

# South County Sewer & Water Authority

(Serving the Townships of Brady, Pavilion & Schoolcraft)

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DRAFT: submitted for approval on 6/27/23.

Authority Regular Meeting Minutes of Tues. May 23, 2023, 9:30 a.m.

Regular Meeting was called to order at 9:30 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 Tim Frisbie (Village of Vicksburg 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 Ulsh, seconded by Locey to approve the agenda as presented. **Motion carried.**

## Review of Minutes-

The draft minutes of Mar. 28, 2023 meeting were presented for review. Motioned by Locey, seconded by Speeter to approve the draft minutes as presented. **Motion carried.**

Hear those present – County Administrator and Controller, Mr. Kevin Catlin, updated that Arpa funds are still being distributed with approx. \$1M still to be allocated and distributed. There will be a zoning approval meeting on 6/6/23 for the approval of the Downtown Event Center. The new Justice Center is schedule to be open on 10/1/23.

## General Correspondence- N/A

## Active Project Status-

- Village of Schoolcraft- No new update.
- St. Joe County Collaboration Project: LaPierre updated that the engineering firms have made solid progress on the WWTF study. There will be a Steering Committee meeting on May 24, 2023. The Engineering team will present the 3 alternative system designs, costs and next steps.

## New Business-

- ILNC Tribunal and Agreement Review: Thall updated that his review of the Tribunal settlement, addendums to the settlement and SAW Grant maps, reflected that there is clarity of the assets that are owned by SCSWA. Thall then continued that there is less clarity in what assets are owned by ILNC, where indirection connections have occurred and what are the historical records of the ILNC sanitary system. All agreed that LaPierre will contact Wightman to develop a high-level project proposal for assessing the current

system assets, ownership, location, etc. LaPierre will then provide an overview of the project proposal to Locey for establishment of next steps with ILNC.

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 updated that the Villages of Vicksburg and Schoolcraft have been notified of the recommendations to approve the revised Articles. Frisbie noted that it should be acceptable to Vicksburg but that it has been held up by the legal teams. Frisbie will follow-up with the legal team to advise on the acceptance. Thall noted that a letter was sent to the Village of Schoolcraft but there still has been no response. Speeter to contact Gunnnett with The Village of Schoolcraft to confirm the status of their acceptance of the Articles and their ongoing participation.
- Maintenance Update- The March and April O/M reports by IAI and GLSWA were included in the packet for Board review. LaPierre noted that the transition from IAI to GLSWA as the O/M firm of record has occurred and it is going smoothly.

Financial Review-

- General Operating Expenses/Check Register/Financial reports- General Operating Expenses and Payroll Expenses were presented as of May 12, 2023. The SCSWA financial reports of March and April 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: It was presented that Amy Hoskins, Administrative Assistant of SCSWA will investigate securing additional working hours with GLSWA as a part time employee. LaPierre noted that a brief agreement will be provided to establish non-solicitation and approval of hours by SCSWA so as not to negatively affect her employment and contribution to SCSWA.

Closing Comments: Don Ulsh updated that a potential project for the location of an 800,000 sq. ft. company plant, just south of the Village of Schoolcraft, will be presented to Schoolcraft Township.

Meeting Adjourned- The meeting was adjourned at 10:25 a.m. Motioned by Ulsh, seconded by Locey to adjourn the meeting. **Motion carried.**

The next meeting is tentatively scheduled for June 27th, 2023 at 9:30 a.m.

Submitted for approval on: 6-27, 2023 Approved by: DK Ulsh  
Don Ulsh / Secretary