



**GENERAL BOARD MEETING MINUTES
DECEMBER 17, 2008 – 2:00 P.M.
BRIDGEPORT CHARTER TOWNSHIP
GOVERNMENTAL CENTER**

PRESENT: John Malzahn, *Bridgeport Charter Township*; Mark Pilkington, *Carrollton Township*; Jim Koski, *Saginaw County*; Jason Casteel, *City of Saginaw*; Warren Davis, *City of Zilwaukee*; Dan Sika, *Thomas Township*; Jeff Ladd, *Bridgeport Spaulding Community Schools*; Sonny Grunwell, *Saginaw Charter Township*; Robert Tutsock, *Saginaw Valley State University*; Carl Ruth, *Saginaw County Board of Commissioners*; Brian Wendling, *Saginaw County Road Commission*; Mike Burger, *Kochville Township*; Vic Killingbeck, *Buena Vista Charter Township*; Keith Noble, *Michigan Department of Environmental Quality*; Russell Beaubien and Katie Murphy, *Spicer Group*.

ABSENT: *Tittabawassee Township; Saginaw Intermediate School District, Saginaw Township Community Schools; Swan Valley Schools*

I. **CALL TO ORDER:** Mr. Koski called the meeting to order at 2:01 p.m.

II. **ROLL CALL:** Mr. Malzahn completed the roll call. He declared that a quorum was present.

III. **PUBLIC COMMENTS:**

A. None

IV. **REVIEW OF OCTOBER 15th MEETING MINUTES:**

Mr. Malzahn moved, Mr. Sika supported approval of the October 15th meeting minutes, MOTION CARRIED.

V. **TREASURER'S REPORT:**

A. Mr. Malzahn reported that the Money Market account has a balance of \$58,652.34. Of that, \$35,000 is reserved for the Low-Impact Design Grant. The checking account has a balance, as of end of November, of \$10,746.68.

B. Mr. Malzahn presented Invoice #12804 from Roberts, Boehler, & Fisher for \$200.00 for November Services.

A motion was made by Mr. Grunwell to approve Invoice #12804 for \$200.00 from Roberts, Boehler, & Fisher, and supported by Mr. Sika. MOTION PASSED.

C. Mr. Malzahn presented Invoice #156720, from Spicer Group for \$1,406.25 for IDEP Implementation.

A motion was made by Mr. Sika to approve Invoice #156720 for \$1,406.25 from Spicer Group, and supported by Mr. Malzahn. MOTION PASSED.

- D. Mr. Malzahn presented Invoice #156713, from Spicer Group for \$7,222.00 for November General Services.

A motion was made by Mr. Malzahn to approve Invoice #156713 for \$7,222.00 from Spicer Group, and supported by Mr. Sika. MOTION PASSED.

VI. CORRESPONDENCE:

- A. Mr. Beaubien reported that he received notification from the Michigan Department of Environmental Quality regarding a proposed fee increase. The proposed increase is about 50%.
- B. Mr. Malzahn reported that he received a Christmas card from Roberts, Boehler, & Fisher.

VII. OLD BUSINESS:

- A. Update on Meeting with MDEQ Regarding Certificates of Coverage

Mr. Beaubien introduced Keith Noble from the MDEQ. Mr. Noble reported that there were some issues at the end of the year with Certificates of Coverage. A letter must be sent out regarding post-construction control. School districts that are under a nested jurisdiction will need a new resolution. Schools that have their own permits will operate under the post-construction control of the community in which they are located or have a procedure in place. Mr. Noble also mentioned that Saginaw County and the Road Commission need to decide whether or not to merge under one permit.

- B. Review and Acceptance of Apportionment Resolutions - 2009

Mr. Beaubien reported that 10 resolutions have been returned. Buena Vista Charter Township's resolution has been signed, but Mr. Beaubien has not yet received a copy. The by-law requirements for resolutions have been met.

- C. Grant Applications To-Date

Mr. Beaubien reported that the grant application for the Cass River has been submitted. For this grant, the Authority has committed 10% or \$4,000 to assist. The application for the Illicit Disconnect grant has also been submitted. The Illicit Disconnect grant has a 33% match and is in the amount of \$40,000.

- D. SASWA Spill Contact List Update

Mr. Beaubien reported that the Contact List was available to attendees. He asked that the members review the list and notify him of any updates needed. Upon receiving updates, Mr. Beaubien will e-mail a final list.

