

A regular meeting of the Gratiot Area Water Authority was held virtually via Zoom and called to order at 12:00 p.m. by Chairperson Kurt Giles. A quorum of the Authority Board was present.

*Roll Call*

Authority members present: Kurt Giles, Roxann Harrington, Melissa Allen, Tom Reed, and Jim Wheeler.

Authority members not present: Matt Schooley.

Others present: Bill Pilmore, David Ringle, Keith Risdon, and John Willemin.

*Approval of Minutes*

**Motion by Authority Member Harrington, seconded by Authority Member Reed, to approve the minutes of October 9, 2020, as amended. Motion carried with roll call vote.**

**Aye: Giles, Harrington, Allen, Reed, and Wheeler**

**Nay: none.**

*Communications*

*Requests for Payment*

*Requests for Purchase*

*Recommendations on Bids*

*New Business*

Water Plant Superintendent Bill Pilmore explained that the proposed revisions to the Bacteriological Testing Policy come as a result of requirements from their most recent lab audit. The current policy needed additional information about rejection of submitted water samples. Language was also added to the procedure section about transportation of samples in a cooler. No prices have changed. Brief discussion followed about format and hours.

**Motion by Authority Member Allen, seconded by Authority Member Wheeler, to approve the Bacteriological Testing Policy, as revised, included here as Attachment A. Motion carried with a roll call vote.**

**Aye: Giles, Harrington, Allen, Reed, and Wheeler**

**Nay: none.**

*Unfinished Business*

Chairperson Giles provided a status update about the Wellhead Protection Program. In August, the Authority voted to move forward with a delineation study contingent on award of a grant from EGLE. Giles explained the grant was not received as expected, and the program was not funded. He suggested holding off and trying for the grant again next year. Public Services Director David Ringle agreed with the suggestion as did Authority Member Roxann Harrington and others.

*Reports*

Chairperson Giles offered the Water Production Report for consideration. Brief discussion followed. Chair then presented the Financial Statements of October 2020. He answered questions from Authority Member Allen about depreciation expenses.

Chairperson Giles asked if the Authority would also receive a verbal report from John Willemin of Fishbeck, Thompson, Carr & Huber about Well #12 status. Members agreed.

John Willemin addressed the Authority and provided an update on Well #12. Well drillers had a problem with the first hole they drilled this week. The test well collapsed and had to be filled with cement grout. They will move ten feet away and start over. After the well is set, design will begin on the well house and transmission line. They are also looking at upgrades to the radio system before Well #12 is added. The geologist is currently working with EGLE to see if current test well data can be used, or if more is required for the replacement well site. They are waiting to hear back from EGLE.

**Motion by Authority Member Reed, seconded by Authority Member Wheeler, to receive the October 2020 Water Production Report, Financial Statements for October 2020, and John Willemin's report regarding Well #12. Motion carried with a roll call vote.**

**Aye:** Giles, Harrington, Allen, Reed, and Wheeler

**Nay:** none.

Authority Member Reed left the meeting at 12:21 pm.

*Appropriations*

**Motion by Authority Member Wheeler, seconded by Authority Member Allen, to approve and ratify the claims and accounts for October 2020 in the amount of \$85,185.29. Motion carried with a roll call vote.**

**Aye:** Giles, Harrington, Allen, Reed, and Wheeler

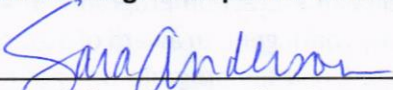
**Nay:** none.

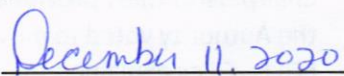
*Public Comment*

No public comment offered.

*Adjournment*

**Motion by Authority Member Wheeler, seconded by Authority Member Harrington, to adjourn the meeting. Chairperson Giles adjourned the meeting at 12:22 p.m.**

  
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Sara Anderson, Recording Secretary

  
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Date of Approval

# Gratiot Area Water Authority

## Bacteriological testing policy

Revised 10-19-2020

The Gratiot Area Water Authority (GAWA) operates and maintains the Water Treatment Plant (WTP) in Alma which supplies drinking water to the Cities of Alma and St. Louis Michigan. Additionally, the WTP operates a Microbiology Laboratory certified by the State of Michigan to analyze Total and Fecal Coliform bacteria, E-Coli, and Heterotrophic Bacteria in drinking and pool water.

The Laboratories main function is to support the activities involved in the process of treating drinking water for the communities listed above. As a means to generate additional revenue and provide a needed service to the surrounding areas the GAWA Laboratory also provides bacteriological testing of all private and public water supplies. Swimming pool samples are also accepted.

Water samples will only be accepted in sterile sample bottles approved for the analysis of bacteria in drinking water. Bottles may be obtained from the GAWA Laboratory. Bottles obtained from the Mid-Michigan Health Department or the State of Michigan Laboratory for analysis of bacteria in drinking water will also be accepted.

### **Samples will be rejected for any of the following reasons:**

- Samples delivered to the lab in bottles not approved for bacteriological analysis will be rejected.
- Samples must be analyzed within 30 hours of the time they were collected. Samples older than 30 hours will be rejected.
- Samples displaying a high chlorine level/odor will be rejected
- Samples showing evidence of freezing will be rejected
- Samples with insufficient volume will be rejected. >100ml required, bottles should not be overfilled, air gap necessary.
- Samples having a presence of an interfering contaminant will be rejected. Cleansers, heavy metals, hydrocarbons, etc.
- Samples will be rejected if the "Request for Water Analysis Form" is not filled out properly, is incomplete, not legible, or contains illogical information
- Samples will be rejected if the temperature exceeds 10 degrees Celsius. (50 degrees F)

All Coliform and E-Coli bacteria analysis shall be performed in accordance with the most recent edition of Standard Methods. 100 ml of sample is required.

Heterotrophic bacteria analysis shall be performed in accordance with the most recent edition of Standard Methods. 1 ml of sample is required.