

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
March 18, 2025

CALL TO ORDER

Secretary/Treasurer Parker-Sternburgh called the meeting to order at 5:32 p.m.

ROLL CALL

PRESENT: Adams, Cramton, Kurt, McClanahan, Roblyer, Tubbs

ABSENT: Coss, Helinski, Hildebrant, Ross,

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

APPROVAL OF AGENDA

Motion by Tubbs, seconded by Cramton to appoint Chairperson Adams to temporary chair the meeting in the absence of Chairperson Coss and Vice Chairperson Helinski. **Motion carried.**

Motion by Kurt, seconded by Tubbs to move agenda item Mar 25-08 to the end of the meeting due to the representative for the agenda item not being present at the start of the meeting.

Motion Carried.

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

APPROVAL OF CONSENT AGENDA

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

- Regular commission meeting minutes – February 18, 2025 (Approved)
- February 2025 communications (Receive and place on file)
- Vouchers 64515-54577, Check 17321, EFT Payments 69-75 (Approved)
- Mar 25-07 – February 2025 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

Mar 25-08 – Articles of Incorporation Draft

Director Gurski thanked each municipality for the feedback that was forwarded to Miller Canfield for review. Jeff Oronoff of Miller Canfield commented that many of the recommendations were similar from each of the municipalities, but that updates had been made per the feedback he received.

Motion by Tubbs, second by McClanahan, to authorize the Director of Operations to send it to constituent municipalities for review and adoption. **Motion carried.**

Mar 25-09 – Pay Application #19

Director Gurski provided an update on the project. We should be wrapping up many items in the project over the next several months.

Motion by Tubbs, second by Cramton, to authorize the Director of Operations to submit for project reimbursement eighteen for \$383,887.11 (the cost associated with the item list) and further authorize payment to RK Davis for \$362,656.75. **Motion carried.**

Mar 25-10 – Directors Contract

Tubbs indicated the importance of reviewing and updating the Directors contract to ensure Director Gurski’s employment with SCCMUA.

Motion by Tubbs, second by Cramton, to authorize the Personnel Committee to meet and review the director of Operations employment contract and provide any recommendations to the Board by July Board Meeting for inclusion in the 2026 budget. **Motion carried.**

Mar 25-11 – ESTA Policy Updates

With the help of Miller Canfield the SCCMUA handbook has been updated with new policies as it pertains to sick time per HB4002 policy that became effective 2/21/25

Motion by Tubbs, second by Kurt, to adopt the Earned Sick Time Policy as revised from the previous Sick Time Policy, effective March 19, 2025. **Motion carried.**

DIRECTOR'S REPORT

Director Gurski updated the board regarding the EPA visit last week at SCCMUA. He pointed out a change in the understanding of the grant that the EPA team alluded to during their visit. He also indicated that as we work to wrap up the project over the next several months that we will be sure to hold the contractor accountable until the project is 100% complete even though there may be times when the contractor is not on sight. He also thanked our legal representative Jeff for making the drive to be at the meeting tonight. Gurski also informed the board that two new associates have been hired and we will be losing one current long-term associate to a job in another industry. He also indicated that we should be mindful of how green our staff is as we review the next contract for 2027 to ensure we can attract and retain associates for long term.

STAFF COMMENT

N/A

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

Chairperson Coss apologized for his absence via text. No other comments.

ADJOURNMENT

Commissioner Adams adjourned the meeting at 5:58 PM in accordance with the Robert' Rules of Order.

Prepared by,

Jessica Parker-Sternburgh
Recording Secretary