

ONTWA

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

www.Ontwatwp.org

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WASTEWATER BOARD MEETING

December 21, 2022 @ 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 Stutsman made the motion to approve the agenda. Member VanBelle supports. All members present vote yea, no nays. **Motion carries.**

Approve Last Meeting Minutes – October 26, 2022, Minutes Member Cassady makes the motion to approve October 26, 2022 minutes. Member Brandt 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 8 months. Discussion followed.

Wastewater Report - Administrator Brigid Forlenza

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

- Wastewater Administrator has been in touch with Selge Construction. Due to their excessive workload with major projects and time restraints they have been unable to complete the manhole repair project and JPC1 project. The projects will move forward to the spring of 2023.
- Working with WW Engineering firm to complete applications for gas lines at B2 and JPC2 to facilitate the generator implementation project.
- Franke will order the meter for Edwardsburg Sports Complex to take advantage of the current pricing.
- WW Administrator contacted Brian Colvin from Clean Earth to establish gravity line cleaning for 2023 project.
- The Engineer from Wightman & Associates conducted the survey regarding Meadowview Apartment during the week of December 12, 2022.
- Wightman & Associates completed Eagle Ridge Lift Station Design.
- On December 13, 2022, a damaged manhole and blockage to system on Section Street was discovered. WW Administrator, I.A.I., Dig It and Clean Earth all responded to the issue. WW Administrator met with Scott Riley, Project manager, to create a plan of action for repair. Selge Construction was called in to repair cone and place a bollard at the location to delineate manhole. This was completed on December 15, 2022. Clean Earth returned to location to clean and repair manhole and C4 to prevent damage to pumps and system. Discussion followed.

WW Administrator contacted local police and a non-criminal damage report was conducted. The \$8,607.67 cost of repair will be paid by the homeowner who created the damage.

- During the month of November, the following lift stations were cleaned: C1, C3, B1, B3, B4, JPC1, EDW1 and EDW2.
- C1 and EDW1 were flushed.

Unfinished Old Business

None to discuss

New Business

1. Manhole Repair located at 23956 South Shore Drive will be added to the current list of manhole repairs.
2. Munibilling Contract - Received contract quotes from other billing companies to find competitive bids for billing, copies are included in the packet. Discussion followed. **Member Stutsman made the motion to continue with Munibilling, Ontwa Township – Subscription Contract for \$700.00 / month for three years. Member Bossler supports. A roll call vote is taken. All members present vote yea, 0 nays. Motion carries.**

Also included in the packet is Munibilling's Ontwa Township – Bill Creation as a Service Contract. This includes a 50% discount costing \$335 annually for three years.

Member Brandt makes the motion to accept Munibillings – Bill Creation as a Service at \$335 annually for three years. Member Stutsman supports.

A roll call vote is taken. All members present vote yea, 0 nays. Motion carries.

All motions will be taken to the next Ontwa Township Board of Trustees meeting by Wastewater Board Member Stutsman.

Board Comments

There are no board comments.

Member Stutsman makes the motion to adjourn the meeting. Member VanBelle supports the motion to adjourn. Meeting is adjourned at 7:11 PM.

ADJOURN: 7:11 PM

Submitted By: Lori Mroczek, Recording Secretary