



CHARTER TOWNSHIP OF VAN BUREN

WATER & SEWER COMMISSION

Tuesday May 27, 2014

Van Buren Township Hall

46425 Tyler Road

The meeting was called to order at 7:26 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 Rochowiak to approve the agenda as presented. Motion Carried.

APPROVAL OF MINUTES: Motion Commissioner Rochowiak, Second Commissioner Pedersen to approve the minutes of the April 22, 2014 with one spelling correction, Motion Carried

REPORTS:

1. Monthly Operations Report- Superintendent Turner

The Miss dig numbers are up and taking up about 18% of workforce time. All other services are maintaining normal work percentages. 4 Employees attended a Pump Class for the new lift stations and work on the Lift Station Project is ready to begin at Haggerty, North Shore and Ryznar. 3 other employees attended training classes for other services.

2. Administrative Report- Director Taylor

a. Board of Trustees Action

The board approved the Motions presented to them from last months meeting except the truck purchase which will go before the board for reconsideration at the next meeting.

b. Utility Billing Project Update

The migration to a web based version of our current billing system Springbrook has been hands on in office since April 28th. The initial conversion process and training had a few set backs but is now back on track. Those few set backs have become a positive in launching us forward in usability for staff.

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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c. Wayne County DEP Proposal-

Director Taylor gave a brief update to keep the board informed of the Counties proposal to unite all the sewer systems in an attempt to eliminate some of their debt.

d. Update on Rates Workshop-

We are still waiting for Board response on attendees for the rate workshop however we are still planning for it to take place in August. More Details of the August date will follow as that information is finalized.

OLD BUSINESS **None**

NEW BUSINESS **None**

PUBLIC COMMENT: none

NON-AGENDA ITEMS: None

NEXT MEETING: June 24, 2014 at 7:30 p.m.

ADJOURNMENT: Motion to adjourn, Commissioner Rochowiak, second Commissioner Graf
Motion carried, meeting adjourned at 8:02 p.m.

Respectfully Submitted by Karen E Smith

Approved _____
Robert Cook, Chairman

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