

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
May 17, 2022

CALL TO ORDER

Chairperson Hildebrant called the meeting to order at 5:31 p.m.

ROLL CALL

PRESENT: Adams, Cramton, Coss, Dymczyk, Hildebrant, Tolliver

ABSENT:, Helinski, Kurt, Ross, Tubbs

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Mead, Process Control Supervisor Nichols, Jordan Smith – Maner Costerisan, Jarud Stuyvesant, Brian Hannon – Moore & Bruggink

APPROVAL OF AGENDA

Motion by Adams, seconded by Cramton, to approve the agenda as presented. **Motion Carried**

APPROVAL OF CONSENT AGENDA

Motion by Coss, seconded by Adams, to approve the consent agenda as presented. **Motion carried.**

- Regular commission meeting minutes – March 15, 2022 (Approved)
- May 2022 communications (Receive and place on file)
- Personnel Committee Minutes – May 2, 2022 (Approved)
- Vouchers 62144-62316, 17207-17212 (Approved)
- May 22-12 Mar/Apr 2022 Financial Reports (Approved)
- May 22-13 Refer to B&F/D&P Committee – 2023 Budget & CIP

PUBLIC COMMENT

There were no public comments.

PUBLIC HEARING

The public hearing was opened at 5:32 pm. Moore & Bruggink did a power point presentation discussing the potential project and SRF funding. There was no other public present and there were no comments/questions.

The public hearing was closed at 5:45 pm.

NEW BUSINESS

May 22-14 Adopt SRF Resolution

Motion by Coss, second by Adams, to waive the reading of the SRF resolution. **Motion carried.**

Motion by Coss, second by Cramton, to adopt the Resolution of a Final Project Plan for Wastewater System Improvements or NPS Pollution Control/Stormwater Improvements and authorize the Director of Operations to be the designated Project Representative. **Roll Call Vote:** Adams, Aye; Cramton, aye; Coss, aye; Dymczyk, aye; Helinski, absent; Hildebrant, aye; Kurt, absent; Ross, absent; Tolliver, aye; Tubbs, absent. **Motion carried.**

May 22-15 2021 Audit Presentation

Jordan Smith from Maner Costerisan presented the 2021 financial audit. He thanked Gurski and Mead for their help. There were no findings to bring to the Board and it is a clean/unmodified audit.

Motion by Ross, second by Coss, to approve and place on file the 2021 audit as presented and authorize Maner Costerisan to forward a copy to the State of Michigan. **Motion carried.**

May 22-16 Consideration of Employee Handbook Changes

Gurski reviewed the proposed handbook changes. These changes were reviewed by the Attorney. A social media policy was added and changes to the vacation allotment were made. The vacation changes align with the partner municipalities and will smooth out the accruals. This should help with employment attraction. The remaining changes were wording changes for clarification, changes to reflect current practices, and removing obsolete language. Statute of Limitations was removed and is now a separate document to be signed by employees. Personnel Committee reviewed and forwarded to the Board for approval.

Motion by Adams, second by Dymczyk, to authorize the Director of Operations to execute the presented changes and implement the revised handbook effective May 18, 2022. **Motion carried.**

DIRECTOR'S REPORT

The Director stated that the Sandhill pump was back online thanks to a local vendor. Lead time on a new impellor would have been 12 months. Ozone treatment was installed at LS 504. It is going very well and will be implemented at LS 208. Chemicals are getting difficult to get at times. The demonstrations for Vactor's continue. This will be coming to the Board for consideration soon.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no public comments.

AUTHORITY MEMBER COMMENT

Dymczyk and Hildebrant thanked staff for their help with the municipal masterplans.

ADJOURNMENT

Motion by Cramton, seconded by Coss to adjourn the meeting at 6:07 pm. **Motion carried.**

Prepared by,

Lisa Mead
Recording Secretary