



**GENERAL BOARD MEETING MINUTES
DECEMBER 16, 2009 – 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*; Robert Tutsock, *Saginaw Valley State University*; Dan Sika, *Thomas Township*; Mike Burger, *Kochville Township*; Ed Mahaney, *Tittabawassee Township*; Tom Waters, *City of Zilwaukee*; Sonny Grunwell, *Saginaw Charter Township*; Carl Ruth, *Saginaw County Board of Commissioners*; Kelly Quimper, *Saginaw Intermediate School District*; Jim Stone, *Saginaw Township Schools*; Russell Beaubien and Katie Murphy, *Spicer Group*.

GUESTS: Edward Mangus, *Birch Run Township*; Keith Noble, *MDEQ*

ABSENT: *Bridgeport Spaulding Community Schools; Saginaw County Road Commission; Swan Valley Schools*

I. **CALL TO ORDER:** Mr. Koski called the meeting to order at 2:03 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 21st MEETING MINUTES:**

Mr. Malzahn moved to approve the October 21st meeting minutes. Mr. Pilkington supported the motion, MOTION CARRIED.

V. **TREASURER'S REPORT:**

A. Mr. Malzahn reported that, as of the end of November, the Money Market account has a balance of \$17,492.43. The checking account has a balance, as of the end of November, of \$62,105.99.

B. Mr. Malzahn presented Invoice #15502 from Roberts, Boehler, & Fisher for \$200.00 for monthly services in November.

A motion was made by Mr. Grunwell to approve Invoice #15502 for \$200.00 from Roberts, Boehler, & Fisher, and supported by Mr. Sika. MOTION PASSED.

C. Mr. Malzahn presented Invoice #159395 from Spicer Group for \$4,918.50 for technical NPDES services.

A motion was made by Mr. Malzahn to approve Invoice #159395 for \$4,918.50 from Spicer Group, and supported by Mr. Sika. MOTION PASSED.

- D. Mr. Malzahn presented Invoice #159396 from Spicer Group for \$875.00 for Low-Impact Design in the CSO Basin.

A motion was made by Mr. Grunwell to approve Invoice #159396 for \$875.00 from Spicer Group, and supported by Mr. Malzahn. MOTION PASSED.

- E. Mr. Malzahn reported that a billing list was available to the members to review and update as necessary.

VI. CORRESPONDENCE:

- A. Mr. Beaubien reported that he received an e-mail from Dunns and Bradstreet which he will discuss further in Old Business.
- B. Mr. Malzahn reported that he received a few Christmas cards.

VII. OLD BUSINESS:

- A. Updated on Meeting of MDEQ Implementation Committee

Mr. Beaubien reported that the committee has been meeting monthly. They are working on the six control measures and getting the guidance documents for the permit on the Web site. There will be a few changes to the SWPPP which covers fleet storage yards. One question that has been brought up under the new permit is whether the township is responsible for private MS4s. The committee will work to clear this question up. Copies of the fleet maintenance guidelines were made available to the membership.

- B. Review and Acceptance of Apportionment Resolutions - 2010

Mr. Beaubien reported that eight of the resolutions have been turned in, which exceeds the two-thirds requirement. He is waiting for the copies of the approved resolution from Kochville Township, Thomas Township, and City of Zilwaukee.

A motion was made by Mr. Malzahn based on the two-thirds majority requirement, to approve the 2010 budget, and supported by Mr. Sika. MOTION PASSED.

Mr. Grunwell reported that he is very pleased with the reductions to the budget made in 2009 and that he would be in favor of further reductions.

- C. Grant Applications, To-Date

Mr. Beaubien reported that the Cass River Watershed Management Plan grant application has been submitted, but has received no word so far. Mr. Beaubien also reported that he received a Dunns number for the EPA education grant application. The application has been submitted. This grant would provide funding for a year-long radio advertising campaign in cooperation with BASWA. The match for the grant is approximately \$8,600. BASWA has committed to cover one half of the match costs. The campaign will also include signs at boat launches, etc.

