



**REGULAR MEETING OF THE SOUTHEAST MACOMB SANITARY DISTRICT
HELD ON WEDNESDAY, FEBRUARY 14, 2024**

Meeting called to order by Chairman Taylor 4:47 p.m.

Board Member Present

Board Members Roll Call: Robert Taylor, John Caron, Micheal Klinefelt.

Also Present:

Kip Walby, Marie Tighe, Kyle Seidel, Pete Trombley, Tim Tomlinson, Steve Wietecha, Michael Way, Kevin VandenHault (Titan Wealth Advisors).

APPROVAL OF AGENDA

MOTION by Caron, supported by Klinefelt to approve the agenda.

AYES: All

MOTION CARRIED

REVIEW AND APPROVAL OF PROPOSED MINUTES

Minutes of the Southeast Macomb Sanitary District Regular Meeting held on Wednesday, January 24, 2024, were reviewed.

MOTION by Caron, supported by Klinefelt to approve the Minutes of the Southeast Macomb Sanitary District Regular Meeting held on Wednesday, January 24, 2024, as presented.

AYES: All

MOTION CARRIED

APPROVAL OF PAYROLL AND BILLS

The payroll and bills were presented to the Board as follows:

PAYROLL:	1/17/24	1/31/24
Matt Adams	\$2,302.60	\$3,840.19
Brent Avery	\$1,031.84	\$2,200.72
Paul Everett	\$2,936.77	\$4,083.67
Blake Jones	\$4,313.45	\$2,442.54
Frank Pelione	\$3,175.08	\$4,042.86
Joe Rayner	\$2,187.60	\$4,454.50
Thomas Riley	\$3,553.90	\$2,863.41
Dianne Schelosky	\$2,356.80	\$2,356.81
Luke Smith	\$3,166.75	\$2,597.22
Brett Szydowski	\$ 867.04	0
Marie Tighe	\$1,426.24	\$1,574.24
Pete Trombley	\$6,433.30	\$9,586.72
Kip Walby	\$5,068.80	\$6,399.29

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Chris Zielinski \$3,331.40 \$ 4,668.23

BILLS:

General Fund	\$ 113,981.51
Hoffman Pump Station	\$ 101.50
Kerby Road Pump Station	\$ 49.00
Rio Vista Pump Station	\$ 4,446.00
Marter Road Pump Station	\$ 1,511.31
Milk River Pump Station	<u>\$ 149,051.05</u>
	\$ 269,140.37

MOTION by Klinefelt, supported by Caron to approve the Payroll, General Fund, Hoffman Pump Station, Kerby Road Pump Station, Rio Vista Pump Station, Marter Road Pump Station, Milk River Pump Station, Wayne County invoices including the Building Application for Payment as presented.

AYES: All

MOTION CARRIED

RECEIVE AND FILE FINANCIAL REPORT

The Financial Report was presented.

MOTION by Caron, supported by Klinefelt to receive and file the financial report.

AYES: All

MOTION CARRIED

New Business

Director of Operations

The Operations and Administrator update was provided by Kip Walby.

Titan Wealth

Kevin VandenHaute from Titan Wealth Advisors provided an update on SEMSD 4th quarter financials as of 12/31/23. The SEMSD general account shows 39% in treasuries, with 5.40% estimated yield. The laddered CD's of 24 total, estimated yield 2.93% with annual interest \$153,384.00. Money market has 1.1% \$41,514.96. Distribution of \$1.5 million pulled out in the 4th quarter for office renovations. The next 4 ½ months we have \$4.5 million maturing and reinvest in short term CD's. The portfolio for the pension shows 61% in equities, 38.8% in bonds and 2% in cash. Mr. VandenHaute reported we have reached our target within a few basis points. The pension portfolio for the 4th quarter was up 9.36%. The allocation of the pension and healthcare are identical. The healthcare 4th quarter is up 9.35%. Mr. VandenHaute stated in a future meeting he would like to explain what "Private Credit" is.

MOTION by Caron, supported by Klinefelt to receive and file the SEMSD 4th quarter financial update.

AYES: All

MOTION CARRIED

Chairman/Treasurer Robert Taylor Vice-Chairman John Caron Secretary Michael Klinefelt

Protecting the Environment

Change Request for Jefferson Relief Sewer Project

Mr. Walby explained at the last meeting Mr. Rotary from NTH Consultants provided a presentation on the PCBs. NTH will do additional work and investigate the PBCs. They have had meetings with Colleen at the EPA. NTH requested an additional \$15,000.00 more to do the investigation of the PBCs which include, review documents, drawings and proposed remediation plans relative to the site and project, 3-1 hour meetings with the EPA, prepare a summary of understanding of the current conditions and potential concerns of the impact of the proposed project.

MOTION by Caron, supported Klinefelt to approve the change request for Jefferson Relief Sewer Project for \$15,000.00.

AYES: All

MOTION CARRIED

SEMSD/Martin Sanitary District Agreement

Mr. Tomlinson presented the SEMSD/Martin Sanitary District Agreement. This agreement had to be tweaked this several times to protect us. There has been a lot of back and forth. Mr. Tomlinson explained we have followed through on changes to some of our policies. Mr. Walby reported we had to add several policies because we are a recipient of the ARPA funds. This is opening up the \$20 million that we are going to get from the County. Mr. Tomlinson recommends to approve this agreement.

MOTION by Klinefelt, supported by Caron to approve the SEMSD/Martin Sanitary District Agreement as presented.

AYES: All

MOTION CARRIED

Furniture Purchase for Office

Mr. Walby presented the quote from Creative Office Interiors for new office furniture. The funds for this purchase would come from the \$60,000 that was accounted for in line item "Furniture, Appliances, Garage" of the building construction cost summary. Creative Office Interiors Inc. offers the SEMSD the opportunity to use the Interlocal Purchasing System (TIPS). TIPS is a national purchasing cooperative offering competitively solicited contracts to education, government, and non-profit organizations. Mr. Walby request that the Board approve the purchase of office furniture for \$42,000 as stated in the quote from Creative Office Interiors, Inc. Mr. Walby showed pictures of the furniture and the layout of the offices.

MOTION by Caron, supported by Klinefelt to approve the quote for \$42,000 from Creative Office Interiors, Inc.

AYES: All

MOTION CARRIED

General Updates

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Mr. Walby reported the first meeting in March we will bring the change order. We will bring Phase 2,3,4 of the Jefferson Relief Sewer project in March also.

Attorney Update

None

Public Participation

There being no further public participation, Chairman Taylor called for a motion to adjourn.

MOTION by Caron, supported by Klinefelt to adjourn the meeting at 5:04 p.m.

YES: All

MOTION CARRIED



Chairman



Secretary

FINANCIAL REPORT

General Fund – Cash on Hand-2/14/24	\$ 2,815,274.66
Titan Wealth Advisors – 12/31/23	
Unrestricted Fund-Emergency Fund-2726	\$ 9,746,847.25
General Fund – Accounts Payable	(\$269,140.37)
TOTAL	\$12,292,981.54