

LOCKPORT TOWNSHIP WATER BOARD MEETING

June 6, 2017

Purpose of the meeting: Regular meeting of the Lockport Township Water Board.

Members Present:

David Cooper, Chairman
Paul Miller, Board Member
Mark Major, Lockport Township Rep
Wayne Timm, Board Member
Lorrie Witt, Board Member
Scott King, Operator
Pat Burke, McLellan and Strohm, Accountant
Rhonda Wright, Secretary

Members Absent:

None

Call to order:

The June 6, 2017 meeting was called to order by Chairman David Cooper at 7:02 p.m.

Agenda Approval:

Paul made a motion to approve the agenda as submitted. Lorrie seconded the motion. All in favor, motion passed.

Meeting Minutes:

- A. Lorrie made a motion to accept the 5/2/2017 meeting minutes as amended. Old Business Item C was amended to read *Jim Tolfree would like to be considered a contracted employee and paid as such*. Mark seconded the motion. All in favor, motion passed.

Accountant's report:

- A. Accounts Receivable: Daniel Sibert was billed for a new meter, MXU and certified letter mailing. They have paid the amount due in full.
- B. Accounts Payable: Pat received a phone call from Quality Lawn Care regarding a past due bill for mowing in April. She informed them she would need a bill and that they would need to return the gate keys. As of the meeting, she has not received the bill or keys. The monthly bills include a water analysis bill from the DEQ. Lorrie Witt made motion to pay the bills in the amount of \$13,684.19. Wayne seconded the motion. All in favor, motion passed.
- C. Financial Statements: Pat Burke presented the financial statements.

Total Assets:	\$7,177,968.06
Total Liabilities:	\$122,065.19
Fund Balance:	\$7,055,902.87
Monthly Expenses:	\$13,684.19

Income is down largely due to credits issued after the boil water notices and expenses are up because of needed repairs to the system. There is no need to make budget adjustments at this time. Lorrie made a motion to accept the financial statements as submitted. Paul seconded the motion. All in favor, motion passed.

- D. The total system operation hours were 130.50 and total wages were \$2,867.50.
- E. Miss Dig was 22.50 hours of the 130.50 total system operation hours. Pat requested a copy of the Public Act Information in regards to charging for Miss Dig design ticket services. She stated the information obtained is very vague. Pat had a problem posting a response to the Miss Dig website, however after contacting their office, Miss Dig did correct. Scott marked eight places on Lovers Lane per a request from a contractor.
- F. Correspondence received was the usual related business materials along with information regarding two upcoming classes. Lorrie made a motion to pay \$135 each for Scott and Dave to attend the Leak Detection & Line Location class on 6/20/2017. Mark seconded the motion. All in favor, motion passed.

System Operator's report:

- A. Scott King continues to check the pumps daily, check the generators weekly, flush the end hydrants, collect bacteria samples once a month, and completes the yearly monitoring samples.
- B. Dactel is tested yearly and is listed under the herbicide test as DCPA. This was negative as of 4/5/2017.

- C. The Emergency Response Report has been approved by the DEQ. Per Katelyn, the board still needs to work on the master plan.

Old Business:

- A. Dave will contact Joe Nowicki for help with who to contact at the Tamarac Homeowners Association regarding the installation of a new driveway to well number two.
- B. The 2017/2018 yearly budget was approved by the Lockport Township Board on 5/8/2017.

New Business:

- A. The 7/4/2017 water board meeting will be held 7/6/2017 at McLellan & Strohm's office located at 17527 M 86. This change is due to the holiday.

Visitor's comments:

There were no comments.

Adjournment:

Wayne made a motion to adjourn the meeting at 7:46 p.m. Paul seconded the motion. All in favor, motion passed.

Respectfully Submitted,

Rhonda Wright
Secretary

Minutes Approved _____