

Gratiot Area Water Authority  
January 10, 2018

The 2018 meeting of the Gratiot Area Water Authority was called to order at 12:01 pm by Chairman Giles in the Alma Municipal Building. A quorum of the Authority was present.

*Roll Call*

Authority Members present: Kurt Giles, Don Pray, Matt Schooley, and Tom Reed.  
Authority Members absent: Melissa Allen (excused), and Roxann Harrington.  
Others present: John Willemin, Alan Leute, and Cynthia Michels.

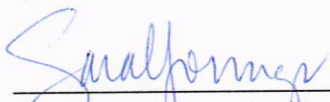
*Election of Officers*

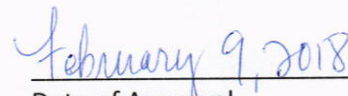
Kurt Giles opened the floor for nominations for Chairperson.

A point of order was raised by Alan Leute in relation to the type of meeting being called to order. Chair ruled meeting was an organizational meeting.

**Motion by Tom Reed, seconded by Don Pray, to nominate Kurt Giles as Chairman, Matt Schooley as Vice-Chairman, Melissa Allen as Secretary, and Sara Youngs as Recording Secretary, close nominations, and declare that they be elected. Motion carried with a unanimous voice vote.**

**Motion by Schooley, seconded by Pray, to close the organizational meeting at 12:04 p.m. Motion carried with a voice vote.**

  
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Sara Youngs, Recording Secretary

  
\_\_\_\_\_  
Date of Approval

The regular meeting of the Gratiot Area Water Authority was called to order at 12:04 pm by Chairman Giles in the Alma Municipal Building. A quorum of the Authority was present.

*Roll Call*

Authority Members present: Kurt Giles, Don Pray, Matt Schooley, and Tom Reed.  
Authority Members absent: Melissa Allen (excused), and Roxann Harrington.  
Others present: John Willemin, Alan Leute, and Cynthia Michels.

*Approval of Minutes*

**Motion by Reed, seconded by Schooley, to approve the minutes of December 8, 2017, as presented.**  
**Motion carried with a unanimous voice vote.**

*Requests for Payment*

**Motion by Pray, seconded by Reed, to approve a request for payment to Fishbeck, Thompson, Carr & Huber, Inc. for Invoice #371791 in the amount of \$900.00 for services rendered through December 1, 2017. Motion carried with a unanimous voice vote.**

Keith Risdon joined the meeting at 12:07 p.m.

*Recommendations on Bids*

**Motion by Pray, seconded by Reed, to receive the bids for the annual chemical procurement and to award them as follows:**

<u>Vendor</u>	<u>Product</u>	<u>Quantity</u>	<u>Bid Amount</u>
Carmeuse Lime & Stone Inc.	Lime	600 tons	\$83,586.00
PVS Technologies	Ferric Chloride	35 dry tons	\$17,920.00
Polydyne Inc.	Anionic Polymer	1 ton	\$ 2,000.00
Shannon Chemical	Phosphate	4 tons	\$10,638.36
Haviland Products	Fluoride	3 tons	\$ 2,088.00
Haviland Products	Sulfuric Acid	16 tons	\$ 5,600.00
Haviland Products	Sodium Hypochlorite	25,000 gallons	\$19,000.00
Haviland Products	Dense Soda Ash	100 tons	\$43,000.00

**Motion carried with a unanimous voice vote.**

*Other Business*

Chairman Giles asked the group to consider establishing a sub-committee for Finance. Don Pray provided a draft he had prepared for the role of the committee. Giles offered to serve on the committee. Schooley suggested Cynthia Michels, Alma Finance Director, be a member, and Michels suggested Bobbie Marr, St. Louis Finance Director, be included.

Roxann Harrington joined the meeting at 12:15 p.m.

After additional brief discussion, it was determined that the subcommittee would include Authority Board members Giles, Pray, and Schooley, and well as other non board members. The group will meet informally to evaluate the subcommittee description provided by Pray and report back for an official resolution at the next meeting.

### *Reports*

John Willemin, of Fishbeck, Thompson, Carr & Huber, Inc. offered the following Engineer's Update:

#### **Water Plant**

- Outstanding warranty items:
  - Sodium hypochlorite pump replacement – outstanding, scheduled for this week
  - Shower modification – a replacement unit has been ordered and is due in this week
  - CCI warranty control work – ongoing by CCI along with work they are doing on the Wells 10/11 Well Houses contract.

#### **Wells 10 and 11 Raw Water Transmission Main**

- The flow indicator for the water meter for the valve vault water service is on order. The Contractor is also working on the insulation of the water line in the valve vault.
- The valve vault was relocated due to a conflict with site piping. This will require some relocating of some valve components so they are accessible from the work space in the vault. This will be completed by the valve manufacturer representative during startup which is pending completion of the meter.

#### **Wells 10 and 11 Well Houses**

- The VFD at Well 10 failed during startup and was replaced by the supplier.
- Both wells are reported to be ready for service per the contractor. A letter from the Contractor requesting substantial completion is pending, along with his log of items to be completed for final completion.
- An informal list of incomplete items was provided to the contractor. A formal site review will be conducted and punch list issued after the request for substantial completion is received.
- Final grading and site restoration will be conducted in the spring as weather permits.

#### **Wells 10 and 11 Wells Contract**

- Contract work is complete except for completion of abandonment of existing St Louis wells 1 and 4, which is delayed due to issues with moving existing overhead utilities.

#### **Hydrogeological and Well 12**

- Further activity to locate Well 12 is pending feedback/approval from EPA.
- Garret Powell has provided a quote to repair damaged monitoring well at Well 9. A data logger was lost in well and will be replaced as it was damaged.

#### **Reliability Study**

- The draft report was issued November 17, 2017.

After brief discussion following the Engineer's report, Chairman Giles presented the December Water Production Report. Group agreed the column marked "Billed" may be unnecessary for the report.

Financial Statements were reviewed after the Water Production Report. Cynthia Michels answered questions from Authority members. Information included in the financial statements will be reviewed by the Finance Committee. They will also review budget information.