

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
May 14, 2024

CALL TO ORDER

Chairperson Coss called the meeting to order at 5:01 p.m.

ROLL CALL

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

ABSENT: Helinski, Tolliver

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Parker-Sternburgh, Jordan Smith of Maner Costerisan

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

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

- Regular commission meeting minutes – March 19, 2024 (Approved)
- March/April 2024 communications (Receive and place on file)
- Vouchers 63891-63955, 17300-17305 (Approved)
- March/April 2024 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

May 24-15 Presentation of 2023 Audit

Motion by Tubbs, second by Ross, to approve and place on file, the 2023 audit as presented and authorize Maner Costerisan to forward a copy to the State of Michigan. **Motion carried.**

May 24-16 2025 Operating Budget and CIP

Gurski stated that the Budget and Finance Committee met on May 1st and approved the forwarding of the 2025 Budget and CIP to the board for consideration.

Motion by Tubbs, second by Adams, to authorize the Director of Operations to distribute the proposed operating and CIP to the constituent municipalities for review. **Motion carried.**

Motion by Tubbs, second by Dymczyk to authorize the Secretary/Treasurer to schedule a public hearing at SCCMUA on September 17, 2024, at 5:30 pm to hear comments on the proposed 2025 SCCMUA Capital Improvement Plan and Operating Budget. **Motion carried.**

May 24-17 Authority Legal Services

Gurski explained that the D&P committee met and discussed RFP from 4 different firms. After review and input from members the decision was made to submit an engagement letter to Miller Canfield for legal services related to the Authority going forward.

Motion by Ross, second by Kurt, to authorize the Chair of the Board to sign the engagement letter for legal services to Miller Canfield. **Motion carried.**

May 24-18 SRF Project Pay Estimate 7

Gurski commented that there have been significant changes with the progress of the project and that 90% of the required equipment needed is now on hand at SCCMUA.

Motion by Adams, second by Kurt, to authorize the Director of Operations to submit for project reimbursement seven in the amount of \$1,705,197 and further authorize payment to RK Davis for \$1,679,447. **Motion carried.**

May 24-19 SRF Project Pay Estimate 8

Motion by Tubbs, second by Cramton, to authorize the Director of Operations to submit for project reimbursement eight in the amount of \$891,733.00 and further authorize payment to RK Davis for \$874,790.00. **Motion carried.**

DIRECTOR'S REPORT

The Director stated that former Secretary/Treasurer Mead's last day was today, May 14. Grateful for her years of service and hopes that she enjoys the retirement years ahead. In regard to the project, most of SCCMUA operations are revolving around the expansion project. The team is continuing to keep up with regular maintenance projects as well, but with the recent resignation of a veteran operator, the maintenance team is also very busy training two newer operators. SCCMUA will be looking to increase the call-in pay to ensure that in the case of emergency call-ins we can fully support to needs of the authority even with a smaller staff and two new operators. A job posting has been created and the authority is really looking to hire someone with prior experience which can be hard to find.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

Tubbs commended the Authority and Maner Consterisan for the completion of the 2023 Audit. Ross expressed his appreciation for the change in meeting. Dymczyk expressed his gratitude to Director Gurski and the members of the authority for their continued support. Chairperson Coss thanked SCCMUA for attending the DeWitt Community showcase and also thanked Lisa Mead for her dedication and years of service to SCCMUA.

ADJOURNMENT

Motion by Kurt, seconded by Ross, to adjourn at 5:38 pm.

Prepared by,
Jessica Parker-Sternburgh
Recording Secretary