



**EXECUTIVE BOARD MEETING MINUTES
HELD AT SPICER GROUP
SEPTEMBER 16, 2009 – 10:00 A.M.**

Present: John Malzahn, *Bridgeport Charter Township*; Mark Pilkington, *Carrollton Township*; Jason Casteel, *City of Saginaw*; Kelly Quimper, *Saginaw ISD*; Sonny Grunwell, *Saginaw Charter Township*; Jim Koski, *Saginaw County Public Works Commissioner*; Dan Sika, *Thomas Township*; Russell Beaubien, Katie Murphy, *Spicer Group*

Absent: None.

I. Mr. Koski called this meeting of the Executive Committee to order at 10:01 a.m.

II. Public Comments: None

III. Review of March 18th Meeting Minutes

Mr. Malzahn moved, Mr. Sika supported approval of the March 18th meeting minutes, MOTION CARRIED.

IV. Correspondence:

A. Mr. Beaubien reported that the contract documents have been submitted for the Illicit Connections grant for \$34,000 (including the \$7,000 match) that the Authority was awarded.

V. Report from Treasurer:

A. Mr. Malzahn reported that the Money Market account has a balance of \$28,908.01. The checking account has a balance, as of the end of August, of \$80,983.03. Mr. Malzahn also reported that all members have paid on the 3rd quarter invoices.

B. Mr. Malzahn presented Invoice #15054 from Roberts, Boehler, & Fisher for \$200.00 for services in August.

A motion was made by Mr. Grunwell to approve invoice #15054 for \$200.00 from Roberts, Boehler, & Fisher, and supported by Mr. Sika. MOTION PASSED.

C. Mr. Malzahn presented Invoice #158643 from Spicer Group for General Services in August for \$6,795.75.

A motion was made by Mr. Grunwell to approve Invoice #158643 for \$6,795.75 from Spicer Group, and supported by Mr. Sika. MOTION PASSED.

D. Mr. Malzahn presented Invoice #158644 from Spicer Group for LID CSO modeling in August for \$6,171.75.

A motion was made by Mr. Grunwell to approve Invoice #158644 for \$6,171.75 from Spicer Group, and supported by Mr. Sika. MOTION PASSED.

- E. Mr. Malzahn reported that he has received a bill from the Saginaw Area GIS Authority (SAGA). Currently, all municipal members of the Authority are also members of SAGA. It may not be necessary for the Authority itself to be a SAGA member. Mr. Malzahn will hold the invoice until he speaks with the rest of the SAGA Executive Committee.
- F. Mr. Malzahn recommended that the Executive Board zero out 4th quarter invoicing to the Authority members for 2009.

A motion was made by Mr. Sika to zero out 4th quarter invoices, and supported by Mr. Grunwell. MOTION PASSED.

VI. Old Business:

- A. Update on NPDES Permit's COC Issuance

Mr. Beaubien reported that the last of the certificates, the Road Commission's, is in and appears to be in order.

- B. Grant Submittals – Update

Mr. Beaubien reported that the Saginaw Bay, as an Area of Concern, is a target for considerable amounts of grant money. He has been researching to find the grants that would apply to the Authority's activities. Many of the grants will be out in the next 4 months.

Mr. Koski reported that he has been working on a grant application with Joseph Rivet, Bay County Drain Commissioner, for a grant for the Saginaw Bay through the Army Corps of Engineers. The grant has a 25% match. However, the Corps would allow in-kind dollars for the match. As part of the grant award process, Mr. Koski and Mr. Rivet will attend a meeting in Milwaukee.

- C. Other: None.

VII. New Business:

- A. Report on Storm Water Utility Bill

Mr. Beaubien reported that the Storm Water Utility Bill is being revived. Many of the municipalities have backed away from the Bill due to the economic situation.

- B. 2010 Annual Budget and Apportionment

Mr. Malzahn reported that he met with Mr. Beaubien and Mr. Grunwell regarding next year's budget. The original projected budget for 2010 was \$193,220.00. After considering the required and voluntary permit activities and the cost of completing them to the maximum extent practicable, the new projected budget is \$113,000.00. The new projected budget includes \$10,000.00 for grant matches and an undedicated reserve of approximately \$20,000.00. The proposed budget and apportionment will be presented the General Board in October for approval.

A motion was made by Mr. Grunwell to present the proposed 2010 budget and apportionment to the General Board for approval at the October meeting, and supported by Mr. Sika. MOTION PASSED.

- C. Agenda Items for Next General Board Meeting:
 - 1. Standard agenda items, plus
 - 2. Proposed budget and apportionment
 - 3. Saginaw Area GIS Authority membership
 - 4. Saginaw Bay Wrap grant
 - 5. Resolution and trustee reminders
 - 6. Annual meeting reminders

D. Other: None

VIII. Adjournment:

Mr. Malzahn moved, Mr. Sika supported, adjournment of the Executive Committee meeting at 10:34 a.m. MOTION CARRIED.

Respectfully submitted,

Dan Sika, Secretary