



Kalamazoo Lake Sewer & Water Authority

Regular Board Meeting

Monday, August 18, 2025, at 10:00 a.m.

KLSWA Offices

6449 Old Allegan Rd, Saugatuck, MI 49453

1) Call to Order: Abby Bigford, Chair, called meeting to order at 10:00am

2) Roll Call: Present: Bigford, Ludwick, Freeman, Clark, Johnson Absent: None
Staff Present: Interim Manager Bajc, Secretary Vink

3) Public Comment: Daniel DeFranco, Saugatuck Township Manager, spoke briefly regarding the transition and use of a Consent Agenda.

The Board requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the KLSWA Commission.

4.) Approval of Agenda: Motion to approve agenda as amended by Freeman; support by Johnson.
Motion carried unanimously.

5.) Consent Agenda: Motion to approve the consent agenda as presented by Clark, support by Ludwick.
Motion carried unanimously.

Consent Agendas are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered separately.

1. Bills & Review of Invoices

- a) July Check Details
- b) July Statement of Revenues and Expenses

2. Approval of Minutes

- a) July 21, 2025, Regular Meeting Minutes

3. Reports

- a) Operations Report
- b) Historical Uses Report
- c) Community Base Fee Report

4. Correspondence

N/A



6.) Reports

- 1) Manager Report

7.) New Business

- 1) Officer Elections: Motion to appoint Bigford as chair by Ludwick; supported by Clark.
Motion carried unanimously.
Motion to appoint Clark as Vice Chair by Johnson; supported by Freeman.
Motion carried unanimously.
- 2) Audit Update (Discussion/Ludwick)
- 3) Legal Report (Discussion/Bigford)
- 4) Interim Manager Compensation (Advisory Committee): Motion to approve a retroactive monthly bonus for Interim Manager Bajc and to approve this monthly bonus for the duration of his tenure as Interim Manager by Clark; support by Freeman.
Motion carried unanimously.
- 5) Systems Operator and Manager/Administrator Hiring Advisory Committee: Motion to appoint Johnson and Freeman as an Administrator Hiring Committee with authorization to utilize engineering and legal counsel from Fleis & Vandenbrink and Mika Meyers, respectively, to report back in September with recommendations regarding the filling the manager/administrator role by Bigford; supported by Clark.
Motion carried unanimously.
- 6) EGLE Corrective Action: Motion to approve cooperation between acting manager and office staff to send EGLE corrective action letter dated 8/18/2025 to all Authority customers and to include the same in the 2025 Consumer Confidence Report; support by Ludwick.
Motion carried unanimously.
- 7) Pump Station 8 (Kaz and F&V)
- 8) F&V Outstanding Invoice (F&V)
- 9) F&V OIC Proposal

8.) Old Business: None

Meeting unanimously adjourned at 11:38am

Next Regularly Scheduled Meeting: Monday, September 15, 2025

