

SISTER LAKES AREA UTILITIES AUTHORITY

Minutes of the Sister Lakes Area Utilities Authority regular meeting for August 10, 2023.

Chairman Blackmond called the meeting to order at 1:31 pm, members present are Mr. Moore, Mr. Kays, Mr. Billingham. Absent Mr. Laylin. Also, present Mary Nykamp from Wightman.

A motion to approve the regular meeting minutes of July 13, 2023 was made by Mr. Billingham and supported by Mr. Moore. Motion carried.

Call for Public Comment: 1:32 pm – none.

The Bills and Claims for August in the amount of \$171,010.99 was presented for payment and were approved by Mr. Moore and supported by Mr. Kays. Roll call vote - Ayes- Mr. Blackmond, Mr. Moore, Mr. Kays, and Mr. Billingham. No votes – None. Motion carried. \$7,872.60 was transferred to Indian Lake Sewer.

As of August 10, 2023 the balance in the Maintenance account is \$2,369,566.41.

CITY OF DOWAGIAC

On August 3, 2023, a catastrophic event occurred at B1 lift station, causing a sink hole to development and the control cabinet to tip over into the hole. Dowagiac Public Works came right out to assess the situation and called in more help to control and contain the damage. Mitch Billingham explained all the particulars to the Board members in great detail, with Mary Nykamp from Wightman adding to the narrative. A lengthy discussion followed.

The SLAUA bi-pass pump needs to be repaired. Macallister, out of Lansing, will provide a rental pump for \$1,125.00 per week, plus delivery, as they repair SLAUS's pump. A motion was made by Mr. Kays and supported by Mr. Billingham to go ahead with repairs of bi-pass pump. Roll call vote – Ayes – Mr. Blackmond, Mr. Moore, Mr. Kays and Mr. Billingham. No votes – None. Motion carried.

Mr. Billingham proposed that a Mission control monitor be placed in a manhole east of B1 lift station to monitor levels. A motion was made by Mr. Kays and supported by M. Blackmond to place a monitor at the manhole. Roll call vote – Ayes – Mr. Blackmond, Mr. Moore, Mr. Kays and Mr. Billingham. No votes – None. Motion carried.

NEW BUILDING

Hall Builders Retainage: \$10,000 (completed to date \$863,355.00). Paul Hall requested \$9,000.00 be released for work done, keeping \$1,000.00 back. A motion was made by Mr. Kays and supported by Mr. Billingham to release the \$9,000.00. Roll call vote – Ayes – Mr. Blackmond, Mr. Kays and Mr. Billingham. No votes – Mr. Moore. Motion carried.

Punch list items have been mostly taken care of or in the process of being done.

OLD-UNFINISHED

SEMCO claim – Atty Seeber is waiting for USIC to send contract for review.

BS&A billing installation update; A data review was done and transfer was successful. Another data review is scheduled for August 21, 2023.

The Copier/Printer/Scanner has been installed by Parrett Co.

Detention/retention pond; Architect Ken Barker contacted the Cass County Road Commission and was given permission to run a pipe under the driveway to drain the overflow into the culvert on the south side of the Garret Road. The board is waiting to hear back.

INDIAN LAKE SEWER

Indian Lake contract; a meeting between Mr. Blackmond and Mr. Braman, supervisor of Silver Creek Township, took place on July 27, 2023. Mr. Blackmond reviewed all the operating costs for Indian Lake and proposed \$10,000 - \$15,000 annually. Silver Creek Township will continue to pay for their own pumping to Dowagiac. Proposed billing and management for the system will be \$1,000.00 per month, plus billing expenses. All other costs will be billed separately. A motion was made by Mr. Billingham and supported by Mr. Kays to approve terms of contract. Roll call vote – Ayes – Mr. Blackmond, Mr. Moore, Mr. Kays and Mr. Billingham. No votes – None. Motion carried.

NEW BUSINESS

NSF and related fees; a charge to SLAUA occurs each time there is a check returned NSF, the office has proposed a chargeback to the customer when this happens, instead of absorbing the costs. A verification will need to be made from Atty Seeber before a policy can be put into effect. A motion was made by Mr. Moore and supported by Mr. Billingham to proceed with a policy for chargebacks. Roll call vote – Ayes – Mr. Blackmond, Mr. Moore, Mr. Kays and Mr. Billingham. No votes – None. Motion carried.

Invoice Cloud agreement; A new online payment company is needed as we move forward with the BS&A software, Invoice cloud was recommended by BS&A. The office has been given a demonstration and is in agreement about retaining Invoice Cloud for online payments and management of customer portals. A motion was made by Mr. Kays and supported by Mr. Billingham to sign an agreement with Invoice Cloud. Roll call vote – Ayes – Mr. Blackmond, Mr. Moore, Mr. Kays and Mr. Billingham. No votes – None. Motion carried.

Call for public Comment: 3:13pm – none.

The next meeting will be September 14, at 1:30 pm.

A motion was made by Mr. Billingham and supported by Mr. Moore to adjourn the meeting at 3:14pm.

Respectfully submitted,

**Mrs. Kaye Smith
Recording Secretary**