

# ONTWA

## TOWNSHIP

Township of Ontwa \* County of Cass \* State of Michigan

[www.Ontwatwp.org](http://www.Ontwatwp.org)

26225 U.S. 12 \* P.O. Box 209 \* Edwardsburg, MI > 49112 \* Fax: (269) 663-0072 \* Phone: (269) 663-2347

### WASTEWATER BOARD MEETING

February 19, 2020 @ 6:30 PM

#### Meeting Called to Order

Chairman Mike Mroczek called the meeting to order at 6:30 PM

#### Pledge of Allegiance

Chair Mroczek asked all to stand for the Pledge of Allegiance

#### Roll Call

Chair Mroczek took roll call. Members present: John Brandt, Bruce Cassady, Jeff VanBelle, Dan Stutsman, John Bossler and new member Dave Stiffler.

**Public Comments (3 minutes per person)** there were no public comments.

**Approve Agenda** Member Stutsman made a motion to approve the agenda as presented. Member Bossler supported the motion. All member present vote Yea, no Nays. **Motion carries.**

#### Approve Last Meeting Minutes – December 18, 2019 Minutes

Member Stutsman made the motion to approve as presented. Member Bossler supports the motion. All members present vote yea, no nays. **Motion carries.**

**Financial Report** The financial report was included in the packet. Chairman Mroczek pointed out the system is operating under budget at this time. Discussion followed.

#### Wastewater Report - Administrator Brigid Forlenza

1. **IAI Reports** – The Ontwa Township Collection System, January 2020 Monthly Operations Report was reviewed by board members and after discussion was found to be in good order. The Missions Communications Management Report was reviewed. Discussion followed. The Wastewater Work Order Summaries that have been completed were reviewed. Discussion followed.
2. **Fencing** – a quote from J.C. Fencing in Cassopolis, MI is included in the packet. It will be reviewed and discussed today in Unfinished Old Business later in the meeting. It is desired to contract with local, specifically in Michigan, businesses.
3. **Wastewater Building Maintenance** – The Wasterwater Building has not been maintained or cleaned for an extended period of time and is in need of these services. Administrator Forlenza included in the packet a proposal from Servpro of Cass & St. Joseph Counties to perform these services. Discussion followed. The proposal will be addressed in this evenings New Business.

Administrator Forlenza added: C.T. Electric has completed the hook-up of the three new generators to the SCADA Missions System. This project was completed under the proposed amount.

#### Unfinished - Old Business

1. **C1 - preliminary design & site modification:** included in 2020 budget. Ongoing.
2. **St. Joseph County Regional Water & Sewer District (Granger)** Scrubber vent is working properly. SJCRW&SD have not paid their surcharge amount as of this date which started in the new year (2020). As of today's, date Ontwa Township has not been contacted by St. Joseph County Regional Water & Sewer System regarding the surcharge.
3. **JPC 1- Chemical Feed – Engineering** – IAI will be completing the project in the coming Spring.
4. **JPC1 - Fencing** – A motion was made by Chairman Mroczek to accept the fencing bid from J.C. Fencing not to exceed \$9500.00. Member Bossler supported the motion. Discussion followed. Members of the board decided to withdraw the motion to accept the bid from J.C. Fencing until other bids were collected. Bids from other local fencing companies will be investigated.

## **New Business**

- 1. Servpro – Maintenance of Wastewater Building – Member Stutsman made the motion to accept the proposal from Servpro of Cass & St. Joseph Counties to clean the Wastewater Building not to exceed \$1500.00. Member Cassady supported the motion. Roll call vote was taken. All present vote yea, no nays. Motion carries.**
- 2. Budget – Administrator Forlenza included in the packet documentation titled Wastewater Progress & Accomplishments 2019-2010. This document explains major accomplishments of Ontwa Township Wastewater Department. Budget Narrative Fiscal Year 2020-2021 document was included in the packet detailing the development of FY 2020-2021 Wastewater Operating Budget. Discussion followed.**

Administrator Forlenza presented the Budget. Discussion followed.

**Motion was made by Chairman Mroczek to grant to Wastewater Administrator Forlenza an allowance of \$50.00 per month for travel mileage and expenses. Member Stutsman supported the motion. A roll call vote was taken. All present vote yea, no nays. Motion carries.**

**Motion was made by Member Stutsman to approve the budget, including Wastewater Board peridium in the wastewater line item 610-708, reflection in Ontwa Township Budget as line item 703 Wastewater Township Services. Member Cassady supports the motion. Roll Call vote is taken and all members present vote yea, no vote nay. Motion carries.**

**The budget will be presented to the next Ontwa Township Board of Trustees Meeting.**

**Member VanBelle makes the motion to adjourn the meeting. Member Brandt supports the motion to adjourn. Meeting is adjourned at 7:47 PM.**

Submitted By: Lori Mroczek, Recording Secretary