



KAREGNONDI WATER AUTHORITY
Meeting of Authority Board
August 19, 2024, at 10 a.m.

Genesee County Water Treatment Plant
4414 Stanley Road
Columbiaville, Michigan 48421
(810) 732-7870

A G E N D A

Pledge of Allegiance
Prayer
Roll Call

1. Public Hearing on the proposed 2024/2025 Budget
 - Motion to Open
 - Motion to Close
2. Minutes: March 18, 2024
3. Reports: Treasurer's Report
4. Communication: None
5. Consent Agenda: None
6. Public Comment: Agenda Items Only
7. New Business: Resolution 2024-02 Resolution to Establish a General Appropriations Act
Resolution 2024-03 Resolution Establishing Regular Meeting Dates
8. Board Comment
9. Adjournment



KAREGNONDI WATER AUTHORITY
Authority Board Meeting
Genesee County Water Treatment Plant
4144 Stanley Road
Columbiaville, MI 48421
(810) 732-7870

MINUTES OF MEETING
March 18, 2024

Approved: _____

Meeting Convened: 10:00 a.m.
The Pledge of Allegiance was recited.
Invocation given by Terry Peck

Roll Call:

Board Members Present: Terry Peck; Duane Haskins; Judy Priestley; Ellen Ellenberg; Mike Womack; Doug Sweet; Ted Henry; Joseph Suma; Scott Bennett

Board Members Absent: Dr. Ladel Lewis; Tim Sneller (Excused); Allie Herkenroder; Adam Zeller (Excused); Sheldon Neeley;

Also Present:

Jeff Wright, CEO
Trudy Bowers, Treasurer
John O'Brien, Deputy CEO
Kevin Kilby, Corporation Counsel
Dan Potter
Karl Kramer

CEO Jeff Wright requested a moment of silence for Former KWA Member Eric Mays.

Agenda:

- ❖ Motion to Approve the Minutes from the August 21, 2023 Meeting (Incorporating Board and Authority Board), as Presented by *Ted Henry*; Supported by *Doug Sweet*; Voice Vote – Motion Passed Unanimously

Reports:

- Deputy Treasurer Karl Kramer provided a brief overview of the most current Treasurer's Report.

Communication:

- The audit document and an independent report was passed out to Board members. The report does indicate there were no issues with the audit.
- ❖ Motion to Approve the Audit Report of September 2023 as Presented, by *Judy Priestley*; Supported by *Terry Peck*; Voice Vote – Motion Passed Unanimously

Consent Agenda:

- None

Public Comment:

- None.

New Business:

- Revisions to By-Laws:

- ❖ Motion to Adopt the Restated Karegnondi Water Authority Bylaws as Presented; Discussion Ensued; by *Ted Henry*; Supported by *Joseph Suma*; Voice Vote – Motion Passed Unanimously

Closed Session:

- ❖ Motion to Go into Closed Session Pursuant to MCL 15.268(e) to Discuss Settlement of KWA v LCRC, Case No. 19-052947-CZ, by *Duane Haskins*; Supported by *Doug Sweet*; Roll Call Vote

Mike Womack - Yes
Doug Sweet - Yes
Ted Henry - Yes
Joseph Suma - Yes
Terry Peck - Yes
Duane Haskins - Yes
Judy Priestley - Yes
Ellen Ellenberg - Yes
Scott Bennett - Yes

Closed Session Convened 10:20 a.m.

- ❖ Motion to Return to Open Session; by *Mike Womack*; Supported by *Doug Sweet*; Voice Vote – Motion Passed Unanimously

Open Session Convened 10:31 a.m.

- ❖ Motion to Adopt a Resolution Authorizing the Settlement of Case No. 19-052947-CZ, with KWA Paying up to \$200,000; Allowing Legal Counsel and CEO to Make any Minor Changes Necessary to Effectuate the Settlement; Authorizing the CEO and Legal Counsel to Sign Documents; the Funds Coming from the Operations 2023/2024 Fiscal Year Budget; and Authorizing the CEO to Effect Interfund Transfers to Cover Any Settlement Costs by *Duane Haskins*; Supported by *Mike Womack*; Roll Call Vote; Motion Passed Unanimously

Ellen Ellenberg - Yes
Judy Priestley - Yes
Terry Peck - Yes
Duane Haskinss - Yes
Mike Womack - Yes
Doug Sweet - Yes
Ted Henry - Yes
Joseph Suma - Yes
Scott Bennett - Yes

Board Comment:

Each Board member was invited to give comment.

