

To: Love Mulholland
Regarding easement over Mulholland property for sewer. It will cost approximately \$25,000 to put in gravity sewer to service both properties. *Pierson to have cost estimate detail for February meeting.*

To: Kreager Easement
A thank you to Mr. Kreager and agreement to our requirements for allowing trees to remain in easement. He has signed this commitment letter. *Pierson to prepare affidavit for recording at county.*

Fr: Tiller Email "Thank You"
Letter of appreciation for job well done on 31st Street water installation.

To: Pfizer invoice 12/7/2005 Additional invoice for flow
Bill sent to Pfizer for flow underbilled January 2005 to August 2005 flow provided by the City. Also included underbilled flow for October as provided by the City.

PROJECT UPDATE

Hillcrest Sewer/Water Agreement
Memorandum to Bob Oudsema regarding Hillcrest sewer & water. and the next steps necessary to move ahead with project. Oudsema had asked if we are willing to contribute to the pump station that will be needed. A motion was made by Barnum and seconded by Bither to payback developers \$50,000 upon the connection of Hillcrests 50th house being connected to the sewer, as the force main is likely to be utilized by abutting properties in the future. **Motion carried, all ayes.**

Augusta Concept Agreement was sent to the Village of Augusta for Gull Lake Sewer to bring Hillcrest sewage through the Village of Augusta hooking into main pipe after Augusta's meter. Jim Schultz, Village Chairperson, has signed the Concept Agreement on behalf of the Village of Augusta.

On the water project, we are waiting for a \$50,000 deposit to proceed to drill test well(s). On the Sewer project, we are waiting for \$7,200 payment to proceed with a Village of Augusta Agreement.

Vineyard Academy Chojnowski & Vineyard
Vineyard Letter Agreement – We now have \$102,500 received Wednesday from Vineyard in our account. We are ready to move ahead *and will add \$97,500 to the construction fund. Contract with Balkema will now be signed by Pierson.* Blanchard indicated that the Zoning Commission did not consider the zoning change at the last

Pierson to finalize agreement with Ross Township and the Y-Camp, move ahead with 3 options to Feb. 1st informational meeting. Pierson will meet with Ross Township officials at their office on Monday, January 23rd, to explain options and projects to them. The Authority would prefer the gravity option, however, without a petition, we would support the pressure sewer option.

Pierson explained under the pressure sewer option we would not collect pump repair costs and extra maintenance costs as part of the Connection Fee, rather we would charge an additional monthly fee (for instance \$28/mo) based on actual costs incurred.

Also, Pierson noted the Connection Fee will be \$8,100 based on current known costs for grinder pump packages and lead installation. The \$8,100 will include a \$2,700 payback to us plus an indirect fee of \$1,625 per home. We will have Ross Township inflate the \$2,700 portion by \$200-\$300 annually to ensure our payback over 10-15 years.

NEW BUSINESS:

Conference Schedule

April 24, 25,26

Pierson asked for Board Approval to attend pump station conference in Arizona on April 24, 25 and 26th. Cost would be approx. \$1,100 for registration and \$1,500 for hotels & meals. A motion was made by Bither and seconded by Herzog approving the conference and expenses involved with. **Motion carried, all ayes.**

Personnel Policy & Job Descriptions

Code of Ethics-discussion, action?

Pierson stated that the job descriptions were not quite done so Bither made the motion that discussion be tabled until February Meeting. Barnum seconded the motion. **Motion carried, all ayes.**

OLD BUSINESS:

Credit Card billing acceptance- we are awaiting the final paper work from Offical Payments Corp. and then will be approximately two-three weeks before we are in the system and ready to accept payments.

New Entrance and Office expansion? Pierson informed the Board that at the present time, no one knows if a Regional Authority will come into being and if we will be required to participate. This office is running out of space and we have staffing issues to address. We will be considering what can be done either with this property or a new location and bring our recommendations to the Board. The Board gave Pierson the go-ahead to proceed forward with the business at-hand.

Regional issues: In 1988 the Authority was party to a lawsuit against the City for unfair charges to the outlying areas. We need to sign a new Agreement for Regional Commission and their committee to stay involved as they have been since 2002. A motion was made by Herzog and seconded by Barnum to sign agreement negating the Wastewater Advisory Board (1988 lawsuit) for 2 more years. **Motion carried, all ayes.**

Connection Fee mapping: Pierson now has the map necessary to complete this project. *He will have it completed and ready for review at the February meeting.*

FINANCIAL REVIEW/ PAY BILLS

Financial reports, Approve standard bills paid and Prein & Newhof bills.

A motion was made by Bither, seconded by Barnum to file the reports as presented, approve the standard bills paid and to pay the Prein & Newhof outstanding bills. The motion also included the transfer of funds from the 31st St. Water account to GLSWA checking account for \$4240.00 which covers Pierson's time spent on project thru December 31, 2005. **Motion carried, all ayes.**

CLOSING COMMENTS

There were a few closing comments made by the Board Members

ADJOURN MEETING TO FEBRUARY 16, 2006

Blanchard adjourned the meeting at 2: 35 p.m.

Submitted for Approval

Dean Blanchard – Chairman