

LOCKPORT TOWNSHIP WATER BOARD MEETING
January 3, 2019

Purpose of the meeting: Regular meeting of the Lockport Township Water Board.

Members Present:

David Cooper, Chairman
Paul Miller, Board Member
Mark Major, Board Member
Lorrie Witt, Board Member
Joe Nowicki, Board Member
Scott King, Operator
Rhonda Wright, Secretary

Member Absent:

None

Call to Order:

The January 3, 2019 meeting was called to order by Chairman David Cooper at 6:00 p.m.

Agenda Approval:

Joe made a motion to approve the agenda as presented. Lorrie seconded the motion. All in favor, MOTION PASSED 5-0.

Meeting Minutes:

Paul made a motion to approve the meeting minutes of December 4, 2018 as presented. Lorrie seconded the motion. All in favor, MOTION PASSED 5-0.

Visitors Comments:

No visitors comment.

Accountants Report:

- A. Accounts Receivables: The December billing has been mailed. Approximately 150 payments have been received so far, with approximately 35 of these being with the new automatic payment program. The PayClix automatic payment system has been established and is an easy process to upload payments to Oak Bay (Water Solutions).
- B. Accounts Payables: Accounts payable for the month in the amount of \$13,503.59. Lorrie made a motion to pay the bills as presented. Paul seconded the motion. All in favor, MOTION PASSED 5-0.
- C. Bank balances for the month ending December 31, 2018 were Flagstar checking \$16,451.00, Flagstar savings \$93,162.72, Flagstar CD's \$150,000.00, Arbor savings \$5.00, and Arbor CD \$160,791.51 for a total of \$420,410.23. The new CD's at Flagstar and Kellogg Community Credit Union have been opened but Rhonda does not have the final paperwork. She will have after the Township Board meeting this month.
- D. Rhonda provided the Cubic Feet of Water Billed report. Percent of water pumped not billed was 35.91%, which is higher than the goal of 10%. A water leak on Puma Drive contributed greatly to this amount with approximately 100,000 gallons of water pumped into the ditch each day.

- E. System operation hours were 141.5. This included hours from Scott, Dave, Paul and Rhonda. Rhonda's hours were higher this month because of large mailing and hours of phone calls setting up the PayClix system.
- F. Correspondence for the month were the normal monthly bills and informational mailings for the operator.

System Operators Report:

- A. Scott reported he had 77 hours this month.
- B. Water samples are at acceptable levels.
- C. Scott did reply to three emergency calls. One was a water leak, one shut off of a hydrant, and a Miss Dig marking.
- D. Scott and Dave met with the Etna representative regarding meters that are not reading. They will continue to work on this issue to correct.
- E. Pumpage for the month of November was 4,515,000 gallons.

Old Business:

- A. North American Pump provided a bid for a test well in the amount of \$1,850. Dave will contact the engineer to further discuss the possible installation of a new well. At this point, the Board is being proactive with installing a new well. This is not a requirement of the DEQ.

New Business:

None

Adjournment:

Paul made a motion to adjourn the meeting at 6:26 p.m. Lorrie seconded the motion. All in favor, MOTION PASSED 5-0.

Respectfully Submitted,

/s/

Rhonda Wright
Secretary

Minutes Approved: 02-05-2019

Next scheduled regular meeting February 5, 2019 at 6:00 pm