Adjournment:

- ❖ Motion to Adjourn Meeting by *Ted Henry*; Supported by *Ellen Ellenberg*; Voice Vote – Motion Passed Unanimously

Meeting Adjourned 11:05 a.m.

STATE OF MICHIGAN)
) ss:
COUNTY OF GENESEE)

I, Janis M. Wells, Secretary of the Karegnondi Water Authority Board, do hereby certify the foregoing is a true and complete copy of the Minutes of the Meeting of March 18, 2024, adopted by the Karegnondi Water Authority Board at a meeting held on the _____ day of _____, 2024, and that public notice of said meeting was given pursuant to Act 267 of the Michigan Public Acts of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature on this _____ day of _____, 2024.

JANIS M. WELLS, Secretary



Karegnondi Water Authority[®]

4610 Beecher Road • Flint, Michigan 48532-2617

Phone: 810.732.7870 • Fax: 810.732.9773

MEMORANDUM

To: Jeff Wright
CEO

From: John F. O'Brien, PE *JFO*
Deputy CEO

Re: 2025 Proposed Budget

Date: July 12, 2024

Find attached the proposed budget for KWA for the period from October 1, 2024 through September 30, 2025, commonly referred to as Fiscal Year 2025. Our unrestricted reserves are projected to be in excess of \$12 million.

The proposed budget is based on volume sales at 13.5 mgd, as requested by Genesee County.

In addition to our unrestricted reserves, we also have a bond reserve fund. We are required to maintain this fund through the life of the bond, sufficient for one annual payment of our debt. This is currently at \$19.8 million. Interest earned on these funds is returned to the original capacity owners in the form of a monthly credit on their billings.

In 2023, we experienced a pump vibration fault in Pump #1 at the Lake Huron Pumping Station. Being a large pump, we had to pull the motor and pump for rebuild. The cost was over \$270,000. We chose to delay some work and shift funds around to cover the cost. For the 2024 Budget, we chose not to increase the proposed budget to cover unanticipated expenses. Instead, we have proposed a new section to the General Appropriation Act Section 11 Emergency Funding Authority, which permits the CEO to fund emergency repair work outside of the original budget. The Board would receive notice of any action taken under Section 11, immediately, and would have the opportunity to formally take action at the next board meeting.

Without objection, I would like to forward the budget to the full board for public hearing and final approval. I have attached Resolution No. 2024-02 for your consideration.

JFO/JMW

Attachments

cc: Trudy M. Bowers
Karl Kramer

**KAREGNONDI WATER AUTHORITY
ACTING IN LAPEER COUNTY, MICHIGAN**

RESOLUTION NO. 2024-02

**A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT
FOR THE KAREGNONDI WATER AUTHORITY; TO DEFINE THE
POWERS AND DUTIES OF THE KAREGNONDI WATER AUTHORITY
OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET;
AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO
COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION**

At a regular meeting of the Karegnondi Water Authority Board, acting in Lapeer County, Michigan, held on August 19, 2024, at 10 a.m., local time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____.

Section 1: Title

This resolution shall be known as the Karegnondi Water Authority General Appropriations Act.

Section 2: Chief Administrative Officer

The Chief Executive Officer is designated as the Chief Administrative Officer under the Uniform Budgeting and Accounting Act and is the responsible party for the administration of the Karegnondi Water Authority budget.

Section 3: Fiscal Officer

The Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

Section 4: Public Hearings on the Budget

Pursuant to MCL § 141.412; MCL § 141.413 notice of the public hearing on the proposed budget was published in The Flint Journal on July 18, 2024; The Sandusky Tribune Recorder on July 24, 2024; and The View Newspaper (formerly the Lapeer County Press) on July 25, 2024; all newspapers of general circulation; the proposed budget has been available for public inspection in advance of the hearing, and a public hearing on the proposed budget was held on August 19, 2024, at 10 a.m., local time.

