

Water District No. 1 Of Midland County

Board of Trustees Meeting Minutes

Date: Jan. 17, 2024

**Board Members Present:**

Rita Goul, Hope  
Terry Hall, Edenville  
Carl Hamann, Sanford  
Doug Kruger, Lee  
Heidi Pitt, Lee  
Steve Rice, Jerome  
Dave Rothman, Hope  
Neil Wackerle, Edenville  
Bonnie Whaley, Sanford  
Mike Wood, Jerome  
Kevin Wray, Lincoln

**Staff Present:**

Rowan Everleigh  
Nate French

**Drafted:** Jan. 18, 2024

**Approved:** 2/18/24

**Public:**

Dennis Goul

**Board Members Absent:**

Roger Crockett, Lincoln  
Linzy Kreiner, Jerome

**MEETING LOCATION:** Jerome Township Hall

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

**PLEDGE TO THE FLAG AND ROLL CALL:** Pledge performed. 10 members were in attendance, a quorum.

**ELECTION OF OFFICERS:** Rothman requested nominations for the office of board Chair. Wray was nominated by Hamann, second by Whaley. There were no other nominations. Wray advised the board that he would not be able to serve for the entire year of 2024. Wray was elected to the office of Chair by unanimous voice vote. Wray requested nomination for the office of Vice Chair. Hamann was nominated by Wray, second by Goul. There were no additional nominations. Hamann was elected by unanimous voice vote. Wray requested nominations for the office of Treasurer. Kreiner was nominated by Rothman, second by Hall. There were no other nominations. Kreiner was elected by unanimous voice vote. Wray requested nominations for the office of Secretary. Rothman was nominated by Wray, second by Goul. There were no other nominations. Rothman was elected by unanimous voice vote.

**MINUTES:** Moved by Hamann, second by Pitt to approve minutes of the Dec. 20, 2023 board meeting. Motion approved by voice vote.

**OPERATIONAL BILLS:** Rothman presented the bills for approval. Moved by Rothman, second by Wackerle to approve WD#1 bills totaling \$146,504.43, checks 13515-13523, 13540, 13542-13556, 13558-13561, 13567 plus 6 ETFs. Motion approved by roll call vote, 10/0. Moved by Rothman, second by Hall to approve WD#2 bills for local unit fees totaling \$67,000, checks 1497-1500. Motion approved by roll call vote, 10/0. Moved by Rothman/ second by Wackerle to approve payroll totaling \$54,821.40, checks 13524-13539, 13541, 13557, 13562-13566 plus 7 ETFs. Motion approved by roll call vote, 10/0.

**CORRESPONDENCE:** None

STAFF REPORTS: Everleigh- 575 shutoff notices sent, still 51 remaining to in shut off status. The billing cycle, only accounts over \$100 delinquent will be shut off to minimize field staff time in cold weather. No written policy to the contrary was found by Wray. WD#1 is being required to efile tax withholding data to IRS- new requirement. Staff to approach an outside firm (ADP?) to help get this done.

French- Field work has slowed. A backlog of tap requests is growing due to weather. Hydrant records being updated. Shutoff date approaching. New truck has been delivered, condition with modifications is satisfactory. New truck replaces van sold to Valley Electric for \$13,000 (\$500 more than dealership offered for trade-in). French will attend a rate study workshop. 2 permits sold. French submitted a connection report showing the remaining available connections available by township. French also submitted a report on permits sold and average cost of connections. Average cost is a close match to our fees charged.

COMMITTEE REPORTS:

**Executive Committee:** Wray- Working on Committee assignments. List to be provided to the board members soon.

**Operations and maintenance:** Hall- ductile iron pipe replaced at 9 Mile and Saginaw. Water testing program needs to expand to 60 samples twice annually. Looking for more appropriate buildings to sample (built mid-1998 or earlier). WD#1 is on waiting list to receive Neptune software update for meter reading. Will let Jerome tower paint job out for bids soon. Transition of tower communications from radio to cellular system is in progress.

**Business and Finance:** Rothman- Committee met 1/16/2024. Moved by Rothman, second by Wackerle to fund funded accounts for 2024 from the General Reserve Fund at Michigan CLASS rather than checking account. Motion approved by voice vote. Michigan CLASS currently paying 5.55% on deposits. Everleigh reported the typical number of pages (1241) WD#1 prints on the outer office printer (losing its "concierge service contract) and recommended that the continuing \$39/month service contract be approved. Moved by Hall, second by Hamann to approve the contract. Motion approved by roll call vote. 10/0.

Everleigh noted that the District is getting tax bills on the bulk water parcel in Edenville and the Jerome Water tower. WD#1 should be exempt from property tax on both. Wray advised Everleigh to contact the township assessors and would provide a form Lincoln Township uses to resolve such matters.

**Policy:** Whaley- no Policy specific report. This became a joint Policy and HR discussion of a staff member's request for an exception on current vacation policy. Since making the request, the staff member decided that no immediate action was needed at this time, so none taken by the Board.

**Human Resources:** Departing Chair Wood may have filled out forms while giving employees their job reviews in December. Copies, if available, will be requested

NEW BUSINESS: None

OTHER ITEMS: None

PUBLIC COMMENT: None

ADJOURN Meeting adjourned at 8:13 PM.

