

**PROPOSED MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
OCTOBER 18, 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 9:05 A.M. The Pledge was recited.

ROLL CALL

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

Also Present: A. Dowson (Highland Treatment), R. Hobgood, V. Patula, S. Knepper (OHM), B. Vick

CALL TO THE PUBLIC

None present.

APPROVAL OF AGENDA

L. Weaire moved and R. Everett seconded to approve the agenda as presented.
Motion carried.

APPROVAL OF THE MINUTES FOR AUGUST 16, 2017

L. Weaire moved and R. Drouillard seconded to approve the August 16, 2017 regular meeting minutes as presented.
Motion carried.

SEPT. 20, 2017 CHECK REGISTER / SEPT.20, 2017 PLAN ESCROW CHECK REGISTER, PLAN ESCROW STATEMENT OF BALANCES AND CASH BALANCE OF FUNDS AS OF AUGUST 30, 2017

R. Everett moved and L. Weaire seconded to approve the Sept 20, 2017 Check Register /Plan Escrow Check Register, Plan Escrow Statement Of Balances and Cash Balance Of Funds as of August 30, 2017 as presented.
Motion carried.

OCTOBER 18, 2017 CHECK REGISTER/OCTOBER 18, 2017 PLAN ESCROW CHECK REGISTER, PLAN ESCROW STATEMENT OF BALANCES AND CASH BALANCE OF FUNDS AS OF SEPT 30, 2017

R. Everett moved and B. Hahn supported October 18, 2017 check register/Oct 18, 2017 Plan escrow check register, Plan Escrow statement of balances and cash balance of funds as of Sept 30, 2017 with the following invoices added. Invoice #61044-A to Nagel Paving in the amount of \$650, and Invoice #17026537 to Census Service Support in the amount of \$1715.95.
Motion carried

ACCEPTANCE OF WATER MAIN FROM WYMAN GORDON

R. Everett moved and B. Hahn supported to approve engineers recommendation to accept Water Main from Wyman Gordon.
Motion carried

DRAFT ASSET MANAGEMENT PLAN

V. Patula and Susan Knepper gave a presentation of the Asset Management Plan and recommendations. A copy of the plan was distributed and reviewed. It included a review of our Asset Inventory, both vertical and horizontal and the condition of the assets, along with the Criticality Risk scores of the assets. The board discussed designing a plan to make the system better by scheduling hydrant and valve replacements in the older subdivisions. Also discussed was the Capital Improvement Plan and Revenue Structure. V. Patula will update current preliminary plan for future builds by giving an overall map of potential storage tank site and water source with a proposal of an outline of tasks to complete. K. Palka to assist with how much to set aside for budget shortfalls, water rates and connection charges. Comments on AMP to S. Knepper. by October 31, 2017. A finalized Plan with discussed changes will be brought to the next meeting. V. Patula will provide to the board a short summary of the AMP to be submitted to the DEQ.

OPERATORS REPORT

The August Operator’s Report was distributed and reviewed. Anthony will start winterizing week of October 23.

ENGINEER’S REPORT

Rich Hobgood of OHM reviewed the October 2017 Project Summary Report for proposed projects and projects under construction. More reviews will be coming in soon. M. St. Charles said he needed PDF water main drawings. Rich said he would follow up on it with Elaine.

CHAIRPERSON'S REPORT

Susan Daugherty took an employee with her to show her how to do the meter readings. While taking a meter reading, the employee got bit by a small dog that had no vaccinations or license. The information on the owners were turned over to the Livingston County Animal Control. M. St. Charles stated that the board should start thinking about succession planning as he may be thinking of future retirement. There may be a need to change the by- laws of LCWA in order to allow for someone other than a Representative of the Township to be on the board.

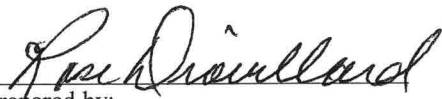
TOWNSHIP REPRESENTATIVES REPORT

Brian Vick, Brighton Twp. Manager asked if LCWA had been contacted by DFCU as they have shown interest in tapping into the Kroger water main which would require 3 REU’s. DFCU is arguing to 1 REU. The owner of the strip mall of Grand Traverse Pie Co. has expressed an interest in tapping into the Kroger water main and asked if they had contacted anyone regarding it. There is ongoing discussion with strip-mall of Grecian Island regarding water main.

ADJOURNMENT

L. Weaire moved to adjourn, R Everett supported. Meeting adjourned at 10:50am.
Motion carried

Respectfully submitted,



Prepared by:
Rose Drouillard – Secretary



Mark St. Charles – Chairperson