



CHARTER TOWNSHIP OF VAN BUREN
WATER & SEWER COMMISSION
Tuesday August 26, 2014
Van Buren Township Hall
46425 Tyler Road

The meeting was called to order at 7:30 p.m. in the Otisville/Sheldon Room by Chairman Cook. Members present: Chairman Cook, Vice-Chairman Graf, Commissioner Rochowiak, Commissioner Pedersen, and Trustee McClanahan others present, Director James Taylor and Superintendent William Turner

APPROVAL OF AGENDA: Motion Commissioner Graf Second Commissioner Pedersen to approve the agenda as presented. Motion Carried.

APPROVAL OF MINUTES: Approval of minutes was tabled until the next meeting.

REPORTS:

1. Monthly Operations Report- Superintendent Turner

The numbers are starting to even between Water and Sewer there were no major incidences to report.

- 2. Lead /Copper Sampling -** The Township needs five (5) water samples for Lead and Copper testing. Requesting the board members supply samples from their homes and return in morning or call for pick up.

3. Administrative Report- Director Taylor

- **Review of Capital Projects for 2015 – (township Engineer Dave Nummer)**

1. Van Buren Park Water Main Replacement & Loop

Long dead end main in VB Park that needs to be looped.

2. EHRD/French Landing Dam Water main

The main runs under a portion of the levy and the bridge is washing away causing the main to be exposed. Therefore the options are; the main will need to be relocated and the bridge will need to be repaired, or the main and the bridge can be repaired together. If the main is fixed and remains on the bridge the project has is a high likelihood of getting additional financing from other sources.

MISSION STATEMENT

“The Van Buren Public Works Department is committed to a clean and safe environment, enhanced service delivery to its customers and protection of the significant public investment in the township’s buildings and grounds, and water distribution and sanitary collection systems.”



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3. Relocation of Public Works Facility

Relocating the public works facility to one central location (the land surrounding the water tower) would alleviate maintenance of old building, and open up space for the police at our current facility. Additionally because a sanitary line will need to be run for the tower it will open up land for development on the north side of Tyler to new businesses..

Total capital improvement funds needed for these three projects are estimated at approximately \$6 million. The Water & Sewer Commission recommended these projects for approval by the Township Board of Trustees.

- **Review of Job Description for GIS Technician- Director Taylor**
Originally going to work under the DPW dept. this position will be direct report to IT Department. The job is listed on the web with all qualifications
- **Review of Job Posting for Water & Sewer Field Staff- Director Taylor**
2 positions for a water worker are being posted. The position to perform a variety of Manual labor tasks in repairing and maintaining the water distribution system. The position is tentatively scheduled to post on Sept 2, 2014.

OLD BUSINESS None

NEW BUSINESS None

PUBLIC COMMENT: None

NON-AGENDA ITEMS: None

NEXT MEETING: September 23, 2014 (7:30pm) DWSD Workshop

ADJOURNMENT: Motion to adjourn, Commissioner Pedersen, second Trustee McClanahan. Motion carried, meeting adjourned at 8:35 p.m.

Respectfully Submitted by Karen E Smith

Approved _____

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Robert Cook, Chairman

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