- E. Other

1. Mr. Grunwell suggested that the Authority may need to become less aggressive in pursuing the objectives set forth due to economic constraints and changes in the permitting processes. Mr. Malzahn added that the Authority is bound to "comply to the maximum extent practicable." He

suggested that, within the current economic situation, the “maximum extent practicable” may be less than what it was in the past.

2. Mr. Beaubien reported that the SWPPI documentation system is up and operating on the Web site. There is now an “Edit” button and a “Delete” button. Also, there is a way to add items globally. Each member’s SWPPI is password protected. Contact Mr. Beaubien if you need or wish to change your password or username.

VIII. NEW BUSINESS:

A. Election of Officers

1. Mr. Koski removed himself from the chair position, and Mr. Grunwell presided over the meeting for the election of Chairperson. *Mr. Malzahn nominated Jim Koski and Mr. Sika supported. After a call for any other nominations, it was moved that the nominations be closed and a unanimous ballot be cast for Mr. Koski. MOTION PASSED.*
2. Mr. Koski resumed chairing the meeting and asked for nominations for Vice Chairman. *Mr. Malzahn nominated Sonny Grunwell for Vice Chairman and Mr. Sika supported. After a call for any other nominations, the nominations were closed and a unanimous ballot be cast for Mr. Grunwell. MOTION PASSED*
3. Mr. Koski asked for nominations for Treasurer. *Mr. Grunwell nominated John Malzahn and Mr. Sika supported. Mr. Malzahn nominated Mark Pilkington. Mr. Pilkington respectfully declined. Mr. Malzahn nominated Mike Burger. Mr. Burger respectfully declined. After a call for any other nominations, it was moved that the nominations be closed and a unanimous ballot be cast for Mr. Malzahn. MOTION PASSED.*
4. Mr. Koski asked for nominations for Secretary. *Mr. Malzahn nominated Mr. Sika and Mr. Koski supported. After a call for any other nominations, it was moved that the nominations be closed and a unanimous ballot be cast for Mr. Sika. MOTION PASSED.*
5. Mr. Koski called for nominations for the Executive Board. *After no nominations were received, Mr. Malzahn made a motion to reseal the current Executive Board. Mr. Grunwell supported. MOTION PASSED.*

B. Set Meeting Times, Places, and Dates for General & Executive Committee.

The Executive Board recommended the following schedule for the 2009 meetings:

The Executive Board Meetings will be held the third Wednesday, every other month, starting Wednesday, January 21, 2009.

The General Membership Meetings will be held on the third Wednesday, every other month, starting Wednesday, February 18, 2009.

The Executive Board can call an extra meeting, if necessary.

A motion was made by Mr. Grunwell to adopt the proposed schedule for the Executive

Board and General Board meetings. Mr. Malzahn supported the motion. MOTION PASSED.

C. Selection of Consultants

1. Auditor – Mr. Malzahn noted that he had investigated changing auditor and Ken Berthiaume offered a quote that was \$1,000 less than the current auditor, Yeo & Yeo. *Mr. Malzahn motioned that the Authority select Ken Berthiaume as our Auditor. Mr. Sika supported. MOTION PASSED.*
2. Accountant – *Mr. Grunwell motioned that we continue to retain Roberts, Boehler & Fisher as the Authority's accounting firm. Mr. Sika supported. MOTION PASSED.*
3. Legal – *Mr. Grunwell motioned that the Authority retain David Meyer of Smith Bovill as legal consul. Mr. Sika supported. MOTION PASSED.*
4. Technical Consultant – *Mr. Malzahn motioned that the Authority retain Spicer Group as the Technical Consultant. Mr. Grunwell supported. MOTION PASSED.*

D. Terms of Office Expiring in 2009 - FYI

Saginaw County Road Commission
Carrollton Township

E. Web Site Statistics

Copies of the Web site statistics were distributed to the membership.

F. Other

Mr. Tutsock moved that the minimum requirements to maintain permits be reviewed by the Executive Committee. Mr. Burger supported. MOTION PASSED.

IX. ADJOURNMENT:

Mr. Malzahn moved, and Mr. Sika supported to adjourn this meeting of the SASWA General Board at 2:54 p.m. MOTION CARRIED.

Respectfully submitted,

Dan Sika, Secretary