

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
August 15, 2023

CALL TO ORDER

Chairperson Hildebrant called the meeting to order at 5:32 p.m.

ROLL CALL

PRESENT: Adams, Coss, Dymczyk, Helinski, Hildebrant, Kurt, Tolliver, Tubbs

ABSENT: Cramton, Ross

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Mead

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

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

- Regular commission meeting minutes – June 20, 2023 (Approved)
- July 2023 communications (Receive and place on file)
- Design & Policy Committee minutes – July 26, 2023 (Received & place on file)
- Vouchers 63304-63433, 17262-17268 (Approved)
- Aug 23-26 June/July 2023 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Aug 23-27 Consideration of Changes to Purchasing Policy

Gurski reviewed the proposed changes to the purchasing policy that were recommended by the Design and Policy Committee. Changes include increased spending limits, cleaning up obsolete language, and incorporating credit cards into the policy.

Motion by Tubbs, second by Coss, to adopt the proposed changes to the purchasing policy as presented, effective August 16, 2023. **Motion carried.**

Aug 23-28 Request to Hire – Administrative Supervisor

Gurski stated that Administrative Supervisor Mead has expressed her intent to retire in May 2024. Due to the uniqueness of the position, he would like to begin the hiring process to get someone on board to go through year end, audit, and most of the budget process with Mead. There is a concern about what candidates may apply for the job and other plans may need to be made.

Motion by Tubbs, second by Coss, to authorize the Director of Operations to start the hiring process for the Administrative Supervisor position. Motion carried.

DIRECTOR'S REPORT

The Director stated that there had been a lot of rain this month! Multiple issues with lightning strikes were addressed. Interviews for operators were conducted and a new operator will be starting Sept 6. Maintenance Supervisor Rathbun retired last week and Jerad Wallen is the new supervisor. The first SRF payment was made today. The project has not started but a few things are onsite. Bath Twp received a \$10 million grant for the Chandler Rd corridor. This will eliminate four stations.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

There were no member comments.

ADJOURNMENT

Motion by Tubbs, seconded by Helinski, to adjourn at 5:50 pm.

Prepared by,
Lisa Mead
Recording Secretary