

# SCWA EXECUTIVE COMMITTEE MEETING

## MINUTES OF DECEMBER 11, 2002

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**Present:** James Koski, *Saginaw County Public Works Commissioner*; Rob Grose, Sonny Grunwell, *Saginaw Charter Township*; Dan Sika, *Thomas Township*; John Malzahn, *Bridgeport Charter Township*, Dale Klein, *Carrollton Township*; Dan Armentrout, *Saginaw County Road Commission*; Russ Beaubien, Tammy Shivley, *Spicer Group*

**Absent:** John Premo, *City of Saginaw* (Excused)

- I. **CALL TO ORDER:** This Executive Committee meeting was called to order at 9:32 a.m. by Jim Koski.
- II. **REVIEW OF MINUTES:** The minutes of November 27<sup>th</sup> were reviewed with no corrections noted.

*Moved by Rob Grose, supported by Sonny Grunwell, to approve the minutes of November 22, 2002 as presented. MOTION CARRIED.*

### III. **OLD BUSINESS:**

**Progress on Authority Formation:** Jim Koski met with David Meyer at the MWEA Conference. Mr. Koski stated that Buena Vista has signed, but is currently trying to locate their signed copy. Kochville has not signed because Ken Bayne has concerns about the Articles of Incorporation due to language which allows the authority to conduct phone polls, which is in violation of the Open Meetings Act. The item will be amended, but this has not satisfied Mr. Bayne. Mr. Koski will call him. If Kochville Township has not signed by the 18<sup>th</sup>, Kochville's name will be removed, and the Articles of Incorporation will be amended later. James Township must also be added.

**Treasurer's Report:** Mr. Malzahn is concerned about money flow., as he is holding \$8,000 in reserve to used to publish the Articles of Incorporation. Bills will be sent to all members in early January. However, he noted that SCWA has proceeded further than expected without exceeding the current budget.

Next year, the highest budget item is field work. Mr. Beaubien reported that Ann Arbor has a utility user fee. He felt that public education before instituting user fees may cause less problems with challenges. Mr. Malzahn stated that municipalities with water treatment plants have a probability of linking the storm water issue. There was some discussion about borrowing money and levying an assessment to pay back the money.

"Grants for Townships and Cities" lists several grants that might be beneficial to the authority, and Mr. Malzahn offered copies to anyone interested.

Although neither he nor other executive committee members are comfortable with the idea, Mr. Koski stated that if the authority cannot come up with funding, the problem of funding can be put back in the hands of the state. Mr. Beaubien informed members that the deadline to March 10<sup>th</sup> is still in effect, but if the MDEQ application form has not been approved, then a letter of intent will be considered sufficient by the state. Sonny Grunwell and Rob Grose remarked that the authority should give the MDEQ as little as possible, but keep moving forward.

*Mr. Grose moved, Mr. Armentrout supported payment to Spicer Group for Invoice No. 131854 in the amount of \$6,444.75. MOTION CARRIED.*

**MWEA Conference:** Russ Beaubien and Jim Koski attended the MWEA conference in Battle Creek. Mr. Beaubien reported that the MWEA has put the funding issue into the hands of the Michigan Department of Agriculture and legislatures. Mr. Koski reported that SCWA is currently much further ahead than most other groups in the state and may be in a position to actually speak to other groups. Mr. Koski submitted a bill of \$223.79, with all receipts, to the SCWA for reimbursement.

*Mr. Armentrout moved, Mr. Grose supported, to authorize reimbursement to Mr. Koski for MWEA conference expenses in the amount of \$223.79. MOTION CARRIED.*

**Spill Clean Up Procedures:** Mr. Koski reported that an excellent seminar, funded by MDEQ grants, regarding illicit discharges will be held in Saginaw in March. He suggested that DPW and field personnel attend this seminar, as it provides useful information regarding illicit connections and spills, including provision of a model spill, break down into small groups, and discussion regarding budgetary issues surrounding a spills and illicit connections.

The authority will be responsible for the original booming for containment purposes. The permit requires a mechanism for reporting, but does not require the authority to do the actual cleanup, just the initial containment.

Mr. Grunwell cautioned that municipalities cannot go back to the state for spills from which the source is unknown. He also reported that Rich at the Saginaw Township Fire Department is willing to help and be placed on the call list in a spill situation.

**IV. Meeting Summary:**

- Inform membership that municipalities who have not signed the Articles of Incorporation document provided by David Meyer by December 18<sup>th</sup> will not be permitted to join the Authority as Charter members. They can join later. (Mr. Koski will speak to Mr. Bayne.)
- Although user fees have been discussed, the accountant will bill members in early January, as the executive committee is not comfortable with user fees. Investigation into funding sources continues. Quarterly billings will be sent to members, who will need to adjust budgets accordingly.
- The authority will continue to move forward, but will provide only what is required in the submittal process.
- Field work will be based on known information, meaning those things which will not be changed, and will be kept minimal at the current time, but the authority will continue to move forward on the PEP.
- If the authority is approached to complete presentations, it will request grant money to do so.
- Terry Donnelly and David Meyer need to work together regarding funding sources.
- Public education needs to be emphasized in the next fiscal year.

**V. December 18<sup>th</sup> Meeting Agenda:**

- Final announcement that Mr. Meyer will complete paperwork to form the authority immediately after the meeting.
- Paperwork to obtain insurance for the authority will be completed.
- A formal menu will be developed for in-kind services. The authority needs to insure that members follow formal rules to insure quality. A uniform process to check outfalls will be developed, followed, and approved through the executive committee. Application for in-kind services must be made. The municipality must be able to provide specifics to the executive committee for what they want to do. The executive committee will provide a limited scope of what can be done and perimeters will be added to the Articles of incorporation stating that in-kind services must be approved. Mr. Beaubien suggested that the executive committee develop a scope and process for this in January and that the general membership be informed that this process is in development.
- The December 18<sup>th</sup> meeting is the annual meeting. Ms. Shivley will send notices that this meeting is important, that it is the last meeting of SCWA, and that a designee or alternative should be present.

**VI. Adjournment:** *Mr. Malzahn moved, Mr. Sika supported, to adjourn this meeting of the SCWA Executive Committee at 10:45 a.m. MOTION CARRIED.*

Respectfully submitted,

Dan Sika, Secretary