



**CHARTER TOWNSHIP OF VAN BUREN  
WATER & SEWER COMMISSION**

**Tuesday October 28, 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 Vice-Chairman Graf. Members present: Vice-Chairman Graf, Commissioner Rochowiak, Commissioner Pedersen, absent excused; Chairman Cook and Trustee McClanahan and others present, Director James Taylor and Superintendent William Turner, Deputy Treasurer Sean Bellingham.

**APPROVAL OF AGENDA:**

Motion Commissioner Pedersen to approve the agenda with the following change, requested by Director Taylor, to move the NEW BUSINESS-customer billing appeals to the beginning of the agenda and all else to remain as is. Second Commissioner Rochowiak Motion Carried.

**APPROVAL OF MINUTES:**

Motion Commissioner Pedersen, to approve the minutes of the September 23, 2014 as presented, Second Rochowiak. Motion Carried.

**NEW BUSINESS:**

- 9526 Rivera- Customer requested a portion of her bill be waived by township due to circumstances beyond her control. Commissioners deliberated information.

Motion Commissioner Rochowiak to relieve customer water and sewer charges equal to the amount of 1 payment (\$ 231.67) in the payment plan on the customer's account, which is in no way to set a precedents for future issues or other disputes, Second Commissioner Pedersen, Motion Carried

- 855 E Huron River Dr- Customer was not present, therefore the commission reviewed the complaint presented in packet and the water dept. account of issue.

Motion commissioner Pedersen to accept the recommendation made by the department which was to waive the past due (already done) and request that the full payment be retained. Second Commissioner Rochowiak Motion carried.

**REPORTS:**

**1. Monthly Operations Report- Superintendent Turner**

**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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The work flow has been very steady but remains balanced with a special mention that the wet wells of the sewer stations have all been completely cleaned this year. There are several other items in the works right now which include the lift station project which was to begin 10/20/14 will now begin 11/12/2014, we are still waiting for a report on the Radio Survey, and the upgrades to the SCADA system has begun.

**2. Administrative Reports.-** Director Taylor/Deputy Treasurer Bellingham

Deputy Treasurer Bellingham gave an overview of the budget, current, amended for this year (2014), and the proposed budget for 2015. He presented the commission with a proposed rate increase of 7% for next year which would meet the needs of the department so there would be no loss and very minimal net gain. Director Taylor and Deputy Treasurer Bellingham fielded detailed questions the commissioners asked.

Motion Commissioner Rochowiak to present the proposed rate increase of 7% to the water and sewer rates for 2015 to the Township Board for approval Second Commissioner Pedersen Motion Carried.

Motion Commissioner Pedersen to accept and recommend to send the proposed budget amendments for 2014 and the proposed budget for 2015 to the Township Board for approval, Second Commissioner Rochowiak Motion Carried.

**OLD BUSINESS : Feedback on DWSD workshop**

The commissioners all stated that they felt the presentation was very educational and welcomed any future visits.

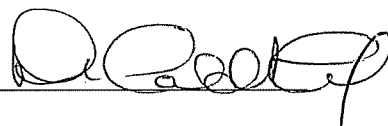
**PUBLIC COMMENT: None**

**NON-AGENDA ITEMS: None**

**NEXT MEETING: November 25, 2014**

**ADJOURNMENT:** Motion to adjourn, Pedersen, second Rochowiak. Motion carried, meeting adjourned at 8:54 p.m.

Respectfully Submitted by Karen E Smith

Approved 

Dr, Gerald Graf, Vice-Chairman

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