



EXECUTIVE COMMITTEE MEETING MINUTES
HELD AT SPICER GROUP
FEBRUARY 25, 2004

Present: Matt Rappley, *Office of Saginaw County Public Works Commissioner's Office*; Rob Grose, Sonny Grunwell, *Saginaw Charter Township*; John Premo, *City of Saginaw*; Chris Snyder, *Thomas Township*; Dale Klein, *Carrollton Township*; John Malzahn, *Bridgeport Charter Township*; Robert Tutsock, *Saginaw Valley State University*; Brian Wendling, Joe Periard, *Saginaw County Road Commission*; Dan Sika, *Thomas Township*; Russ Beaubien, Tiffany Hedrich, Tim Inman, *Spicer Group*.

I. Mr. Grose called this meeting of the Executive Committee to order at 10:02 a.m.

II. Review of February 11th Meeting Minutes

Mr. Malzahn moved, Mr. Premo supported, approval of the February 11th, 2004 meeting minutes as presented. MOTION CARRIED.

III. Correspondence

A. Mr. Beaubien reported on information that Sonny found regarding the IDEP program. This takes place on April 22, 2004, at SVSU, and has a charge of \$75.00. Copies of information will be available from Mr. Beaubien. The training is intended for managerial and key DPW and maintenance staff of members. Mr. Beaubien will send a cover letter out to all members.

IV. Report from Treasurer

A. Mr. Malzahn had to report that he did some "in-kind" accounting. He found that Birch Run Township did pay their 4th quarter twice, and expect a refund of one of the excess payments. *There was a motion made by Mr. Premo to refund \$1,650.00 to Birch Run Township. Supported by Mr. Tutsock, and the motion carried.*

B. Buena Vista did pay their 4th quarter payment of \$2,475.00, but in tracking documentation, Mr. Malzahn found that it got lost and was not in the SASWA account. There was discussion about the current accountant, which is Marc Thibodeau from Heritage Accounting. There was an announcement and a motion at the General Meeting that suggestions for a new accountant would be accepted. Preferably a firm that develops semi-quarterly statements. SASWA still doesn't have 1st quarter billings out. The current contract with Heritage requires a 60-day notice of stopping business with them. It will be put on the agenda to sever the contract with Heritage and seek a new accounting firm. Mr. Malzahn offered to send out the 1st quarter billings rather than have Heritage do it. Consensus was that Mr. Grose would stop by Heritage and discuss the issue with them.

V. Old Business

A. Mr. Beaubien is dealing with the certificates of coverage and will have a list together and ready for the general meeting.

B. Training report for central dispatch and County fire chiefs will be ready for general meeting.

- C. Frankenmuth Township and the City of Frankenmuth's membership was discussed. They are still welcome to come to general meetings. Neither entities see a need for membership in looking at it from a financial viewpoint.
- D. Watershed Management Planning- Data acquisition demonstration. Mr. Inman gave a brief presentation on the Kearsley Creek watershed, and the various issues that have been researched. Impacts of development, land use, topography, photography, GIS systems, what risks the watershed is facing, prioritizing those risks, mitigating priorities, soil erosion, sedimentation problems and developing goals for the process, were gathered from analyzing the data. Mike Kelley is the contact for some types of information available in Saginaw Bay WIN.

VI. New Business

- A. Mr. Beaubien reported that he was informed of a grant application for \$30,000, with a \$10,000 match. This grant would deal with mostly the public education and public participation process. It is provided by the Center for Great Lakes (CLG). The targeted public sector would include area contractors from six counties. There would be three seminars, and several public meetings to inform area builders and contractors about the issues of sedimentation control and low-impact development.
- B. Mr. Beaubien made contact with Buena Vista and Buena Vista schools. Buena Vista Schools decided enter onto the township permit. Buena Vista is going to have to pay 3% in order to be added to their permit. They decided it would be a good deal and will not impact the budget too much. Duane Parker has been contacted, and Marty Williams will be contacted. The next step is to see what the state wants from them.
- C. Preparation of Agenda for March 10th Executive Meeting: Standard agenda items, accounts payable, certificates of coverage-list of who has/has not received them, update on Frankenmuth issue, grant application, accounting contract, web-site update, and 1st quarter billing and membership update.

VII. Adjournment:

Mr. Malzahn moved, Mr. Tutsock supported adjournment of the Executive Committee meeting at 10:35 a.m. MOTION CARRIED.

Respectfully submitted,

Dan Sika, Secretary