

SOUTHERN CLINTON COUNTY  
MUNICIPAL UTILITIES AUTHORITY  
3671 W. Herbison Road  
DeWitt, MI 48820  
Regular Commission Meeting  
November 19, 2024

**CALL TO ORDER**

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

**ROLL CALL**

PRESENT: Adams, Coss, Helinski, Hildebrant, Kurt, Ross, Tubbs

ABSENT: Cramton, Roblyer

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

**APPROVAL OF AGENDA**

Motion by Tubbs to amend the agenda to include 24-43, December Pay Estimate 15 approval, seconded by Adams, to approve the amended agenda. Motion Carried

**APPROVAL OF CONSENT AGENDA**

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

- Regular commission meeting minutes – October 15, 2024 (Approved)
- October 2024 communications (Receive and place on file)
- Vouchers 64280-64343, 17311, EFT's 46-52 (Approved)
- Nov 24-38 October 2024 Financial Reports (Approved)

**PUBLIC COMMENT**

There were no public comments.

**NEW BUSINESS**

**Nov 24-39 2025 Meeting Dates - Resolution**

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

Motion by Tubbs, second by Adams, to adopt the resolution for the 2025 meeting dates. Roll Call: Adams, aye; Coss, aye; Helinski, aye; Hildebrant, aye; Kurt, aye; Ross, aye; Tubbs, aye. Motion carried.

**Nov 24-40 Consideration of Non-Union 2025 COLA**

Motion by Ross, second by Tubbs, to adopt the proposed 4.5% cost of living raise for the non-union pay scale, effective January 1, 2025. Motion carried.

**Nov 24-41 Director's Annual Evaluation**

This year the short evaluation was used, and the Director was reviewed by all Board members. All of the comments were positive.

Motion by Tubbs, second by Kurt, 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, 2025 and to have the Director of Operations contract reviewed by the Personnel Committee so the contract can be updated for 2026. **Motion carried.**

#### **Nov 24-42 Project Pay Estimate 14**

Gurski briefly revised the project status. Almost all components are now on hand, and it is anticipated that this will be the largest pay estimate SCCMUA will receive.

Motion by Adams, second by Helinski, to authorize the Director of Operations to submit for project reimbursement in the amount of \$2,599,890.68 (the cost associated with the pay item list) and further authorize payment to RK Davis in the amount of \$2,577,512.95. **Motion carried.**

#### **Nov 24-43 Project Pay Estimate 15**

Motion by Tubbs, second by Adams, to authorize the Director of Operations to submit for project reimbursement for Payment 15 in the amount TBD in December without authorization from the board. **Motion carried.**

#### **DIRECTOR'S REPORT**

The Director thanked the board for their support in helping SCCMUA grow and continue to improve. He also reported that there was good news on the cost of the health insurance offered and that SCCMUA only saw a small increase compared to other providers. The team is working on year-end tasks and will be working to get off bypass by the end of the year as originally planned.

#### **STAFF COMMENT**

There were no staff comment.

#### **EXTENDED PUBLIC COMMENT**

There were no extended public comments.

#### **AUTHORITY MEMBER COMMENT**

Commissioner Tubbs wished everyone a Happy Thanksgiving and Happy Holidays and Happy New Year. Commissioner Kurt complimented Director Gurski on a great evaluation and wished everyone a Merry Christmas. Commissioner Ross wished everyone a Merry Christmas and Commissioner Helinski wished all Happy Holidays.

#### **ADJOURNMENT**

Motion by Coss, seconded by Hildebrant, to adjourn at 5:52 pm.

Prepared by,

Jessica Parker-Sternburgh  
Recording Secretary