

ONTWA

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

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

January 25, 2023 @ 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 and John Bossler. Member absent: Dave Stiffler

Public Comments (3 minutes per person) There were no public comment

Approve Agenda – Member Bossler made the motion to approve the agenda. Member Cassady supports. All members present vote yea, no nays. **Motion carries.**

Approve Last Meeting Minutes – December 21, 2022, Minutes Member Stutsman makes the motion to approve December 21, 2022, minutes. Member VanBelle supports. 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 for the last 9 months. Under budget spending for the month and for the year. Discussion followed.

Wastewater Report - Administrator Brigid Forlenza

1. **IAI Reports** – Reports are included in the packets. Discussion followed.

- I.A.I. During the month of December 2022, approximately 9,343,935 gallons of wastewater was generated. (As stated in the report included in the packet) The system continues to operate in excellent condition.
- Clean Earth gravity line-cleaning at PJC 2023/24. Discussion followed.
- A preventive maintenance upgrade is needed for SAW PM program. To be reviewed in new business.
- A broken pipe in the wastewater building was repaired and properly secured. The invoice was submitted to Par Plan Insurance.
- The check was received from Midwest Timber covering damage to manhole cover located in Section Street Road end.

Unfinished Old Business

None to discuss

New Business

1. Clean Earth Gravity Lines 2023/202

A motion is made by Member Cassady for the proposal from Clean Earth's cleaning of JPC's Area Map not to exceed \$30,000. Member Bossler supports. A roll call vote is taken and all members present vote Yea. No nays. Motion carries.

2. Wastewater Building? The broken pipes and damaged walls have been repaired and made secure. The costs will be covered by the insurance company.
3. 2023/2024 Budget - Administrator Forlenza presented the Ontwa Township WasteWater Fund Two Year Budget Worksheet for April 2023 – March 2024. Discussion followed. Minor modifications were discussed for the balanced budget. No rate increase for this year to customers.
4. Preventive Maintenance Program Software – Ryan Miller, Practice Area Leader, GIS, Wightman and Associates. A GIS work order update is included in the packet and presented. Discussion follows. **Member Bossler makes the motion to accept the upgrade from Wightman and Associates for a one-time not to exceed fee of \$900 and a \$10/month fee moving forward. This includes hosting site for scheduling preventive maintenance and creating reports. Member Cassady supports the motion. A roll call vote is taken and all members present vote yea and 0 nays. Motion carries.**

At this time, Administrator Forlenza exits the meeting for the discussion of the 2023/24 proposed salaries of Ontwa Township Employees. The salaries are included in the packet. The Wastewater Board is to discuss the Administrator's salary increase to be presented to the Ontwa Township Board of Trustees next meeting. An 8% increase has been proposed to other township employees. Discussion follows.

Member Stutsman presents the motion for the proposed Administrator 2023-2024 salary to be increased to \$30,000. Member Bossler supports. A roll call vote is taken and all members present vote yea and 0 nays. Motion carries and goes to the next Board of Trustees meeting.

Board Comments

Member Stutsman makes the comment that both motions approved at the previous Wastewater board meeting were approved by the Ontwa Township Board of Trustees at their last meeting.

Member VanBelle makes the motion to adjourn the meeting. Member Stutsman supports the motion to adjourn. Meeting is adjourned at 7:46 PM.

ADJOURN: 7:46 PM

Submitted By: Lori Mroczek, Recording Secretary