



West Michigan Regional Water Authority

4814 Henry Street

Norton Shores, MI 49441

Special Meeting Agenda

February 23, 2018 – 9:00 a.m.

Location: City Hall – City of Norton Shores

- A) Call to Order by Chair
- B) Adoption of Agenda
- C) Adoption of minutes from the Meeting of January 25, 2018
- D) Public forum/Public input
- E) Committee Reports
- F) Treasurer's Report
- G) Old/New Business
 - 1. Budget FY-2019 (July 1, 2018 – June 30, 2019)
 - 2. FY-2019 Water Rates
- H) Comments from the Board
- I) Adjournment

WEST MICHIGAN REGIONAL WATER AUTHORITY
Minutes of January 25, 2018 Board Meeting

A regular meeting of the West Michigan Regional Water Authority was called to order on Thursday, January 25, 2018 at 1:35p.m. in the Small Conference Room, Norton Shores City Hall, 4814 Henry Street.

Members Present: Board Members Jerry Bartoszek, Mike Huston, Ron Langlois and Heidi Tice

Adoption of Agenda:

The adoption of the agenda was accepted by consensus.

Adoption of Minutes:

Treasurer Mike Huston moved to adopt the minutes from the Regular Meeting of September 28, 2017. The motion was seconded by Vice Chair Heidi Tice. The motion was carried unanimously.

Public Forum/Public Input:

Old/New Business:

1. County Update

Chair Jerry Bartoszek provided an update to the board from Matt Farrar at Muskegon County Department of Public Works. Matt stated that the Water Authority has a balance of \$700,553.66 with the County. As discussed by the board, these funds have been used for water tank maintenance and it was agreed on by all members to have Matt Farrar transfer the balance of \$700,553.66 to the Water Authority to use for major projects.

2. Level Control Valve Replacement: Airline Road Water Tower

Secretary Ron Langlois presented the estimate from Kennedy Industries to refurbish the level control valve at the Airline Road water tower. The repairs would take a day. Kennedy Industries is also coordinating with Prein & Newhof to determine if a check valve is needed. Secretary Ron Langlois moved to approve the repair. The motion was seconded by Vice Chair Heidi Tice. The motion was carried unanimously.

3. T-Mobile Cell Site Lease Amendment Request

Chair Jerry Bartoszek presented a lease request from T-Mobile to amend their current lease. The board agreed that Ron Bultje should review the amendments and a counter offer should be presented to T-Mobile. The

counter offer would consist of the approval of the Authority for any expansion and for a continued 3% annual increase. Chair Jerry Bartoszek suggested that the matter be brought back to the board during the Special Budget meeting in February and the board agreed.

4. FY-2017 Audit

Treasurer Mike Huston reported that we had a clean audit. Treasurer Mike Huston also stated that the Authority is \$180,000 in the black and that the net position changed by \$140,000. He also stated that the Authority has \$182,000 unrestricted right now to do projects like the Broadway Avenue upgrade.

5. Information- Broadway Avenue Water Main Upgrade

Chair Jerry Bartoszek informed the board that the reconstruction is out to bid with MDOT and they are hoping for an April bid. The portion to be addressed first is Bailey Street to US-31 and it's estimated to cost \$600,000 for the water main replacement. Chair Jerry Bartoszek stated that construction is projected to start late April to early May.

The meeting adjourned at 2:04p.m.

Ron Langlois, Secretary

**WEST MICHIGAN REGIONAL WATER AUTHORITY
BUDGET**

FY-2018 - APPROVED		FY-2018 REVISED	FY-2019 PROPOSED
Revenues			
1	Water Sales	\$2,856,000.00	\$2,856,000.00
2	Adjustment to Water Sales	\$0.00	\$70,953.21
3	Interest Income	\$1,000.00	\$303.00
	Total Revenues	\$2,857,000.00	\$2,927,256.21
Expenses			
1	Combined Gas & Electricity for Booster Station, Towers, Master Meters	\$8,500.00	\$7,200.00
2	Master Meter Testing	\$800.00	\$0.00
3	Combined Supplies & Materials for Booster Station, Towers, Master Meter maintenance	\$3,000.00	\$3,000.00
4	Special Projects FY-18 Altitude Valve, check valve if needed, SCADA; FY- 19 Miscellaneous	\$50,000.00	\$50,000.00
5	Emergency Repair	\$5,000.00	\$3,000.00
6	Misc	\$10,000.00	\$5,000.00
7	Auditing	\$4,000.00	\$3,500.00
8	Insurance	\$8,500.00	\$9,640.00
9	Bond Payment Interest 10-1-17 (2018) Principal 4-1-18 (2018) Interest 4-1-18 (2018) Paying Agent	\$270,500.00 \$200,000.00 \$270,500.00 \$500.00	\$270,500.00 \$200,000.00 \$270,500.00 \$500.00
10	Water Purchases at calculated rate	\$1,652,300.00	\$1,610,000.00
10a	Water Rate adjustment per contract	\$0.00	\$70,953.21
11	Legal	\$25,000.00	\$3,000.00
12	Capital Contribution to FB	-\$3,426.00	\$67,994.00
13	Depreciation	\$351,826.00	\$352,469.00
	Total	\$2,857,000.00	\$2,927,256.21

Billable Gallons	1,400,000	1,400,000	1,400,000
Rate per 1,000 gallons	\$2.04	\$2.09	\$2.04

* CAPITAL IMPROVEMENT PROJECTS
FY-2018 Broadway, Bailey to US-31 Water Main \$600,000
FY-2019 Broadway, Getty to Bailey Water Main \$600,000