

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

Board Members Present:

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

Staff Present:

Rowan Everleigh
Ron Rose

Drafted: 11/17/2021

Approved: 11/17/2021

*HDR
WS*

Board Members Absent:

Bonnie Whaley, Sanford

MEETING LOCATION: Jerome Township Hall

CALL TO ORDER: Meeting called to order by Wray at 7:00 PM

PLEDGE TO THE FLAG AND ROLL CALL: Pledge was performed. Eleven members were present, a quorum.

MINUTES: It was moved by Stewart, seconded by Hall, to approve the minutes of the October 20, 2021 Board meeting. Motion approved by voice vote.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#1 bills totaling \$76,046.25, checks 12439, 12441-12448, 12457, 12461-12468 and one EFT. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of WD#2 bills totaling \$11,450.00, checks 1424-1427. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payroll totaling \$43,308.53, checks 12432, 12433-12438, 12440, 12449-12456, 12458-12460 and 4 EFTs. Motion approved by roll call vote, 11/0.

CORRESPONDENCE: Everleigh received a communication from Michigan Department of Health and Human Services. The Department is offering to help pay overdue water bills up to \$650 for customers facing service shutoff or who are already shut off. Accounts that receive this money cannot be shutoff within 90 days of receiving money under this program. It was moved by Gosen, seconded by Stewart, to apply for this program. Motion approved by voice vote.

STAFF REPORTS: Everleigh reported that bills were mailed to 4611 customers, bills totaling \$404,156.56. The bills did not include the adjusted RTS charge, so this increased RTS charge will first appear on the 1Q 2022 bills.

Rose reported 6 meter sets, 13 winter shutoffs, 6 permits sold. There was a structure fire on Brownlee, requiring field staff to shut off utilities outside normal work hours. Seasonal staff is done working for the year. Septic tank at the Price Road office was pumped out. There are water quality issues from Edenville tower, due to low chlorine levels. Wray will investigate buying a piece of land in Edenville to build a bulk water dispensing station, which will meet a need for availability of bulk water and help with the chlorine levels at the tower by flushing more water through the mains.

COMMITTEE REPORTS:

Executive Committee: Wray- report given earlier re: bulk water station for Edenville.

Operations and maintenance: WD#1 has enough water sampling points to meet needs, but still welcomes adding to the list of properties that meet the sampling criterion of copper plumbing old enough to have lead in the pipe solder. The District wants to extend a water main to properties off European Drive where wells have gone dry. There was a question about adding \$5,000 to the Tools and Equipment budget for 2022 to buy a pipe locator tool for field staff- that is included in the proposed 2022 budget. Board was advised Rose plans to retire Spring 2023. Plan is to hire another Operator Spring 2022 to develop that person's skills and give French more time to absorb knowledge from Rose. There is a meter pit at Pine View party store that WD#1 wishes to eliminate. And at the same time repair a water leak in the service line past the meter. Discussions are underway with the property owner.

Business and Finance: Grubaugh- Committee met Nov. 16, minutes provided to Board. Board was provided with a report of REUs in use and available. The WD#1 GIS system will be updated to include section ID information for each customer location, to aid in future reporting on use of REUs to the City. Contract with the cities limits the number of REUs on a section-by-section basis. Board was provided with an analysis of costs of new service installations. It was moved by Grubaugh, seconded by Stewart, to raise the permit fee for properties that do not already have an installed curb box. Permit fee would be raised from \$2800 to \$2900. Motion approved by roll call vote 9/2.

Policy: No report

Human Resources: Wray- JPR forms will be sent out soon.

UNFINISHED BUSINESS: none

NEW BUSINESS: none

OTHER ITEMS: Staff was excused and Board discussed salaries for 2022. Rothman discussed the draft 2022 budget and the impact of raises on the budget bottom line. HR Committee will develop a salary plan prior to December Board meeting, at which time the salary plan and 2022 budget will be presented to the Board for approval.

PUBLIC COMMENT: No public present.

ADJOURN Meeting adjourned at 8:45 PM

h. David Rottman
[Signature]