

Higgins Lake Utility Authority
Regular Meeting Minutes
December 4, 2018

The meeting was called to order by Chairperson Cook at 10:05 a.m.

Roll call: Present: Cook, English, Keipert, Earley and Van Nuck. Absent: None

Motion by Earley, second by Van Nuck, **CARRIED** to add Attorney to the agenda in place of rolls and responsibilities under old business. Yeas: All Nays: None Motion by Cook, second by Earley, **CARRIED** to approve the agenda as amended. Yeas: All Nays: None

Motion by Van Nuck, second by Earley, **CARRIED** to approve the minutes from the November 6, 2018 regular meeting as amended. Yeas: All Nays: None

WADE-TRIM REPORT: Therron reported there were no Miss Digs or service calls for the month. The plant is in winter mode and that the monitor well testing was completed and results were fine.

Motion by Van Nuck, second by Earley, **CARRIED** to approve the treasurer's reports for November 2018. Yeas All Nays: None

Motion by Van Nuck, second by Earley, **CARRIED** to approve the November 2018 accounts payable. Roll Call vote Yeas: All Nays: None

REPORT FROM STAFF:

CORRESPONDENCE:

OLD BUSINESS: There was discussion among the board regarding attorney communication, account signatures and the Articles of Incorporation which will be discussed further at the next meeting.

NEW BUSINESS: There was discussion among the board about the option of recording the monthly board meetings. It was decided that it would be good to get the attorney's opinion.

MEMBER COMMENTS:

ADJOURNMENT: Meeting adjourned 12:15 p.m.

Respectfully submitted

Paul Tatro
Business Manager

Doug Keipert
Secretary

Higgins Lake Utilities Authority
PO Box 437
Higgins Lake, MI 48627-0437
(989)745-3755

November 13, 2018

Joseph E. Pergande, PLC
Attorney at Law
708 Center Avenue, Suite 2
Bay City, MI 48708

Dear Mr. Pergande:

Thank you for your letter of concern regarding the Equipment Replacement Reserve Fund. The Utilities Authority Board discussed your demands at their meeting on November 6, 2018 and offer the following:

- Our books are audited annually. The latest three years of audited financial statements are available on our website for review by the public.
- If you wish to review years previous to our 2015/2016 fiscal year, please send your request to the address above so that they may be provided.
- If, after reviewing the audited financial statements, you have additional questions the board is willing to meet with you at a mutually agreeable time and place.

If you have any questions or concerns regarding this matter, please feel free to contact me at (989)745-3755.

Very Respectfully,

Paul Tatro
Business Manager

cc: file



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November 9, 2018

Mr. Ken Schaut
WadeTrim
10850 E. Traverse Highway
Traverse City, MI 49684

**Re: Higgins Lake Utility Authority
Environment One Alarm Panel Equipment
Pricing**

Dear Mr. Schaut:

Environment One offers several features on their alarm panels including generator receptacles, grinder pump protection and remote alarm / monitoring. We are providing a description and pricing for the Environment One Alarm Panels with these features. The new Alarm Panels with these features can be installed with the existing Environment One grinder pump station equipment in the Higgins Lake Utility Authority sewer system. The Environment One alarm panels cannot be used with other grinder pump manufacturer's pump equipment.

The following two (2) electrical connections would be run through the bottom of the panel enclosure and wires landed on terminals in the new Alarm Panel:

1. The existing 4-wire single phase, 240-volt (not 208 volt) power supply. Power supply would be 4-wire (L1, L2, neutral and ground). A 30 Amp main breaker (by others) or equivalent will be needed on the power supply to the Environment One Alarm Panel so the panel can be fully de-energized for maintenance or repair purposes.
2. The 6-wire power and alarm cable from the grinder pump(s).

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We offer the following Environment One Alarm Panels for operation with the existing Environment One grinder pump station equipment. All alarm panels have a NEMA 4X enclosure for outdoor installation and are UL listed.

Pricing provided includes shipping but does not include installation or taxes.

