



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

**MONDAY, NOVEMBER 18, 2024 – 7:00 AM**

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

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**MINUTES**

**I. Call to Order**

Chairman Gordon called the meeting to order at 7:00 AM.

**II. Pledge of Allegiance**

Chairman Gordon led the reciting of the Pledge of Allegiance.

**III. Roll Call**

**Present: Chairman Tomas Gordon, Buchanan Township Supervisor Mindy Cole-Crocker, Buchanan City Commissioner Larry Money, Mayor Pro Tem Patrick Swem, Brian Murphy**

**City Staff: City Manager, Timothy Lynch; City Clerk, Kalla Langston; Water Operator in Charge, Craig Miller, Zoey**

**IV. Approve Agenda**

Motion made by Swem, supported by Money to amend the agenda to add item VIII. New Business E. S. Redbud Trail feasibility study. Voice vote carries unanimously.

**V. Public Comment - Agenda Items Only**

*None.*

**VI. Approve Minutes**

A. *Consider approval of the Regular Meeting Minutes from August 19th, 2024.*

Motion made by Money, supported by Murphy to approve the minutes as presented. Voice vote carries unanimously.

**VII. Unfinished Business**

**VIII. New Business-City Manager, Timothy J. Lynch**

**A. Water/Sewer Rate Analysis- John Holland-Michigan Rural Water Association.**

Holland presented the rate study that he did for the water fund. Please see Attachment A for the full report.

**B. Technical Managerial and Financial (TMF) Lead Service Line Replacement (LSLR) Grant Update**

Mr. Lynch provided information relating to the \$558,000 grant the City was recently awarded to investigate and determine the material composition of the service lines for users in the water supply system. The City is working with Prein & Newhof Engineers in the scheduling process to gain access to the customers' homes to verify the service line materials. It is expected the verification process will take six months.

**C. New NPDES Discharge Permit Buchanan Wastewater Treatment Plant.**

Mr. Lynch noted a new NPDES discharge permit was issued by EGLE to the Buchanan Wastewater Treatment Plant in early October with an expiration date of October 1, 2027. He reviewed some of the new monitoring requirements including effluent Total Copper, Chloride and Sulfate.

**D. Water & Wastewater Department Reports.**

**Compliance Evaluation Inspection** – Mr. Lynch reviewed a summary of a Compliance Evaluation Inspection (CEI) conducted by EGLE on October 3, 2024, at the Wastewater Treatment Plant. The facility was found to be in compliance and no issues were noted relating to the inspection. Two prior violations were noted in the report. The plant reported instances of noncompliance in January 2024 relating to the Fecal Coliform Maximum 7-Day Limit. In July, the Buchanan sewer system reported a sanitary sewer overflow into McCoy Creek. It was noted the overflow was stopped and the damaged line causing the overflow was repaired. No follow-up items were required at this time.

**Financial Advisory Services – Bedzinski & Co.** – Mr. Lynch reported that due to the number of outstanding bonds and amount of debt incurred by the City, it would be beneficial to retain a financial services firm familiar with the City’s finances to assist in navigating the debt payment process and to provide and legitimize utility rate setting and adjustments going forward. A proposal for such services has been provided by Andy Campbell (CPA) of Bendzinski & Co. to be the City’s rate consultant. Mr. Lynch noted it is his intent to seek City Commission approval to retain the firm at the November 25<sup>th</sup> meeting.

**PFAS Local Limits Proposal** – Mr. Lynch informed the Board he is considering a proposal from Jones & Henry Engineers to provide professional services in the development of Local Limits for PFAS compounds and a Pollutant Minimization Plan (PMP) for the compounds. He indicated he would take the proposal to the City Commission for approval in the near future.

**E. Feasibility Study at South Redbud Trail**

Bertrand Charter Township passed a resolution in support of installing utility sleeves under the tracks during their last meeting. They also expressed interest in partnering on a feasibility study to explore potential expansions of the system for our three communities.

Baker suggested that at least putting a sleeve while the work by railroad crossing is being done for future use.

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

**X. Adjournment**

Chairman Gordon made the adjournment at 8:14 AM.