

South County Sewer & Water Authority

(Serving the Townships of Brady, Pavilion & Schoolcraft)

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DRAFT: submitted for approval on 9/26/23.

Authority Regular Meeting Minutes of Tues. Aug. 22, 2023, 9:30 a.m.

Regular Meeting was called to order at 9:31 a.m. by Board Chairman John Speeter (Pavilion Township Supervisor). In attendance were Secretary/Treasurer Don Ulsh (Schoolcraft Township Supervisor) and Tracy Locey (Brady Township Supervisor). Also present were SCSWA Executive Director, Frank LaPierre and the Municipal CPA firm, Baker Tilly.

Review and Set Agenda -

Today's meeting agenda was presented for review. Motioned by Locey, seconded by Ulsh to approve the agenda as presented. **Motion carried.**

Review of Minutes-

The draft minutes of July 25, 2023 meeting were presented for review. Motioned by Ulsh, seconded by Locey to approve the draft minutes as presented. **Motion carried.**

Hear those present – County Commissioner Gisler updated that he had coupons for the new airline called Avelo, servicing Kalamazoo and Orlando. He offered the coupons to anyone interested. Commissioner Gisler also updated that the County Clerks office has made a 3rd party property fraud alert service available to the public. Commissioner Gisler also updated that the new Courthouse will not be opening until 12/4/23 due to construction labor shortages.

General Correspondence- N/A

New Business-

- Baker Tilly presented the financial and rate study as included in the Board Meeting packet. The Board agreed to consider the rate increases, as presented by Baker Tilly, and, based on updated CIP and Portage cost analysis to be provided by LaPierre in Q1/2024 in anticipation of the annual 2024/25 rate increase. The Board agreed to consider future rate increases based on annual CIP and Portage cost analysis provided every year by LaPierre. Baker Tilly to provide an Executive Summary of their analysis for inclusion in the 2024/25 rate resolution letter. Baker Tilly also to work with LaPierre to review his CIP and rate analysis for recommendation to the Board for the 2024/25 rate increase.

Active Project Status-

- Village of Schoolcraft- No new update.
- St. Joe County Collaboration Project- LaPierre updated that the engineering firms are finalizing the Draft of the WWTF study. Due to current economic and inflation

conditions, the costs of the WWTF are quite high. The St. Joe County Steering Committee members met with state legislators on 7/27/23 and presented the benefits of the WWTF project and request funding from the state to help support the project. The legislators expressed interest and requested that the final plan be presented to them for consideration of adding to the state budget. LaPierre updated that he is coordinating a meeting with SWM1st to present an Economic Impact analysis developed by the Engineering team, and, to secure SWM1st inputs, in order to schedule a final Steering Committee meeting with the goal of approving the final plan to be presented to the State Legislators and to Federal Funding channel sources. LaPierre predicted that the final Feasibility Study and project status update will be presented at the SCSWA October Board Meeting.

- SCSWA 2022/23 Audit Update-LaPierre confirmed that the annual audit is approximately 80% completed and is still continuing. LaPierre indicated that the Audit report should be presented by Seber Tans at the SCSWA September Board meeting.

New Business- continued

- SCSWA Force Main Connections- LaPierre noted that GLSWA has the capability and experience to connect properties to Force Main locations. The Board confirmed that due to current Ordinance language, the cost of connections and historical communication to existing property owners, connections to the Force Main are not desired at this time.

Old Business-

- Amendments to Articles of Incorporation- No update
- Maintenance Update- The July O/M report from GLSWA was included in the packet for Board review.

Financial Review-

- 2023 Del. Payment Lists, General Operating Expenses/Check Register/Financial reports- 2023 Del. Payment Lists, General Operating Expenses and Payroll Expenses were presented as of August 11th, 2023. The SCSWA financial reports of July 2023 were presented. Motioned by Locey, seconded by Ulsh to approve the del. Payment lists, operating and payroll expenses and accept the financials as presented. **Motion carried.**

Any other Business: N/A

Closing Comments: N/A

Meeting Adjourned- The meeting was adjourned at 10:49 a.m. Motioned by Ulsh, seconded by Locey to adjourn the meeting. **Motion carried.**

The next meeting is tentatively scheduled for September 26th, 2023 at 9:30 a.m.

Submitted for approval on: 9 - 26, 2023 Approved by: Don Ulsh
Don Ulsh / Secretary