BASIC ALARM PANELS

The pricing for the basic Environment One Alarm Panels is:

Basic Simplex Alarm Panel (without alarm contacts)	\$365
(with alarm contacts)	\$390
Basic Duplex T260 Alternating Alarm Panel (with alarm contacts)	\$941

These basic alarm panels can be equipped with a generator receptacle on the side of the panel enclosure with an automatic transfer relay in the panel. The prices for the basic alarm panel with a generator receptacle and automatic transfer relay are:

Basic Simplex Alarm Panel with alarm contacts, generator receptacle and automatic transfer relay	\$706
Basic Duplex T260 Alternating Alarm Panel with alarm contacts, generator receptacle and automatic transfer relay	\$1,360

PROTECT PLUS ALARM PANELS

Environment One offers a simplex and duplex Protect Plus Alarm Panels instead of the basic alarm panels. The Protect Plus Alarm Panels will protect the grinder pump and temporarily shut the grinder pump down in the event of the following operating conditions:

1. Electrical brownout conditions (low voltage) with the power supply.
2. System over-pressure condition such as a frozen discharge, closed valve, clogged discharge line.
3. Run-dry operation of the pump (protects the stator around the pump rotor).

The pump will automatically start when the conditions clear. The station high level alarm will still operate in these conditions.

The Protect Plus Alarm Panels include pump high water alarm contacts that can be connected to an autodialer or remote monitoring system.

The Protect Plus Alarm Panels include a diagnostics package that provides advanced warning of service needs. The Protect Plus Alarm Panel monitors the operating conditions (amps, volts and watts), provides a trouble indication when the conditions fall outside the normal ranges, has a data logging feature that stores the pump performance (volts, amps, run time, cycle count) and includes the following:

1. Predictive status display module – logs pump performance.
2. Pre-alarm and alarm indications for major operating parameters – alarms when pump conditions fall outside the normal range such as pump starts or pump run time.
3. Hour meter, pump cycle counter and alarm delay.
4. LCD display in panel and user-friendly interface.
5. A dead front inner cover and an alarm contact group for remote alarm signal capability.

Pricing for Protect Plus Alarm Panels is:

Simplex Protect Plus Alarm Panel with alarm contacts	\$557
Duplex Protect Plus Alternating Alarm Panel with alarm contacts	\$1,466

Pricing for the Protect Plus Alarm Panels with the generator receptacle and automatic transfer relay is:

Simplex Protect Plus Alarm Panel with alarm contacts, Generator receptacle and automatic transfer relay	\$927
Duplex Protect Plus Alternating Alarm Panel with alarm contacts, generator receptacle and automatic transfer relay	\$1,885

Remote Sentry Alarm Module

Environment One can also provide a Remote Sentry Alarm Module with each of these alarm panels. The Remote Sentry Alarm Module is a small panel (size of a garage door opener) with a battery back-up that is positioned in the living area of the home to notify the homeowner of a high water alarm condition in the grinder

station or of a power loss to the grinder pump. The Remote Sentry Alarm Module is ideally suited for installations where the grinder pump alarm panel is obstructed from view.

Remote Sentry Alarm Module \$222 ADDER

Sentry Advisor Panel Remote Monitoring / Alarm Option

Environment One also offers a Sentry Advisor feature on these alarm panels that provides remote monitoring and alarm conditions through a cellular modem and website interface. The Sentry Advisor equipment includes a 12 volt (DC) power supply with battery back-up, relay for pump run time dry contacts, terminal blocks and a cellular modem with integrated antenna that provide the remote communication. A web-based user interface provides online viewing of the grinder pump status and mapping of the pump location from any web-enabled device.

The Sentry Advisor equipment will provide the following information remotely through the cellular modem and web interface:

- High level alarm
- Pump running
- Run time history (daily, cumulative, last run, minimum/maximum/average)
- Cycle history (daily and cumulative)
- Extended run time alerts
- Map location of each grinder pump in the system
- Station power loss notification
- Automatic alarm notifications or trouble alerts via phone, SMS text or e-mail.

Pump data is stored online and can be accessed to generate grinder pump performance reports.

Sentry Advisor remote monitoring feature \$410 ADDER

In addition, there would be an annual cellular communication service cost of \$50 for each simplex Sentry Advisor panel.

See attached information on the Environment One Sentry Advisor Alarm Panels.

This Environment One grinder pump equipment has a two (2) year manufacturer's warranty on parts and labor.

