



**KAREGNONDI WATER AUTHORITY**  
**Meeting of Authority Board**  
**August 18, 2025, 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 2025/2026 Budget
  - Motion to Open
  - Motion to Close
2. Minutes: August 19, 2024
3. Reports:
  - (a) CEO's Report
  - (b) Treasurer's Report
4. Public Comment: Agenda Items Only
5. New Business: Resolution 2025-01 Resolution to Establish a General Appropriations Act  
Resolution 2025-02 Resolution Establishing Regular Meeting Dates
6. Board Comment
7. Adjournment



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

**MINUTES OF MEETING**  
**August 19, 2024**

**Approved:** \_\_\_\_\_

Meeting Convened: 10:07 a.m.  
The Pledge of Allegiance was recited.  
Invocation given by Duane Haskins

**Roll Call:**

**Board Members Present:** Kevin Sylvester; Ellen Ellenburg; Judy Priestley; Adam Zettel; Ted Henry; Joseph Suma; Terry Peck; Mike Womack; Duane Haskins

**Board Members Absent:** Dr. Ladel Lewis; Allie Herkenroder; Doug Sweet; Sheldon Neeley; Scott Bennett

**Also Present:**

Jeff Wright, CEO  
John O'Brien, Deputy CEO  
Kevin Kilby, Corporation Counsel

**CEO Jeff Wright requested a moment of silence for KWA Member Representative Tim Sneller.**

**Public Hearing on Proposed 2024 Budget:**

- ❖ Motion to Open Public Hearing by *Ted Henry*; Supported by *Mike Womack*
  - No Public Comment
- ❖ Motion to Close Public Hearing by *Ted Henry*; Supported by *Mike Womack*

**Minutes:**

- ❖ Motion to Approve the Minutes from the March 18, 2024 Meeting as Presented by *Ellen Ellenburg*; Supported by *Ted Henry*; No Discussion; Voice Vote – Motion Passed Unanimously

**Reports:**

- ❖ None

**New Business:**

- ❖ Motion to Approve Resolution 2024-02 Establishing a General Appropriations Act by *Terry Peck*; Supported by *Ted Henry*; No Discussion; Voice Vote – Motion Passed Unanimously
- ❖ Motion to Approve Resolution 2024-03 to Establish Regular Meeting Dates by *Adam Zettel*; Supported by *Ellen Ellenburg*; No Discussion; Voice Vote – Motion Passed Unanimously

**Board Comment:**

Each Board member was invited to give comment.

**Adjournment:**

❖ Meeting Adjourned 10:18 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 August 19, 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  
ACTING IN LAPEER COUNTY, MICHIGAN**

**RESOLUTION NO. 2025-01**

**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 18, 2025, at 10 a.m., local time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**PREAMBLE**

**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 27, 2025; The Sandusky Tribune Recorder on July 30, 2025; and The View Newspaper (formerly the Lapeer County Press) on July 31, 2025; 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 18, 2025, at 10 a.m., local time.

**Section 5: Estimated Revenues and Expenditures**

Be it resolved, the expenditures for the fiscal year commencing October 1, 2025, and ending September 30, 2026, are hereby appropriated on a departmental and activity basis as follows:

Expenditures	
Professional Services .....	\$140,000
Insurances.....	\$40,800
Administration .....	\$381,840
Chemicals .....	\$81,000
Utilities.....	\$647,300
Supplies .....	\$2,000
Other Services and Charges .....	\$11,000
Permits, Print, Publications.....	\$2,200
Repairs and Maintenance .....	\$569,350
<u>Capital Outlay.....</u>	<u>\$100,000</u>
<b>TOTAL EXPENDITURES.....</b>	<b>\$1,975,490</b>

And,

**BE IT FURTHER RESOLVED** that revenues for the 2026 fiscal year are estimated as follows:

Revenues	
Commodity Charge .....	\$1,395,400
Interest Income .....	\$480,000
Board Approved Reserves .....	\$100,000
<b>TOTAL REVENUE.....</b>	<b>\$1,975,490</b>

**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 2026 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 from 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 2025-01 DECLARED** \_\_\_\_\_

\_\_\_\_\_  
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 2025-01 adopted by the Karegnondi Water Authority Board, acting in Lapeer County, at a regular meeting held on August 18, 2025, 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 18th day of August, 2025.

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Janis M. Wells, Secretary  
Karegnondi Water Authority



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

**RESOLUTION NO. 2025-02**

**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 18, 2025, 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 posted 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 17, 2025 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI
- March 16, 2026 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI
- August 17, 2026 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI

**NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:**

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

- November 27, 2025 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI

**NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:**

A public hearing on the 2027 Budget shall be held on:

- August 17, 2026 @ 10 a.m. - GCDC WTP, 4414 Stanley Rd., Columbiaville, MI

**NOW, THEREFORE, BE 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

**VOICE VOTE:**

**RESOLUTION 2025-02 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 2025-02 adopted by the Karegnondi Water Authority Board, acting in Lapeer County, at a meeting held on August 18, 2025, 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 18th day of August, 2025.

Janis M. Wells, Secretary  
Karegnondi Water Authority