



TOWNSHIP Township of Ontwa * County of Cass * State of Michigan

www.Ontwatwp.org 26225 U.S. 12 * P.O. Box 209 * Edwardsburg, MI 49112 * Fax: (269) 663-0072 * Phone: (269) 663-234

Ontwa Township Waste Water Board Minutes

March 28, 2018 @ 6:30 PM

Call Meeting to Order: 6:30 PM

Chairman Brigid Forlenza called the meeting to order at 6:30 PM.

Pledge of Allegiance:

Chair Forlenza asked all to stand for the Pledge of Allegiance.

Roll Call:

Chair Forlenza took roll call:

Members present: John Brandt, Jeff VanBelle, Dan Stutsman, Mike Mroczek, and John Bossler

Members absent: Bruce Cassady

Public Comment: There were no public comments.

Approve Agenda: Chair Forlenza asked for approval of the agenda as presented. Member Bossler made a motion to approve the agenda as presented and member Stutsman supports the motion. All members present are in favor to approve the agenda. Motion passes.

Approve Last Meetings Minutes – February 28, 2018 and Special Meeting March 5, 2018:

Chair Forlenza noted the minutes had been distributed in accordance with Ontwa Township policy and asked for approval of the February 28, 2018 minutes. Member Mroczek made the motion to approve the February 28, 2018 board meeting minutes and Member Bossler supported the motion. A vote was taken and approved by all members present. Motion Passes.

Chair Forlenza asked for a motion to approve the Special WWB Meeting on March 5, 2018. Member Bossler made a motion to approve the March 5, 2018 minutes and Member Mroczek supported the motion. A vote was taken and approved by all members present. Motion passes.

Financial Report:

All members present reviewed the end of year budget and a brief discussion followed addressing any questions presented by the board members

Wastewater Report: Wastewater Board Administrator Scott Swanson was present and reviewed the following endeavors.

1. Manhole on Park Shore – three competitive bids have been received and have been reviewed. Repair work will begin upon approval of Waste Water Board and Ontwa Township Board of Trustees.

2. Camp Wildwood – a meeting has taken place with a representative of Camp Wildwood and they were receptive as to working with Ontwa Township Waste Water Administrator to correct current excess water flow issues.

3. Spare Pump repair, B3 – The spare pump is repaired however Infrastructure Alternatives Inc. needs to deliver it to Ontwa Township.

4. Manhole Cover – CCRC repaired on North Shore Drive: Cass County Road Commission has completed repairs.

5. Odalogger – end of pipe: digital wireless odalogers are in and registered. This has been turned over to I.A.I. for installation.

SAW - Asset Management Program: Mapping system needs finalizing

Frank LaPierre with Wightman & Associates addressed questions from Chairman Forlenza regarding the work order system.

Unfinished Old Business:

1. St. Joseph County Regional Water & Sewer District - Ken Jones with Jones, Petrie and Rafinski Engineering, related they are finalizing easement acquisition.

2. JPC1 – preliminary design and site modification – moving forward.

3. C1 – preliminary design and site modification – this project on hold.

4. Preliminary engineering for generators, JPC1, B4, B3, replacement C1 and B1 – These projects are moving forward.

5. Park Shore Drive manhole – Chair Forlenza asked for a motion to accept the bid from Selge Construction Company of repair. Member VanBelle made a motion to accept the bid for \$4,375.00 for repair of the Park Shore Drive manhole and send to April 9, 2018 BOT meeting. Member Mroczek Supports the motion. A roll call vote is taken and all present members vote yes. Motion carries.

New Business:

1. Election of Officers – 2018-2019:

Nomination of Officers for 2018/2019

Member Bossler nominates Brigid Forlenza for *Chairman* of the Ontwa Township Waste Water Board.

Member Mroczek supports the nomination.

Roll call vote is taken and all present vote yes. Motion carries.

Member Bossler nominates Mike Mroczek for *Vice-Chairman* of Ontwa Township Waste Water Board.

Member Brandt supports the nomination.

Roll Call votes is taken and all present vote yes. Motion carries.

Member Bossler nominates Bruce Cassady for *Secretary* of the Ontwa Township Waste Water Board.

Member VanBelle supports the nomination.

Roll call vote is taken and all present vote yes. Motion carries.

2. Approve meeting dates for 2018-2019

April 18, 2018, May 23, 2018, June 27, 2018, July 25, 2018, August 22, 2018

September 26, 2018, October 24, 2018, November 28, 2018, December 26, 2018

January 23, 2019, February 27, 2019 & March 27, 2019

Chair Forlenza asks for a motion to approve the dates for WWB meetings 2018/2019. Member Stutsman makes a motion and is supported by member Bossler. Chair Forlenza takes a roll call vote and all members present vote yes. Motion carries.

3. Clean Earth – Gravity cleaning – May 1st – 22,000 feet @ \$1.20 per foot (plus additional expenses)

Chair Forlenza asks for a motion after discussion. Member Stutsman makes a motion to have Clean Earth do the gravity cleaning at a cost not to exceed \$29,000. Member Mroczek supports the motion. A roll call vote is taken and all members present vote yes. Motion carries and moves onto the April 9, 2018 Board of Trustee Meeting.

4. Clean Earth – Lift Station Cleaning

Discussion between board members regarding prior authorization for Lift Station Cleaning transpired with Chair Forlenza.

ADJOURN

Chair Forlenza asked for a motion to adjourn the Waste Water Meeting. Member Stutsman made a motion to adjourn. Member Brandt supports the motion. A unanimous vote of yes to adjourn the meeting was taken.

Adjourned at 7:37 PM

Waste Water Approved

Date

Waste Water Board Secretary
