



# JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP

MONDAY, AUGUST 21, 2023 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

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## MINUTES

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

\* Comments may be submitted in writing at least 72 hours in advance to the City Clerk at [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)

### I. Call to Order

The meeting was called to order at 7:00 AM by Chairperson Gordon.

### II. Pledge of Allegiance

Gordon led in the Pledge of Allegiance.

### III. Roll Call

**Present:** Chairperson/Buchanan Township Trustee Tom Gordon, Buchanan Township Supervisor Mindy Cole-Crocker, City Commissioner Patrick Swem, City Commissioner Dan Vigansky & Brian Murphy

**City Staff:** City Manager, Benjamin Eldridge; City Clerk, Kalla Langston; Operator in Charge/ Water Department, Craig Miller; Operator in Charge/ Wastewater Department, Andy Warner.

### IV. Approve Agenda

Motion made by Vigansky, supported by Cole-Crocker to approve the agenda as presented. Voice vote carries unanimously.

### V. Public Comment - Agenda Items Only

### VI. Approve Minutes

**A. 1) Consider approving JWSB Minutes from February 6th, 2023.**

**2) Consider approving JWSB Minutes from May 15th, 2023.**

Motion made by Cole-Crocker, supported by Swem to approve the February 6<sup>th</sup>, 2023, and the May 15<sup>th</sup>, 2023, Minutes, as presented. Voice vote carries unanimously.

### VII. Unfinished Business

### VIII. New Business

**A. Introduction to Tap-in Procedure for Township & City Residents, City Clerk Kalla Langston**

Langston presented the Tap-in procedure as the following.

*Township Resident Procedure to Tap-in to City Water/Sewer Services*

1) Permit & Authorization for new connection to public water/ and or sewer need to be pulled at the Township. The township will provide the Authorization and Permit to residents.

2) The Township Resident would then take proper documents to City Hall; Clerk Cashier will not process unless the resident has those documents in hand.

*Plumbing*

3) If the resident has the permit and authorization, the Clerk Cashier will then proceed to process the **Tap & Meter Application**. The Clerk Cashier will give a copy of the tap & meter application to the Water Department.

- 4) The Water Department will fill out the Field Date on the **Tap & Meter Application** once the tap-in is completed. The Water Department will not allow tap ins without having this document on file with them.
- 5) The Water Department will then give the completed application to the clerk cashier to start the billing process for the property.
- 6) The clerk cashier will then send the completed **Tap & Meter Application** to the Township for their records. While the original will be filed in the City with that property's water/sewer file, along with the permits pulled and the authorization from the Township.
- 7) If tapping into Sewer the resident will be given the application for sanitary sewer (sewer sketch and info) and a sewer use survey and asked to return within 14 days of tap-in.

**City Resident Procedure to Tap into Water/Sewer Services**

- 1) Plumbing Permit needs to be pulled for any tap-in.
- 2) Once Permit is filed **Tap & Meter Application** will be processed by Clerk Cashier.
- 3) Once the Permit and Application is processed, the Clerk Cashier will then give a copy of the **Tap & Meter Application** to the Water Department.
- 4) The Water Department will fill out the Field Date on the **Tap & Meter Application** once tap-in is completed. The Water Department will not allow tap-ins without having this document on file.
- 5) The Water Department will then give the completed application to the clerk cashier to start the billing process for the property.
- 6) If tapping into Sewer the resident will be given the Application for Sanitary Serwer (sewer sketch and info) and a sewer use survey and asked to return within 14 days of tap-in.

**1. Consider Recommending Tap-in Procedure to Buchanan City Commission and Buchanan Twp. Board of Trustees.**

Swem would like the procedural change to add the township to contact the city with final inspection date. Motion made by Vigansky, supported by Cole-Crocker to recommend for approval to the City Commission and the Board of Trustees for final approval, with the addition of the township contacting the city with final inspection into the policy. Roll call vote carries unanimously.

**B. Water Department Report- Craig Miller, Operator in Charge**

Miller reported on the Water Department. Three fire hydrants that were not operable were changed out. Locations on the fire hydrants were Main St, Third St, and Forth St. The water towers were inspected by Dixon no major issues were found. The towers were inspected using underwater cameras, that way they could be inspected without draining. They have installed a new water source at Victory Park. All water samples for EGLE (including Lead/Copper) are complete. The department also fixed leaking valves at Fireman Park, Clark St., and Oak St. They also accomplished 10 new meter change outs. Assisted three companies with water/sewer location for expanding businesses. Well 4A failed on monthly bacti samples twice. That well has been pulled and the city is working on the solution with Peerless. The new meter at Clark Labs has been installed. 5 services of Clark St. were potholed, no lead was found. Dylan Thomas (water operator) is getting ready for testing this fall. Miller also reviewed the water loss report with the board.  
 \* Note Commissioner Swem had to leave at 8:27 A.M. due to another meeting.

