

WEST SIDE WATER CITIZENS ADVISORY COMMITTEE MINUTES

July 19, 2022

3:45 p.m.

MEMBERS PRESENT: Tracie Harris, Henrietta Brewer, Mike Sudberry and Mike Sparks

ALSO PRESENT: Randy Seida, Laura Tegels, Matt Woodbury, Maggie Sanders

ABSENT: John Broughton and John Koval

Approval of the Agenda

Moved by Sparks, supported by Sudberry, to approve the agenda.

Motion approved unanimously.

Approval of Minutes

Moved by Sudberry, supported by Sparks, to approve the minutes of October 21, 2021.

Motion approved unanimously.

NEW BUSINESS

Public Comment/Correspondence

No public comments or correspondence.

2021 Year End

Seida informed the committee that he is waiting on the auditors to complete the 2021 audit. He said the cash basis year end completed very well. Seida stated there were just nine water main breaks over the winter. The Immediate Emergency Response System (IRIS) has been put into use and about half the customers have signed up for the service. The service has been used to send out notices of water main breaks and for the need to install new water meters.

Projects – Current and Future

Seida led the discussion of the West Park Project. Seida informed the committee he is in the process of an audit with Michigan Department of Environment Great Lakes and Energy (EGLE) due to EGLE redoing their scope of the sanitary survey which is usually done every three years. Seida stated he is working with the engineers to get basic plans set up for all the water mains in the service area.

Purchased Equipment – Skid Loader

Seida informed the committee the Skid Load was ordered and delivered in January 2022, but the trailer is still on back order. It was very useful at the main breaks and saved man hours and wear and tear on other equipment.

Staffing

Seida informed the committee that he is still trying to move the part-time position to a full-time position. Harris asked what was holding this up. Sanders stated she is working with the labor council to review the job description because the full-time position would be part of the union contract. Harris asked has it already been approved by the board for you to have a full-time position. Seida stated the water committee already discussed it and approved for it to go to the Township board, but he is still trying to get it to the board. Sanders stated once we have all the information from the labor attorney and the union then we will bring it to the Township board for approval. Harris stated that she was confused, because she would think that the Township board would need to approve the full-time position not the person in the position before going through the labor process. Sanders stated that it made sense to go to the board first. Brewer, Sudberry and Sparks agreed with Harris and Sanders. Harris asked if it could be added to the Township agenda for tonight and Sanders said she could do that.

Other Business

No other business was discussed.

Approval of the Adjournment of the Meeting

Moved by Sparks, supported by Sudberry, to approve the adjournment of the meeting.

Meeting adjourned at 4:20 p.m.

These minutes have not been approved. An audio recording of this meeting is available in our office upon request.

Approved on _____