

**GAINES CHARTER TOWNSHIP
WATER & SEWER ADVISORY COMMITTEE
MEETING MINUTES ~ October 21, 2013**

CALL TO ORDER

A Water & Sewer Advisory Committee meeting was called to order by Chair Tim Haagsma at 3:34 P.M. on Monday, October 21, 2013 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: Mr. John Noel, 151 Daniel Street SE, Grand Rapids MI 49548

APPROVAL OF August 27, 2013 MINUTES:

MOTION: By Jeff Gritter, supported by Jan Boone, to approve the minutes for the August 27, 2013. 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. Variance Request – 8662 Division Court

Mr. John Noel, currently residing at 151 Daniel Street SE, Grand Rapids MI 49548 is building a new residence at 8662 Division Court SE, Byron Center MI 49315. The house is located approximately 280 feet off the road from the water main. Mr. Noel would like to connect to the water main using plastic / flex tubing rather than copper as specified in the Gaines Charter Township Ordinance. Engineer Gritter recommended approval and stated that this specification needs to be updated to address homes that are built more than 50 feet from the ROW.

MOTION: Jeff Gritter made a motion to recommend approval of the variance to the Township Board, supported by Don Hilton.
YES: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
NO: None
ABSTAIN: None
MOTION: Carried

Mr. Noel asked when the Township Board met as he has a time constraint with his lending institution. The house must be completed for him to close and he may be forced into using

copper to meet his deadline. The Township Board meets on Monday, November 11. After Mr. Noel departed, Don Hilton asked Jeff Gritter if it was time to review and perhaps modify the Township Ordinance to contain language about using a less expensive material over specified distances. Jeff Gritter agreed and will follow-up.

b. Variance Request – 593 76th Street – *tabled at the August 28, 2013 meeting.*

- MOTION:** Jeff Gritter made a motion to take this agenda item off the table from the August 28, 2013 meeting, supported by Jan Boone.
- YES:** Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
- NO:** None
- ABSTAIN:** None
- MOTION:** Carried

Engineer Gritter stated that he had received a call and neither Mr. nor Mrs. Vogel were able to attend today’s meeting. Mr. and Mrs. Vogel are requesting a variance to connect their home (593 76th Street) and apartment (595 76th Street) to the same water service. They currently have a well serving both premises.

From the updated Memo issued by Jeff Gritter on October 18, 2013 . . .

“At the August, 2013 W/S meeting the Committee asked for clarification on several questions that came up. First, the two living units located on this property (house and rental unit) are separately connected to the sanitary sewer system and are separately billed by the Township presently. Second a water service pipe has been extended into the home and is capped. This water service could be put into service by plumbing the pipe into the home plumbing system and installing a water meter. Third, the applicant has told me that the abandonment of the “second” water service would cost approximately \$1,000 and the installation of a water service to service the rental unit would cost approximately \$3,500. The applicant received these estimates from McDonald’s Plumbing.

Based on this information the W/S Committee should make a recommendation to the Township Board for their final say.”

Tim Haagsma asked if the Township wishes to be consistent with the Ordinance, which all agreed they do. Don Hilton stated the rental unit should connect to a separate water service. The Vogel’s received an estimate that the cost to them would be approximately \$3,500 for the new water service but all other connection and permit costs have been paid for this property.

- MOTION:** Don Hilton made a motion to deny approval of the variance to the Township Board supported by Jeff Gritter.
- YES:** Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
- NO:** None
- ABSTAIN:** None
- MOTION:** Carried

c. Preliminary Draft Sanitary Sewer Transportation Agreement – Caledonia Township.

Engineer Gritter received a Preliminary Draft of the Sanitary Sewer Transportation Agreement from Jim White of Mika, Meyers, Beckett and Jones which he made available to members of the Water and Sewer Advisory Committee. The Township of Caledonia

has requested this connection to Gaines sanitary sewer system located in Section 1 of the Township.

Don Hilton asked if the intent of the request from Caledonia to connect to the Byron/Gaines system is to accommodate the college. Jeff Gritter stated yes that is partially the reason for their request. Caledonia's northwest sewer district comes to a lift station at Patterson Avenue and sewage is pumped back into the Village of Caledonia for treatment. The treatment plant in Caledonia is running out of capacity to handle future growth. Gaines sanitary sewer was originally designed with capacity for the Plaster Creek watershed which does include a portion of Caledonia including a portion of their northwest sewer district.

