

# Swan creek Water District

Record of Proceedings  
Wednesday, August 24, 2011

The meeting began with The Pledge of Allegiance at 6:30 p.m.

Roll call attendance showed the following Board members present: Bob Westmark, Walt Lange, Mark Fowler, Rick Kazmierczak and Dave Schultz. Also present was Tina Whalen, Manager, Chris Lauch, Assistant and Tom Shelly, Inspector. Visitors included: Sean Shinaberry, Melvin. Jewell, Allen Raven and Scott Lumbrezer.

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Westmark, to approve the minutes from August 3, 2011. Roll Call Vote: Fowler, yes; Westmark, yes; Lange, yes; Kazmierczak, yes; and Schultz, yes. Motion Carried.

**Sean Shinaberry & CR EF Petition** - Mr. Shinaberry asked what the procedures are, and the time line on getting the line installed, should they get 51% of the residents to sign on. Trustee Kazmierczak explained the process to him and said that it would be possible to get the line installed next spring. Tina will mail out questionnaires to CR EF from where the line stopped between 2 & 3 up to CR 3 to see how much interest there is east of CR 3.

## Manager's Report

**Cash Summary by Fund Report** was given to the Board for review.

**Resolutions 2001-38 – 39** were signed by the Board. Details of these resolutions can be found in the August 3rd minutes.

**Purchase Orders** were signed by the Board.

**July's Investment and Bank Statements** were reviewed and initialed by the Board.

**August Billing/Usage Summary** was given to the Board for review.

**Inspector's Report** None

## Treasurer's Report

**Bill Payments** – After review of the bills;

**Resolution 2011-40** was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$8,275.11. Roll Call Vote: Kazmierczak, yes; Fowler, yes; Lange, yes; Schultz; and Westmark, yes. Motion Carried.

## Old Business

**Sandland Farms** - Trustee Lange reviewed the meeting notes from the August 16, 2011 meeting. The Board discussed average usage and the first 55,000 gallons that the Brehms would pay full price for. Tina will find the report that led to the 55,000 number and give it to Trustee Lange and Kazmierczak before the next meeting on September 13<sup>th</sup> at 10:00 a.m.

The Board discussed running the line to the end of the parcel rule and said that the Brehms mentioned splitting the parcel so they wouldn't have to install as much water main. It was agreed that the offer to them for cost will remain the same as discussed previously.

Trustee Kazmierczak said that Ziad presented the next 3 years of water rate increases at the meeting on August 16<sup>th</sup> since this would affect the Brehms' water rates from the District. Also, the Board would like to pass a resolution for these water rate increases for the next 3 years like the County Commissioners do. Tina will get the information together and have the resolution ready for the next meeting.

**Drainage Issues at 6991 CR 2** – The Board discussed dates in September that were out, Tina asked the Board to send an e-mail of the dates that do not work so they could plan a day to work on this drainage issue.

## New Business

**NW Water & Sewer** - Tina received a call from the Executive Director of Northwest Water & Sewer District, who offered assistance regarding territorial issues.

**CR 1-1 & Lee High Project**

**EPA Approval of Prints** - Tina reported that she received the approval from the EPA.

**Estimated Assessment Letters' Status & Equalization Hearing** – Tina reported that all the letters have been signed for and one objection was received from Mr. Von Seggern. Therefore, an equalization hearing will have to be scheduled. After further discussion:

**Resolution 2011-41** was motioned by Trustee Lange, seconded by Trustee Fowler to appoint Alan Raven, Melvin Jewel, Dennis Heban and Joe Kahl, to the Equalization Board. Roll Call Vote: Kazmierczak, yes; Schultz, yes; Westmark, yes; Lange, yes; and Fowler, yes. Motion Carried.

The Board discussed dates for the hearing to be held. Tina said she needed to send a certified letter to Mr. Von Seggern, informing him of the hearing date at least 5 days prior to. After further discussion:

**Resolution 2011-42** was motioned by Trustee Lange, seconded by Trustee Westmark, to set the Equalization Hearing for September 13, 2011 at 7:00 p.m. Roll Call Vote: Kazmierczak, yes; Fowler, yes; Schultz, yes; Lange, yes; and Westmark, yes. Motion Carried.

**Advertisement for Bids** – Tina reported that the advertisement for bid went out August 16<sup>th</sup> in the Swanton Enterprise and in the Expositor. It will also be in next week's papers.

**Easement Status & Road Permits** – Tina reported that Dave Maxson has prepared the print and legal description of the easement needed at the Knepleys. The deed is done and has been emailed to Joe Knepley for review. Also, an application along with a set of plans, have been submitted to the Township and County for a "Permit to Occupy Road Right of Way."

**Other CR 1-1 & Lee High Business**

**Bid Opening** - Scott Lumbrezer went over the procedures for bid openings. Tina will place date and time on all bids that are received. At 6:30 Tina will announce the time and state that no other bids will be received and then open them. Scott will review and read the bids and they will be recorded.

Trustee Kazmierczak reported that the line could not stop before the Marvins' on Lee High because of the service that needs to be installed at the end of Lee High on the South Side of the road. Also, he feels that during construction, a video should be done of the work that is done around the Villages water main.

**Public Forum/Other** – Mr. Jewell asked if the equalization hearing was held here at the Township Building. Yes!

**Adjournment** - At 8:15, Trustee Westmark motioned to Adjourn, seconded by Trustee Lange. Motion Carried.

**Meetings**

- Next two meetings are scheduled for September 7, 2011 & September 21, 2011 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

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Bob Westmark

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Mark Fowler

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Rick Kazmierczak

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David Schultz

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Walter Lange - Secretary, District Board