

MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
JUNE 21, 2017 REGULAR MEETING 9:00 A.M.
GREEN OAK CHARTER TOWNSHIP HALL
10001 SILVER LAKE ROAD BRIGHTON, MI 48116

M. St Charles called the meeting to order at 9:00 A.M. The Pledge was recited.

ROLL CALL

Present: R. Drouillard, P. Michel (Charter Township of Brighton); M. St. Charles, R. Everett (Green Oak Charter Township); P. Hohl, B. Hahn (Hamburg Township) Absent: L. Weaire
Also Present: A. Dowson, S. Willets, A. Willets (non-voting members Livingston Community Water Company), R. Hobgood (OHM), K. Palka (PHP), B. Vick (BT Manager)

CALL TO THE PUBLIC

None present

APPROVAL OF AGENDA

P.Hohl moved and P. Michel seconded to approve the agenda as amended adding item 8a , Bank of Record, Motion carried.

APPROVAL OF THE MINUTES

P. Hohl moved and R. Everett seconded to approve the May 17, 2017 regular meeting minutes as presented. Motion carried.

JUNE 21, 2017 CHECK REGISTER / MAY 31, 2117 PLAN ESCROW CHECK REGISTER, PLAN ESCROW STATEMENT OF BALANCES AND CASH BALANCE OF FUNDS

Discussion regarding no activity in register/accounts which is why it was not included in the packet. Going forward the accountant will provide statements even if there is no activity in accounts. It was noted that check 4397 was a replacement check issued for 4388. P. Hohl moved and B. Hahn seconded to approve the June 21, 2017 check register, Plan Escrow Statement of Balances and Cash Balance of Funds. Motion carried.

ACCEPTANCE OF AUDIT REPORT

P. Hohl moved and R. Everett seconded to approve the Audit Report and file with the State of Michigan. Motion carried.

BANK OF RECORDS

R. Everett discussed issues he was having with Huntington Bank in regards to poor service, inability to connect with bank representative, and lower interest rates. He is seeking approval from the board to explore other financial institutions. It was recommended to look into Flagstar, Independent Bank, Chase and Michigan Class. P. Michel mentioned that Brighton Township had a list of authorized financial institutions that the Treasurer was given approval to use. P. Hohl moved and B. Hahn seconded to approve the Treasurer to prepare a list of authorized financial institutions to be used by the LCWA Treasurer for the LCWA board to review for the next meeting. Motion carried.

OPERATORS REPORT

An update was given on the Well repair, Landscaping repairs for Military St, and Country Club Water-main Repair. There was a waterline break in Hamburg that affected 5 businesses and 2 homes. An inaccurate WHMI report caused many phone inquiries. It was noted that URG did not show for the Miss Dig ticket. There was a discussion regarding ending the contract with URG and doing the locating and clearing in house. P. Hohl moved and P. Michel seconded to request a proposal from Highland Treatment to include all location services and Miss Dig to be presented at next board meeting. Motion carried.

There was a waterline break at Comerica due to a vehicle that jumped the curb. The Cat Hospital would like to secure a water tap. Owner was informed that they would need to contact Brighton Township manager first before LCWA could move forward with project. Well proposals were discussed and there was a consensus to put a hold on the proposals for now. M. St. Charles suggested to send to V. Putala to include in the Asset Management Plan.

ENGINEER'S REPORT/ PROJECT UPDATE

Proposed Projects Updates:

Green Oaks Crossing: Fee has been paid, plans have not been submitted for engineering design review.
Crossings at Lakeland Trail: MDEQ permit plans ready to be submitted. Waiting on additional fee before OHM submits plans. Patrick Hohl, Hamburg Township said he would assist if needed to move the project forward.

Construction Projects:

High Hills Subdivision: Water Main Construction planned for next week.
Willow Woods – Phase 1: MDEQ permit has been received. No water main construction start date yet.
Green Woods WWTP; MDEQ permit obtained, Construction schedule unknown.
Kroger: MDEQ permit received, Need other agency approvals. Construction Escrow Fee not paid yet.
Holiday Inn: Water Main is complete. They need to provide record plans, easements and M&G Bonds.
Wyman Gordon: Construction complete, record drawings accepted, Easement is in the process of getting recorded.
Waiting for corrected M&G bond before OHM provides letter of acceptance.
OHM will supply a proposal for the Asset Management Plan (AMP) and as needed GIS services at the next meeting.

CHAIRPERSON'S REPORT

A copy of the CCR (Consumer Confidence Report), 2017 Water Quality Report for LCWA was mailed out to all LCWA users. A certificate of Distribution was sent to DEQ and was accepted. A copy was sent to M.Bolang (Liv. Cty), and was posted on the website. The Brown invoice was received but will not be paid until a work order is received.

TOWNSHIP REPRESENTATIVES REPORT

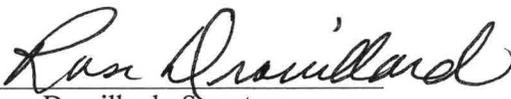
No reports given

ADJOURNMENT

P. Hohl moved and B. Hahn seconded to adjourn.
Motion carried.

Respectfully submitted,


Mark St.Charles – Chairperson


Rose Drouillard - Secretary

Prepared by:
Rose Drouillard
LCWA Secretary