

Dorr/Leighton Wastewater Authority Regular Meeting

December 1, 2022

7:00 p.m.

1. **Meeting called to order** by Chairperson Wolbrink at 7:10 p.m. at the Leighton Township Hall.
2. **Members present:** Bultsma, Fennema, Perry, Miling, Sewers, Wolbrink, Akers, Geers
Member(s) absent with notice: None
Others present: Fern O'Beshaw, Brandon Mieras, Joe Baxter
3. **Minutes:** Motion by Bultsma, support by Sewers to approve the minutes from the May 19, 2022 meeting. All members voted yes; motion carried.
4. **Agenda:** Motion by Sewers, support by Miling to approve the agenda as written. All members voted yes; motion carried.
5. **Plant Expansion:** Brandon from Williams & Works gave final update on plant expansion. Final payment was made in October 2022.
6. **Public Comment:** None.
7. **No Correspondence**
8. **Operations Report – Joe Baxter, B&B Waste Water:** Joe mentioned that there is foam in the affluent tank. Brandon will inquire about a fix. Someone can come out 12/12 to look at possible needed changes. Joe reported that lift station #2 needs upgrade as detailed in his budget report. Pump upgrade could be in the \$250,000-\$300,000 range depending on proposed large development. Brandon reported that developer is aware of costs and the possible need to offset those costs. Discussion regarding if the current system can handle numbers of homes coming in addition to the proposed apartments development on Division.
9. **Old Business:**
 - A. **Sign for plant on Division:** tabled.
 - B. **I & I Sump Pump connections letter and policy:** Not discussed.
 - C. **Ammonia level letter and process policy:** Not discussed.
 - D. **Appreciation Luncheon:** Thursday, December 15 at 11 a.m.
10. **New Business:**
 - A. **Waste Disposal Agreement with Allegan County Road Commission:** Motion by Wolbrink, support by Miling to sign the waste disposal agreement with the Allegan County Road Commission to allow ACRC to dump clean screened dirt behind the plant. Steve was asked to revisit the agreement yearly. All members voted yes; motion carried.
 - B. **Establish minimum REU rate for multifamily homes:** Motion by Wolbrink, support by Sewers to establish a minimum of 1 REU per single family dwelling including apartments with the exception of the apartments at 1125 144th Ave, which will be "grandfathered in" with what their rates are currently. All members voted yes; motion carried.
 - C. **Meter Reads/REU Calculation:** Reviewed worksheet. Motion by Bultsma, support by Geers to approve the worksheet. All members voted yes; motion carried.
 - D. **Board Member Pay:** No changes were made to current board member pay. Board members receive \$50 per regular meeting with the vice-chair receiving \$100 and the secretary receiving \$75. The Chair does not receive regular meeting pay, but does receive \$300 per month salary. Motion by Bultsma, support by Akers to raise the Chairperson's salary by 9% making his monthly salary \$327 per month, \$3,924 per year. All members voted yes; motion carried.
 - E. **Finance Committee Pay:** The finance committee members (Wolbrink, Miling, Sewers, Bultsma) receive \$25 per monthly finance committee meeting. No changes made.
 - F. **Treasurer Assistant:** Motion by Miling, support by Akers to hire Diana Smith to assist Fern for an average of 4 hours per week at \$17.50 per hour. All members voted yes; motion carried.

- G. **Fern's Salary:** Motion by Miling, support by Geers to increase Fern's annual salary by 10% bringing it to \$11,000. All members voted yes; motion carried.
- H. **Set rates for 2023:** Motion by Geers, support by Akers to raise connection fees to \$5000 effective immediately. 6 members voted yes; 2 members voted nay. Motion carried. No changes made to quarterly user rates. The rates will be reviewed in three months' time.
- I. **2023 Budget:** The budget was presented and reviewed. Changes made to line #33 with 10% increase to Treasurer salary, 9% increase to Chairperson salary, and 4% increase to B & B contract. Motion by Bultsma, support by Sewers to approve budget with above mentioned changes. All members voted yes; motion carried.

11. **Public Comment:** None.

12. Next regular meeting date has been set for March 16, 2022 at 3 p.m. at Leighton Township.

13. Motion by Sewers, second by Perry to adjourn. Motion carried.

14. Meeting adjourned at 10:04 p.m.

Sec'y: Rachel Fernema

Chair Wolbrink: [Signature]

Vice-Chair Miling: [Signature]