

## Pierson Township Sewer Advisory Committee 7/22/21 Meeting Minutes

1. Call to order 5:15 PM
2. Present: Miles Underwood, Steve Campbell, Bob Coffin, Dan Buyze, Al Evink,
3. Public comments - None
4. **Transition update:**

Property deed transfer – will be complete after County audit  
Money transfer update / county audit – Waiting for completion, expect result week of 7/26, Dan to share results with all when available.
5. **Financials**
  - a. Budget review – each lake. Brief discussion on the financial reports provided. Mentioned there are some big one-time items for training, software to run financials and bond closing. Encouraged members to contact either Dan or Sara if there were any questions. A future goal is to come up with “set” costs for the Twp to manage the systems, billing, etc. However, we will need a few billing periods under our belts to determine what that amount would be.
  - b. Past dues. Past due list was provided to each lake with instructions to e-mail Dan with what the action plan will be for their respective lake to address.
  - c. Past due invoicing – It was decided that the Twp. will discontinue monthly billing for past due accounts. If sewer bills are not paid, the past due amount with accrued monthly interest, will be added to the next invoice, if that is not paid, they will go on taxes.
  - d. The Twp Board approved a resolution allowing the Twp to collect from the respective sewer funds, costs associated with labor to manage the system. Those amounts will continue to be a line item in the budget and financials reporting.
6. **Main Tech**
  1. System review by lake. Al did a quick review of service and alarm calls by lake.
    - a. Future O&M with cost projections. The only major thing to plan for in the future is some upgrading of the Zone B system at BWL. This will be approximately \$50K and needed in approximately 2 years.
    - b. Al would like an updated directory from BWL and an updated list from LWL. Dan to provide BWL, LWL to send Al a list.
  2. Treatment site review
    - a. Test results – test results in monitoring wells are fine
    - b. O&M work – nothing major needed until maybe 5 years or so, i.e., sand filter work.
  3. Property owner charge back policy
    - a. Whenever there is a charge back to a home owner for equipment or O&M work, there needs to be pictures of work done, equipment replaced and if there is equipment replaced, it should be held for 60 days in case there is a home owner dispute. This came about with a dispute of a cover replacement at the Larry Ver

Merris property, 3225 North Shore. Dan has negotiated with him a 50% reduction of that cost to be applied as a credit on his next O&M bill.

4. Transition / merger - Al announced Main Tech has merged with Fleis & Vandenbrink (F&V). Blair Selover & Jeff Pugh were introduced from F&V. Al plans on staying on for a few years to assist in transferring system O&M to F&V.
5. New business / future issues to pursue.
  - a. It was suggested that for new property owners, a list of system “do’s and don’ts”, be created that can be handed out. We now have rules spelled out on sewer bills.
  - b. Management of the sewer systems to F&V. Dan suggested that some time “soon”, a meeting should be held at the Township with “whoever” from F&V will be our main point of contact.
7. Public comments – none
8. Next meeting 10/7/21 @ 5:00 PM
9. Adjourn 6:15 PM