

SOUTHERN CLINTON COUNTY  
MUNICIPAL UTILITIES AUTHORITY  
3671 W. Herbison Road  
DeWitt, MI 48820  
Regular Commission Meeting  
November 16, 2016

**CALL TO ORDER**

Chairperson Coss called the meeting to order at 4:30 p.m.

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**ROLL CALL**

PRESENT: Clark, Coss, Helinski, Kurt, Mosier, Ross, Taylor, Tubbs, Weitzel, Wietecha

ABSENT:

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Mead

**APPROVAL OF AGENDA**

Motion by Ross, seconded by Kurt, to approve the agenda as presented. **Motion Carried**

Coss complimented Ross on his article in the *MWEA Matters* magazine.

**APPROVAL OF CONSENT AGENDA**

Motion by Tubbs, seconded by Kurt, to approve the consent agenda as presented. **Motion carried.**

- Regular commission meeting minutes – October 18, 2016 (Approved)
- November 2016 communications (Receive and place on file)
- Personnel Committee meeting minutes – October 25, 2016 (Approved)
- Vouchers 48802-48870 and 16859-16861 (Approved)
- Nov 16-39 Oct 2016 Financial Statement (Receive and place on file)
- Nov 16-40 Authorization for Manhole Repair – LS 501 (Approved)

**PUBLIC COMMENT**

There were no public comments.

**NEW BUSINESS**

**16-41 2017 Meeting Dates - Resolution**

Motion by Kurt, seconded by Mosier, to adopt the resolution for the 2017 meeting dates. Roll call vote: Clark, aye; Coss, aye; Kurt, aye; Helinski, aye; Mosier, aye; Ross, aye; Taylor, aye; Tubbs, aye; Weitzel, aye; Wietecha, aye. **Motion carried.**

### **16-42 Consideration of Merit**

Gurski stated that Mead & McKenzie had played pivotal roles in the transition between Director's and helping him when he started. Members discussed the compensation scale and merit.

Motion by Taylor, seconded by Ross, to approve a 1.75% merit pay increase for Process Control Supervisor Vern McKenzie and Administrative Supervisor Lisa Mead effective January 1, 2017. Roll call vote: Clark, aye; Coss, aye; Kurt, aye; Helinski, aye; Mosier, aye; Ross, aye; Taylor, aye; Tubbs, nay; Weitzel, aye; Wietecha, aye. **Motion carried.**

### **16-43 Consideration of 2017 Health Insurance/FSA**

Gurski reviewed the proposed health insurance and FSA plan. The proposed health insurance will have a higher coinsurance. The FSA will give employees the ability to put money aside pretax for medical expenses and for child care. Both plans will be effective January 1, 2017.

Motion by Tubbs, seconded by Mosier, to approve the proposed PHP healthcare plan (platinum 250 exclusive) as recommended with no increase in employee contributions. Further, to approve an FSA account for all employees with an annual maximum of \$5,000 for dependent care and an annual maximum of \$1,500 for health care. Finally, to authorize the Secretary/Treasurer to deposit up to \$4,800 (20% of total employee election) from the benefit reserve to fund 20% of the FSA account. **Motion carried.**

### **16-44 Consideration of Director Gurski Annual Review – Closed Session**

Motion by Mosier, seconded by Helinski, to go into closed session to discuss the Director's annual evaluation at the request of the Director. Roll call vote: Clark, aye; Coss, aye; Kurt, aye; Helinski, aye; Mosier, aye; Ross, aye; Taylor, aye; Tubbs, aye; Weitzel, aye; Wietecha, aye. **Motion carried.** Members adjourned to closed session at 5:00 pm.

Members resumed regular session at 5:33 pm.

Motion by Tubbs, seconded by Taylor, to receive and place on file the positive evaluation of the SCCMUA Director and to institute his salary increase according to his contract. **Motion carried.**

### **DIRECTOR'S REPORT**

Director Gurski briefly reviewed the Director's report. He stated that Craig Rathbun had been promoted to Maintenance Supervisor.

Motion by Taylor, seconded by Ross, to waive the two year vesting requirement for Craig

Rathbun under the Defined Contribution retirement plan, and to refer the Defined Contribution policy to the Personnel Committee to address internal candidates. **Motion carried.**

#### **STAFF COMMENT**

There were no staff comments.

#### **EXTENDED PUBLIC COMMENT**

There were no public comments

#### **AUTHORITY MEMBER COMMENT**

There were no member comments.

#### **ADJOURNMENT**

Motion by Ross, seconded by Taylor, to adjourn at 5:42 p.m. **Motion carried.**

Prepared by,

Lisa Mead  
Recording Secretary