

## **Minutes of Porter Township Sewer Board**

**January 2, 2024**

The Sewer Board Meeting was called to order by Carl Klappauf, Chairman, at 6:00pm at the Township Hall, followed by the Pledge of Allegiance.

### **Roll Call**

Board members present: Carl Klappauf, Dave Nagy, Al Newvine, Debra Hughes, and John Penkala. Board member absent: Leard Wylie (Township Board representative). Others present: Jon Petrsek (IA representative) and Jeremiah Kinney (Sewer Board alternate applicant). Quorum is established. Meeting will proceed.

### **Approval of Minutes**

Motion made by Carl Klappauf, seconded by Dave Nagy to accept the minutes of December 5, 2023. Motion passed unanimously.

### **Public Comments/Questions from the floor**

None

### **REPORTS**

#### **IA's Monthly Report-Jon Petrsek**

- Jon stated that the plant is running well.
- John Barthels did not attend this meeting and Jon Petrsek will contact him to confirm attendance at the next meeting.
- Jon reviewed the IA report for December 2023.
- Only 2 emergency callouts in December 2023.
- The SOS for B-4 on December 20<sup>th</sup> is documented in the monthly report.
- The septic hauler who misused the septic receiving station equipment did not make any dumps in December 2023. He represents 63% of septage revenue. Carl Klappauf will address this with the Township Board. Jon Petrsek will contact other haulers not currently doing business with Porter to see if they have any interest in us.
- The Belt press resolution is waiting on John Barthels to present the 3 options we have.
- When Perceptive Controls is contacted to inspect a sewer hookup when no tap was available, Porter Township will be responsible for that bill.
- A lawncare agreement for 2024 with Jon Petrsek/Ray Stoddard was discussed. **Motion1:** The Sewer Board recommends to the Township Board to contract with Jon Petrsek/Ray Stoddard to mow the WWTP lawn for 2024 at a cost of \$300 bi-weekly. Motion made by Dave Nagy, seconded by Al Newvine. Motion passed unanimously.
- The 2024 Budget was discussed. Jon Petrsek will present his list of items and costs for the period 4/1/2024-3/31/2025 at the next meeting.
- The approval of purchases over \$500 before commitment was discussed. At every Sewer Board meeting, Jon Petrsek will present to the Sewer Board a list of items with costs anticipated over the next 30 days before making a commitment to purchase to the Sewer Board to approve. Carl Klappauf will then take the Sewer Board approved items to the next Township Board meeting for their approval. Carl will then contact Jon Petrsek with the approved/not approved items so he can then purchase the approved items.

#### **Septage Receiving Activity-Dave Nagy**

Dave Nagy stated 37,638 gallons of septage generating \$3,387 in sales were received during the month of December 2023.

#### **Financial Review-John Penkala**

No financial review is available for this meeting.

## **Township Review-Carl Klappauf**

Carl Klappauf reviewed his presentation to the Township Board meeting held on December 12, 2023.

## **OLD BUSINESS**

### **Periodic Review of Ordinances-Carl Klappauf**

Ongoing review.

### **Sewer Board Alternate member – Carl Klappauf**

The Sewer Board interviewed Jeremiah Kinney as an alternate. **Motion2:** The Sewer Board recommends to the Township Board that Jeremiah Kinney be accepted as an alternate member of the Sewer Board. Motion made by Carl Klappauf, seconded by Dave Nagy. Motion passed unanimously.

### **Long Lake Septic Hookup**

The hookup to a septic system on Long Lake was discussed. **Motion3:** The Sewer Board recommends to the Township Board to have the Township lawyer send a letter to Steve/Lori Bontrager, parcel # 14-120-210-005-01, 69390 Bellows Rd, White Pigeon Mi 49099 stating that he will be able to keep his hookup to his septic system but before any new building permit would be issued again a hookup to the sewer system would be required. Motion made by Dave Nagy, seconded by Debra Hughes. Motion passes unanimously.

## **New Business**

### **Sewer Monthly billing**

John Penkala reported that the \$60.50 billing for a property will begin when the sewer inspection is completed. This item can be removed for next month.

### **Connection Fee billing**

John Penkala reported that the connection fee letter and payment plan will be signed before a building permit is issued. This item can be removed for next month.

### **Completed contract with IAI**

This item will be presented by John Barthels.

The next Sewer Board meeting is Tuesday, February 6, 2024, at the Township Hall at 6:00pm.

Motioned made by Carl Klappauf, seconded by Dave Nagy to adjourn the meeting at 8:15pm. Motion passed unanimously.

Respectfully submitted,

John Penkala

Sewer Board Secretary