

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
February 20, 2024

CALL TO ORDER

Vice-Chair Coss called the meeting to order at 4:30 p.m.

ROLL CALL

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

ABSENT: Cramton, Hildebrant, Ross

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Parker-Sternburgh.

APPROVAL OF AGENDA

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

ELECTION OF OFFICERS

Motion by Tubbs, seconded by Dymczyk, to elect Dan Coss as Chair, Mark Helinski as Vice Chair, and Jessica Parker-Sternburgh as Secretary/Treasurer of the Southern Clinton County Municipal Utilities Authority for 2024-2025, that nominations be closed, and a unanimous ballot cast. **Motion carried.**

APPROVAL OF CONSENT AGENDA

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

- Regular commission meeting minutes – January 26, 2024 (Approved)
- January 2024 Flow Report (Approved)
- Vouchers Ck# 63745-63834, Ck # 17294-17296 (Approved)
- Feb 24-06 December 2023/January 2024 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Feb 24-07 Consideration of RFP for Legal Services

The RFP lays out the framework for soliciting new legal counsel. Director Gurski will contact potential candidates and then pass on the probable candidates to the Design and Policy committee to move toward selecting new representation.

Motion by Tubbs, second by Helinski, to authorize the Director to initiate the solicitation of RFP to similar legal firms, and additionally, grant authorization to the Design and Policy committee to evaluate these proposals and provide recommendations to the entire Board for consideration.

Motion carried.

Feb 24-08 Project Pay Estimate #4 and #5

Gurski briefly reviewed the project status. Much of the equipment has arrived on-site and due to the good weather, the project is moving along well, and is even slightly ahead of schedule. Bypass will start in April.

Motion by Tubbs, second by Dymczyk, to authorize the Director of Operations to submit for project reimbursement four and five in the amount of \$1,146,279.00 (the costs associated with the pay item list) and further authorize payment to RK Davis in the amount of \$1,083,146.00. **Motion carried.**

DIRECTOR'S REPORT

The Director stated a lot of the focus is on the project and assisting where we can in the process. The team is continuing to work on filters with the contractors as it is substantial cost savings for our team to do the work. Additionally, it is great hands-on training for the team allowing a better understanding of the system and the inner workings. A change of meeting request for the month of May and September will be forthcoming per a request from a board member. 2023 Audit details should be available to review in April as the audit was completed the week of February 12th.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no public comments.

AUTHORITY MEMBER COMMENT

Adams will not be able to attend the March meeting.

ADJOURNMENT

Motion by Coss, seconded by Helinski to adjourn at 4:56 pm.

Prepared by,

Jessica Parker-Sternburgh
Recording Secretary