

Dorr/Leighton Sewer Authority

November 10, 2011

1. The annual meeting of the Dorr/Leighton Sewer Authority was called to order at 8 a.m. at the Dorr Township Hall by chairperson VanHaitsma.
2. Members present: VanHaitsma, DeKam, Troost, Nieuwenhuis, Saunders
3. Members absent: Davis, VanderWoude, Sloan (deceased since last meeting)
4. Others present: Roger Swets, Dar VanderArk, Brandon Mieras, Joe Baxter
5. Motion by DeKam, support by Saunders to approve the minutes of September 8, 2011. All members voted yes.
6. Baxter and Mieras reported that the 3 quarter reports have been submitted to the DEQ. There were no deficiencies to report.
7. Mieras reported that some laterals in District #5 are too deep. He is working with the contractor to resolve the issue.
8. Joe Baxter of B&B Wastewater reported that our plant is running very well. Problems at 1220 144th have been resolved and issues at 1273 144th are being working on.
9. A resolution to adopt sanitary sewer rates, fees and charges was presented for approval. Some changes were requested. Motion by DeKam, support by Troost to table a decision until the changes have been made.
10. A proposed agreement with AJ's Bar and Grill was presented for approval with a connection fee of \$45,565.00. Property owner will make a \$5000.00 down payment with annual payments of \$2500.00 for ten years with a 3.6% interest rate. The first payment will be due on 2/14/12. Motion by DeKam, support by Troost that this information be placed in a recordable agreement giving authority to the chairmen to approve and sign the document following preparation of this agreement by our attorney. All members voted yes. Motion carried.
11. There was discussion regarding the REU table and possible need for changes to include a factory category. It was also clarified that in some instances square footage for determining REUs of a building could be calculated using factory/storage/office as a determining factor.
12. Treasurer Saunders presented the 2011 financial report. It was received for information.
13. Discussion began on the 2012 budget when one authority member had to leave the meeting. The loss of that member left the authority without a quorum to make decisions so the meeting was recessed until Thursday, November 17, 2012 at 8 a.m. at the Leighton Township Hall.
14. Meeting reconvened at 8 a.m. on November 17, 2011. Members present: VanHaitsma, DeKam, Nieuwenhuis, Saunders, Troost, Davis Also, Dar VanderArk
15. Motion by DeKam, support by VanHaitsma to agree to repay the Dorr Township DDA for the purchase of a portable generator according to the payment schedule following a 20 year amortization schedule (see attachment). All members voted yes. Motion carried.
16. Motion by DeKam, support by Troost to change the debt service amount of the quarterly usage billing to \$20.00 effective for the first quarter of 2012. Roll call vote. Yeas: DeKam,

Troost, Davis, Saunders, VanHaitsma, Nieuwenhuis Nays: None Absent: Sloan, VanderWoude Motion carried.

17. Motion by DeKam, support by Troost to adopt the updated resolution #2011-11-01 - A Resolution to Adopt Sanitary Sewer Rates, Fees and Charges. Roll call vote. Yeas: DeKam, Troost, Davis, Saunders, VanHaitsma, Nieuwenhuis Nays: None Absent: Sloan, VanderWoude Motion carried.
18. Motion by Troost, support by DeKam to adopt the proposed Operations & Maintenance budget with an estimated balance on hand 12/31/12 of \$71,256.68. All members voted yes. Motion carried.
19. Motion by Davis, support by Nieuwenhuis to adopt the proposed Bond Fund budget with an estimated balance on hand 12/31/12 of \$820,844.33. All members voted yes. Motion carried.
20. Motion by VanHaitsma, support by DeKam to resolve to adopt the compensation schedule for authority trustees as presented in the expense portion of the 2012 O & M budget. Roll call vote. Yeas: VanHaitsma, DeKam, Saunders, Davis, Troost, Nieuwenhuis Nays: None Absent: Sloan, VanderWoude Motion carried.
21. Due to the Dorr Township vacancy created by the death of the at large member, Don Sloan, Dorr Township will be placing an ad for an interested person to serve on the authority board.
22. Motion by Davis, support by Troost to retain the current officers. All members voted yes. Motion carried.
23. The next meeting is scheduled for May 3, 2012.
24. Motion by DeKam, support by Nieuwenhuis to adjourn.

Mary Lou Nieuwenhuis, Sec'y _____

Tammy VanHaitsma, Co-chair _____

Kevin DeKam, Co-chair _____