

North Kent Sewer Authority

Regular Meeting Minutes

February 7, 2019

CALL TO ORDER

Chairman Grimm called the meeting of the North Kent Sewer Authority (NKSA) to order at 2:25 p.m. after a delay due to inclement weather.

Present were Steve Grimm (Chairman) (Cannon Township), Jean Wahlfield and Greg Madura (Alpine Township representative and alternate), Matt McConnon (Courtland Township), and Thad Beard (City of Rockford).

Also in attendance were Mark Prein, Jim Scales, Director Scott Schoolcraft, Collections Superintendent Gary Seger, and Rob Edgar.

APPROVAL OF MINUTES AND AGENDA

Wahlfield moved with support from Beard to approve the December 6, 2018 meeting minutes. Motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

REPORT OF THE DIRECTOR

Director Schoolcraft presented a written report. Director Schoolcraft also reported that, due to power outages and rising river levels resulting from inclement weather, the Authority would have employees on duty 24 hours in the near future.

OLD BUSINESS

A. WWW proposed groundwater treatment facility. It was reported that the NKSA director, engineer and attorney were in contact with WWW's representatives and were seeking information regarding working toward a possible agreement.

NEW BUSINESS

A. Wahlfield moved, supported by Beard to reelect the existing slate of officers:

- Steve Grimm, Chair
- Cameron VanWyngarden, Vice Chair
- Jean Wahlfield, Secretary
- Linda Lehman, Treasurer

Motion carried unanimously.

B. 2019 System Flow Percentages. Mark Prein presented the 2019 system flow percentages attached to his letter dated January 30, 2019. Following discussion, Wahlfield moved, supported by Board, to approve the flow percentages as presented. Motion carried unanimously.

C. Improvements to PARCC Side CWP Ultraviolet System. Mark Prein and Director Schoolcraft discussed the need to improve the final ultraviolet disinfectant process facilities. With the upgrade in the membranes, this has become the "choke point" for system output flow. Motion by Beard,

supported by Wahlfield to approve an expenditure not to exceed \$120,000 from the capital budget for this project. Motion carried unanimously.

D. Proposed NKSA Employee Compensation. Director Schoolcraft presented a proposal for an increase in the compensation of NKSA employees by memorandum dated February 7, 2019. Motion by Beard, seconded by Grimm to approve the compensation adjustments as so presented, effective for the current pay period. Motion carried unanimously.

MISCELLANEOUS

A. Attorney Scales was directed to develop a purchasing policy in conjunction with Director Schoolcraft and Mark Prein.

B. Motion by Beard, seconded by McConnon to move the monthly meeting time to 2:30 p.m. Motion carried unanimously. Director Schoolcraft will repost the Open Meetings Act Notice with the changed meeting time.

ADJOURNMENT

The meeting was adjourned at approximately 3:00 p.m.

NEXT MEETING

March 7, 2019, at **2:30 p.m.**

Attorney Jim Scales
Acting Recording Secretary