

# South County Sewer & Water Authority

(Serving the Townships of Brady, Pavilion & Schoolcraft)

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DRAFT: submitted for approval on 7/28/22

Authority Regular Meeting Minutes Tues. June 28th, 2022, 9:30 a.m.

Regular Meeting was called to order at 9:30 a.m. by Board Chairman John Speeter (Pavilion Township Supervisor). In attendance were Vice Chairman Tracy Locey (Brady Township Supervisor), Secretary/Treasurer Don Ulsh (Schoolcraft Township Supervisor), Trustee Tim Frisbie (Village of Vicksburg President) and Alternate Kathy Mastenbrook (Village of Schoolcraft Trustee). Also present were SCSWA Executive Director, Frank LaPierre; Township Attorney, Rob Thall and Andrew Rudd, PE, Wightman.

*MASTENBROOK*

Review and Set Agenda-

Today's meeting agenda was presented for review. Motioned by Locey, seconded by Ulsh to accept the agenda as presented. **Motion carried.**

Review of Minutes-

The draft minutes of 5/24/2022 were presented for review. Motioned by Ulsh, seconded by Locey to approve the draft minutes as presented. **Motion carried.**

Hear those present:

- N/A

General Correspondence-

- N/A

Project Status- LaPierre

- US 131 Business Corridor/Village of Schoolcraft ("VOSC"): LaPierre commented that he had a productive meeting with Prein, at Prein's request, to present the potential collaboration with St. Joe County and a potential WWTP Plant in Park Twp. Prein demonstrated interested and requested to be kept informed. Mastenbrook commented that the Council would like to become updated on these developments as the collaboration with St. Joe County could be an opportunity for the Village.
- Barton Lake Sewer-Petition update: Ulsh updated that there is no new update and reinforced that Schoolcraft Township is looking at possibility of the St. Joe WWTP to service Barton Lake.
- Portage Terrace Mobile Home Park- LaPierre noted that he was contacted by the owner and that connections have begun, in coordination with City of Portage.
- Lake Pines- LaPierre updated that most of the engineering and permitting work is complete.
- St. Joe County LOI Collaboration Project: LaPierre updated that next steps include a meeting with the St. Joe County Infrastructure steering committee at 1PM today and an EDA

presentation call on 6/29/22 at 1:30. LaPierre, Thall, Baker Tilly and Mika Myers have met to develop a preliminary recommendation for a PA 185 County Conduit bond as a funding structure for the WWTP.

#### New Business-

- St. Joe Forecast Capacity Review-LaPierre and Rudd of Wightman confirmed that the preliminary volume estimates of new client and project potential, REUs, development in Park Twp. and Schoolcraft Township, provide forecasted critical mass to justify a phase one development of a WWTP in Park Twp.
- SCSWA 20 Year Forecast of Current System Sustainability and Action Plan:
  - Engineering: Rudd of Wightman provided a high-level overview that the current system could sustain the current 625 and future customer forecasted growth of SCSWA after the Village of Vicksburg transitions to their new system.
  - Financial: LaPierre provided an analysis forecasting the potential growth in Connection Fees, Rate Revenues in SCSWA. The analysis then included an 18-year projected (until 2040), of the financial sustainability of the system considering the same period CIP forecast provided by the SAW Grant. The illustration confirmed that the current and forecasted growth of the system can be sustained in the current system after the Village of Vicksburg transitions to their new system.
  - Legal: Thall confirmed that his review of the 2000 and 2005 Operating Agreements of the system reflected ambiguity in the future ownership, value, etc of the co-owned system after Vicksburg transitions and SCSWA remains in the current system. All agreed that SCSWA and Vicksburg should begin discussions to negotiate the "separation" that is forecasted to occur in 2024. LaPierre to send a request to Frisbie to approve the discussions.

#### Old Business-

- Ordinance Revisions and Legal Opinion. The Board agreed to move into a closed session for the review and discussion of the Legal Opinion.
- *Move that the Authority Board convene in closed session under section 8(1)(h) of the Open Meetings Act, to consider material exempt from disclosure by state statute, section 13(1)(g) of the Freedom of Information Act, being a letter from its attorney dated June 27, 2022, for the reason that the letter is exempt from disclosure under State law due to the attorney-client privilege.*
- Motion to open the closed session by Frisbie, seconded by Speeter. **Motion carried.** Motion to close the closed session by Locey, seconded by Speeter. **Motioned carried.**
- Open Session Resumed. Motion to re-open the open session by Frisbie, seconded by Speeter. **Motioned carried.**
- Maintenance Update- the May 2022 Report- IAI reports were included in the packet for Board review.

#### Financial Review-

- General Operating Expenses/Check Register/Financial reports- General Operating Expenses Payroll Expenses were presented as of June 17, 2022. The financial report of May 2022 was presented. Motioned by Speeter, seconded by Locey to approve the operating and payroll expenses and accept the and financials as presented. **Motion carried.**

Any other Business:

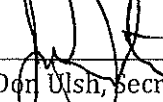
- Frisbie suggested that SCSWA update the outstanding debt owed to Pavilion Twp. and schedule to pay down the debt as Funds become available.

Closing Comments:

- N/A

Meeting Adjourned- The meeting was adjourned at 11:25 a.m. Motioned by Ulsh, seconded by Speeter to adjourn the meeting. **Motion carried.**

The next meeting is tentatively scheduled for Tuesday, July 26, 2022 at 9:30 a.m.

Submitted for approval on: 7/28, 2022 Approved by:  \_\_\_\_\_  
Dor Ulsh, Secretary/Treasurer