

LOCKPORT TOWNSHIP WATER BOARD MEETING
November 8, 2018

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
Joe Nowicki, Board Member
Lorrie Witt, Board Member
Scott King, Operator
Rhonda Wright, Secretary

Member Absent:

None

Call to Order:

The November 8, 2018 meeting was called to order by Chairman David Cooper at 6:01 p.m.

Agenda Approval:

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

Meeting Minutes:

Lorrie made a motion to approve the meeting minutes of October 2, 2018 as amended. The amendment is to System Operator's Report D to read "pumpage". Joe seconded the motion. All in favor, MOTION PASSED 5-0.

Visitors Comments:

No visitors comment.

Accountants Report:

- A. Accounts Receivables: Third quarter payments continue to be processed. As of the meeting 38 accounts are past due however of these 3 are already shut off, 1 will be shut off as property is vacant and in foreclosure, 3 paid this date.
- B. Accounts Payables: Accounts payable for the month are in the amount of \$11,898.12. Lorrie made a motion to pay the bills as presented. Joe seconded the motion. All in favor, MOTION PASSED 5-0. Expenses are higher this month due to Audit and Insurance payment to Lockport Township and payment to the DEQ for yearly fee.
- C. Bank balances for the month ending October 31, 2018 were Flagstar checking \$5,676.23, Flagstar savings \$259,301.90, Arbor savings \$5.00, and Arbor CD \$160,710.92 for a total of \$425,964.05.
- D. System operator's hours were 122.5. This included hours from Scott, Dave, and Rhonda.
- E. Correspondence for the month were the normal monthly bills and informational mailings for the operator.

System Operators Report:

- A. Scott reported he had 81.5 hours this month.
- B. We are still waiting on the results of the PFAS testing, however these should be received anytime.
- C. Pumpage total for the month of October was 4,268,000 gallons.
- D. Mark asked if our meter reading equipment has the data log report available. This report shows readings every 15 minutes. This would help if a customer questions a higher than normal billing amount. We do have a new representative for the Sensus system and Dave is hoping he will be able to answer this question and provide more help as needed.

Old Business:

- A. The CD with Arbor Financial matures 12/18/2018. Rhonda will shop rates when the time is closer. The Water Board does approve where a CD will be opened, the rate and the term. Once determined, Mike and Tammy are contacted to open the CD(s).
- B. Mark asked if some of the Flagstar Bank savings account should be better invested. Lorrie made a motion to move \$150,000 from the savings three separate CD's. Paul seconded the motion. All in favor, MOTION PASSED 5-0. Rhonda will shop for the best rate and terms.

New Business:

- A. Rhonda provided information regarding the company PayClix. PayClix works directly with water solutions in the automatic payment ability. The Board agreed to proceed with setting up this process.
- B. Dave will send a thank you cards and \$50 gift cards to Doug Kuhlman and C.L. Fish, Locksmith for help with the new night deposit box. Neither Doug or the locksmith charged for work done to the box.
- C. Dave supplied information from the engineer in regards to a possible installation of a new well. The engineer is waiting for a bid from Northern Pump Company. The current approximate price of \$2.5 million only has a bid from Peerless.
- D. Scott and Dave are still working on the meter problems at Eagle Auto.
- E. Dave asked Joe if he would be available to learning Miss Dig requests. Because of how his job schedule is handled at work, he may or may not be available. Scott will contact him when he has a Miss Dig for training. Lorrie willing to help with Miss Dig requests after her vehicle is running again.

Adjournment:

Paul made a motion to adjourn the meeting at 7:00 p.m. Lorrie seconded the motion. All in favor, MOTION PASSED 5-0.

Respectfully Submitted,

/s/

Rhonda Wright
Secretary

Minutes Approved: 12-4-2018

Next scheduled regular meeting December 4, 2018 at 6:00 pm