

**GAINES CHARTER TOWNSHIP
WATER & SEWER ADVISORY COMMITTEE
DRAFT MEETING MINUTES ~ November 27, 2013**

CALL TO ORDER

A Water & Sewer Advisory Committee meeting was called to order by Chair Tim Haagsma at 3:33 P.M. on Wednesday, November 27, 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: Sandy Wiltzer, Recording Secretary

APPROVAL OF October 21, 2013 Minutes:

MOTION: By Jan Boone, supported by Don Hilton, to approve the minutes for the October 21, 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. Water and Sewer Rate Study

The Committee was given the final draft of the rate study for the water and sewer system. Jeff Gritter stated that the water rate is proposed to increase by \$0.35/1,000 gallons and the sewer fee is proposed to decrease by \$0.15/1,000 gallons. Ready to Serve Fees for water & sewer are also proposed to decrease. The average customer will see an overall increase in their utility bill of \$0.13 per quarter if the rates are adopted as proposed.

It was noted that rates in Wyoming increased for a couple of years after they made improvements to their sewer system; however, after several years, the sewer rates decreased. Jeff Gritter feels that our rates will decrease for water in the future.

The good news story for this year is a minimal net increase for utility customers. This continues to reflect the good work done by Township staff and BGUA staff to keep expenses down and avoid increases.

Don Hilton asked if the issue with Mrs. Sue VanderMolen at 7299 Sundale Drive had been resolved and Jan Boone stated that the account was current and that she had not had a subsequent conversation with Mrs. VanderMolen.

MOTION: Don Hilton made a motion to recommend acceptance of the Water and Sewer Rate Study to the Township Board, supported by Jan Boone.
YES: Jan Boone, Jeff Gritter, Tim Haagsma, Don R. Hilton, Sr.
NO: None
ABSTAIN: None
MOTION: Carried

b. Caledonia Connection to Sewer - Update

At the October 21, 2013 meeting, a draft of the proposed sewer agreement was available and reviewed by the Committee. Jeff Gritter said that the draft remained unchanged and that he had met with Jim White (Mika Myers Beckett & Jones), Dick Robertson (Charter Township of Caledonia, Treasurer), Todd Boerman and Rod Korhorn (Vriesman & Korhorn Civil Engineers), and Debbie Jansen (Byron Township Water Administrator) to discuss the draft agreement. A few topics remain to be determined. Capacity must be defined for limitation purposes and it needs to be decided how Caledonia will be billed for capital costs. Jeff Gritter suggested a method used by the DEQ when constructing new sewers based on peak flow and is similar to the procedure used by Byron and Gaines now to pay for capital expenses.

As of this meeting, further discussions with the Township of Caledonia are pending. It is anticipated there will be additional discussion before the end of the year. If the draft agreement were approved by all parties today Gaines would retain 1 million gallons of capacity per day in the existing sewers. This is in excess of anticipated use in a fully developed condition for Section 1 of Gaines Township.

Don Hilton stated he feels Caledonia is getting a “fantastic deal”.

c. Dutton Industrial Drive Water Main Improvements - Update

Jeff Gritter distributed the memo from Neil P. Jansen from Mika Meyers Beckett & Jones dated November 1, 2013 to the Committee. Mr. Gritter stated that he has concluded that the next step is to make a fair value offer for the easement which we can do based on the Maturen & Associates, Inc. appraisal of the value of the easement. If Mr. VanDellen is not open to the offer or further discussion, the Township can exercise its right to “Condemnation”. This is not the preferred approach of the Township but we may have no other options if the offer is rejected by Mr. Van Dellen. Tim Haagsma asked if the fair value offer needs to be presented to the Township Board prior to negotiations and Don Hilton said he felt the Board should be informed but that the offer can be made. Jeff stated that prior to any payment being made the Township Board would be required to approve of it. Based on the this discussion of the Water & Sewer Committee and past discussions Jeff stated that he would proceed with the offer.

5. OTHER MATTERS:

Other Matters:

1. Eastbrook Homes is pursuing development of Preservation Lakes which is located in the vicinity of 100th Street and Eastern Avenue. Providing water services to the development will not pose a problem; however, sewer service is more challenging. A force main is installed and a temporary lift station may be installed until a permanent station can be located in a place that is beneficial to all properties in this area.

Eastbrook Homes met with Jeff Gritter and David Waligora to discuss development of 165 units

which were proposed in the original development and Eastbrook anticipates making the lake larger. The community will be comprised of larger, upscale homes.

2. Steelcase Inc., will need to grant a new easement for Alliance Beverage (4500 60th Street) to add a sewer line. A 12” sanitary sewer needs to be relocated to accommodate the construction of their new 274,600 sq ft building. Steelcase obtained the Township’s form and has significantly modified it. Jim White (Mika Meyers Beckett & Jones) has reviewed the document and has determined it to be viable. Alliance Beverage will be responsible for the cost and managing the work.

3. The project to replace the meter in the Burlingame and 60th Street Metering Station will be going out for bid in the next couple of weeks. Jeff Gritter anticipates that project should occur in the Spring of 2014 so the meter station is back on-line by the summer season when we experience our peak demands.

4. The project to place a “T” into the Wyoming transmission main is also being designed and will be going to bid in the near future. This project needs to be completed in the winter season to avoid peak demands when the transmission main is needed for capacity. Future growth in the M-6/Wilson interchange will be able to use this connection for water service and long term this connection will give the Byron Gaines water system redundancy and improve the functionality.

5. Jeff Gritter, anticipating growth in the 84th and Division Avenue area resulting from Byron Township’s approval of the Tanger Outlet Shopping Mall, is reviewing current sewer availability for possible expansion in the 84th Street/Division area. Development demand will likely increase in this area of the Township if the Tanger Outlets move forward. Tanger projects 4 million visits to this new outlet shopping center and this will increase the demand for additional services like restaurants, gas stations and other services.

6. ADJOURNMENT

Jan Boone made a motion to adjourn the meeting at 4:05 p.m., supported by Jeff Gritter

<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