



CHARTER TOWNSHIP OF VAN BUREN WATER & SEWER COMMISSION

CHARTER TOWNSHIP OF VAN BUREN
WATER & SEWER COMMISSION
Wednesday October 23, 2013
Van Buren Township Hall
46425 Tyler Road

The meeting was called to order at 7:04 p.m. in the Rawsonville Room by Chairman Rochowiak. Members present: Chairman Rochowiak, , Commissioner Graf, Commissioner Pedersen, Trustee McClanahan, members absent: Commissioner Cook others present, Director James Taylor, Field Superintendent Bill Turner, Deputy Treasurer Sean Bellingham, and Engineer Dave Nummer of Wade Trim

APPROVAL OF AGENDA: Motion Commissioner Pedersen, Second Commissioner Graf to approve Agenda as is Motion Passed

APPROVAL OF MINUTES:

1. Motion Chairman Rochowiak, Second Commissioner Graf to approve the minutes of the meeting held August 27, 2013
2. Motion Commissioner Graf Second Commissioner Pedersen to approve the minutes of the meeting held September 24, 2013 with a correction in the non-agenda items to correct the date of the next meeting from September 23, 2013 to October 23, 2013.

OLD BUSINESS: none

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."



CHARTER TOWNSHIP OF VAN BUREN WATER & SEWER COMMISSION

NEW BUSINESS:

1. **SAW Grant Update-** Engineer Dave Nummer presented updated information regarding the newly available SAW grants. He also introduced a proposal for Wade Trim to complete a SAW grant application for implementation of an asset management plan at a cost of \$6000.00. If the grant is approved all but 10% of that money would be reimbursed to the township via the grant. The deadline for application submittal is December 2, 2013. Commissioner Graf moved, Commissioner Pedersen seconded; to present proposal for \$6000.00 from Wade Trim, to prepare and submit the grant application for the newly available SAW grant to the Township Board. Motion Carried

2. **Monthly Activity Report-** Field Superintendent gave a breakdown of current work going on by field staff and the breakdown of where our man hours are being expended.

3. **Budget Workshop-**
 - a. Director Taylor briefly discussed his 2014 Water & Sewer Operational Budget Narrative that was included in the W & S meeting packet. He wanted to make clear the strategies and goals of the department going forward as it tied to what was being requested in the department budget.

 - b. Deputy Treasurer presented the 2014 proposed budget numbers with a 2% rate increase. He then went over the numbers and formulas in detail addressing questions and concerns of the commissioners. Commissioner Pedersen moved, Commissioner Graf seconded; to present proposed budget for 2014 with a rate increase of 2% to the Township board.

PUBLIC COMMENT: None

NON-AGENDA ITEMS: None

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."



CHARTER TOWNSHIP OF VAN BUREN WATER & SEWER COMMISSION

NEXT MEETING: November 26, 2013

ADJOURNMENT: Motion to adjourn, Commissioner Rochowiak, second Commissioner Graf Motion Carried, meeting adjourned at 8:10 p.m.

Respectfully Submitted by Karen E Smith

Approved _____

Walter Rochowiak-Chairman

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."