

**GAINES CHARTER TOWNSHIP
REGULAR MEETING
GAINES TOWNSHIP
WATER & SEWER ADVISORY COMMITTEE
MEETING MINUTES ~ November 10, 2015**

CALL TO ORDER

A Water & Sewer Advisory Committee meeting was called to order by Chair Tim Haagsma at 3:30 p.m. on Tuesday, November 10, 2015 at the Gaines Charter Township (GCT) Offices located at 8555 Kalamazoo Avenue SE, Caledonia, Michigan 49316.

ROLL CALL

Members Present: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
Members Absent: None
Others Present Michael Wysocki of MJW Consulting, Mike Kortman, Byron Gaines Utility Authority

APPROVAL OF APRIL 27, 2015 REGULAR MEETING MINUTES:

MOTION: By Don Hilton supported by Jan Boone to approve the minutes for the April 27, 2015 Water & Sewer Advisory Committee meeting as presented.
YES: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
NO: None
ABSTAIN: None
MOTION: Carried

PUBLIC COMMENT:

None

CURRENT MATTERS:

- a. **6630 Kalamazoo Avenue – New Orleans Fried Chicken & All American Hot Dogs – Variance from the requirement to provide a 1,000 gallon grease interceptor.**

Chair Haagsma asked Mr. Wysocki to introduce the request. Mr. Wysocki from MJW Consulting, LLC was present on behalf of Mr. Le, the applicant, who was unable to attend the meeting. New Orleans Fried Chicken & All American Hot Dogs is requesting an alternate design for grease removal in lieu of what the Township Ordinance states. Mr. Wysocki proposes a grease inceptor connected to the pre-rinse sink of a new, larger three compartment sink. This grease removal device would be located within the building and would be cleaned per ordinance with records being kept by the tenant.

Mr. Wysocki stated in his letter to the Township dated October 27, 2015 *"Following Section 1003 of the 2012 Michigan Plumbing code, the only fixture requiring a grease removal device would be the pre-rinse sink of the three compartment sink. The sink is 24' x 24" x 10" and would have a flow thru rate of 24.9 GPM."*

Tim Haagsma acknowledged that fryers are currently in use and that they were added after All American Hot Dogs took over the site. Their use "slipped through the cracks".

Mike Kortman, Assistant Manager at the Byron Gaines Utility Authority (BGUA) stated there are other examples in the Township where changes adopting the new method have been required and implemented either during new construction or when tenants have changed. Three of the sites mentioned are accessible outside of the building via manholes.

Mr. Wysocki asked where the Township Ordinance came from stating it was not in the Michigan Plumbing Code.

Engineer Gritter said the Township Ordinance requires beyond what is defined in the Michigan Plumbing Code. The Township Ordinance resulted from problems experienced associated with grease traps that were not effective; i.e. indoor under-sink grease traps.

Section 1406 of the Water & Sewer Ordinance requires that "All establishments where food is manufactured, sold or prepared, ... discharging wastewater containing fats, oils and grease (FOG) to the sewer system shall install, operate and maintain a tank of a size and material and so designed as to be capable of removing grease and oil wastes from the Sewage (hereinafter called "Grease Trap") necessary to achieve and maintain compliance with the Wyoming Sewage Treatment Agreement and the Grand Rapids Sewage Treatment Agreement."

The Township consistently enforces the installation of an outdoor inline grease trap of 1,000 gallon capacity meeting the specifications found in the BGUA Standard Construction Requirements, consistent with the requirements of the Township's Water & Sewer Ordinance.

Mr. Wysocki asked if the problems had been documented and Engineer Gritter stated documentation is probably available. Mr. Wysocki indicated grease will be captured at the point of inception which he acknowledged is a different method than specified but feels it meets Township requirements. Mr. Le owns other restaurants where he uses this method without problem. Mr. Le is likely to back out of the purchase if an outdoor drain is required.

Mike Kortman stated there are approximately 100 sites using the outdoor inline grease traps and they are experiencing good results. Maintenance is on a recurring basis and outside access is better for inspections. The Gaines Charter Township Ordinance states point of use grease traps must be cleaned every 14 days. Mr. Kortman also verified the BGUA can track where grease originates. Selected downstream manhole is checked once a year.

Mr. Wysocki stated they are asking for a variance based on their stated intentions of cleaning the traps on a regular basis which would be monitored by restaurant management.

Supervisor Hilton stated this is not a variance that is "relatively minor" and feels this is a significant issue.

Mr. Wysocki asked for clarification that the Water & Sewer Advisory Committee was recommending denial based on the Engineers Statement and if there was an opportunity to appeal the decision.

Jeff Gritter responded stating the Township is aware the restrictions are higher than what is stated in the Michigan Plumbing Code, but it is the Township's minimum standard. Other applicants have made the same request and the Township has enforced the Ordinance. What is being requested of Mr. Wysocki is consistent with other applications with similar uses; restuarants.

