

Applicants for Office Manager Selection letter
Letter sent to those who submitted resumes but the Interview Committee have deleted from the list for potential interviews.

Applicants for Office Manager Information request
Letter sent to those who may receive the opportunity for an interview if they remain interested and submit waivers for background checks.

Applicants for Office Manager Personnel Policy
Letter to Office Manager candidates in preparation for their interview along with copies of our Personnel Policy and our Code of Ethics.

Municipal Insurance Risk Control
Letter received from Alliance regarding their Risk Control Department and the new programs now available to Gull Lake Sewer & Water to identify potential property and/or liability exposure. *Pierson to modify the release with Ken Sparks for employee consideration.*

PROJECT UPDATE

Sherman Lake Bids opening 11/21 – Jim White letter
The Authority and Ross Township have both ratified the contract. Resolution and contracts have been sent to Jim White. The lift station is out for bid and we will plan to open bids on Nov. 21st. Jim would prefer we have a special meeting.

Hillcrest water E-mail
E-mail from Barbara Marczak saying that capacity looks OK, more data is needed and a draft report is about two weeks away.

Hillcrest sewer Letter to Michigan Rural Water
Letter asking for clarification of a “technical recommendation” made to the wastewater staff at the Village of Augusta.

Vineyard Lift Station Letter to Balkema \$1000.00
Note asking for their comments on outstanding bill for lawn restoration at Black Hawk.

Tamarron Update on structure/options
Draft notes from meeting with Advisory Group from the Tamarron Association.

Cooper Muir Subdivision
A review of analysis of Muir Subdivision for installation of water and sewer by Township of Cooper. Waiting till January to review more fully.

D Avenue

The project to service Stafford property and potential new construction will be reviewed and probably go out for rebid after the 1st of the year.

31st Street Water

There are two more houses to be connected. Brent Gould is in contact with both parties.

NEW BUSINESS

Staffing

Applicant selection update

There are several more interviews – one this afternoon and one on Monday and then the Interview Committee will decide on how to proceed through final selection.

OLD BUSINESS

Galesburg

Letter from Health Dept.-Letter to Health Dept.

Pierson reported the City will entertain a franchise for the single property, however, the owner now wants to tear it down which will void the franchise. We will wait.

G Avenue Pipe

Handled above.

Copier quotations

Pierson asked for additional time to put together a spread sheet comparing the three brands of copiers we have received bids on. Bither indicated that Ross Township will be having an in-house demonstration of the Sharp copier soon and Pierson has been asked to review the week of December 11th, 2006.

Insurance quote

Back Up Insurance

Following discussion on the cost of Back Up Insurance and what it really covered the Board asked *Pierson to negotiate better terms or find competing coverage through other companies.*

GIS installation

Proposal to add house conn.-lead cards & on-site drawings

Basic GIS installation will be happening any day now. The cost to have Prein & Newhof do lead cards and drawings would be approx. \$5.00 per house (\$4,500). Perhaps it could be done in-house? Postpone decision on this.

Lake Pointe

Foreclosure hearing

We have received notification of this hearing.

Alarm System

The new alarm system is up and running. Barry Bowman has put many hours into a successful installation.

Website

Pierson is to look into the possibility of a Website for Gull Lake Sewer and have information for December or January meeting.

“G” Ave. Road Repair

Hoffman has done the repair and the bill was \$1300.00, better than the \$3,000 quoted.

FINANCIAL REVIEW/ PAY BILLS

A motion was made by Bither and seconded by Herzog to file the financial reports as presented, approve the standard bills paid and to pay the Prein & Newhof bills as presented. **Motion carried, all ayes.**

CLOSING COMMENTS

ADJOURN MEETING TO DECEMBER 19, 2006 AT 12 NOON FOR CHRISTMAS LUNCHEON AND BOARD MEETING FOLLOWING AT 1 P.M.

Chairman Blanchard adjourned the meeting at 2:50 p.m.

Submitted for approval

Michael Herzog – Secretary