**C. Wastewater Report- Andy Warner, Operator in Charge**

Warner went over his written report to the Board.

**1) Septage**

In the first 7 months of 2023 we received 284,800 gallons of septage. 163,200 gallons since the last report  
 In the first 7 months of 2023 we billed \$21,381.50 for septage. \$12,759.50 since the last report  
 For July 2022 – June 2023 we billed \$30,368.00 for septage.

## **2) Compliance Reports**

DMRs have been submitted for the months of April, May, June, and July. A PFAS Pollutant Minimization, Source Evaluation, and Reduction Program Plan was submitted to EGLE. The Asset Management Annual Report was submitted to EGLE and the ongoing IPP PFAS Status Report was submitted to EGLE.

## **3) NPDES Requirements**

Plant effluent was sampled and tested for copper concentration.

Plant sludge was sampled and tested for mercury concentration.

Plant influent and effluent were sampled and tested for mercury concentration.

Plant influent and effluent were sampled and tested for PFAS concentrations.

## **4) Maintenance Items**

A rotating assembly failed in one of the Schirmer Lift Station T4 pumps. The rotating assembly was removed from the grit lift pump and put into the Schirmer pump to keep the lift station operational. We continue to wait for our new T4 rotating assemblies (2) to arrive so that we can put our grit removal system back into operation. The light fixture was repaired at Schirmer lift station.

The fuel sending unit was replaced in the Kubota. Clarifiers, weirs, and launders were cleaned.

Telephone poles were cut to size and added to the retaining wall at the bottom of the hill to help with the washouts.

Solids were removed from Schirmer, Mill Pond, and Industrial lift stations. A module was replaced in one of our panels.

The entire SCADA system was down for several days. Windemuller did not know why the component failed.

Blown fuses were replaced twice in one of our panels. The blown fuses prevented the scum pumps from running automatically.

A tire puncture was repaired on the 2017 F250. All floats in the Glaser Lift Station wet well were replaced. Brush was cut back from the fence line and mower blades were sharpened.

A load of scrap was taken to Padnos. The air release valve on the discharge pipe for the headworks was flushed to remove solids buildup. A new backup battery was installed at the Mill Pond Lift Station. The operator interface at Mill Pond Lift Station failed. A working interface was removed from the beds lift station at the plant and installed at Mill Pond. A motor starter was replaced in the beds lift station.

Numerous routine preventative maintenance tasks.

## **5) Sludge Disposal**

In May – July we pressed 574,748 gallons of sludge. 1,042,000 gallons total for 2023

In May – July we sent 249 tons of dewatered sludge to the landfill. 412 tons total for 2023

For the fiscal year July 2022 – June 2023 we spent \$26,747.74 on sludge disposal.

## **6) Landfill Leachate**

In May – July the landfill was billed \$59,736.24.

For the fiscal year July 2022 – June 2023 the landfill was billed \$261,642.12.

The Sewer Maintenance & Operation amended budget for the 2022-23 fiscal year as reported on 4/14/23 was \$927,039.00.

## **7) PFAS**

In both April and July of 2023 our effluent was found to contain 13 ng/L PFOS. EGLE sets a water quality-based effluent limitations (WQBELs) for PFOS at 12 ng/L

Because we have exceeded the WQBWLs for PFOS we were required to submit a PFAS Pollutant Minimization, Source Evaluation, and Reduction Program Plan to EGLE

EGLE is requiring us to establish local limits for PFAS. Establishing local limits requires repeated testing of influent, effluent, sludge, and the collection system for PFAS. How we are to sample for the testing is described in the Michigan Administrative Code Part 23 Section R 323.2303.4.b. We are going with option ii. Sampling is being conducted August 7<sup>th</sup> through September 1<sup>st</sup>.

## **8) Rain Event**

We had a big rain event on the night of 7/28-29. The plant received about 80% more water on 7/29 than usual.

Inflow & Infiltration should not be that extreme. Hopefully completion of the downtown project will reduce the I&I

River Shores lift station normally runs about 40 minutes a day. On 7/29 it ran 4 hours and 56 minutes. We may want to consider addressing the inflow issue at River Shores lift station.

I was out of town on vacation when the rain event occurred. Terry ended up working a 13.5-hour day. He had to turn off all the lift stations that feed into Schirmer lift station to prevent Schirmer from overflowing and then monitor the lift stations to ensure that they did not overflow. He also had to respond to multiple lift stations alarms due to power blips causing them to trip. He was able to complete labs in between running back and forth between lift stations.

**IX. Public Comment - Non-Agenda Items Only**

**X. Adjournment**

Gordon adjourns the meeting at 8:27 A.M.