

Portage-Base Lakes Sewer Area Water & Sewer Authority
Monday, July 19, 2010
Hamburg Township Hall Building
Regular Meeting

1. CALL TO ORDER

Moody called the meeting to order at 7:02 p.m.
Present: McCloskey, Moody, Ehman, Kleinschmidt
Absent: Semprevivo
Also Present: Randazzo, Rick Kangas

2. ADOPTION OF AGENDA

Motion by Kleinschmidt, supported by McCloskey, to approve the agenda as amended, adding C. Water Softener Letter and D. Capital Improvements under Old Business.
Voice Vote: Ayes-4, Absent-1 (Semprevivo) **MOTION CARRIED**

3. CALL TO THE PUBLIC

A call was made with no response.

4. CORRESPONDENCE

There was no correspondence presented.

5. NEW BUSINESS

A. Sewer Tap – 1240 Wilbur

Randazzo reviewed his memo dated July 15, 2010. Paul & Patricia Weiner inquired about purchasing a sewer tap for their home. He stated their property is located in the sewer service district and a sewer main runs directly in front of their home. He stated the 2010 sewer tap rate is \$14,080.00.

Ehman stated the Authority is not close to exceeding the number of taps for Putnam, so concurs with Randazzo that they Weiners could be issued a tap.

Mr. Weiner stated the septic field is not failing at this point, and asked if they could get approved for a tap, but pay for it and have it installed at a future date.

Ehman stated the Authority has capacity to treat the sewage as of today, and Putnam Township has taps available. He stated in 5 years, the taps may not be available depending on the demand and the Authority's capability to treat the sewage.

Mr. Weiner stated they are trying to obtain information at this time, and would like to make a decision at a later date.

Randazzo stated since the sewer line is within 200 feet of the Weiner property line, they would be required to tap into the system, should if at any time their septic system fails.

6. OLD BUSINESS

A. Drywell Project

Randazzo reviewed his Superintendent's Report dated July 15, 2010. He stated they have completed a drywell inspection on one more property leaving us at a total of 21 remaining customers who are receiving monthly surcharges.

B. Software Upgrade

Randazzo reviewed his memo dated July 15, 2010 regarding the BS&A Software Proposal. He stated the conversion from QuickBooks software to BS&A software is scheduled for Friday, July 23rd, 2010.

Motion by Ehman, supported by McCloskey to approve payment in the amount of \$8,310 to convert QuickBooks software to BS&A software.

Voice Vote: Ayes-4, Absent-1 (Semprevivo)

MOTION CARRIED

C. Water Softener Letter

Kangas suggested that pump stations could be sampled, which may help determine which area of homes have high sodium levels.

Ehman stated he would like to see if the Health Department could make bottles available for samples, and they could be distributed from the Township Hall, and possibly some local vendors. He stated the letter could then include the information to the residents where they could pick up the bottles.

Kangas stated he is in the area all the time, and he could have them available. He suggested the residents could call the pump station number to request one and he could drop it off at their home.

Ehman stated he would like this resolved by the next meeting so the Board can approve and send a letter out at that time. He suggested that **Randazzo** contact some local vendors to see if they would be willing to have a supply of bottles available for the residents to pick up from their business.

Randazzo will contact some local vendors and report back to the board. He will coordinate with **Kangas** and work on finalizing the letter, for Board review in September.

D. Capital Improvements

Kangas stated pre-construction meeting is scheduled for July 26, 2010 at 10:00 a.m. at the Hamburg Township Hall.

McCloskey asked for update on sludge removal.

Kangas stated it will be taking place soon; the crop needs to come off first.

7. **REPORTS**

A. Engineer's Report

Kangas reviewed the Operation and Maintenance report for May/June 2010 with the Board.

B. Treasurer's Report

McCloskey stated there were no updates.

Randazzo stated conversion was made from First National of Howell to Charter One, and Portage is now writing checks from the new account. He stated there are still some funds left in First National of Howell, and he is looking for a decision from the Authority what to do with them.

C. Superintendent's Report

Randazzo reviewed his memo dated 7/15/10.

D. Approval of May & June 2010 Bills

Moody questioned why Hamburg Township received 3 payments for 2 months worth of bills.

Randazzo to check into it and advise the Authority of his findings at next meeting. He stated the audit is starting a bit earlier than usual and the Accounting Director is currently collecting information.

Moody stated he would like a breakdown of the Stantec bills included in the packet reflecting Contractual vs. Non-Contractual charges. He suggested it should start this fiscal year.

Motion by Ehman, supported by Kleinschmidt, to pay the May & June 2010 bills as presented.

Voice Vote: Ayes-4, Absent-1 (Semprevivo)

MOTION CARRIED

8. **APPROVAL OF THE MAY 17, 2010 MEETING MINUTES**

Motion by Ehman, supported by McCloskey, to approve the minutes from May 17, 2010 as presented.

Voice Vote: Ayes-4, Absent-1 (Semprevivo)

MOTION CARRIED

9. **ADJOURNMENT**

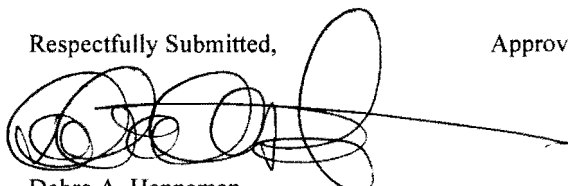
Motion by Kleinschmidt, supported by McCloskey, to adjourn the meeting.

Voice Vote: Ayes-4, Absent-1 (Semprevivo)

MOTION CARRIED

The meeting adjourned at 8:03 p.m.

Respectfully Submitted,



Debra A. Henneman
Recording Secretary

Approved at 9-20-10 meeting

APPROVED