

GAINES CHARTER TOWNSHIP  
REGULAR MEETING  
WATER & SEWER ADVISORY COMMITTEE  
MEETING MINUTES - AUGUST 24, 2016

CALL TO ORDER

A Water & Sewer Advisory Committee was called to order by Chair Haagsma at 7:04 AM on Wednesday August 24, 2016 at the Gaines Charter Township (GCT) offices located at 8555 Kalamazoo Ave., SE Caledonia, MI 49316

ROLL CALL

Members Present: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.

Members Absent: None

Others Present: Mike Kartman, BGUA  
Kim Triplett, Recording Secretary

APPROVAL OF APRIL 20, 2016 REGULAR MEETING MINUTES:

*Motion:* By Jan Boone supported by Jeff Gritter to approve the minutes for the April 20, 2016 Water & Sewer Advisory Committee meeting as presented

*Discussion:* None

*Yes:* Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.

*No:* None

*Abstain:* None

*Motion:* Carried

PUBLIC COMMENT:

None

Current Matters:

**Karin Shulz - 7071 Summit Hill Ct - malfunction of water driven sump pump**

The sump pump at the Shulz residence (7071 Summit Hill Ct) malfunctioned causing it to keep running and use an excessive amount of water before it was fixed. The Schulz were not home for several days and had the pump removed as soon as they realized what had happened.

In the past when this type of situation has occurred; the sewer portion of the bill has been recalculated in recognition that a portion of the water used was pumped into the storm sewer or onto the ground and not into the sanitary sewer; with the adjusted sewer use fee being based on average use. However, the resident is still responsible for the full water usage portion of the bill.

Jan Boone stated the Schulz's had come in to get irrigation permit. At that time, she advised them that the excessive water usage indicated there may be a problem.

The Irrigation meter has been installed, and the water driven sump pump has been removed.

*Motion:* By Jan Boone made a motion supported by Don Hilton to request that the Township Board grant a refund the sewer usage charges that resulted from the water used by the "water driven" sump pump. Based on past water usage, it is recommended the refund be a maximum amount of \$669.61.

*Discussion:* None

*Yes:* Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.

*No:* None

*Abstain:* None

*Motion:* Carried

## Country Corners Mobile Home Park - Water Leak

Jeff Gritter stated the mobile home park had hired a company to find the water leak. The leak was located and repaired. The majority of the leaking water was going into an old drain-field which is why it was hard to locate. Country Corners is requesting a refund for part of their sewer use bill.

*Motion:* By Jan Boone made a motion supported by Tim Haagsma to recommend to the Township Board that they grant a refund of sewer usage charges that resulted from the water leak. Based on past water usage, it is recommended the refund be a maximum amount of \$6,547.27.

*Discussion:*

Tim Haagsma asked if the owners had been made aware of what portion of the bill was for sewer charges resulting from the leak. Jan Boone advised that they had not been notified yet; however, they know how the bill is calculated and had specifically asked for adjustments to the sewer portion of the bill.

*Yes:* Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.

*No:* None

*Abstain:* None

*Motion:* Carried

## Sanitary sewer project - Kalamazoo Avenue

Jeff Gritter stated that the Kent County Road Commission (KCRC) has indicated that they will be rebuilding a portion of Kalamazoo Avenue (between 76th and 94th). He continued that the public utilities in this corridor have been reviewed with the Water & Sewer Department and the BGUA, and this is an opportunity to install sewer from the South Creek Development to the south just short of the intersection of Kalamazoo and 94th Street. There are advantages, and it would be advisable, to work with the KCRC, to bringing sewer down the street and get sewer service to properties along Kalamazoo, at the same time

the road is being improved. Sewer would be installed from the south end of South Creek Estates to the properties at the intersection of g4th and Kalamazoo Ave .

Gritter provided a copy of the KCRC road design plans of the area for the committee to look at.

There was general discussion regarding the property at SE corner of g4th and Kalamazoo.

As for the properties that would be in the improvement area, there would be a voluntary special assessment. They have looked at supplying water in addition to the sewer, but it is not feasible at this time. Gritter stated again, it is a good time to put sewer in, while the road is being worked on.

There is a need to make decision now so we can let the KCRC know how the Township would like to proceed, and to prepare construction plans to include with the KCRC bid documents .

- Motion:* By Don Hilton supported by Jan Boone to prepare a memo to the Township Board, advising them of the plans to carry sewer along Kalamazoo Ave., between 76<sup>h</sup> and 84<sup>th</sup>
- Discussion:* None
- Yes:* Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
- No:* None
- Abstain:* None
- Motion:* Carried

## **Water System Improvements**

Jeff Gritter provided a copy of a letter to both Byron and Gaines Charter Townships, informing that there are major improvements which will be required in the next ten years. These water system improvements include the following:

2nd connection to City of Wyoming transmission system.

The physical tee for the connection has been made in the transmission line and currently operates at minimal pressure. In order for this connection to operate and serve the existing water system water main improvements and a pump station are required. A significant cost will be crossing M6 near the Wilson Avenue interchange. However, the time is coming when the DEQ will require the 2<sup>nd</sup> connect based on the continued residential and commercial/industrial growth in the Townships.

### **System Storage**

BGUA currently has 3 water tanks (2 on regular pressure and 1 high pressure) for a total of 4 million gallons storage. Water system operating standards require storage equal to our average daily demand. The current average day demand is running at about 4.4 million gallons per day. Our current storage capacity is just shy of our average daily demand and as usage increases, the DEQ will require the Townships to make improvements to continue to meet standards.

The cost would be approximately \$3M for 1million gallon tank or \$5M for a 3 million gallon tank. The last tank installed was 1million gallon tank located at 92<sup>nd</sup> Street and Eastern Avenue.

