

**MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
NOVEMBER 15, 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 9:04 A.M. The Pledge was recited.

ROLL CALL

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

CALL TO THE PUBLIC

None present.

APPROVAL OF AGENDA

P. Hohl moved and B. Hahn seconded to approve the agenda with change of # 11 to an update on the Draft Asset Management Plan.

Motion carried.

APPROVAL OF THE MINUTES FOR AUGUST 16, 2017

L. Weaire moved and P. Hohl seconded to approve the October 18, 2017 regular meeting minutes as presented.

Motion carried.

NOVEMBER 15, 2017 CHECK REGISTER/ PLAN ESCROW CHECK REGISTER, PLAN ESCROW STATEMENT OF BALANCES AND CASH BALANCE OF FUNDS AS OF OCTOBER 31, 2017

P. Hohl moved and L Weaire supported November 15, 2017 check register/ Plan escrow check register, Plan Escrow statement of balances and cash balance of funds as of October 31, 2017.

Motion carried

DRAFT AMENDED 2017 BUDGET/ DRAFT BUDGET FOR 2018

K. Palka presented the Proposed Amended Budget for 2017 and the draft budget for 2018. The Board discussed line item 639 of paying off loans to Townships with the Reserve money in order to avoid paying 6% interest fees. K. Palka presented the Proposed Budget for the year ending 12/31/18 with the board. The Board discussed the need to replace hydrants and/or valves on older ones since it has been budgeted. A. Dowson will order them and get it done.

M. St. Charles will prepare budget resolutions to adopt at the next board meeting in December.

RESOLUTION 17-002 ESTABLISH 2018 WATER RATES

L. Weaire moved and P. Hohl supported to adopt Resolution 17-002 regarding the 2018 Water Rates within the LCWA service area. The Chairperson will submit the Resolution to be published in the newspaper prior to Dec. 1st.

Motion Carried/Resolution Adopted

DRAFT ASSET MANAGEMENT PLAN/OHM – UPDATE

R. Hobgood gave an update on the Asset Management Plan to the Board. The plan will include the revenue structures. OHM will bring the AMP to the December meeting for the Board to adopt. OHM will also bring a copy of the report to be submitted to MDEQ for review. OHM will send these documents in advance to the Board members.

OPERATORS REPORT

The November Operator's Report was distributed and reviewed. All hydrants have been winterized. A. Dowson said that he was contacted by owner of Travers Pie Co. asking if there was a way to get connected since they were so close to the Kroger connection. A.Dowson said there not a way to get to it yet.

A. Dowson said it would be helpful if all the Townships would send him the collective fees for 2018 to include tap fees, REU's, lateral lines/ft, and permits. M. St. Charles said it is imperative that the customer verify with the municipality. It was decided that M. St Charles would send P. Hohl the current Policies and Procedures to be reviewed and updated. There was a discussion among the Board members regarding the design standards of top items to look at for 2018 identified by OHM, DEQ, A. Dowson and M. St. Charles. OHM will then prepare a budget of the identified design standards in which the Board will begin to work on them.

ENGINEER'S REPORT

Rich Hobgood of OHM reviewed the November 2017 Project Summary Report for proposed projects and projects under construction. OHM will work on a more formal Capital Improvement Plan for 2018. Discussion regarding FIB Articles of Incorporation ending in 2020. There is a need for Brighton Twp., Green Oak Twp., and FIB to meet to discuss future of FIB. P. Hohl suggested a possibility of just selling water to FIB by installing a meter. P. Hohl stated that Hamburg Twp. needs a 2nd Amendment to the Master Operating Agreement as they go forward. The Board also needs to start a discussion about how LCWA will grow in the next 15 to 20 years.

CHAIRPERSON'S REPORT

M. Cousins (OHM) is looking for input of how GIS is working for LCWA. He would like to know if there is anything that we need to add to it. M. St. Charles said there are assets that need to be added in GIS such as some hydrants. Some data entered are not accurate and needs to be corrected. M. St. Charles said he is very pleased with GIS and uses GIS software constantly. Chair will have the MMRA Renewal at the next meeting.

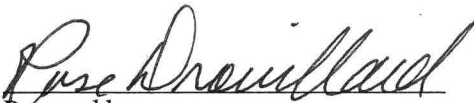
TOWNSHIP REPRESENTATIVES REPORT

No reports

ADJOURNMENT

P. Hohl moved to adjourn, L. Weaire supported. Meeting adjourned at 10:20am.
Motion carried

Respectfully submitted,



Prepared by:
Rose Drouillard – Secretary



Mark St. Charles – Chairperson