

**Water District No. 1 Of Midland County  
Board of Trustees Meeting Minutes**

**Date:**

**Board Members Present:**

Jennifer Clever, Jerome  
Steve Dunkle , Edenville  
Brett Fales, Lincoln  
Carl Hamann, Sanford  
Doug Kruger, Lee  
Meredith, Nate  
Heidi Pitt, Lee  
Steve Rice, Jerome  
Dave Rothman, Hope

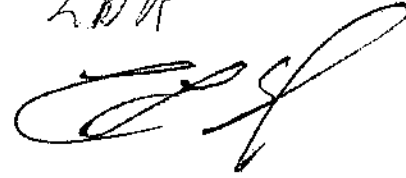
**Staff Present:**

Rowan Everleigh  
Nate French  
  
None

**Drafted:**12/21/2025

**Approved:** 1/21/2026

LDR



**Public:**

**Board Members Absent:**

Rita Goul, Hope  
Art Peters, Edenville  
Bonnie Whaley, Sanford

**MEETING LOCATION:** Jerome Township Hall

**CALL TO ORDER:** Meeting called to order at 6:30 PM by Hamann

**PLEDGE TO THE FLAG AND ROLL CALL:** Pledge was performed, 9 members were present, a quorum.

**MINUTES:** Moved by Fales, second by Pitt, to approve minutes of the Nov. 19, 2025 meeting. Motion approved by voice vote.

**OPERATIONAL BILLS:** Moved by Clever, second by Rothman, to approve payment of WD1 bills totaling \$127,491.40, checks 14353-14358, 14360-14373 and 2 EFTs. Motion approved by roll call vote, 9/0. Moved by Clever, second by Rothman, to approve payroll totaling \$44,644.57, checks 14359, 142374, 8 EFTs and 8 direct deposits. Motion approved by roll call vote, 9/0.

**CORRESPONDENCE:** None

**STAFF REPORTS:** Everleigh- 951 past dues mailed, unusually high number. Total of past due bills \$8,824.52. The state's unemployment website is being revised Everleigh has applied for new codes to use the IRIS system for uploading end of year taxes as the FIRE system will go away in 2026. Martens will take the lead on preparing end-of-year tax reports. Both Everleigh and Martens are working on creating/updating documentation of various office procedures. General insurance premiums increased \$1274, as our agent had advised WD1. The annual Weinlander-Fitzhugh audit is scheduled for March 4, 2026. A USDA audit is due Jan. 20, 2026. Martens was to take webinars on tax work, but had a conflict so Everleigh is taking that training. Both Martens and Everleigh are taking multiple webinar trainings to increase their knowledge of the BS&A system. French- Winter weather has arrived, so field staff is focused on winter work, including taking inventory in preparation for the inventory audit on December 30. Work on drawings for Lincoln and Jerome townships has been completed. French has completed his WET training, awaiting his diploma.

COMMITTEE REPORTS:

**Executive Committee:** Hamann- no report

**Operations and maintenance:** Rice reported that a new subdivision is planned and shared plans for associated 1200 feet of water mains for Board approval. Moved by Rice, second by Rothman, to approve the plans. Motion approved by voice vote. The Nelson-Robinhood mains loop will not be completed. A Homer Twp resident wants to connect to the WD1 main near his property, but is not presently in a hurry for that connection. There apparently is no agreement in place between Jerome Twp and Homer Twp, so the next step is to create that paperwork. The Midland City paperwork for such a connection is already in-hand.

**Business and Finance:** Clever- committee met Dec. 16 and reviewed bills, R&E report and investment results- Michigan CLASS yield now is 3.9213%. A WD1 CD is maturing and will be renewed at 3.75%. Benefits- Brennan will begin health insurance coverage under the WD1 plan Jan. 1, 2026. Spicer is taking on the GPS data entry for WD1, needs approval of \$7,500 for this work. Funds will come from the over-funded IT funded account. Motion by Clever, second by Rothman, to approve this. Motion approved by roll call vote, 9/0. Staff seeks approval for \$350 for a new device to enable transition from Point & Pay to BS&A. BS&A will price-match Point & Pay once we have the device. Moved by Clever, second by Rothman, to approve buying the device. Motion approved by roll call vote, 9/0.

Rothman reviewed the proposed 2026 budget and, after discussion Rothman moved for approval, second by Fales. Motion approved by roll call vote, 9/0. Rothman reviewed the proposed new permit fees for connections to the water system, \$3900 if no curb box is in place and \$1500 if curb box is already there, effective Jan. 1, 2026. Moved by Rothman, second by Fales to approve the proposed fees. Motion approved by roll call vote, 9/0.

**Policy:** Whaley not present, no report. Hamann will follow up on needed policy for multiple water connections on a single policy.

**Human Resources:** Pitt- will discuss HR items in closed session after other business is concluded.

**NEW BUSINESS:** A customer complained that she was charged an NSF fee. The customer is on auto-pay and the auto-pay date (first business day of the month when the bill is due) preceded arrival of her Social Security deposit. After discussion, general agreement among board members was that there was no good alternative to prevent this happening to others in the future, so the customer will be advised that auto-pay may not be right for her. Moved by Hamann, second by Dunkle, to waive the NSF fines for the customer. Motion approved by roll call vote, 8/1.

**OTHER ITEMS:** None

**PUBLIC COMMENT:** No public present.

The Board excused the staff present and moved into a closed session for an HR discussion.

**ADJOURN:** Meeting was adjourned at 8:01pm