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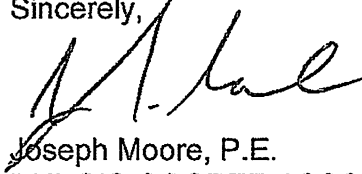
Not Included:

Installation
Main electrical disconnect (on electrical service line to Alarm Panel)
Sales Tax

Standard delivery time for these alarm panels is four (4) to six (6) weeks from receipt of purchase order.

Please call me at 734.455.6700, ext 3 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Moore', written over a horizontal line.

Joseph Moore, P.E.
DUBOIS-COOPER ASSOCIATES, INC.
District Representatives

Equipment Repair and Replacement Review

Part	Part Cost	Labor Cost	Qty	Total Cost	Life(yrs)	Cost per year	Life(yrs)	Cost per year
Grinder Pump (New E-One 240V Extreme Core)	\$2,670.00	\$300.00	388	\$1,152,360.00	20	\$57,618.00	20	\$39,770.00
Grinder Pump (Full Rebuilt)	\$1,750.00	\$300.00	388					\$8,142.00
Control Panel (E-One Simplex)	\$390.00	\$300.00	236	\$162,840.00	20	\$8,142.00	20	\$4,715.80
Control Panel (E-One Duplex)	\$941.00	\$300.00	76	\$94,316.00	20	\$4,715.80	20	\$52,627.80
Collection System Total:				\$1,409,516.00		\$70,475.80		
Lift Pump (7.5hp, 3ph, 460V, Flygt)	\$12,500.00	\$600.00	2	\$26,200.00	10	\$2,620.00	20	\$840.00
Master Control Center	\$15,000.00	\$1,800.00	1	\$16,800.00	20	\$840.00	20	\$230.00
Control Panel	\$4,000.00	\$600.00	1	\$4,600.00	10	\$460.00	10	\$645.00
Flow Meter (6-inch ABB)	\$6,000.00	\$450.00	1	\$6,450.00	10	\$645.00	20	\$2,240.00
Aerators (Aeromix Tornado Pontoon Mixers)	\$10,000.00	\$1,200.00	4	\$44,800.00	10	\$4,480.00	10	\$620.00
Wiring and mooring cables	\$5,000.00	\$1,200.00	1	\$6,200.00	10	\$620.00	20	\$1,590.00
Master Control Center	\$30,000.00	\$1,800.00	1	\$31,800.00	20	\$1,590.00	20	\$690.00
Irrigation Motor (20hp, 3ph, 460V, Franklin)	\$4,000.00	\$600.00	3	\$13,800.00	15	\$920.00	20	\$487.50
Irrigation Pump (Berkeley STMH series)	\$2,500.00	\$750.00	3	\$9,750.00	15	\$650.00	15	\$490.00
Spray heads (Buckner 300 series)	\$100.00	\$75.00	42	\$7,350.00	8	\$918.75	15	\$186.67
Multi-Channel Recorder (E&H eco-graph T)	\$2,500.00	\$300.00	1	\$2,800.00	15	\$186.67	15	\$590.00
Flow Meter (Effluent)	\$2,500.00	\$450.00	3	\$8,850.00	15	\$590.00	15	\$606.67
Emergency Generator (35kw)	\$17,000.00	\$1,200.00	1	\$18,200.00	30	\$606.67	30	\$181.67
Auto Transfer Switch	\$5,000.00	\$450.00	1	\$5,450.00	30	\$181.67	15	\$1,000.00
Mower (Hustler Super Z 72" zero turn)	\$15,000.00	\$0.00	1	\$15,000.00	15	\$1,000.00	15	\$66.67
Lagoon Boat (10' flat bottom)	\$1,000.00	\$0.00	1	\$1,000.00	15	\$66.67	15	\$180.00
CCD Surveillance System	\$1,500.00	\$1,200.00	1	\$2,700.00	15	\$180.00	15	
Treatment Plant Total:				\$221,750.00		\$16,555.42		\$11,954.17
Grand Total:				\$1,631,266.00		\$87,031.22		\$64,581.97
ER&R Fee per User per Quarter						\$53.72		\$39.87

Labor Rate: \$75.00/hour

Brian Cook
HLUA Chairperson