D. SASWA Spill Contact List Updated (Handout)

Mr. Beaubien reported that the Spill Contact List has been distributed. He asked the membership to review the list and provide any updated information. He also reported that the MDEQ is still offering free training for spill procedures and Storm Water Certification for Industrial Sites, which slightly different than the Construction Site training. The MDEQ will also be providing training on the Permit Guidance documents when they are finalized.

VIII. NEW BUSINESS:

A. Election of Officers

1. Mr. Koski removed himself from the chair position, and Mr. Malzahn presided over the meeting for the election of Chairperson. *Mr. Grunwell nominated Jim Koski as Chairperson. After a call for any other nominations, Mr. Ruth moved that the nominations be closed and a unanimous ballot be cast for Mr. Koski. Mr. Tutsock supported. MOTION PASSED.*
2. Mr. Koski resumed chairing the meeting and asked for nominations for Vice Chairperson. *Mr. Malzahn nominated Sonny Grunwell as Vice Chairperson. After a call for any other nominations, Mr. Sika moved that the nominations be closed and a unanimous ballot be cast for Mr. Grunwell. Mr. Malzahn supported. MOTION PASSED.*
3. Mr. Koski asked for nominations for Treasurer. *Mr. Malzahn nominated Mike Burger as Treasurer. Mr. Burger respectfully declined. Mr. Grunwell nominated John Malzahn as Treasurer. After a call for any other nominations, Mr. Grunwell moved that the nominations be closed and a unanimous ballot be cast for Mr. Malzahn. Mr. Sika supported. MOTION PASSED.*
4. Mr. Koski asked for nominations for Secretary. *Mr. Malzahn nominated Dan Sika as Secretary. After a call for any other nominations, Mr. Malzahn moved that the nominations be closed and a unanimous ballot be cast for Mr. Sika. Mr. Ruth supported. 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 2010 meetings:

The Executive Board Meetings will be held the third Wednesday, every other month, starting Wednesday, January 20, 2010.

The General Membership Meetings will be held on the third Wednesday, every other month, starting Wednesday, February 17, 2010.

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

A motion was made by Mr. Malzahn to adopt the proposed schedule for the Executive Board and General Board meetings. Mr. Sika supported the motion. MOTION PASSED.

C. Selection of Consultants

1. Auditor – *Mr. Malzahn motioned that the Authority select Ken Berthiaume as our Auditor. Mr. Grunwell supported. MOTION PASSED.*
2. Accountant – *Mr. Malzahn motioned that we continue to retain Roberts, Boehler & Fisher as the Authority's accounting firm. Mr. Sika supported. MOTION PASSED.*
3. Legal – *Mr. Malzahn motioned that the Authority retain David Meyer of Smith Bovill as legal consul. Mr. Grunwell supported. MOTION PASSED.*
4. Technical Consultant – *Mr. Malzahn motioned that the Authority retain Spicer Group as the Technical Consultant. Mr. Sika supported. MOTION PASSED.*
5. Insurance Agent – *Mr. Malzahn motioned that the Authority retain Bamberger Insurance Agency as the Insurance Agent. Mr. Sika supported. MOTION PASSED.*

D. Terms of Office Expiring at the end of 2010 - FYI

Kochville Township
Thomas Township
Saginaw County

E. Other

Mr. Beaubien reminded the membership to review and revise invoicing information as necessary.

A motion was made by Mr. Malzahn to authorize Mr. Beaubien to apply for Public Education grants, and supported by Mr. Tutsock. MOTION PASSED.

F. Web Site Statistics (Handout)

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

IX. ADJOURNMENT:

Mr. Malzahn moved, and Mr. Ruth supported to adjourn this meeting of the SASWA General Board at 3:00 p.m. MOTION CARRIED.

Respectfully submitted,

Dan Sika, Secretary