

**EXECUTIVE COMMITTEE MEETING MINUTES
HELD AT SPICER GROUP
SEPTEMBER 10, 2003**

Present: Rob Grose, *Saginaw Charter Township*; Matt Rappley, *Office of Saginaw County Public Works Commissioner*; John Malzahn, *Bridgeport Charter Township*; Dan Sika, *Thomas Township*; Dale Klein, *Carrollton Township*; Bob Tutsock, *Saginaw Valley State University*; Russ Beaubien and Tammy Shivley, *Spicer Group*.

I. Call to Order: Meeting called to order by Rob Grose at 9:30 a.m.

II. Review of August 27th Meeting Minutes

Mr. Malzahn moved, Mr. Tutsock supported, approval of the August 27th minutes as presented. MOTION CARRIED.

III. Correspondence: None. However, Mr. Malzahn provided an update regarding the raw sewage problem previously reported on the Dixie Highway. He indicated that he has heard a rumor that the company may be dumping raw sewage directly into the new catch basin and is investigating. Mr. Koski will be updated regarding the situation and will contact the MDEQ, as will Mr. Periard. Mr. Beaubien will contact Mr. Noble to request his presence at the next Executive Committee to explain the decision made by the MDEQ.

IV. Report from Treasurer:

a. Accounts Payable: The current fund balance is \$81,955.07. Buena Vista paid this month. The payment status of Birch Run, Saginaw County, and the Saginaw Correctional Facility remain in question. Mr. Malzahn will obtain copies of the unidentified stubs, mail them, and attempt to determine which stubs belong to which entities.

b. Saginaw Correctional Facility: The Saginaw County Correctional Facility reported it issued a payment of \$4,950.00 on July 23rd toward its 2003 apportionment. However, this information must be verified. If payment is determined current, since the facility resigned from membership partially through the third quarter, the Executive Committee determined that a refund may be in order. This issue will be taken to the general board.

V. Old Business

a. Public Education Plan: The revised plan contains ten required elements with proposed activities broken down and time frames attached. All "if" sentences were removed. Storm drain marking will be mandated via review processes. Although budget information is attached to each activity, the State will not receive all cost information. Mr. Grose requested a written list of activity costs over the five-year time span with a grand total.

The committee indicated that they have been discussing possible activities which are not written into the plan, such as working with retailers to put together a SASWA funded car wash kit with a brochure, biodegradable detergent, and catch basin socks.

- b. SNITCH: After meeting with Mr. Meyer, the committee determined that a county ordinance would be the best option, as Saginaw County has enforcement powers, even if an entity does not. SNITCH has been working on the ordinance, and Mr. Koski has a copy of the current draft. Mr. Beaubien was directed to email the draft to Executive Committee members for review prior to the next Executive Committee meeting. The SNITCH committee was scheduled to meet directly after this Executive Committee meeting.
 - c. Website Committee Report: The site is up on the web. Committee members were encouraged to visit “www:\saswa\org.” and log in with the user name of “*under*” and the password “*construction*” to review the site and provide feedback. A copy of the front page lead-in was distributed for review today.
 - d. Preparation of Agenda for September 17th General Membership Meeting:
 - i. Treasurer’s Report
 - ii. Saginaw Correctional Facility Update
 - iii. PEP Report
 - iv. SNITCH Report
 - v. Website Report
 - vi. 2004 Budget – Rough Draft
- VI. New Business:
- a. Recommendations for 2004
 - b. Draft Budget for 2004 – Mr. Beaubien distributed a copy of current apportionment percentages based on omission of the Saginaw Correctional Facility. The actual dollar amount will be updated based on the 2004 budget. Mr. Beaubien was directed to send a letter to all members regarding yearly and quarterly assessments and a breakdown.

Mr. Beaubien also presented a written outline of goals and objectives for 2004. The committee will be adding additional items.

VII. Adjournment

Mr. Rappley moved, Mr. Malzahn supported to adjourn this meeting of the Executive Committee at 10:23 a.m. MOTION CARRIED.

Respectfully Submitted,

Dan Sika, Secretary