

# **SISTER LAKES AREA UTILITIES AUTHORITY**

**Minutes of the Sister Lakes Area Utilities Authority regular meeting for March 28, 2024.**

**Chairman Blackmond called the meeting to order at 1:30 pm, members present are Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin.**

**A motion to approve the regular meeting minutes of February 8, 2024 as presented was made by Mr. Kays and supported by Mr. Laylin. Motion carried.**

**Call for Public Comment: 1:32 pm. No public was in attendance.**

**The Treasurer's report was presented by Mr. Kays. A motion was made by Mr. Billingham to accept the Treasurer's report as presented, supported by Mr. Laylin. Motion carried.**

**The Bills and Claims for January in the amount of \$111,315.80 was presented for payment a motion was made by Mr. Laylin and supported by Mr. Billingham. Roll call vote - Ayes- Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes – None. Motion carried. \$22,216.83 was transferred to the Indian Lake Sewer account.**

**As of March 28, 2024 the balance in the Maintenance account is \$2,319,044.01.**

## **CITY OF DOWAGIAC**

**Mr. Billingham presented a timeline of events involving the system:**

**2/11 B-3 had a transducer problem and caused a high wet well issue, the back-up floats were able to hold and no spillage occurred.**

**2/21 C-7 had a high usage alarm that turned out to be a stuck relay. Diagnosed and repaired.**

**2/28 B-1 Mr. Billingham met with Mary Nykamp, from Whitman, to review pipe layout and discuss design for manhole and wet well intake route.**

**3/1 B-3 lift station during regular read was found to have a pump that was tripped, but alarm was given. A loose connection was found during inspection, all connections then were redone.**

**3/6 B-5 was located for ART (Advanced Rehabilitation Technologies).**

**3/25 C-6 a power failure alarm. That pump has backup generator, but no evidence of a problem was found. Generator never switched on.**

**3/27 B-9 had a by-pass pump set up for ART to be able to line the manhole.**

**Wightman recommendations update; The SLAUA system lift station wet well lining four (4) of the nine (9) wet wells are lined, B-2, B-3, B-7 and C-6 are complete. The lining of the discharge manholes, 17 of 19 have been completed, with B-55 and B-215 yet to be done.**

**Mr. Blackmond made a motion to recommend paying Invoice #5070 to ART in the amount of \$68,555.56, supported by Mr. Moore. Roll call vote- Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carries.**

**A motion was made by Mr. Blackmond to pay Invoice #5109 to ART in the amount of \$46,946.86, supported by Mr. Kays. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**The manholes along the gravity line on M-152, 15 manholes in total, are all completed. Mr. Billingham only had a partial invoice for this work, he will be contacting ART to get the invoice straightened out.**

**Mr. Blackmond gave a status up-date of the B-1 lift station insurance claim. The insurance carrier has asked for a break-down of the invoice from Selge, which has been sent. Mr. Blackmond has also sent some invoices that were not included. The payout has been \$453,654.56, with the insurance carrier re-imbusement of \$196,784.31. The remaining is being held back pending the review.**

## **OLD-UNFINISHED BUSINESS**

**The Indian Lake contract has been fully signed and we have sent an invoice for payment.**

**Brian Milovec had requested out of sewer district hook-up review. Compton has presented a quote for the complete hook-up at \$35,934.00. A motion was made by Mr. Blackmond that the entire connection cost be borne by the property owner, supported by Mr. Laylin. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motions carried.**

**Post Audit Policy, to be able to pay routine bills before or after regular board meetings, will be written and brought to the board to review and adoption.**

**Maple Island Association is paving the private road on the island and requested SLAUA raise the manholes, the paving company will need to do that work. A request was also made to move a manhole, this manhole has already been moved once on their request.**

## **INDIAN LAKE SEWER**

**Mr. Billingham reported on a sewer back-up inside the home at 54576 Maple Ave. The main and clean-out were cleared and no blockage detected. The home owner was notified.**

## **NEW BUSINESS**

**Mr. Blackmond and Mrs. Kuriata met with Mr. Geoff Lansky from EMC to review the insurance policy renewal. Mr. Blackmond has requested Wightman to re-evaluate all the lift stations for actual replacement costs. When the new numbers are received, this will be passed on to the carrier and an additional rider will be added to the policy. Mr. Blackmond will ask Silver Creek Township to also evaluate the Indian Lake sewer portion of their insurance coverage. Mr. Laylin made a motion to approve the \$17,483.00 insurance payment, supported by Mr. Kays. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**MTL submitted a quote for mowing and trimming of \$92.00 per visit, with Spring and Fall cleanup being extra. Mr. Laylin made a motion to accept quote as written, including a Spring cleanup, supported by Mr. Moore. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried. Will need to have this re-bid in the fall/winter.**

**A Tap Fee Schedule/Policy is needed for outside of sewer district hook-ups. Mr. Blackmond will write a policy and bring to the Board for review.**

**An ART invoice for Silver Creek township was sent to SLAUA by mistake, Mr. Billingham called ART to have it re-sent to SCT for payment.**

**Mr. Kays is seeking to have Mrs. Kuriata to close certain bank accounts and place monies into Michigan Class Investments, to earn a better interest rate. A motion was made by Mr. Blackmond to have Mr. Kays, Treasurer, and Mrs. Kuriata, Office Manager, to meet and decide on an amount. This was supported by Mr. Laylin. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**Budget 2024-2025; The budget was discussed and evaluated among the Board members. A motion was made by Mr. Laylin to accept the budget as amended, supported by Mr. Blackmond. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**Staff Pay; Mrs. Kuriata, Office Manager, an increase to \$29,000 annual salary. A motion was made Mr. Blackmond for the salary increase, supported by Mr. Billingham. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried. Mrs. Smith, Utility Billing Clerk, an increase to \$25.00 per hour. Mr. Laylin made a motion to approve hourly pay increase, supported by Mr. Blackmond. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**Mileage reimbursement; Mr. Blackmond made a motion to accept the IRS rate for mileage, supported Mr. Laylin. Motion carried.**

**Per Diem; \$80.00 per meeting per board member, excluding the Chairman. A motion was made by Mr. Laylin to pay \$80.00 per meeting as the only per diem being paid, supported by Mr. Billingham. Motion carries.**

**Billing; Discussion on billing cycles, changing from three (3) times annually to bi-yearly. Mr. Laylin made a motion to implement a plan for bi-annual billing by 2025, supported by Mr. Billingham. Roll call vote-Ayes-Mr. Blackmond, Mr. Moore, Mr. Kays, Mr. Billingham and Mr. Laylin. No votes-None. Motion carried.**

**Meeting dates for 2024-2025. A schedule was presented for the coming fiscal year. Mr. Kays made a motion to accept the dates as presented, supported by Mr. Laylin. Motion carried.**

**Mr. Billingham reported to the Board of a sink hole on Currans Beach Rd and Maple Island Rd, in the coming week, Dowagiac will take a closer look.**

**The next meeting will be April 11, 2024, at 1:30 pm.**

**A motion was made by Mr. Blackmond and supported by Mr. Laylin to adjourn the meeting at 3:18 pm.**

**Respectfully submitted,**

**Mrs. Kaye Smith  
Recording Secretary**