

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 10-24-23.

Authority Regular Meeting Minutes of Tues. Sep. 26, 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 Secretary/Treasurer Don Ulsh (Schoolcraft Township Supervisor), Trustee Alternate Randy Smith (Brady Township Trustee) and Trustee Tim Frisbee (Village of Vicksburg President). Also present were SCSWA Executive Director, Frank LaPierre and the SCSWA Attorney Rob Thall.

Review and Set Agenda -

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

Review of Minutes-

The draft minutes of Aug. 22, 2023 meeting were presented for review. Motioned by Ulsh, seconded by Smith to approve the draft minutes as presented. **Motion carried.**

Hear those present - N/A

General Correspondence- N/A

Active Project Status-

- 2022/23 SCSWA Audit Report DRAFT was presented by Brian Napp, Director of Seber Tans. Napp confirmed that he will be the SCSWA Lead Auditor going forward as Mr. Robert Loftus is retiring. Mr. Napp presented the following highlights of the audit:
 - The audit report provided a "Clean Audit" opinion, which is the highest level of opinion representing "no material corrections".
 - There has been an increase in operating costs mainly due to past O/M firm fees, City of Portage Maintenance costs and City of Kalamazoo Treatment costs.
 - The footnotes section reflected that there was "nothing unusual" in the Authorities accounting practices.
 - Only minor concern expressed again is that, due to the small size of SCSWA office, the usual controls in accounting practices and approvals, are limited.
 - Motioned by Ulsh, seconded by Smith to approve the Audit DRAFT as presented and for Seber Tans to submit the FINAL SCSWA Audit to the State of Michigan.**Motion carried.**

- St. Joe County Collaboration Project- LaPierre updated that he is still coordinating a meeting with SWM1st. 2 previous meetings had to be postponed due to health reasons. At the meeting with SWM1st, an Economic Impact analysis developed by the Engineering team will be presented with the goal of securing SWM1st support. Then a final Steering Committee meeting will be scheduled. The goal of the final Steering Committee meeting will be to approve the final plan to be presented to the State of MI Legislators and to Federal Funding channel sources with a request for funding support of the buildout of the WWTF. LaPierre predicted that the final Feasibility Study and project status update will be presented at the SCSWA November Board Meeting.

New Business

- SCSWA Force Main Condition Assessment- LaPierre confirmed that he is working with GLSWA to develop a collaborative project plan to combine resources and achieve economies of scale to have the condition and life cycle of respective force mains assessed, at the same time, within 12-18 months.
 - There was a great deal of discussion regarding future funding and in the condition of the force main, when Vicksburg re-directs their flow to their new force main.
 - They agreed to review the current agreements with Vicksburg.

Old Business-

- Amendments to the Articles of Incorporation- Board agreed that Don Ulsh would contact the Village of Schoolcraft to inquire as to the reason for their delay in approving the Amended Articles to transition The Villages of Schoolcraft and Vicksburg to Associate Member Status.
- Maintenance Update- The Aug. 2023 O/M report from GLSWA was included for Board review.

Financial Review-

- General Operating Expenses/Check Register/Financial reports- General Operating Expenses and Payroll Expenses were presented as of Sept. 15th, 2023. The SCSWA financial reports of August 2023 were presented. Motioned by Ulsh, seconded by Speeter to approve the operating and payroll expenses and accept the financials as presented. **Motion carried.**

Any other Business: N/A

Closing Comments: Frisbee congratulated SCSWA on the successful audit results and confirmed that the operating expense increases are being incorporated in the upcoming rate study by Baker Tilly.

Meeting Adjourned- The meeting was adjourned at 10:30 a.m. Motioned by Ulsh, seconded by Speeter to adjourn the meeting. **Motion carried.**

The next meeting is tentatively scheduled for October 24th, 2023 at 9:30 a.m.

Submitted for approval on: 10-24, 2023 Approved by: DK Ulsh
Don Ulsh / Secretary