

**LOCKPORT TOWNSHIP WATER BOARD MEETING**  
**March 5, 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 March 5, 2019 meeting was called to order by Chairman David Cooper at 6:01 p.m.

**Agenda Approval:**

An amendment to add office staff backup to old business was presented. Lorrie made a motion to approve the agenda as amended. Mark seconded the motion. All in favor, MOTION PASSED 5-0.

**Meeting Minutes:**

Lorrie made a motion to approve the meeting minutes of February 5, 2019 as presented. Joe seconded the motion. All in favor, MOTION PASSED 5-0.

**Visitors Comments:**

No visitors comment.

**Accountants Report:**

- A. Accounts Receivables: There were seven water shut offs from this past quarter. All but one has been turned back on.
- B. Accounts Payables: Accounts payable for the month in the amount of \$10,649.54. Lorrie made a motion to pay the bills as presented. Joe seconded the motion. All in favor, MOTION PASSED 5-0.
- C. For the month of February 3,844,000 gallons (513,903.7 cubic feet) of water was pumped.
- D. Bank balances for the month ending February 5, 2019 were Flagstar checking \$21,695.84, Flagstar savings \$105,389.58, Flagstar CD's \$150,115.83, Arbor savings \$0.00, Arbor CD \$0.00, Kellogg Community Credit Union CD's \$160,988.98 for a total of \$438,190.23.
- E. System operation hours were 142.5. This included hours from Scott, Dave, Paul and Rhonda.
- F. Correspondence for the month were the normal monthly bills and informational mailings for the operator.

**System Operators Report:**

- A. Scotts hours were 78.5 which included normal daily procedures, installing handrail, CCR report completed, control issues between well and pump. Dave replaced heater in cabinet. The dialer has been repaired and appears to working properly.

**Old Business:**

- A. The Township Board has approved the water department will be billed for 10% of the yearly electric, propane, cleaning, and snow removal billings. This will be paid one time per year in June.
- B. The Township Board has approved the ordinance to increase the spending limit for the water department from \$10k to \$25k. Above \$25k, approval is needed from the Township Board.
- C. Melissa Major will be the office staff back up person beginning immediately. Hourly rate will be \$12 during training and \$20 after training. Will need to check with the Township insurance company regarding bonding.

**New Business:**

- A. Dave reported mowing cost has been increased to \$200 starting this year.
- B. Dave reported the snowplowing service and lawn care service have supplied copies of their liability insurance policies.
- C. The driveways are in need of repair and a drive needs to be installed at well 2. Dave will seek estimates for these items. He will also contact the Tamarac Homeowners Association know of plans to install a driveway at well 2.

**Adjournment:**

Paul made a motion to adjourn the meeting at 6:25 p.m. Joe seconded the motion. All in favor, MOTION PASSED 5-0.

Respectfully Submitted,

/s/

Rhonda Wright  
Secretary

Minutes Approved: 4-2-2019

Next scheduled regular meeting April 2, 2019 at 6:00 pm