

**LOCKPORT TOWNSHIP WATER BOARD MEETING**  
**December 4, 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  
Lorrie Witt, Board Member  
Scott King, Operator  
Rhonda Wright, Secretary

**Member Absent:**

Joe Nowicki

**Call to Order:**

The December 4, 2018 meeting was called to order by Chairman David Cooper at 6:01 p.m.

**Agenda Approval:**

Paul made a motion to approve the agenda as presented. Mark seconded the motion. All in favor, MOTION PASSED 4-0.

**Meeting Minutes:**

Lorrie made a motion to approve the meeting minutes of November 8, 2018 as presented. Paul seconded the motion. All in favor, MOTION PASSED 4-0.

**Visitors Comments:**

No visitors comment.

**Accountants Report:**

- A. Accounts Receivables: Five properties were shut off, four have been reconnected. The fifth property is currently empty and in foreclosure. Three properties total are currently shut off, with all three empty and in foreclosure. Payment is pending from DHS for property located at 54083 Fisher Street. This property was not shut off because payment is pending.
- B. Accounts Payables: Accounts payable for the month in the amount of \$6,481.48. Lorrie made a motion to pay the bills as presented. Mark seconded the motion. All in favor, MOTION PASSED 4-0.
- C. Bank balances for the month ending November 30, 2018 were Flagstar checking \$23,028.11, Flagstar savings \$233,890.44, Arbor savings \$5.00, and Arbor CD \$160,791.51 for a total of \$417,715.06.
- D. Rhonda provided a fiscal year Profit and Loss statement along with a comparison to last fiscal year Profit and Loss. Net income this year is \$67,768.80 and net income for last year was \$50,974.34.
- E. System operation hours were 107.5. 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. Scott reported he had 64.5 hours this month.
- B. A fire hydrant was hit on Buckhorn Road. Scott is hoping that he is able to straighten himself and there are no leaks. If this cannot be done, he will arrange for repairs to be made.
- C. Roberts Excavating will be repairing a leak on Puma Drive this week.
- D. Morris Excavating will be repairing the fire hydrant located within the Tamarac park.
- E. Pumpage for the month of November was 4,773,000 gallons.

**Old Business:**

- A. The results of the PFAS testing have been received. Well 2 had 2 parts per trillion while well 3 showed zero. A form letter recommending from the DEQ will be mailed to all customers. Mark will have copy of letter posted to the Township website. We will need to verify if this needs to be disclosed in the yearly Consumer Confidence Report.
- B. Rhonda will be checking for new CD rates around the time of maturity of Arbor CD. Because we are a government entity, financial institutions quote special rates and were unable to provide until closer to the time we are ready to invest. Rhonda contacted Mike Friesner and Tammy Babcock that they will need to make the necessary investments the week of 12/18/2018.
- C. We have been approved by PayClix and Oak Bay Technology to start accepting automatic payments with this billing cycle.
- D. Dave has spoke with the engineer who indicated he would like to look at the control panel. The engineer still has not provided the cost for a test well.

**New Business:**

- A. Rhonda provided a copy of a letter that will be mailed to customers with information for payment options, including dates and times for 2019 that payments will be accepted at the township hall.
- B. Dave asked Mark if the Township Attorney can review the ordinances to see what part of the equipment the water department is responsible to repair and/or to pay for the repair. Mark will check with the attorney.

**Adjournment:**

Paul made a motion to adjourn the meeting at 6:22 p.m. Lorrie seconded the motion. All in favor, MOTION PASSED 4-0.

Respectfully Submitted,

/s/

Rhonda Wright  
Secretary

Minutes Approved: 01-03-2019

Next scheduled regular meeting January 3, 2019 at 6:00 pm