Tim Haagsma stated the Water & Sewer Advisory Committee makes a recommendation to the Township Board where a final decision will be made. Either Mr. Wysocki and / or Mr. Le could appear before the Township Board at the next meeting on December 14.

MOTION: By Don Hilton supported by Jan Boone to recommend denial of the request for a variance to the Township Board from the requirement to provide a 1,000 gallon grease interceptor.

YES: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
NO: None
ABSTAIN: None
MOTION: Carried *(to deny)*

b. Water System Capital Improvement Plan.

Jeff Gritter received a letter from the Department of Environmental Quality (DEQ) stating that a Capital Improvement Plan (CIP) was due by January 1, 2016 for publicly owned supplies and January 1, 2018 for privately owned supplies with service population of greater than 1,000 people. At a minimum, the CIP must identify waterworks system needs for 5-year and 20-year planning periods.

Jeff Gritter stated the letter did not provide good information, did not provide much time to respond, the program is new for everyone in the State and may have been influenced on the water problem experienced in Flint Michigan.

Vriesman & Korhorn will respond for the Byron Gaines Utility Authority.

c. Proposed Water & Sewer Rates for Fiscal Year 2016

Byron Township and Gaines Township have completed a rate study and the following changes to the utility rates are recommended:

- **Inspection Fees, Unmetered Fire Protection Fees, Hydrant Use Fees, and Public Fire Hydrant Rental Fees** - proposed to remain unchanged.
- **Water Use Fee** – Remain at \$2.75/1,000 gallons; no adjustment proposed.
- **Water Readiness to Serve Fee** – Proposed to be reduced from \$15.30 per quarter to \$14.48 per quarter; a minor reduction in the Water Readiness to Serve Fee reflecting a small reduction in expenses for maintaining the water system for the past year.
- **Water Service Fees, Availability Fees and Trunkage Fees** – Adjusted by the rate of inflation for the construction industry as defined by the Engineering News Record Construction Cost Index of 3.0% for this year.
- **Water Meter Fees** – No adjustment for the coming year. Current rates will continue.

- **Sewer Lateral Fees, Availability and Trunkage Fees** – Adjusted by the rate of inflation for the construction industry as defined by the Engineering News Record Construction Cost Index of 3.0% for this year.
- **Sewer Use Fee** – Remain at \$3.40/1,000 gallons; no adjustment proposed.
- **Sewer Readiness to Serve Fees** – Proposed to be adjusted from \$12.03 per quarter to \$12.29 per quarter; a minor increase in expenses to maintain the sanitary sewer system for the past year.

Jeff Gritter presented these proposed Water and Sewer Rates for 2016 to the Committee pending the receipt of the City of Grand Rapids rate study and the inclusion of the comparative study to neighboring municipalities. Utility Rates should remain flat and the average customer will notice a decrease of approximately \$.56 per quarter.

MOTION: By Jan Boone supported by Don Hilton to recommend approval to the Township Board for the proposed Water & Sewer Rates for Fiscal Year 2016 to include the City of Grand Rapids information when it becomes available.

No further discussion.

YES: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
NO: None
ABSTAIN: None
MOTION: Carried

d. Proposed Meter Replacements for 2015/2016.

Jeff Gritter stated they are looking to spend approximately \$200,000 to purchase 500 radio read-out meters, replacing the first 1/3 of a total of 1,600 “touch pad” meters planned over a 3 year period 2015/16 – 2019. Replacement has been ongoing and accuracy of reads has improved. The new meters allow the BGUA to read water meters more efficiently and more accurately. The busiest streets in the Township will be completed first for the meter change-out project to improve safety in these areas for the meter reader. The work is proposed to be done as time permits. Last year, 350 units were replaced over the winter months.

OTHER MATTERS:

a. Update of Current Projects

1. Brewer sewer work will be starting soon with plans to be completed by the end of the year.
2. Projects anticipated to begin soon include The Crossings Weathervane Phase 4 and Preservation Lakes by Eastbrook Homes. Expected to lag behind those two and also by Eastbrook Homes is Harmon Farms later in the summer of 2016.
3. Turning Creek is trying for an early start; communication and paperwork just beginning.

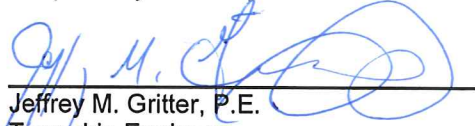
b. Miscellaneous

Engineer Gritter asked for clarification of his role on the Committee. Jeff stated he would be the contact for Gaines Charter Township in his new position at Vriesman & Korhorn. Tim Haagsma state it makes sense to have the engineer on the committee. Supervisor Hilton said that appointments would be on the agenda for the December Township Board Meeting and unless there is an objection from the Township Board would include Jeff as a Water & Sewer Committee member.

ADJOURNMENT

The meeting adjourned at 4:15 P.M.

Respectfully submitted:



Jeffrey M. Gritter, P.E.
Township Engineer