

## LAKES AREA SEWER AUTHORITY

Minutes—October 26, 2009

The Lakes Area Sewer Authority held its regular meeting on October 26, 2009, at 7:00 pm, at the Porter Township Hall.

Commissioners Present: Grib, Oxley, Melko, Laski, Bainbridge, Johnson.

Commissioners Absent: Bitely.

Public Comment: None

Motion by Oxley, Support by Grib to approve the agenda as amended, all Ayes—motion passed.

Motion by Melko, Support by Johnson to approve and place on file the minutes of the Regular Authority Meeting of September 28, 2009 as e-mailed, all Ayes—motion passed.

Oxley presented a Treasurer's Report which reviewed receipts and disbursements for the month.

Motion by Melko, Support by Laski to accept and place on file the Treasurer's Report, all Ayes—motion passed.

Andrea Gailhouse of the Village of Lawton gave a presentation of a billing and accounting proposal for the LASA to consider in its decision to acquire such services.

Melissa Swims of Western Insurance Agency gave a presentation on a proposal for the provision of insurance coverage for the project and LASA. The Authority is still awaiting a proposal from the Michigan Municipal League. Chair Melko appointed a committee consisting of himself, Johnson, and Grib to review the insurance proposals and decide on an option.

Motion by Oxley, Support by Bainbridge to authorize the LASA Chair to bind coverage on an insurance proposal. Roll Call vote: Oxley-Y, Melko-Y, Laski-Y, Johnson-Y, Grib-Y, Bainbridge-Y, Motion passed.

Smaka reported on the status of construction. Most of the construction is finished on Finch Lake and the contractor is moving on to Gravel. The treatment facility is also under construction. All is going fairly smoothly; however, the large amount of rain has made things a bit problematic and messy. All is currently on schedule. Smaka met with the Cedar Lake Association whose members were somewhat interested in joining the project at some point. The meeting with all area building and plumbing inspectors went well. Inspection and application fees will be set by LASA at the November meeting.

Smaka presented a flow chart from Jim White which showed in diagram fashion the various contractual requirements for handling and depositing of the various funds and accounts.

A resolution was presented to appoint Chris Oxley as LASA Treasurer, Shawnie Bainbridge as LASA Assistant Treasurer, and to open a savings account at Chemical Bank, Paw Paw, MI.

Motion by Melko, Support by Grib to adopt the Resolution to Appoint Treasurer and Open Account. Roll Call vote: Bainbridge-Y, Grib-Y, Johnson-Y, Laski-Y, Melko-Y, Oxley-Y. Motion passed.

The Operations and Maintenance Agreement with the Village of Marcellus is still being developed by Jim White and should be completed by the November LASA meeting.

Oxley and Laski reported on the customer billing process. They are continuing to research software such as Pontem and BS&A. LASA must decide whether to keep the process internal or bid it out. They anticipate having comparisons of options between internal, Lawton, and other sources for LASA to consider at the November meeting.

Smaka presented a list of bills for payment.

Motion by Grib, Support by Laski to approve the bills as presented. Roll Call vote: Johnson-Y, Laski-Y, Melko-Y, Oxley-Y, Bainbridge-Y, Grib-Y. Motion passed.

Boshoven reported that there has not as yet been any response to the letters sent out to legislators. He again emphasized the need for and importance of LASA maintaining ownership of the water from the treatment facility.

Melko reported that he received a notice of intent from the Marcellus Township Planning Commission to develop its Master Plan. He also noted that the December LASA meeting will be changed to December 21 due to the regular meeting date falling within the Holiday season.

Public Comment: Questions were raised regarding time allotted for hook-up, paving of roads, variances for tanks and structures, lead depth and length, and when construction would begin on Fish Lake.

There being no other business before the Authority, the meeting adjourned at 8:46 pm.

Next meeting—November 23, 2009 at 7:00 pm.

Respectfully Submitted,

John A. Grib  
Authority Secretary