The purpose of the letter is to make sure the Townships are aware that these expenses are coming in the relatively near future and the Townships need to be prepared.

There was general discussion regarding the possible location of a third tank. A location near Byron Middle School (Homrich area) would be ideal; however property would need to be acquired. Location is not firm at this point, however this location would be an optimum location. Gritter stated 2017 would be a good time to acquire property in advance of constructing the tank.

There was general discussion regarding Caledonia connecting to our system and using our water for their source. They may require a tank to pump from. Water system modeling needs to be done to determine what will or will not work. This scenario may benefit Gaines and allow us to serve an area in Gaines we currently do not serve. No formal request has been made yet.

This possibility may aid in the decision of what size tank to put in in Byron, if we put one in near Caledonia.

Wyoming has indicated in the past that it is okay if Byron Gaines serves Caledonia with water - they have no interest in serving them as a wholesale customer. Byron Gaines has secured plenty of capacity from Wyoming so we could allow Caledonia to use some of our extra capacity. An analysis needs to be done to determine our future needs.

#### **Rail Side West**

Rail Side West watermain project will connect to Homrich Avenue and create a loop. This will be mostly a Byron project, but Gaines will have a portion of the expense. The Rail Side West residential development only has one watermain feeding the entire project. If a watermain break occurs the entire area will be cut off from the water supply.

#### **Meadows North project**

Meadows North watermain project would create a loop to a residential area that currently has only one watermain feeding the entire area. This project is mostly in Byron but Gaines would have a portion of the cost if it moves forward.

#### **84<sup>th</sup> Street Watermain**

84<sup>th</sup> Street Watermain - The priority of this project is increasing because of South Christian indicating that they will be moving forward with their new building. When the high school happens they will be on one watermain along with the South Creek development and a loop needs to be created. The schools construction schedule will determine when we do this project (2017 or 2018). Their construction schedule can be followed, but this needs to be done when they are ready to open for their safety and the safety of our system.

#### **High Pressure district -**

Bring water down 92<sup>nd</sup> to serve that area. Timing dependent on development.

A rate study is being done next month. It would be a good idea to start adjusting rates now to compensate for these future needs.

General discussion – Gritter will compose a letter to the Boards, and be in attendance when the letters are presented to the Boards. That date is yet to be determined.

## **OTHER MATTERS**

### **Update of Projects**

Current projects-

1. **Turning Creek** -  
16 lot development is starting today
2. **Harmon Farms** –  
Waiting on water main construction permit - being graded
3. **Hanna Lake**-  
Started this past Monday
4. **Weather Vane #4** -  
Waiting for building permits - need final inspections for water and sewer. Final inspections scheduled for today
5. **Preservation Lakes** -  
Lift station scheduled to start 1<sup>st</sup> part of September
6. **Preserve at Woodfield** -  
Construction plans are submitted but not reviewed yet
7. **Brewer sewer project**  
All but done - 99.99% complete
8. **South Creek North** –  
Currently scheduling final inspections
9. **Chick fil-A** –  
Under construction, watermain not started yet

Misc.

Mr. and Mrs. Louth of Division Court

The Louth's, 8590 Division Court, would like to hook up to water and would like to take advantage of a payment plan for the connection fees. Ideally a recommendation should be taken to the Township Board at their Sept. meeting.

- Motion:* By Jeff Gritter supported by Don Hilton that a recommendation be made to the Township Board, allowing the Louths to participate in a payment plan at a rate of 3.25% interest
- Discussion:* None
- Yes:* Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
- No:* None
- Abstain:* None
- Motion:* Carried

Norman Vander Weide

Treasurer may have had communication with the Vander Weide's. They have an exceptionally high bill, however BGUA was there two weeks ago and there does not appear to be a leak. General discussion about what may have possibly caused the spike in usage.

The Vander Weide's would like the Township to "switch out" their current meter for a new meter. The Township will require a deposit to take meter out (\$140.00).

If the Township waives this charge it would set a precedence; not a good idea. The Township's meters are historically very accurate.

South Christian

FEES - South Christian was sent letter outlining the fees, using current rates early in the year (2016). They own 4 pieces of property and only a portion of the utility fees were paid when they built the athletic park, they deferred some of the fees for the property. The property does contain some wetland areas so there are ways to reduce the total charges, however not to the degree they are asking. They want \$400K off. Fees are based on an ordinance and calculated at over \$500K right now.

It is essential that this matter be addressed in the same manner as any other property in the Township, they must be billed according to ordinance. Once details are provided (wetlands, etc.) the connection fees can be adjusted as allowed by the Ordinance. However, we cannot provide a final billing amount, until we know the percentage of wetlands, etc. To date no site plan(s) has been submitted.

General discussion – The school did receive reimbursements in the past (when fields were built) for oversizing watermains. Fees and reimbursements have to be calculated in order to get a true picture of the costs.

**SWITCH**

Don Hilton offered the information that Switch will be building their first facility (outside the pyramid) in the spring of 2017.

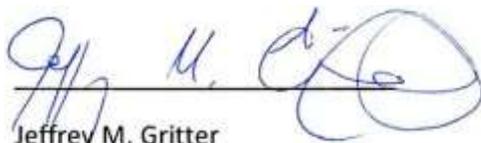
Gritter added that if they fence the property in, we will need access to the watermain we have on property. General consensus that a procedure needs to be put in place

General discussion regarding facility .

Chair Haagsma asked if there was anything further to be discussed, being none he called for adjournment .

**Meeting Adjourned 8:14am**

Respectfully submitted:

  
Jeffrey M. Gritter