Section 5: Estimated Revenues and Expenditures

Be it resolved, the expenditures for the fiscal year commencing October 1, 2024, and ending September 30, 2025, are hereby appropriated on a departmental and activity basis as follows:

Expenditures

Professional Services	\$177,000
Insurances.....	\$38,400
Administration	\$381,840
Chemicals	\$73,000
Utilities.....	\$746,500
Supplies	\$2,000
Other Services and Charges.....	\$2,000
Permits, Print, Publications	\$2,200
Repairs and Maintenance.....	\$506,225
TOTAL EXPENDITURES.....	\$1,929,165

And be it further resolved, revenues for the 2025 fiscal year are estimated as follows:

Revenues

Commodity Charge	\$1,449,165
Interest Income	\$480,000
TOTAL REVENUE.....	\$1,929,165

Section 6: Millage Levy

The Karegnondi Water Authority SHALL NOT cause any millage to be levied or collected on real or personal property within the district boundaries of the Karegnondi Water Authority.

Section 7: Adoption of Budget by Reference

The budget of the Karegnondi Water Authority is hereby adopted by reference, with revenues and activity expenditures as indicated in Section 5 of this Resolution.

Section 8: Adoption of Budget by Activity/Department

The Board of the Karegnondi Water Authority adopts the 2025 fiscal year budget by Activity/Department. The Karegnondi Water Authority officials responsible for the expenditures authorized in the budget may expend Karegnondi Water Authority funds up to, but not to exceed, the total appropriation authorized for each Activity/Department, and may transfer among the various line items contained in the Activity/Department appropriation.

Section 9: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

Section 10: Transfer Authority

The Chief Administrative Officer shall have the authority to make transfers among the various Activities/Departments without prior board approval, if the amount to be transferred does not exceed fifty percent (50%) of the appropriation item from which the transfer is to be made. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend, or nullify any such transfers made. Under no circumstances may the total expenditures budget be changed without prior approval from the Karegnondi Water Authority Board.

Section 11: Emergency Funding Authority

The Chief Executive Officer shall have the authority to transfer up to \$1,000,000 for reserves to the budget for emergency repairs to the system. The Chief Executive Officer shall notify the Board of the Karegnondi Water Authority within three (3) business days of the transfer of funds. The Chief Executive Officer will prepare the necessary Board resolution for the next regularly scheduled meeting.

Section 12: Periodic Fiscal Reports

The Chief Administrative Officer with assistance from the Treasurer shall transmit to the Karegnondi Water Authority Board at the end of each quarter a report of financial operations, including, but not limited to:

- a. A cash balance report showing the amount of funds available in each of the various accounts.
- b. A revenue and expenditure report which shows for each Activity/Department in the various funds the original, the amended budget, and the year-to-date actual amounts.

Section 13: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation, and sufficient funds are or will be available to meet the obligation.

Section 14: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Karegnondi Water Authority Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Karegnondi Water Authority Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 15: Payment of Bills

All claims (bills) against the Karegnondi Water Authority that are budgeted and within the limitations of the appropriated amount budgeted in the Activity/Department in which the expense is budgeted are pre-approved for payment by the Authority Board. The Karegnondi Water Authority Treasurer and Secretary may pay these bills prior to approval by the Karegnondi Water Authority Board. The Karegnondi Water Authority Board shall receive a list of claims (bills) that were budgeted and within the limitations of

each Activity/Department in which the expense is budgeted that have been paid by the Karegnondi Water Authority Treasurer and Secretary. This list shall be approved at the next regular meeting of the Karegnondi Water Authority Board. For any claims (bills) against the Karegnondi Water Authority that were not budgeted or that are in excess of the limitations of the appropriated amount budgeted in the Activity/Department in which the expense is budgeted, the Karegnondi Water Authority Board shall approve the claim (bills) prior to being paid.

Section 16: Authorized Salary, hourly and per diem rates

Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and employees of the Karegnondi Water Authority as follows:

Per Diem – No individual shall receive a per diem rate to attend any meeting of the Karegnondi Water Authority.

CEO – Rate established by Contract, if applicable.

Deputy CEO - Rate established by Contract, if applicable.

Secretary - Rate established by Contract, if applicable.

Deputy Secretary - Rate established by Contract, if applicable.

Treasurer - Rate established by Contract, if applicable.

Deputy Treasurer - Rate established by Contract, if applicable.

Pursuant to Article VII of the Articles of Incorporation of the Karegnondi Water Authority, the members of the Karegnondi Water Authority Board may receive payment for actual expenditures incurred in connection with the business of the Authority.

Section 17: Violations of This Resolution

Any obligation incurred or payment authorized in violation of this Resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978).

ROLL CALL VOTE:

RESOLUTION 2024-02 DECLARED ADOPTED.

