

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
June 20, 2023

CALL TO ORDER

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

ROLL CALL

PRESENT: Coss, Cramton, Helinski, Hildebrant, Tolliver, Tubbs

ABSENT: Adams, Dymczyk, Kurt, Ross

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Mead

APPROVAL OF AGENDA

Motion by Coss, seconded by Tubbs, to approve the agenda as presented. **Motion Carried**

APPROVAL OF CONSENT AGENDA

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

- Regular commission meeting minutes – May 16, 2023 (Approved)
- Closed Commission Session minutes – May 16, 2023 (Approved)
- June 2023 communications (Receive and place on file)
- Budget & Finance Committee minutes – May 10, 2023 (Received & place on file)
- Design & Policy Committee minutes – June 1, 2023 (Received & place on file)
- Vouchers 63210-63303, 17259-17261 (Approved)
- Jun 23-22 May 2023 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

June 23-23 2024 Operating Budget & CIP

Gurski reviewed the proposed 2024 budget. Salaries, utilities, and chemicals were the largest increases. Salary increases were largely due to the upcoming retirement of the Admin Supervisor and hiring someone to train. The MERS actuarial was received and the funding levels continue to change. Motion by Tubbs, second by Helinski, to authorize the Director of Operations to distribute the proposed 2024 Operating Budget & CIP to the constituent municipalities for their review. **Motion carried.**

Motion by Tubbs, second by Coss, to authorize the Secretary/Treasurer to schedule a public Hearing in the SCCMUA conference room on September 19, 2023, at 5:30 pm, to hear comments on the proposed 2024 SCCMUA CIP and Operating Budget. **Motion carried.**

June 23-24 Authorization for Director to Approve Change Orders

Gurski discussed project change orders and the need at times to expedite them to control costs. Members discussed the issue. Motion by Tubbs, second by Coss, to send the purchasing policy to the Design and Policy committee for review and recommendation at the August meeting. **Motion carried.**

June 23-25 Consideration of Mainline Inspection Camera System

Gurski stated that this was in the CIP four years ago but had been pushed to get as much life out of the old camera system as possible. The camera is no longer supported, and parts are unavailable. The proposed unit will be portable. Four camera systems were demonstrated and evaluated. Motion by Coss, second by Tubbs, to authorize the Director of Operations to purchase the Porteus Camera system at a cost not to exceed \$101,861, which includes a 5% contingency. Further, to authorize the Secretary/Treasurer to make the necessary budget adjustment and transfer funds from the Plant Reserve to the appropriate fund balances. **Motion carried.**

DIRECTOR'S REPORT

The Director stated that it had been a very dry month. Staff are working on painting stations and general upkeep. They are also cleaning force mains. IT services continue to be an issue and staff is looking at alternatives. The Excel spreadsheet to replace the HACH program is up and running. They hope to have the Sandhill pump installed by the weekend.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

Mead was thanked for her work on the lab spreadsheet. Gurski was thanked for his help with the large project in Bath.

ADJOURNMENT

Motion by Tubbs, seconded by Coss, to adjourn at 4:58 pm.

Prepared by,
Lisa Mead
Recording Secretary