

~~PROPOSED~~ MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
AUGUST 16, 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: L. Weaire, P. Michel (Charter Township of Brighton); M. St. Charles, R. Everett (Green Oak Charter Township); P. Hohl, B. Hahn (Hamburg Township); A. Willets, non-voting member (Livingston Community Water Company) Absent: R. Drouillard (Charter Township of Brighton)
Also Present: A. Dowson (Highland Treatment), R. Hobgood, M. Cousins (OHM)

CALL TO THE PUBLIC

None present.

APPROVAL OF AGENDA

L. Weaire moved and P. Hohl seconded to approve the agenda as presented.
Motion carried.

APPROVAL OF THE MINUTES FOR JULY 19, 2017

P. Hohl moved and R. Everett seconded to approve the July 19, 2017 regular meeting minutes as revised to correct the name of Crossing at Lakewood to Crossing at Lakeland under the Operator's and Engineer's Reports.
Motion carried.

AUGUST 16, 2017 CHECK REGISTER / AUGUST 16, 2017 PLAN ESCROW CHECK REGISTER, PLAN ESCROW STATEMENT OF BALANCES AND CASH BALANCE OF FUNDS AS OF JULY 31, 2017

P. Michel moved and R. Everett seconded to approve the August 16, 2017 Check Register / August 16, 2017 Plan Escrow Check Register, Plan Escrow Statement Of Balances and Cash Balance Of Funds as of July 31, 2017 as presented.
Motion carried.

OPERATORS REPORT

The July Operator's Report was distributed and reviewed. A. Dowson reported that there was a typo in the total gallons pumped. The correct number is 14.24 MG as listed under the Water Usage Breakdown.

ENGINEER'S REPORT, PROJECT UPDATE & GENERAL SERVICES PROPOSAL GIS

Mike Cousins of OHM presented the GIS General Services Proposal dated August 8, 2017 included in the packet for Board review. He explained that the general services proposal with an hourly rate for authorized work would be much less expensive than an app by app a la carte menu of upgrades to LCWA's new ARC GIS utility viewer. He gave several examples of possible upgrades. One possible upgrade would be the incorporation of more precise GPS location data for existing assets where the record drawings are lacking or imprecise such as in Saxony or Country Club. There is a new Trimble Catalyst service that will make it possible to locate utility assets within 1 centimeter horizontally and 2 centimeters vertically. That data could be added to the LCWA GIS system. A second possible upgrade would be to add an application for use in the field as water main repair, valve exercise, maintenance or hydrant flushing activities are completed to track assets and build a history database. Another upgrade to the LCWA map system would be to add site plans for developments that would be available at a click. L. Weaire inquired regarding the proposal's Task 4 "Other GIS Tasks." M. Cousins explained that this

category would include interfacing software research or other work that does not fit into the other categories. There was discussion that if the proposal is accepted and as LCWA works with the new viewer system that there will be upgrade tasks that will be requested and that those requests should be funneled thru the LCWA chairperson who will authorize within limits and report to the Board. There was discussion that LCWA needs to work with the system several months to understand how applications could add to the functionality of the system, minimize workloads and save cost.

P. Hohl moved and L. Weaire seconded to table the GIS General Services Proposal dated August 8, 2017 until the November meeting to allow time for LCWA to utilize the system and for those involved to analyze the proposal to determine initial and long term applications and costs of the system.

Motion carried.

Rich Hobgood of OHM reviewed the August 2017 Project Summary Report for proposed projects and projects under construction. He reported an update that Kroger had paid the \$ 37,000 construction escrow.

CHAIRPERSON'S REPORT

M. St. Charles referenced the engineer project update report with regard to Holiday Inn and Wyman Gordon.

TOWNSHIP REPRESENTATIVES REPORT

P. Hohl reported that Hamburg Township was in continuing discussion with Crossing at Lakeland.

L. Weaire reported that she had three Brighton Township Country Club residents who would be willing to volunteer for the LCWA copper and lead testing program. A. Dowson will provide L. Weaire with the volunteer questionnaire.

R. Everett reviewed the list of Approved Financial Institutions dated August 10, 2017. He observed that for the smaller checking accounts that do not earn interest that LCWA would likely stay with its present banking relationship. The list will be helpful in regard to the larger accounts and the opportunity to earn an enhanced yield on funds not earmarked for liquidity needs. There was discussion that no specific LCWA asset upgrades or infrastructure projects are on the immediate horizon and that funds would be invested on that basis.

P. Hohl moved and P. Michel seconded to adopt the list of Approved Financial Institutions dated August 10, 2017 and to attach it to the investment policy of the LCWA.

Motion carried.

ADJOURNMENT

P. Hohl moved and L. Weaire seconded to adjourn at 10:12 A.M.

Motion carried.

Respectfully submitted,



Prepared by:

Athena Bacalis,

Substitute Minute Taker for August 16, 2017 Meeting