

# **North Kent Sewer Authority**

## **Regular Meeting Minutes**

**June 13, 2024**

### **CALL TO ORDER**

Chair Steve Grimm called the meeting of the North Kent Sewer Authority (NKSA) to order at 2:00 p.m. at the PARCC Side Clean Water Plant, 4775 Coit Avenue, Grand Rapids, Michigan.

Present were Board Members Steve Grimm (Chairman/Cannon Township), Cameron VanWyngarden (Plainfield Charter Township), Thad Beard (City of Rockford), Beth Alt (Alpine Township Alternate) and Matt McConnon (Courtland Township).

Also in attendance were Scott Schoolcraft, NKSA Director, NKSA attorneys Jim Scales, Doug VanEssen and Doug Donnell, NKSA Assistant Superintendent Jeremy Pitsch, and Engineer Mark Prien. Rockford City Attorney AnnMarie Sanford was present by telephone.

### **APPROVAL OF MINUTES**

Motion made and seconded to approve the April 4, 2024 meeting minutes. Motion approved unanimously.

### **PUBLIC COMMENTS**

There were no members of the public present, and no comments were made.

### **REPORT OF THE DIRECTOR**

Director Scott Schoolcraft presented a written report.

### **OLD BUSINESS**

#### **Consideration approving Resolution 2024-02 – Amendment to Master Agreement Regarding Connection Fee Deficit.**

A proposed amendment to implement a change to the Master Agreement among the communities to freeze the target connection fee revenue at \$1,197,000 was presented and discussed. Motion made by Beard, seconded by VanWyngarden to approve the amendment on behalf of the NKSA. Motion approved unanimously.

### **CLOSED SESSION.**

A Motion was made and seconded to go into closed session to discuss written correspondence from Counsel to the NKSA regarding the administration consent order being proposed by EGLE. The motion was approved by roll call vote, with the following voting in favor: Grimm, VanWyngarden, Beard, Alt, and McConnon.

Separate closed session meeting minutes were kept.

Following review of the written correspondence, motion was made, seconded and approved unanimously to return to open session.

### **NEW BUSINESS**

#### **Connection Fee Audit and Standard Operating Procedures.**

A draft memorandum dated June 7, 2024 regarding standard operating procedures for joint system connection fee collection was presented and reviewed by the Board. Motion made and Seconded to direct Staff and consultants to proceed as outlined in the draft memorandum. Motion approved unanimously.

### **ADJOURNMENT**

The meeting was adjourned at approximately 2:45 p.m.

Jim Scales  
Acting Recording Secretary