

**MINUTES**

**I. Call to Order**

Chair Gordon called the meeting to order at 7:04 a.m.

**II. Roll Call**

**PRESENT** Chair/Township Representative Tom Gordon, City Representative Cameron Downey, Township Representative Rachel Plank

**ABSENT** City Representative Mark Weedon

**STAFF** City Manager, Heather Grace; City Clerk, Barbara Pitcher; Wastewater Treatment Plant Supervisor, William Housand; Water Department Operator in Charge; Scott Dessenberg

**III. Approve Agenda**

Amend agenda to include Public Comments and Executive Comments.

***Motion made by City Representative Downey, Seconded by Township Representative Plank to approve agenda as amended. Rolle call vote carried unanimously.***

***Voting Yea: Chair/Township Representative Gordon, City Representative Downey, Township Representative Plank***

**IV. Approve Minutes**

**A. Approve February 1, 2021 Minutes**

**B. Approve May 3, 2021 Minutes**

Amend minutes to reflect meter changed only once at Commissioner Downey's building.

***Motion made by Township Representative Plank, Seconded by City Representative Downey to approve minutes February 1, 2021 minutes as presented and May 3, 2021 minutes as amended.***

***Roll call vote carried unanimously.***

***Voting Yea: Chair/Township Representative Gordon, City Representative Downey, Township Representative Plank***

**V. Public Comment**

None.

**VI. Business**

**A. Board Appointments**

Following up on the May meeting, Plank has provided the Buchanan Township Board meeting minutes approving her appointment to the Joint Water Sewer Board.

This Board still has a vacancy for the joint City/Township seat.

***Motion made by Chair/Township Representative Gordon, Seconded by City Representative Downey to approve the appointment of Rachel Plank to the Joint Water Sewer Board. Roll call vote carried unanimously.***

***Voting Yea: Chair/Township Representative Gordon, City Representative Downey, Township Representative Plank***

Both Plank and Grace indicated they are seeking candidates to fill the vacancy.

**B. Wastewater Treatment Plant Report**

Housand reviewed the submitted report. Regarding Completed Item 2, Housand indicated the Landfill is a major contributor to PFAS and PFOAs. Regarding Completed Item 3, the upcoming Downtown project may cause numbers to rise to or slightly above the threshold and will look into remediation. Regarding Completed Item 4, final approval from EGLE was received on July 23, 2021. Regarding Ongoing Item 3, discussion regarding the responsibility for maintenance; Township or Riverside Estates. At this time it looks like it would be Riverside Estates. Estimated that decision whether to proceed will come in October. Grace stated Housand has done an admirable job with everything involved in getting the new plant online.

Completed:

- 1) DMRQA 41
  - a) Submitted on May 20<sup>th</sup>
  - b) Study closes August 27<sup>th</sup>
- 2) PFAS Reports
  - a) Submitted to EGLE on June 10<sup>th</sup>
  - b) IPP report
  - c) Effluent report
  - d) Collection system sampling
- 3) IPP Program
  - a) Copper sampling
  - b) Mercury sampling
  - c) Completed and ongoing facility inspections of industrial users
  - d) Preliminary headworks analysis report
- 4) Septage Receiving Plan
  - a) Receiving station design
  - b) Provisional EGLE approval
  - c) Approved by the Commission on June 14<sup>th</sup>
  - d) Public notice posted June 22<sup>nd</sup>
  - e) Submitted to EGLE for final approval July 7<sup>th</sup>
  - f) Screen unit delivery July 11<sup>th</sup>
- 5) Lab Startup
  - a) New equipment installed July 14<sup>th</sup>
  - b) Water deionizer installed June 16<sup>th</sup>
- 6) Maintenance Items
  - a) Shop doors
  - b) Schirmer LS impeller adjustments, repainted and seals replaced
  - c) Plant generator coolant leak
  - d) HW pumps belts and sheaves
  - e) Washouts
- 7) Sludge Disposal

- a) Dewatering bags 2, 3, 4, 5 and 6 were poured with approximately 80,000 gallons of sludge
- b) Approximately 80 tons of dry sludge were hauled to the Landfill
- 8) Training and Certifications
  - a) Andy Warner passed the D certification exam
  - b) James Pearman passed the B certification exam
  - c) James Pearman completed industrial stormwater training and passed the subsequent certification exam
  - d) Bill Housand participated in cyber security training for utility systems
- 9) New Office Equipment
  - a) Received June 3<sup>rd</sup>
  - b) Assembled and installed July 13<sup>th</sup>
- 10) AMP Report
  - a) Submitted to EGLE on July 13<sup>th</sup>
  - b) Included spreadsheets for lift stations, gravity and WWTP assets

Ongoing:

