



SAGINAW AREA STORM WATER AUTHORITY

SASWA AGENDA General Board Meeting January 15, 2003 2:00 p.m.

Bridgeport Charter Township Hall

- I. Call to Order
- II. Roll Call
- III. Review of the December 18, 2002 Minutes
- IV. Treasurer's Report from SCWA
- V. New Business (Authority Procedures – David Meyer)
 - A. Adoption of Bylaws
 - B. Designation of Authority Office (mailing address and phone number)
 - C. Election of Chairman
 - D. Election of Vice-Chairman
 - E. Election of Secretary
 - F. Election of Treasurer
 - a. Treasurer must file a bond conditioned upon faithful performance of duties. SASWA is to pay the cost
 - b. Application for tax identification number
 - c. Appointment of designees authorized to sign checks and withdrawals on behalf of authority. Two signatures required on all checks and withdrawals
 - G. Resolution for James Township's Membership
 - H. Review of Intergovernmental Contract
 - I. All trustees must file an oath of office with the municipality's clerk
 - J. Conflict of interest disclosure required annually – all known conflicts on which trustee may be called to vote as a board member are to be disclosed
 - K. Designation of General Board meetings - place, date, and time
 - L. Designation of Executive Committee meetings - place, date, and time
 - M. Contracts for non-municipal members
 - N. Appointment of Authority attorney
 - O. Appointment of Authority accountant
 - P. Appointment of Authority auditor
 - Q. Appointment of Authority engineering consultant
 - R. Corporate Seal for Authority
- VI. Old Business
 - A. Amendments to Articles of Incorporation
 - B. Amendments to Bylaws
 - C. NPDES Permit Application
- VII. Executive Committee Meeting Announcement
 - A. January 29th, 9:30 a.m., Spicer Group, Board Room 1
- VIII. Adjournment