

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: JAN. 19, 2022**

Board Members Present:

Roger Crockett, Lincoln
Rita Goul, Hope
Laura Grubaugh, Jerome
Carl Hamann, Sanford
Dave Rothman, Hope
William Stewart, Lee
Mike Wood, Jerome
Kevin Wray, Lincoln

Staff Present:

Rowan Everleigh
Ron Rose

Drafted: 01/19/2022

Approved: 2/16/2022

ZDR
WJ

Board Members Absent:

Craig Gosen, Edenville
Kristy Gustafson, Lee
Terry Hall, Edenville
Bonnie Whaley, Sanford

MEETING LOCATION: Jerome Township Hall

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

PLEDGE TO THE FLAG AND ROLL CALL: Pledge was performed. 8 members were in attendance, a quorum.

ELECTION OF OFFICERS: Chairman Wray turned the meeting over to Secretary Rothman. Rothman asked for nominations for the officer of Chair. Wood nominated Wray, second by Stewart. Rothman asked 3 times if there were more nominations, none offered. Grubaugh moved that nominations be closed, seconded by Stewart and approved by voice vote. Wray was elected by unanimous voice vote. Wray resumed control of the meeting and called for nominations for vice-Chair. Wray nominated Wood, seconded by Stewart. Wray asked 3 times for additional nominations, none offered. Rothman moved that nominations be closed, seconded by Stewart and approved by voice vote. Wood was elected vice-Chair by unanimous voice vote. Wray called for nominations for Secretary. Grubaugh nominated Rothman, seconded by Stewart. Wray asked 3 times for additional nominations, none offered. Hamann moved that nominations be closed, seconded by Stewart and approved by voice vote. Rothman was elected Secretary by unanimous voice vote. Wray asked for nominations for Treasurer. Rothman nominated Grubaugh, seconded by Stewart. Wray asked 3 times for additional nominations, none offered. Hamann moved that nominations be closed, seconded by Stewart and approved by voice vote. Grubaugh was elected by unanimous voice vote.

MINUTES: It was moved by Stewart, seconded by Crockett to approve the minutes of the Dec. 15, 2021 meeting. Motion approved by voice vote.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Stewart, to approve payment of bills totaling \$87,030.97, checks 12514-12528, 12534, 12537-12546, 12549-12551, plus 2 EFTs and one voided check #12526 for \$2400). Motion approved by roll call vote, 8/0. It was moved by Grubaugh, seconded by Stewart, to approve Local Unit Fee payments totaling 1428-1431. Motion approved by roll call vote, 8/0. It was moved by Grubaugh, seconded by Stewart, to approve payroll totaling \$50,679.51, checks 12499-12513, 12529-12533, 12535-12536, 12547-12548. Motion approved by roll call vote.

CORRESPONDENCE: None

STAFF REPORTS: Everleigh- 739 past-due notices issued, 484 shutoff notices. As of today, 84 accounts are still in shutoff status. Audit is scheduled for March 7. They are working on year-end reports, including Workman's Comp. Bond invoices are due Feb. 1.

Rose - working in his end-of-year reports and training Nate. Will be washing the Edenville tower. Lost water was low this year, under 8%. Experiencing some frozen pipes in the systems at customer homes. Also some leaks.

COMMITTEE REPORTS:

Executive Committee: Wray- Jerome Township is transferring the Jerome water tower to the Water District. Hamann made a motion to approve resolution 220119, seconded by Stewart. The resolution approves the real estate agreement for WD#1 to purchase the Tower from Jerome Township for \$1.00. Motion approved by roll call vote 8/0. Document signed by Wray and Wood.

The District has reached a purchase agreement for real estate at 6630 N. Water Rd, Hope, MI 48628 in Edenville. The price is \$45,000 plus \$1350 closing costs. Closing scheduled for 2/28/2022. Edenville Township will buy 3 of the 5 parcels for 60% of the total transaction price. Wray will work out the details with Superior Title. It was moved by Wray, seconded by Stewart to Authorize the WD1 Chair to sign the documents at the real estate closing instead of Secretary Rothman. Motion approved by voice vote.

WD#1 is getting bids for the water filling station in Edenville that will be built on the above property.

Operations and maintenance: Wood- Employees want a metal band saw for up to \$400. It was moved by Wood, seconded by Crockett, to approve the purchase. Motion approved by roll call vote, 8/0.

Ginsel waterline- may need to bore in a new line.

O&M is asking the board to consider hiring a new employee, one with experience in water systems, as we transition to Rose's retirement (expected by April 2023). Staff has permission to begin looking. O&M also asks consideration of hiring 2 teenage summer help employees to begin working with the existing

summer staff. The new hires would split the current workload with existing staff and allow the district to catch up on some work, such as weed whipping.

The Jerome tower could use cleaning of exterior. Bids will be sought. Board is asked to consider replacing our higher mileage (>70K miles) van with a new pickup truck.

Business and Finance: Grubaugh- Committee met 1/18/2022, minutes provided. End-of-year budget results show ability to fund the funded accounts with a total of \$78,250. Grubaugh made the motion, Stewart seconded. Motion approved by voice vote. Grubaugh made a motion to move \$145,000 from the general checking account into the General Reserve fund at Michigan CLASS. Motion approved by voice vote.

Policy: No report

Human Resources: No report

UNFINISHED BUSINESS: none

NEW BUSINESS: none

OTHER ITEMS: none

PUBLIC COMMENT: no public present

ADJOURN: Moved by Stewart to adjourn. Meeting adjourned at 8:17 PM.

L. D. Rothman
[Signature]