Scott Bennett, Chairman
Karegnondi Water Authority

Janis M. Wells, Secretary
Karegnondi Water Authority

**KAREGNONDI WATER AUTHORITY
ACTING IN LAPEER COUNTY, MICHIGAN**

RESOLUTION NO. 2024-03

**A RESOLUTION ESTABLISHING REGULAR MEETING DATES
OF THE KAREGNONDI WATER AUTHORITY**

At a meeting of the Karegnondi Water Authority Board, acting in Lapeer County, Michigan, held on August 19, 2024, at 10 a.m., local time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____, and seconded by _____.

PREAMBLE

WHEREAS, Section 5(2) of Act 267 of the Michigan Public Acts of 1976, as amended, requires a public body to post within ten (10) days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

WHEREAS, Section 4(b) of Act 267 of the Michigan Public Acts of 1976, as amended, requires public notices of a public body to be posed at the principal office and any other locations considered appropriate by the public body, including cable television.

NOW, THEREFORE, BE IT RESOLVED THAT:

The regular meetings of the Karegnondi Water Authority Board shall be held on the following dates, times, and locations, set forth below:

- November 18, 2024 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI
- March 17, 2025 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI
- August 18, 2025 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville,

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:

A meeting of the Karegnondi Water Authority Incorporating Board shall be held on:

- November 18, 2024 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:

A public hearing on the 2024 Budget shall be held on:

- August 18, 2025 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI

NOW, THEREFORE, BE FURTHER IT RESOLVED THAT:

The Karegnondi Water Authority Board hereby directs the Chief Executive Officer with the assistance of the Secretary to ensure that a public notice stating the dates, times, and places of the Board's regular meetings is posted within ten (10) days of this first meeting of this Board.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:

The Chief Executive Officer with assistance from the Secretary shall ensure that the notice of the dates, times, and places of the regular meetings of the Board are posted at the following locations:

1. G-4610 Beecher Road, Flint, Michigan 48532-2017
2. 4414 Stanley Rd., Columbiaville, MI 48421
3. 576 Liberty Park, Lapeer, Michigan 48446
4. 255 Clay Street, Lapeer, Michigan 48446
5. 60 West Sanilac Avenue, Sandusky, Michigan 48471
6. 1101 Beach Street, Harris Auditorium, Flint, Michigan 48502
7. 111 South Saginaw Street, Flint, Michigan 48502

ROLL CALL VOTE: Motion Carried on Unanimous Roll Call Vote

RESOLUTION 2024-03 DECLARED ADOPTED

Scott Bennett, Chairman
Karegnondi Water Authority

Janis M. Wells, Secretary
Karegnondi Water Authority

STATE OF MICHIGAN }

} ss:

COUNTY OF GENESEE}

I, Janis M. Wells, Secretary of the Karegnondi Water Authority Board, do hereby certify the foregoing is a true and complete copy of Resolution 2024-03 adopted by the Karegnondi Water Authority Board, acting in Lapeer County, at a meeting held on August 19, 2024, and that public notice of said meeting was given pursuant to Act 267 of the Michigan Public Acts of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature on the 19th day of August, 2023.

Janis M. Wells, Secretary
Karegnondi Water Authority

**KAREGNONDI WATER AUTHORITY
ACTING IN LAPEER COUNTY, MICHIGAN**

RESOLUTION NO. 2024-02

**A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT
FOR THE KAREGNONDI WATER AUTHORITY; TO DEFINE THE
POWERS AND DUTIES OF THE KAREGNONDI WATER AUTHORITY
OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET;
AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO
COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION**

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PRESENT:

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The Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

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Other Services and Charges.....	\$2,000
Permits, Print, Publications	\$2,200
<u>Repairs and Maintenance.....</u>	<u>\$506,225</u>

TOTAL EXPENDITURES..... \$1,929,165

And be it further resolved, revenues for the 2025 fiscal year are estimated as follows:

Revenues

Commodity Charge	\$1,449,165
<u>Interest Income</u>	<u>\$480,000</u>

TOTAL REVENUE.....\$1,929,165

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Pursuant to Article VII of the Articles of Incorporation of the Karegnondi Water Authority, the members of the Karegnondi Water Authority Board may receive payment for actual expenditures incurred in connection with the business of the Authority.

Section 17: Violations of This Resolution

Any obligation incurred or payment authorized in violation of this Resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978).

ROLL CALL VOTE:

RESOLUTION 2024-02 DECLARED ADOPTED.

Scott Bennett, Chairman
Karegnondi Water Authority

Janis M. Wells, Secretary
Karegnondi Water Authority

