

# SCWA EXECUTIVE COMMITTEE MEETING

## MINUTES OF SEPTEMBER 11, 2002

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**Present:** Rob Grose, Sonny Grunwell, *Saginaw Charter Township*; John Malzahn, *Bridgeport Charter Township*; Dan Sika, *Thomas Township*; John Premo, *City of Saginaw*; Marie Herzog, *Heritage Accounting*; Ron Hansen, Russ Beaubien, Tammy Shivley, *Spicer Group*

**Absent:** James Koski, Matt Rappley, *Office of Saginaw County Public Works Commissioner*; Dan Armentrout, *Saginaw County Road Commission*; Dale Klein, *Carrollton Township* – all excused.

I. **Call to Order:** Meeting called to order at 9:32 a.m. by Rob Grose.

II. **Review of Previous Minutes:** The minutes of August 28, 2002 were reviewed. *Sonny Grunwell moved, John Malzahn supported, to accept the minutes of August 28, 2002 as presented. MOTION CARRIED.*

III. **Old Business:**

- a. **Accounting:** Ms. Herzog reported that Bridgeport, Saginaw County, SVSU, Saginaw Intermediate School District, Kochville, Buena Vista, and the Road Commission payments have not been received. Rather than tie Ms. Herzog's time up two mornings a month, she will begin attending just the first bimonthly meeting of the Executive Committee.
- b. **Letterhead:** Ms. Shivley will work on developing official letterhead for the Authority. In addition, a post office box will be opened to provide the Authority with a permanent mailing address.
- c. **Member Status and Apportionments:** James Township's board met on Monday night, passed the resolution to join the authority, and will be issuing a check soon. Swan Valley schools have also mailed a check, as has SVSU. Saginaw Township is requesting a federal identification number prior to releasing a check. Thomas Township's resolution has been received.

Carrollton Township and its school district raised concern among the Executive Committee regarding apportionments and their distribution. This topic will be brought before the full Board. Mr. Beaubien will contact Debby Lopez to inform her that this issue will be brought before the general membership.

- d. **Bylaws:** Mr. Grose will clarify Article 4 of the Bylaws with Mr. Meyer.
- e. **IDEP and PEP:** Comments need to be submitted to Mr. Beaubien by the end of the week. The IDEP must be implemented 30 days after the Certificate of Coverage is issued. The notice of intent will be sent at the beginning of March. Keith will have several months to review it before the Certificate of Coverage is issued in May or June.

As a continuation of previous discussions, a central location will be designated for reporting and dealing with illicit discharges, major spills, and specific versus nonspecific reporting of complaints. A specific contractor (such as Bierlein) will be designated to assist response agencies in major spill situations.

IV. **New Business:**

- a. **2003 Budget \ Scope Items for Review**

Mr. Beaubien provided and reviewed, item by item, a proposed 2003 budget listing specific scope of services and outcomes. Mr. Beaubien was directed to fine tune the budget and break down projected costs item by item. A budget recommendation of \$220,000 was determined.

Yeo and Yeo will be retained as the Authority's auditor at a cost of approximately \$3,000 per year. The Articles of Incorporation must be published, with a projected cost of \$6,000 to \$8,000. Mr. Malzahn will contact Norm Bamberger regarding insurance coverage for the Authority. The budget is to include, under administration, a separate line item for attorney, insurance, accounting, and auditing services.

- b. **Chapter 20 of the Drain Code:** Some counties have tried to organize watersheds using Chapter 20 of the Drain Code to assess costs back to the districts; however, this has been unsuccessful. Mr. Koski will provide a report on his findings and available alternatives at the next Board meeting.
- c. **Birch Run Township:** Birch Run is in the process of determining whether to join the Saginaw or Genesee County watershed. If Birch Run joins Saginaw, Authority costs will increase, as will the area of the watershed and the cost of the watershed management plan. Although the Village of Birch Run does not need to be mapped, the specified area would need to be. Birch Run's assessment would total \$4,000 for this year, plus a \$3,000 late fee. Next year, they would be assessed at 3% . Birch Run also has the option to comply under the jurisdictional approach.

V. **September 18, 2002 Board Meeting Agenda:**

- a. 2003 Budget
- b. Carrollton Township
- c. Birch Run Township
- d. IDEP and PEP
- e. Bylaws – Article 4

VI. **Adjournment:**

*John Malzahn moved and Rob Grose supported to adjourn this meeting of the SCWA Executive Committee at 10:45 a.m. MOTION CARRIED.*

Respectfully submitted,

Dan Sika  
Secretary