

Approved

Fife Lake Area Utility Authority
Regular Meeting Minutes
January 16, 2014
6:00 p.m.

Meeting called to order at 6:00 p.m. by President Sorrow.

ROLL CALL:

Present: Lori Ann Rognlie, Tom Gray, Ricky Hulwick, Lisa Leedy, Cathy Sorrow, Bob Sturdavant, Ron Broering,

Absent: Jodi Velez, Bill Fisk

Others: John Koch-Superintendent
Joe Burfield-Assistant

Velez arrived at 6:04 p.m.

APPROVAL OF AGENDA:

Broering made motion to approve the January 16, 2014 agenda with the following additions: Under OLD BUSINESS: Request for Proposal Bookkeeping and Billing Services for FLAUA that was presented to the board by Leedy. Under NEW BUSINESS: Terms of Office requested by Rognlie, seconded by Hulwick. Motion Carried.

APPROVAL OF THE REGULAR MEETING ON DECEMBER 17, 2013:

Gray made motion to approve the December 17, 2013 minutes with the following correction: Under APPROVAL OF AGENDA: The addition of the Visa/Debit Card Policy. Motion seconded by Leedy. All yeas except Sturdavant who abstained because of absence. Motion Carried.

CORRESPONDENCE: None.

TREASURER'S REPORT:

Gray presented report to board (attached) with an updated copy of the January 2014 bills. Gray explained report to board. Leedy made motion to accept report as presented, seconded by Broering. Motion Carried.

BILLS PAYABLE:

Gray presented board with an updated copy of the bills for January 2014 (attached) and went over those bills with the board. Questions were asked and answered. Broering made motion to pay the January bills in the amount of \$12,246.81, seconded by Hulwick. Carried.

ROLL CALL VOTE:

YEAS: SORROW, HULWICK, ROGNLIE, GRAY, LEEDY, STURDAVANT,
VELEZ, BROERING.

NAYES: NONE.

GUESTS: -----

SUPERINTENDENTS REPORT: Koch gave his report to board members (attached). Koch contacted Scheck Sign Systems of Kingsley and presented the total cost of putting the FLAUA Logo on the lift stations, vehicle, main building, and full rights to the logo. After much discussion Rognile made motion to purchase 9 emergency signs for the main lift stations @ 24.50 per sign , 1 set of vehicle decals (2) @ 45.00 a piece, 1 main building sign (with the P.O. Box for the FLAUA also included on the sign) @ 350.00 and the full rights to the logo @ 150.00, plus an additional 14.50 in case of an extra charge being added for the P.O. Box being added to the building sign. Total cost \$850.00 seconded by Broering. Motion Carried.

ROLL CALL VOTE:

YEAS: BROERING, VELEZ, HULWICK, SORROW, STURDAVANT, GRAY,
ROGNLIE, LEEDY

NAYES: NONE.

Koch also asked for board approval to attend a 1day MRWA Conference on lift station maintenance in Grand Rapids @ a cost of \$115 and the MRWA Annual Conference March 19-21 at Shanty Creek @ a cost of 566. After much discussion Broering made motion to send Koch to both conferences and to report back to the board, seconded by Hulwick.

ROLL CALL VOTE:

YEAS: LEEDY, BROERING, HULWICK, SORROW, STURDAVANT, GRAY,
ROGNILE, VELEZ.

NAYES: NONE

Rognile also suggested that a line item be added to the budget for education. Gray explained that monies would have to be transferred from one fund to this education fund. Gray will go over budget and bring back a suggested amendment at the next meeting for a line item in the budget for training to be added.

Koch also reported that Joe Burfield has been doing a wonderful job. They are working real well together.

PUBLIC COMMENT: None

OLD BUSINESS:

VACANT LAND AVAILABLE: No information to report.

REQUEST FOR PROPOSAL FOR BOOKKEEPING AND BILLING SERVICES FOR FLAUA:

Board reviewed the proposal that was presented by Leedy in regards to going out for bids for the bookkeeping of the FLAUA. (attached) Leedy explained proposal. After review of this proposal Broering made motion to go out for bids using this proposal with the addition of asking for an hourly rate for handling customer inquiries and questions added to the end of paragraph 4. Proposal for bid is to go out electronically, seconded by Rognile. Carried

NEW BUSINESS:

FLAUA WEBSITE: Sorrow went over the web site service information that she had obtained from United Technology Inc. After discussion, board decided to table this issue until more information could be obtained

TERMS OF OFFICE:

Rognile suggested that she would like to have the terms of office for each member that is on the FLAUA and presented a letter requesting that information from the Supervisors of each entity. Broering made motion to accept Rogniles request. Information will be obtained from Fife Lake Village, Fife Lake Township and Springfield Township and given back to Rognile, seconded by Sturdavant. Carried.

PRESIDENTS REPORT:

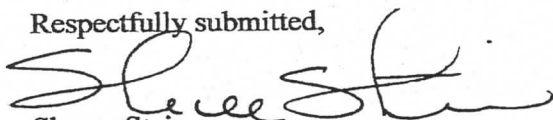
Sorrow reported that the FLAUA Audit was done today and there was one piece of Correspondence that was overlooked: The letter to the FLAUA from the Village of Fife Lake appointing Leedy to the FLAUA for a term ended in 2017.

PUBLIC COMMENT: NONE

TRUSTEES COMMENT: Sturdavant made a comment that Forest Area Services has served the community well, but thought it was in the best interest of the community and the FLAUA board to go out for bids for the bookkeeping per the above motion.

Adjourned at 7:34 p.m.

Respectfully submitted,



Sheree Stein

Recording Secretary