



**EXECUTIVE BOARD MEETING MINUTES
HELD AT SPICER GROUP
JANUARY 19, 2011 – 10:00 A.M.**

Present: John Malzahn, *Bridgeport Charter Township*; Mark Pilkington, *Carrollton Township*; Ken Hyde, *Carrollton Public Schools*; Sonny Grunwell, *Saginaw Charter Township*; Brian Wendling, *Saginaw County Road Commission*; Bob Tutsock, *Saginaw Valley State University*; Dan Sika, *Thomas Township*; Jim Koski, *Saginaw County Public Works Commissioner*; Russell Beaubien, Katie Murphy, *Spicer Group*

Excused: John Premo, *City of Saginaw*; Kelly Quimper, *Saginaw ISD*; Jason Casteel, *City of Saginaw*

I. Mr. Grunwell called this meeting of the Executive Committee to order at 10:04 a.m.

II. Public Comments: None

III. Review of November 17th Meeting Minutes

Mr. Malzahn moved, Mr. Wendling supported approval of the November 17th meeting minutes, MOTION CARRIED.

IV. Correspondence:

Mr. Malzahn reported that he received copies of the Par-Plan News newsletter. He distributed copies to the Executive Board.

V. Report from Treasurer:

A. Mr. Malzahn reported that the Money Market account has a balance of \$14,633.49. The checking account has a balance, as of the end of December, of \$57,252.94.

B. Mr. Malzahn presented Invoice #18483 from Roberts, Boehler, & Fisher for \$200.00 for general services in December.

A motion was made by Mr. Koski to approve Invoice #18483 for \$200.00 from Roberts, Boehler, & Fisher, and supported by Mr. Tutsock. MOTION PASSED.

C. Mr. Malzahn presented Invoice #03365 from Bamberger Insurance Agency for 2011 premium for \$3,710.00.

A motion was made by Mr. Koski to approve Invoice #00365 for \$3,710.00 from Bamberger Insurance Agency, and supported by Mr. Pilkington. MOTION PASSED.

D. Mr. Malzahn presented Invoice #162217 from Spicer Group for services related to the Illicit Disconnect Grant for \$1,064.25.

A motion was made by Mr. Malzahn to approve Invoice #162217 for \$1,064.25 from Spicer Group, and supported by Mr. Sika. MOTION PASSED.

- E. Mr. Malzahn presented Invoice #162218 from Spicer Group for general services for \$5,450.50.

A motion was made by Mr. Koski to approve Invoice #162218 for \$5,450.50 from Spicer Group, and supported by Mr. Malzahn. MOTION PASSED.

- F. Mr. Malzahn distributed copies of the 2010 Compiled Financial Statements for review.
- G. Mr. Malzahn reported that all payments for the 4th quarter invoices have been received.
- H. Mr. Malzahn reported that 1st quarter invoices have gone out and some payments have been received.
- I. Mr. Malzahn reported that he received a list of tasks need from the Auditor and it is more extensive than last year.
- J. Mr. Malzahn reported that he contacted the bank regarding the change in officers. Some information is needed in order to change the records.

VI. Old Business:

- A. Meeting of December 20, 2010 – Regarding outcome of revoking the 2008 permits

Mr. Beaubien reported that he attended the December 20th meeting in Lansing. Information from the meeting stated that entities will operate under their current permits unless they submit new documentation. Any new or revised documents must meet the requirements of the 2003 permit. Online documentation system will be available in two months. Mr. Beaubien will prepare one annual report for 2009 and 2010.

- B. Grants

Mr. Beaubien reported that he met with SVSU regarding grants they received to employ student workers at \$10.00 per hour for 20 hours per week. The Authority can utilize these students for water and biological testing purposes at a rate of \$5.00 per hour.

- C. Training Dates for Staff

On hold.

- D. Spill Contact List (Handout)

Mr. Beaubien reported that the list has been updated and is available to the members.

Mr. Beaubien and Mr. Pilkington introduce Ken Hyde. Mr. Hyde is a new alternate for Carrollton Township and works for Carrollton Public Schools.

- E. Other

None.

VII. New Business:

A. Illicit Disconnect Grant Fieldwork & Report for 2011

Mr. Beaubien reported that the information from the fieldwork is being compiled for the report.

B. Agenda Items for Next General Board Meeting

1. Standard agenda items, plus
2. December 20th meeting update
3. Cass River Cleanup
4. Training dates
5. Permit requirements
6. SWPPI documentation
7. Reporting

C. Other

None.

VIII. Adjournment:

Mr. Malzahn moved, Mr. Sika supported, adjournment of the Executive Committee meeting at 11:00 a.m. MOTION CARRIED.

Respectfully submitted,

Dan Sika, Secretary