

## FLAUA March 20, 2014 Regular Meeting

**Attendance:** Sturdavant, Hulwick, Leedy, Gray, Rognlie, Broering, Ingersoll, Velez, Fisk

**Guests:** Ben Kladder of Fleis & Vandenbrink

**Agenda:** Broering moved, supported by Velez to approve Agenda as amended.  
Unanimously carried.

**Minutes 2.20.14** Gray moved, with support from Hulwick unanimously carried.

**Minutes 3.6.14** Special Meeting Rognlie moved to Leedy supported unanimously carried.

### **Correspondence:**

Gray moved to accept the Resignation of President Cathy Sorrow from the board with regrets, supported by Hulwick. Unanimously carried.

Correspondence was acknowledged of Sheree Stein's resignation & Linda Forwerck's letter.

Fleis met with the Steering Committee.

Leedy moved to hire Fleis & Vandenbrink for the engineering for removing the underground gas tank and soil testing according to state laws and regs, as presented in their letter/quote. (Tank removal not included in this bid and will be `) Sturdavant supported. Roll call unanimously carried: Sturdavant-Y, Hulwick-Y, Leedy-Y, Gray-Y, Rognlie-Y, Broering-Y, Ingersoll-Y, Velez-Y, Fisk-Y

Fisk suggested we develop a purchasing & spending policy.

As no hard copy was available last meeting, Forest Area Services response letter was presented.

**Election of Officers:** Broering moved to elect Bill Fisk as President of the FLAUA to fill the vacant position, supported by Sturdavant. Unanimously carried.

Broering move to elect Jodi Velez as Vice-President of the FLAUA to fill the vacant position, supported by Hulwick. Unanimously carried.

**Bank Signees:** Broering moved to remove Cathy Sorrow off the bank account, supported by Jodi Velez. Unanimously carried.

Broering moved to add Bill Fisk as an additional signer on the bank account, supported by Jodi Velez. Unanimously carried by roll call vote. Hulwick-Y, Gray-Y, Sturdavant-Y, Rognlie-Y, Fisk-Y, Leedy-Y, Broering-Y, Ingersoll-Y, Velez-Y

**Treasurer's Report/Bills:** Gray explained the 4<sup>th</sup> street frozen line and he directed FLAUA staff to empty the tank once per week for now until we can get that line thawed, as there is only 1 person living on that line right now. This saves us money on subcontracting the frozen lines. Gray also clarified the Recording Secretary fee was for the 3/6/14 special meeting.

Leedy moved to accept the Treasurer's Report with support from Hulwick. Unanimously carried.

Broering moved to approve the bills to pay as presented, supported by Rognlie. Unanimously carried by roll call. Leedy-Y, Broering-Y, Sturdavant-Y, Hulwick-Y, Ingersoll-Y, Rognlie-Y, Gray-Y, Fisk-Y, Velez-Y

**Superintendent's Report** was discussed

**Public Comment:** None

**Guests-SAW Update:** Ben Kladder (Fleis & Vandenbrink) gave an update on our successful SAW grant application in the amount of over \$651,000 (we applied for (\$718,000)). Ben is working with the MDEQ to identify whether they will be considering FLAUA as "disadvantaged" at the 100% grant as there have been some changes on the state's part in the method of configuration. Ben will adjust the budget down if need be to make this work. The grant covers assessment/engineering and design, asset management, flow meters and measurements as well as the costs to apply for the grants. Ben has distributed a memo outlining the program.

Leedy moved to sign the memo approving Fleis & Vandenbrink to continue work on the SAW grant as detailed in the Memo, Broering supported. Unanimously carried by roll call. Broering-Y Hulwick-Y Ingersoll-Y Sturdavant-Y Velez-Y Rognlie-Y Gray-Y

**Old Business:**

Fisk moved to enter into the Intergovernmental Agreement between the FLAUA and the Village of Fife Lake as presented, supported by Rognlie. Unanimously carried.

Leedy noted that the RFP for bookkeeping bids has been sent out.

**New Business:**

Rognlie described the paperwork allowing us to have the Recording Secretary. Fisk directed Rognlie to post the Recording Secretary position in the newspaper. Resumes remit to Box 219. Rate of pay to remain the same at this point.

Broering moved to adopt the Resolution to Establish A Steering Committee #14-02, Leedy supported. Broering-Y, Hulwick-Y, Ingersoll-Y, Rognlie-Y, Gray-Y, Leedy-Y, Sturdavant-Y, Velez-Y

The Audit was presented for board for review. Discussion can be held at the next meeting. Gray inquired about the Minutes Book. Rognlie explained the book is in fact but was in process of electronic scanning. The Minutes Book will be kept at the plant once archiving was finished.

Leedy asked how we engaged an auditor, since we did not officially engage an auditor at the board level by vote and the auditor does not have approval at a board meeting.

Fisk moved to address the auditor in writing to seek board approval moving forward prior to proceeding with any future audits and their associated expenses, supported by Broering.

Unanimously carried.

Rognlie distributed Incorporation Documents and Quick Reference Manuals to each of the Municipalities for their records, after archiving records for future ease of retrieval.

Michigan Par Plan Insurance Policy renewed, along with a summary of coverage.

Leedy asked for board approval in a letter of support for the Village's DNR Trust Grant Application. Broering moved to approve Fisk write letter, supported by Velez. Unanimously carried.

Leedy asked for a Safety Committee or development of a Safety Program as our staff is not currently in compliance of regular safety practices.

Sturdavant moved we develop a Safety Policy to Broering supported. Policy would state that Board supplies the tools and training and employee signs policy acknowledging adherence. Unanimously carried

**Additional Correspondence:**

Sumner letter was discussed regarding disconnect of apartment building at Front/Main that has burned. Sumner has requested disconnect until insurance settlement occurs and he rebuilds. Hulwick noted the policy has been that the customer is required to cut and cap the line outside the structure and have it inspected at the current rate of \$30. Re-connection fee is as per the current schedule of fees.

Leedy moved to confirm the current reconnect fee is in fact \$1200, supported by Broering. Unanimously carried.

Broering moved we respond to Mr. Sumner according to the current Schedule of Fees, advising of the disconnect and reconnect fees but Mr. Sumner is responsible for his monthly rate until such time that the disconnect has been inspected by the FLAUA Superintendent. Re-connection must also be inspected by FLAUA Superintendent, and billed at the rate of the Schedule of Fees at the time he reconnects.. Leedy supported. Unanimously carried.

Schedule of fees and rates needs to be reviewed. Leedy suggested rates and reviews through the SAW Grant committee.

Fisk advised we leave any personal issues between board members be left at the door to eliminate Internal Commissioner Conflicts moving forward. Broering agreed we are a team and work together.

**Public Comment:**

Julie Gray of Springfield Township suggested we make changes to Schedule of Fees at the next meeting to reflect current costs.

Broering moved we adjourn.

Respectfully Submitted, Lisa Leedy