quo* here and leave the responsibility for timely arrival of payments with the customers.

Grubaugh issued a call for 2021 budget items.

Policy: Page absent, no report

Human Resources: Wray- no report

Wood offered information that a new water line to the Jerome Township fire department has been bored in, under a variance.

UNFINISHED BUSINESS: none

NEW BUSINESS: There was discussion about the changes pending in Board membership due to multiple member who are not running for re-election, including Gosen, Whittington and Kobisa.

OTHER ITEMS: none

PUBLIC COMMENT: none

ADJOURN It was moved by Kobisa, seconded by Whittington, to adjourn. Meeting adjourned at 8:30 PM.

L. David Rothman
CR Gosen