



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

**Tuesday April 25, 2017  
Van Buren Township Hall  
46425 Tyler Road**

The meeting was called to order at 6:34 p.m. in Denton Room by Chairperson Speaks. Members present: Commissioner Speaks, Commissioner Rochowiak, Commissioner Partridge, Commissioner Graf, and Trustee Frazier. Also Present Director James Taylor, Superintendent Martin Ladd, Township Resident Ruth Ake and her son, and Recording Secretary Pecsénye

**APPROVAL OF AGENDA:**

Motion Commissioner Rochowiak to approve the agenda with the change of customer requests (New Business) before reports, Second Trustee Frazier, Motion Carried.

**APPROVAL OF MINUTES:**

Motion Trustee Frazier, to approve the minutes of the March 28, 2017 meeting as presented, Second Commissioner Graf, Motion Carried.

**ELECTION OF OFFICERS:** Election of Commission Officers for the 2017-18 terms to take effect next meeting.

**Chairman** Commissioner Speaks Nominated Commissioner Partridge, Partridge accepted, Commissioner Graf Seconded; Motion carried.

**Vice Chairman-** Trustee Frazier nominated Commissioner Rochowiak, Rochowiak accepted, and Commissioner Partridge seconded; Motion carried.

**NEW BUSINESS:**

- 1. Customer request of relief of total amount due and extension of payment plan account # 010179-001** - Director Taylor presented 5 payment/ relief option for this customer who has a high bill due to a water back up sump. Ms. Ake told the commission her circumstance and presented a receipt showing they replaced original sump that failed causing the backup pump to turn on. Given the information provided Director Taylor recommended the Commission approve Payment Option # 5 with a 12 month to present to Supervisor for approval with the understanding this is a one-time only situation and any future incidents due to sump would not be considered.

**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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*Motion Commissioner Graf, Second Commissioner Partridge to accept Director's recommendation of Option # 5 with 12 month payment plan to submit to Supervisor for approval.*

*Yeas: Speaks, Graf, Rochowiak, Partridge, Frazier*

*Nays:*

*Absent: None*

*Motion: Carried*

**2. Customer's request of relief of total amount due and extension of payment plan account**

**# 012879-000** – Director Taylor presented the Commission with 5 payment/ relief option for this customer. They have a high bill due to water back up sump. Homeowner was unable to attend meeting but Director Taylor met with customer and briefed the commissioners on the situation as much as possible. He recommended approving Option # 5 with a 24 month payment plan to send to Supervisor for approval.

*Motion Commissioner Graf, Second Commissioner Rochowiak to accept Director's recommendation of Option # 5 with 24 month payment plan to submit to Supervisor for approval.*

*Yeas: Speaks, Graf, Rochowiak, Partridge, Frazier*

*Nays:*

*Absent: None*

*Motion: Carried*

**3. Customer's request of relief of total amount due and extension of payment plan account**

**# 012879-000** – Director Taylor presented the commission with 5 payment/relief options for this customer. Customer did not attend meeting but did send a letter requesting relief with a payment to the Township Supervisor. The director recommended Commission approve an extended payment plan of 18 months on the balance of account to customer.

*Motion Commissioner Partridge, Second Commissioner Rochowiak to accept Director's recommendation of extended payment plan of 18 months to submit to Supervisor for Approval*

*Yeas: Speaks, Graf, Rochowiak, Partridge, Frazier*

*Nays:*

*Absent: None*

*Motion: Carried*

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**REPORTS:**

**1. Operations Reports –Superintendent Ladd**

The repairs for storm damage at EQ basin are on hold awaiting a part that is on order for the electrical system, then the bills will be submitted to insurance for costs. Construction at the Harbour club lift station should be completed next month. Seasonal sanitary cleaning started in Robinson River and continuing east until fall. Robinson River lift station is complete and the bi annual wet well cleaning has also begun. Spring restorations are on hold until the weather breaks a little more as the ground is VERY wet due to all the rain. Cleaning around hydrants , valve repairs, lead and copper samples and meter installation at parks and gun range are all complete.

**2. Administrative Reports- Director Taylor**

- a) New Engineering Consultants- upon recommendation of the Board of Trustees and the Township Supervisor a board was assembled to put out a bid for Engineering and Planning consulting companies. After several presentations, meetings and review of presentations the board recommended keeping the current planning consulting company of McKenna and Associates however a new Engineering Consulting company of FTC&H selected to be recommended to the Board for approval. They are highly rated and have worked with multiple “Premier Communities”.
- b) GLWA Update on Flint- Flint has opted to stay with GLWA for water source but a collaborative partnership was formed between several entities to maintain redundancy for Flint water customers. As a result of the partnership there was a substantial saving to Flint and keeping them with the GLWA system helps to stabilize rates to all GLWA customers.
- c) Director Taylor presented the 1<sup>st</sup> quarter budget report for 2017. This included several graphs depicting 1<sup>st</sup> quarter water flows, projected water and sewer revenue capture and projected expenditures. He also presented some estimated projections for next year’s budget as well. The only question was regarding the Workman’s Comp increase.

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**PUBLIC COMMENT:** None

**OLD BUSINESS:** None

**NON-AGENDA ITEMS:**

**NEXT MEETING:** May 23, 2017 (Sheldon Room)

**ADJOURNMENT:** Motion to adjourn Trustee Frazier, Seconded Commissioner Partridge, meeting adjourned 7:55 p.m.

Respectfully Submitted by Karen E. Pecsénye

Approved Loretta Speaks

Chairperson Loretta Speaks

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