



**JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND
BUCHANAN TOWNSHIP**

MONDAY, NOVEMBER 18, 2024 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

AGENDA

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

** Comments may be submitted in writing at least 72 hours in advance to the City Clerk at clerk@cityofbuchanan.com*

- I. Call to Order**
- II. *Pledge of Allegiance***
- III. Roll Call**
- IV. Approve Agenda**
- V. *Public Comment - Agenda Items Only***
- VI. Approve Minutes**
 - A. *Consider approval of the Regular Meeting Minutes from August 19th, 2024.***
- VII. *Unfinished Business***
- VIII. *New Business-City Manager, Timothy J. Lynch***
 - A. *Water/Sewer Rate Analysis- John Holland-Michigan Rural Water Association.***
 - B. *Technical Managerial and Financial (TMF) Lead Service Line Replacement (LSLR) Grant Update.***
 - C. *New NPDES Discharge Permit Buchanan Wastewater Treatment Plant.***
 - D. *Water & Wastewater Department Reports.***
- IX. *Public Comment - Non-Agenda Items Only***
- X. Adjournment**



**JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND
BUCHANAN TOWNSHIP
MONDAY, AUGUST 19, 2024 – 7:00 AM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

MINUTES

I. Call to Order

The meeting was called to order at 7:01 A.M. by Chairperson Tom Gordon.

II. Pledge of Allegiance

Gordon led in the reciting of the Pledge of Allegiance of the United States.

III. Roll Call

Present: Chairperson/Buchanan Trustee Thomas Gordon, Buchanan Supervisor Mindy Cole-Crocker, City Commissioner Larry Money, Commissioner Patrick Swem (arrival at 7:06 AM), Member Brian Murphy.

City Staff: City Manager, Timothy Lynch; City Clerk, Kalla Langston; Director of Public Services, Mike Baker; Lead Water Operator, Craig Miller.

Absent: None

IV. Approve Agenda

Motion made by Money, supported by Cole-Crocker to approve the agenda as presented. Voice vote carries. Yea: Cole-Crocker, Murphy, Money, Gordon; Absent Swem

V. Public Comment - Agenda Items Only

VI. Approve Minutes

A. Consider approval of the Regular Meeting Minutes from May 6th, 2024.

Motion made by Murphy, supported by Money to approve the May 6th minutes as presented. Voice vote carries. Yea: Cole-Crocker, Murphy, Money, Gordon; Absent Swem

VII. Unfinished Business

Lynch brought up the ongoing need to address the incomplete Rate Study with John Holland, noting that the study has not yet been finished as Holland has several other jurisdictions ahead of us in line.

Inquiring about the next steps after obtaining the rate study, Lynch suggested that the study should be compared to the current one completed by Baker Tilly. Murphy also put forward the idea of organizing a town hall meeting to engage with the public, explain the rates, and the reasons behind them.

Reflecting on past efforts by Miller to arrange such meetings with minimal attendance, there is a potential opportunity to explore new ways to engage the public effectively.

VIII. New Business- City Manger, Timothy J Lynch

A. Water System Pre-Sanitary Study

1) Cross Connection Control Program

Miller and Lynch are scheduled to have a meeting with EGLE at the end of this month. They have a few items to discuss, one of which is the outdated Cross Connection Control Program. Miller is currently in the process of updating this program, which outlines the city's procedures for managing cross-connections, including notification processes and penalties.

2) *Water Reliability Study*

The other item on their agenda is the outdated Water Reliability Study, which is supposed to be conducted every five years. Miller has spoken with Prien and Newhoff, and they suggested waiting until after the Downtown reconstruction project involving water and sewer lines is completed, to avoid having to redo the study. The study assesses the age and size of water and sewer mains, storm drains, and wells, and identifies any infrastructure failures that need attention. They believe EGLE will approve the delayed update as long as the project is in progress. Miller and Lynch plan to seek EGLE's approval for updating the study once the project is finished during their meeting later this month.

B. *Wastewater Asset Management Program*

Lynch presented the board with the Wastewater Asset Management annual report, which is required in our permit. They are requesting a description of our staffing levels, inspections, and maintenance activities, as well as expenditures for treatment work, a summary of assets identified for inspection/action, a maintenance budget, and a capital improvement budget. This all stems from the Flint Crisis, where they want to ensure rate sufficiency and proper maintenance and tracking. It is now a part of the permit to ensure compliance. Please refer to Attachment A for the submitted written report.

C. *Drinking Water Asset Management (DWAM) Grant Update*

The Grant Update is our potholing program. Miller had specific criteria to meet, including identifying a certain number of lines. Over the past few months, he has been working on this, and we're now at the end of the line. He successfully identified 312 lines, and we have been fully reimbursed for all the expenses through the grant. We have met all the grant objectives, and Miller is required to submit reports this fall. Every house in the city and township needs to be identified in the report. Miller plans to present his findings at the upcoming meeting.

D. *Water & Wastewater Department Reports*

The first report presented was the water loss report. This year shows an improvement from previous years. Next was the Water Wastewater Reporting, confirming that we are staying consistent. As for water quality, we are maintaining appropriate residuals well below the maximum contaminant level. When looking at wastewater for June and July, the numbers were a little skewed due to the sanitary overflow. This lasted for approximately 10 days and was caused by a sixty-year-old pipe that came apart at the joint. This resulted in decreased daily averages and caused some treatment issues with lower flows, mainly increasing the percentage of hard wastewater treated from the landfill. Despite this, we achieved permit levels in the month of July. Now that we have one full year of data, we will be able to start tracking our metrics. We have reached a significant milestone with the data that has been collected. For the full reports, please see attachment B.

We have a new draft permit for the Wastewater Treatment Plant. It was posted on August 14th and will be open for public comment until September 15th, 2024. The new permit includes additional monitoring requirements. Copper will now need to be monitored monthly, whereas previously it was monitored quarterly. We also have to monitor chlorides and sulfates on a monthly basis. The new permit includes a PFAS pollution minimization plan, a mercury pollution

minimization plan, and monitoring. Additionally, we have an asset management program and a stormwater prevention program. It is quite regulatory.

Lynch commented on the July sanitary overflow, which cost around \$25,000 to bring in the contractor, for monitoring, and for bypass pumping. This cost does not include our personnel expenses. It is important that we continue to upgrade the infrastructure. Lastly, in our past financial years, there was a charge to the water/sewer department for payments in lieu of taxes, and we have reinstated that.

E. IX. Public Comment - Non-Agenda Items Only

X. Adjournment

The meeting was adjourned by Chairperson Gordon at 7:49 A.M.