

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**DATE: JULY 21, 2021**

**Board Members Present:**

Roger Crockett, Lincoln  
Craig Gosen, Edenville  
Rita Goul, Hope  
Laura Grubaugh, Jerome  
Dave Rothman, Hope  
William Stewart, Lee  
Mike Wood, Jerome

**Staff Present:**

Rowan Everleigh  
Ron Rose

Drafted: July 21, 2021

Approved: 8/18/21

*LDR KMS*

**Board Members Absent:**

Kristy Gustafson, Lee  
Terry Hall, Edenville  
Carl Hamann, Sanford  
Bonnie Whaley, Sanford  
Kevin Wray, Lincoln

MEETING LOCATION: Jerome Township Hall

CALL TO ORDER: Vice-Chair Wood called the meeting to order at 7:00 PM.

PLEDGE TO THE FLAG AND ROLL CALL: Performed. There were 7 Board members in attendance, a quorum.

MINUTES: It was moved by Gosen, seconded by Stewart, to approve the minutes of the June 16, 2021 meeting. Motion approved by voice vote.

ANNUAL AUDIT REPORT: Shelly Browning of Winefander-Fitzhugh presented the 2020 fiscal year audit report and provided a letter to the Board, a slide deck to support the presentation and a copy of the printed report for each Board member.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#1 bills totaling \$99,859.78, checks 12250, 12266, 12269-12274, 12283-12284, 12293, 12296-12306 plus 3 ETFs. Motion approved by roll call vote, 7/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#2 bills totaling \$57,100, checks 1411-1414. Motion approved by roll call vote, 7/0. It was moved by Grubaugh, seconded by Stewart, to approve payroll of \$65,458.67, checks 12251-12265, 12267-12268, 12275-12282, 12285-12292, 12294-12295 plus 5 ETFs. Motion approved by roll call vote, 7/0.

CORRESPONDENCE: none

STAFF REPORTS: Everleigh reported that 711 accounts were past due, fines totaling \$5766.55. 522 accounts were sent shut-off notices and 5 remain cut off. The Chart of Accounts conversion was done with no known issues. Staff is working with the County and BS&A on information for the new permitting software from BS&A. Training on the permitting software will begin soon. The billing postcard information was updated to further advise customers.

Rose- Pat's Gradall did two jobs for WD#1, one account was disconnected, 13 faulty meters were replaced.

COMMITTEE REPORTS:

**Executive Committee:** No report

**Operations and maintenance:** Wood- A property owner had reported that a fire hydrant was in the way of a customer's plans for a new driveway. Property owner has subsequently dropped the request to move the hydrant. The new payment window has been delivered. Installation has begun and should be finished July 22. Homes on European Drive behind Meridian High School have lost their wells. These are all second homes, so no help from FEMA with well replacement. Residents are looking for funds to pay for a new water main to serve their properties. A similar problem exists on Ginsel Drive. Midland County Road Commission is planning to replace a culvert at 8 Mile Road. WD#1 has not yet been asked to pay for relocation of the water main that runs through the area. WD#1 is seeking properties with copper plumbing installed before 1988 to provide water samples for analysis as required by EGLE. Still need more properties to sample. Nate and Andrew are working on a backflow preventer the High School.

**Business and Finance:** Grubaugh- The Committee met July 20. Grubaugh noted the City may have raised their bulk water rates, which needs to be confirmed. If the bulk water rate has increased, WD#1 will increase the Readiness-To-Serve (RTS) charge to cover the increased cost of business. This led to a discussion of a proposed increase in wages for seasonal staff and hiring a new trainee. This increased labor cost would also be passed on via the RTS charge. The Board consensus was to allow the HR Committee to discuss the proposed wage change. Changes to the RTS charge will be deferred to the August meeting to allow time for both cost issues to be studied. This will delay changes to the RTS charge until 4<sup>th</sup> quarter billing.

**Policy:** no report

**Human Resources:** No report

UNFINISHED BUSINESS: none

NEW BUSINESS: none

OTHER ITEMS: none

PUBLIC COMMENT: no public present

ADJOURN- It was moved by Wood, seconded by Stewart, to adjourn. Meeting adjourned at 8:13 PM.