Jan Boone inquired if the sewer pipe is sized to handle Gaines Township growth and use for many years? Jeff stated that the existing sanitary pipe in Section 1 of the Township is oversized today. Caledonia will be connecting into a trunk sewer that has a service area which is limited to Section 1 of the Township and maybe some Section 12 depending on growth patterns. All of these areas are zoned for industrial use going forward. Jeff Gritter stated the Township has been carefully considering this request from a capacity standpoint so as not to place limits on the Township that could limit the development of industrial properties in these areas.

Jim White wanted the document in Gaines Charter Township hands as Caledonia is serious about proceeding and he wants to keep the process moving forward on behalf of the Townships. Jeff Gritter asked for any comments on the document from Water & Sewer Committee members to be forwarded to him.

Tim Haagsma asked if a maximum flow is being set to which Jeff Gritter replied in the affirmative.

Don Hilton has a concern over items listed on page 3 of the agreement which lists items to be discussed. In relation to material increases in future utilization by Caledonia of Shared Use Components, those items include:

- Not necessary so long as contractual capacity is not exceeded.
- Caledonia to be required to perform engineering study on future Caledonia capacity needs once actual Caledonia usage hits 80% or 90% of contractual capacity.
- Appropriate provision to be included for request by Caledonia of additional capacity in Byron/Gaines Shared Use Components.
- Agreement to contain mechanism to address scenario whereby Caledonia exceeds contractual capacity without requesting additional capacity in Byron/Gaines Shared Use Components.

Jeff Gritter agreed that these items are a concern and have been noted in the document as needing further discussion.

Tim Haagsma asked if Caledonia was going into the City of Grand Rapids system and if so, does that affect the Township's agreement with the City? Jeff Gritter stated that if there are negative effects from Caledonia's contract with Grand Rapids to Gaines then the Township (Gaines) would not accept sewage from Caledonia.

Tim Haagsma stated we do not want to be in a position where the Township is unable to negotiate. Jeff Gritter stated that the expiration of Agreements would occur within a time frame that both Caledonia and Gaines will need to renegotiate with Grand Rapids at the same time. The Township must give notice of their intent for sewage treatment to the City of Grand Rapids five years before the current agreement expires in 2028.

Don Hilton expressed a concern in content found at the bottom of page 8 of the Agreement, "Gaines agrees to assist Caledonia, at the sole cost of Caledonia, in obtaining any easements and rights-of-way over private property which may be necessary for the Caledonia Township Extension". It was stated that Steelcase Inc. owns the property and it would be in their interest to have Caledonia build the pipe. Jeff Gritter stated that Gaines Township would also benefit from Caledonia building this part of the Township sewer system as it would bring sewer to the south side of M-6 near Patterson Avenue making it easier for future industrial development in this area.

In response to a question asked by Jan Boone, Jeff Gritter stated Caledonia would be paying fees for operation, maintenance and depreciation expenses for the portion of the sanitary system that they would make use of. Caledonia would be not be a traditional customer and Caledonia would have no ownership interest in the BGUA.

d. Preliminary Rate Study

Jeff Gritter stated that the preliminary rate study is complete. Initial review indicates that rates will be staying the same or will need small adjustments. The Township is waiting to receive information from the City of Grand Rapids to finalize the rate study before a recommendation can be presented to the W/S Committee.

"Ready to Serve" which covers the fixed expenses of the utility systems like billing, administration, etc... is projected in the preliminary rate study to go down resulting in a savings for all customers. This reduction is likely due to continued efforts to keep expenditures stable and we are also seeing new growth in the system which results in a broader base of customers to spread expenses to and this benefits all customers.

e. Dutton Industrial Drive Water Main Improvements - Update

Jeff Gritter made a brief statement that efforts continue to acquire an easement in Dutton Industrial Drive to allow for the construction of watermain.

Kamps Hardwoods has approached the Township recently as Mr. Kamps would like to continue to expand his business in the Township. Gaines Charter Township would like to maintain an environment where Kamps Hardwoods can continue to grow in our Township but the limiting factor may be the availability of public watermain.

5. OTHER MATTERS:

None

6. ADJOURNMENT

Jan Boone made a motion to adjourn the meeting at 4:20 p.m., supported by Tim Haagsma.

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

Respectfully submitted:

Jeffrey M. Gritter, P.E.
Township Engineer