

South County Sewer & Water Authority

(Serving the Townships of Brady, Pavilion & Schoolcraft)

7510 East "Q" Ave., Scotts, MI 49088 Ph (269) 321-8925 Fax (269) 321-8943

Email: office@scswa.org

Website: scswa.org

DRAFT: submitted for approval on 3/28/23.

Authority Regular Meeting Minutes Tues. February 28, 2023, 9:30 a.m.

Regular Meeting was called to order at 9:29 a.m. by Board Chairman John Speeter (Pavilion Township Supervisor). In attendance were Tracy Locey (Brady Township Supervisor), Secretary/Treasurer Don Ulsh (Schoolcraft Township Supervisor) and Trustee Keith Gunnett (Village of Schoolcraft President). Also present were SCSWA Executive Director, Frank LaPierre and Township Attorney, Rob Thall.

Review and Set Agenda -

Today's meeting agenda was presented for review. Motioned by Locey, seconded by Ulsh.

Motion carried.

Review of Minutes-

The draft minutes of 1/24/2023 were presented for review. Motioned by Ulsh, seconded by Locey to approve the draft minutes as presented. **Motion carried.**

The draft of the closed meeting minutes of 1/24/2023 were presented for review. Motioned by Ulsh, seconded by Locey to approve the draft minutes as presented. **Motion carried.**

Hear those present – County Council Commissioner Mr. John Gisler updated that the Downtown Justice Center construction is progress. Mr. Gisler also updated that the Road Commission positions will continue to be appointed. Mr. Gisler also updated on the activities in the Kalamazoo County Treasurers office. Mr. David Renkiewicz, District Director, Republican party was also introduced. Mr. Renkiewicz expressed interest in learning more about the WWTF project.

General Correspondence- N/A

Active Project Status- LaPierre

- Village of Schoolcraft- No new update from Mr. Gunnett.
- St. Joe County LOI Collaboration Project: LaPierre updated that the engineering firms are making solid progress on the WWTF study. Preliminary meeting on 2/17/23 was very productive and there will be a follow-up Steering Committee meeting on 3/9/23.

New Business-

- SCSWA and GLSWA Collaboration Team – LaPierre
 - Introduce GLSWA Executive Director: Mr. John Crumb – Mr. Crumb confirmed GLSWA strong strategic interest in providing outsource services for SCSWA. It

allows GLSWA to amortize their costs across a larger service base and will be invoiced at fully loaded costs, with no markup.

- SCSWA and GLSWA Interlocal Agreement Draft was reviewed with the Board. It was agreed to remove section 11 as included, to be voted on in separate SCSWA Board approval vote, as included in the terms of the agreement. Motioned by Speeter, seconded by Locey to approved the agreement. **Motion Carried by Roll Call Vote.**
- Budget 2023-2024: Budget and Rate Resolution Letters were reviewed as presented. LaPierre recommended a 3.25% rate increase for 2023/24, effective 4/1/23. Motioned by Locey, seconded by Ulsh to approve. **Motion Carried by Roll Call Vote.**
- BT Rate and Fee Study: LaPierre and Thall the importance of a Rate Study due to rising costs and high CIP forecasts from Portage. Recommend for 2023/24 Increase. Motioned by Locey, seconded by Speeter to approve. **Motion Carried by Roll Call Vote.**

Old Business-

- Lake Pines Development- No new update.
- Barton Lake Sewer- No new update.
- Portage Terrace Mobil Home Park- No new update.
- Ordinance Revisions and Articles of Incorporation. Thall provided an update that the amended Articles need to be approved.
 - Mr. Gunnett confirmed that he did not receive hard copies of current Bylaws, Articles and Ordinances forwarded to his attention by mail, in time for his meeting.
- Maintenance Update- The January 2023 IAI reports were included in the packet for Board review.

Financial Review-

- General Operating Expenses/Check Register/Financial reports- General Operating Expenses and Payroll Expenses were presented as of Feb. 17th, 2023. The SCSWA financial reports of January 2023 were presented. Motioned by Locey, seconded by Ulsh to approve the operating and payroll expenses and accept the financials as presented. **Motion carried.**

Any other Business:

- Locey requested that a budget adjustment report be presented at the March 28th Board Meeting to reflect areas of variance in 2022/23 YTD cost centers, actual vs. budget.

Closing Comments: Ulsh noted that there is development activity along 131 north of Schoolcraft.

Meeting Adjourned- The meeting was adjourned at 10:20 a.m. Motioned by Locey, seconded by Ulsh to adjourn the meeting. **Motion carried.**

The next meeting is tentatively scheduled for Mar. 28th, 2023 at 9:30 a.m.

Submitted for approval on: 3-28, 2023 Approved by: Don Ulsh
Don Ulsh / Secretary