

**LOCKPORT TOWNSHIP WATER BOARD MEETING**  
**July 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  
Pat Burke, McLellan and Strohm, Accountant  
Rhonda Wright, Secretary

Members Absent:

Scott King

Call to order:

The July 6, 2017 meeting was called to order by Chairman David Cooper at 7:05 p.m.

Agenda Approval:

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

Meeting Minutes:

Paul made a motion to approve the minutes of the 6/6/2017 meeting. Wayne seconded the motion. All in favor, motion passed.

Accountant's report:

- A. Accounts Receivable: The monthly account aging report is lengthy because of the June quarterly billing.
- B. Accounts Payable: The \$100 charge from Amerigas is for propane gas tank rental. Dave will call Franger Gas Company and North Central Co-op and check their tank rental charge. Quality Lawn Care, now known as Cut Rite Lawn Care, submitted a mowing bill for mowing in April for \$100. Pat will verify when Dave started mowing prior to paying this bill. The keys were also not returned with the billing. Lorrie Witt made motion to pay the bills in the amount of \$9,023.07. Wayne seconded the motion. All in favor, motion passed.
- C. Financial Statements: Pat Burke presented the financial statements.

Total Assets:	\$7,162,884.92
Total Liabilities:	\$117,806.23
Fund Balance:	\$7,045,078.69
Monthly Expenses:	\$9,023.07

Revenue is within \$100 of last year and expenses are similar between 2016 and 2017. 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 235 and total wages were \$4,505.00.
- E. Miss Dig was 24 hours of the 235 total system operation hours. For two Miss Dig requests, the property address does not exist. The Geospace update that was recently completed is still not correct in identifying a property located within the service area. The only way to correct this issue would be to supply maps highlighted to show exact service area. Scott does check the property address and Pat posts a response letting Miss Dig know that the property in question is not part of the service area. After discussion, as to maps being submitted, it was decided to continue with the current way of determining if the property is within the service area and submitting a response.
- F. The water bills was 26.63% less than the water pumped for the quarter ending 6/30/2017, in part due to hydrant flushing.

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. A second sample reading was needed this past month. The second sample did pass.

Old Business:

- A. Dave did speak with a representative of the Tamarac Subdivision regarding our putting in a driveway at well #2; however, this person was to call him back and has not done so. He asked the Board about proceeding without the association permission. It was decided that Dave will request material and labor estimates and Paul will check with the Road Commission on obtaining a permit.
- B. Preventative Maintenance Service Agreements with Wolverine Electrical Contracting have been received. Lorrie made a motion to approve the agreements. Paul seconded the motion. All in favor, motion passed.

**New Business:**

- A. The monthly board meeting dates for the 2017/2018 fiscal year will be the second Tuesday each month at 7:00 pm. The November 7, 2017 meeting will be held at the office of McLellan and Strohm due to the election being held at the Township Hall. The January 2, 2018 meeting will be changed to January 4, 2018 and will be held at the office of McClellan and Strohm.
- B. The tower lights have been changed. The lights will need to be lowered within the next couple of years as they are dangerously located above the top of the tank. Dave will check to see if someone can be contracted to lower the lights. Paint and equipment on the tower is still in good shape.

**Visitor's comments:**

There were no comments.

**Adjournment:**

Wayne made a motion to adjourn the meeting at 7:59 p.m. Paul seconded the motion. All in favor, motion passed.

Respectfully Submitted,

/s/

Rhonda Wright  
Secretary

Minutes Approved 8-1-2017