

North Kent Sewer Authority

Regular Meeting Minutes June 6, 2019

CALL TO ORDER

Vice Chairman Cameron VanWyngarden called the meeting of the North Kent Sewer Authority (NKSA) to order at 2:30 p.m.

Present were Terry Bartels (Courtland alt.), Jean Wahlfield (Alpine), Greg Madura (Alpine alt.), Thad Beard (Rockford), Cameron VanWyngarden (Plainfield), Bob Homan (Plainfield alt).

Absent: Steve Grimm (Cannon Township), Deb Diepenhorst (Cannon alt.), Matt McConnon (Courtland), Linda Lehman (Rockford alt.)

Also in attendance were Mark Prein P.E., Attorney Jim Scales, Director Scott Schoolcraft, Director of Public Services Rick Solle, Collections Superintendent Gary Seger, Rob Edgar, Dominic Clolinger

APPROVAL OF MINUTES AND AGENDA

Motion by Jean Wahlfield, second by Thad Beard to approve the May 2, 2019 meeting minutes. All ayes, motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

REPORT OF THE DIRECTOR

Director Scott Schoolcraft presented a written report. Scott elaborated on the sampling snapshot results that Prein and Newhof and NKSA staff recently completed on the collection system.

Scott announced that Gary Seger will retire October 3rd.

OLD BUSINESS

None.

NEW BUSINESS

A. The board discussed the need for repairs on the PARCC-Side CWP generator.

Motion by Thad Beard, second by Jean Wahlfield to approve the repair estimate in the amount of \$25,737.57. All ayes, motion carried unanimously.

B. The board considered a generator rental for the time period in which repairs will be done on the PARCC-Side CWP generator. Motion by Thad Beard, second by Jean Wahlfield to approve the generator rental for the estimated amount of \$22,598.71. Roll call vote: Terry Bartels, aye; Jean Wahlfield, aye; Thad Beard, aye; Cameron VanWyngarden, aye. All ayes, motion carried unanimously.

C. The draft Purchasing and Procurement Policy was presented by Scott Schoolcraft and Jim Scales. The policy would require board approval on certain budgeted items such as vehicles, service contracts beyond the duration of the budget year, certain professional services, real property and repairs beyond routine maintenance. Non-budgeted items would also require board approval except in the case of emergency. The policy addresses procedures for purchases. A final version of the policy will be presented at a future meeting for board approval.

MISCELLANEOUS

No meeting is scheduled for July. There is the possibility that a special meeting may be needed for the Wolverine World Wide Groundwater Treatment Facility contract considerations.

Greg Madura provided information about Fusion, a government based, homeland security analysis service.

ADJOURNMENT

The meeting was adjourned at 3:22 p.m.

NEXT MEETING

August 1, 2019 at 2:30 p.m.

Tina Porzondek
Acting Recording Secretary