- 1) Oxidation Ditch Project
  - a) Curbs, sidewalks and driveway
  - b) SCADA, DO probes, alarms and level meters
  - c) Chemical lines
  - d) Clarifier and UV unit grout
  - e) Sludge dewatering equipment, blower and sludge tank diffusers
  - f) Existing force main and gravity line tie-ins
  - g) Final grading
  - h) Plant startup June 22<sup>nd</sup>
  - i) Ovivo and Wedeco runoffs June 22<sup>nd</sup> through June 25<sup>th</sup>
  - j) First discharge June 23<sup>rd</sup>
  - k) Sludge press runoff scheduled for the first week of August
- 2) WET test
  - a) Scheduled for August 4<sup>th</sup>
  - b) Final test for the current discharge permit
- 3) Riverside Estates
  - a) Potential sewer connection

C. Water Department Report

Dessenberg reviewed submitted report.

1. We have marked hundreds and hundreds of Miss-Dig locate requests.
2. We continue to use our remote access to the Sensus software to identify leaks in customers' homes and notify them, saving them a great deal of money and heartache. Generally speaking, they are very appreciative of our efforts. This has been a great P.R. tool for us over the years.
3. In May, we spent a good bit of time working with the fire suppression contractor working with Lehman's Farmhouse to get their sorted out and online.

4. I attended a couple of EGLE online seminars. Two on PFAS, and one on cybersecurity.
5. I worked with Dan Vigansky to gather information as pass it along to him as he was working on finding grant money for fire hydrant replacement through Firehouse Subs.
6. We have resumed shut-offs for non-payment. To date, we have only shut off 3 residences.
7. Heather and I worked with EGLE to finalize our DWAM grant application and iron out the details for our CDSMI survey requirements. We will be required to perform at least 314 3-point inspections of services in our distribution system. The 314 randomly generated locations have been identified, and pot-holing is scheduled to begin this month. We stand to receive around \$70,000 in DWAM money for doing this in-house.
8. In late May, I completed our annual Consumer Confidence Report, which has been submitted to EGLE, notices went out to customers on our June bills, and hard copies have been distributed to all the usual locations for customers who want a copy, or who don't receive water bills.
9. We have begun our summer valve exercising program, this year focusing on hydrant isolation valves. To date, Terry and I have hit about 25 valves, but we will be doing more as the WWTP start up allows us more man hours.
10. In mid-June we received permission to enter customer's homes for non-emergency issues for the first time since the start of the pandemic. Since then, Craig has been working hard to address the many meter-read issues that have accumulated over the last 15 months, and together we have been changing old water meters with a focus on properties where we will be potholing as part of our 3-point inspection. To date we have had 45 such appointments made, and a few more that popped up along the way.
11. As to compliance sampling, we have taken and received results for our annual Disinfection Byproducts samples as well as our every-three-year SOC's and VOC's. All results were good. Additionally, I took our annual PFAS sample on 7-20 and we are waiting for results on that. This leaves only our annual Automated Partial Chemistry for the year.
12. On 6-3, with the help of DPW and Cemetery, we repaired a water leak on the corner of Third and McCumber. The leak developed from the connection between the Third St. main still in use and the retired original main on McCumber St. The connection consisted of a spider-tap of 4 lead goosenecks to a valved off 4 inch main. It was an interesting discovery for us.
13. I have worked with Sensus Tech Support to debug a few minor issues with our base station at the Front St. water tower. We are currently waiting on the arrival of a new set of back-up batteries.
14. We have received our enclosed trailer, which we will be outfitting with shelves to hold our dig box and all of our excavation and repair hardware.
15. Craig has been busy having to repair 3 different water services in the last couple weeks. One at Kathryn Park where the porta-potty truck ran over the buffalo box and caused a leak and twice repairing meter pits with leaks. DPW has assisted on two of those occasions.
16. North American Pump was out in June to perform our annual well maintenance. According to their reports, everything looks good.
17. I replaced the Ethernet switch in the control panel at the Moccasin St. water tower following a barrage of communication fault telephone calls in the wee morning hours of 7-8. That has seemed to eliminate the issue.

18. On a lighter note, on 6-10 I helped a snapping turtle who had tunneled under our fence to make a nest and lay eggs to get back out and return to the creek. We are once again excited to be expecting baby turtles hatching soon.

**VII. Executive Comments**

City Manager Grace discussed USDA applications and stated we have been asked to provide new information and the same information in different formats, but hope to be moving forward soon. The City's FY 2021-2022 budget was approved with an 8% across-the-board water-sewer rate increase. Such incremental, annual increases are necessary throughout the life of the bond program. Anticipates opportunity for federal dollars for water-sewer funding. The Landfill board has interviewed a good candidate for their environmental role, so that should be beneficial to the WWTP.

**VIII. Adjournment**

Being no further business, Gordon adjourned the meeting at 7:47 a.m.