

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
November 21, 2023

CALL TO ORDER

Chairperson Hildebrant called the meeting to order at 5:30 p.m.

ROLL CALL

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

ABSENT:

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 – September 19, 2023 (Approved)
- Closed session meeting minutes – September 19, 2023 (Approved)
- November 2023 communications (Receive and place on file)
- Design & Policy Committee meeting minutes – (Receive and place on file)
- Vouchers 63509-63638, 17272-17278 (Approved)
- Nov 23-34 September/October 2023 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Nov 23-35 2024 Meeting Dates - Resolution

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

Motion by Tubbs, second by Adams, to adopt the resolution for the 2024 meeting dates. **Roll Call: Adams, aye; Coss, aye; Cramton, aye; Dymczyk, aye; Helinski, aye; Hildebrant, aye; Kurt, aye; Ross, aye; Tolliver, aye; Tubbs, aye. Motion carried.**

Nov 23-36 Consideration of Closed Session

Motion by Coss, second by Kurt, to enter closed session for the purpose of discussing the collective bargaining agreement in accordance with the Open Meeting Act per Sec. 15.268. Sec 9 (c). **Roll Call: Adams, aye; Coss, aye; Cramton, aye; Dymczyk, aye; Helinski, aye; Hildebrant, aye; Kurt, aye; Ross, aye; Tolliver, aye; Tubbs, aye. Motion carried.**

Members returned from closed session at 5:44 pm.

Motion by Tubbs, second by Coss, to authorize the Chair of the Board to sign and execute the union contract for 2024-2027. **Motion carried.**

Nov 23-37 Consideration of Non-Union 2024 COLA

Gurski reviewed the sources he had used to determine a recommendation for COLA. The union will be receiving a 5% increase in 2024. It is also important to keep the scales relevant to the market.

Motion by Tubbs, second by Adams, to adopt the proposed 4.5% cost of living raise for the nonunion pay scale, effective January 1, 2024. **Motion carried.**

Nov 23-38 Director's Annual Evaluation

Coss reviewed the evaluation. The Director also completed a self-evaluation. This year the long evaluation was used, and the Director was reviewed by all Board members. All of the comments were positive.

Motion by Tubbs, second by Coss, to give a positive annual performance review of the Director of Operation and authorize the increase in accordance with the contract language effective January 1, 2024. Motion carried.

Nov 23-39 Consideration of Bioworks Agreement

Gurski stated that the D&P committee had reviewed and made changes to the proposed contract. This contract incorporates those changes. Members asked for two additional changes. This agreement could garner additional benefits in the future for the Authority.

Motion by Coss, second by Ross, to authorize the Chair of the Board to sign the agreement with Bioworks Energy on behalf of SCCMUA as amended. Motion carried.

Nov 23-40 Project Pay Estimate

Gurski briefly revised the project status. Some of the components are coming in quicker than anticipated.

Motion by Coss, second by Ross, to authorize the Director of Operations to submit for project reimbursement in the amount of \$1,200,580 (the cost associated with the pay item list) and further authorize payment to RK Davis in the amount of \$1,103,553.38. Motion carried.

DIRECTOR'S REPORT

The Director reported that interviews for the Admin Supervisor position were completed and that an offer was made to Jessica Parker-Sternburgh. She will start on November 30. Staff are completing projects prior to yearend. The Director continues to work through issue that pop up with the construction project.

STAFF COMMENT

Mead stated that Commissioner pay would be cut on December 1. Anyone who would like direct deposit should contact her.

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

Hildebrandt thanked staff for their help with Norm Fasteners. Everyone was wished a Happy Thanksgiving.

ADJOURNMENT

Motion by Kurt, seconded by Tubbs, to adjourn at 6:18 pm.

Prepared by,

Lisa Mead
Recording Secretary