



Kalamazoo Lake Sewer & Water Authority

Regular Commission Meeting

Monday, September 15, 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) **Approval of Agenda:** Motion to approve agenda as presented by Freeman; support by Clark.
Motion carried unanimously.
 - 4) **Public Comments:** None.
The Commission 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 Commission.
 - 5) **Consent Agenda:** Motion to approve consent agenda as presented by Freeman; support by Ludwick
Motion carried unanimously.
Consent Agendas are considered routine by the Commission 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) August Check Details: Clark discussed the generator rental expense. Johnson suggested that it be added as an agenda item for the next meeting.
 - b) August Statement of Revenues and Expenses
 2. **Approval of Minutes**
 - a) August 18, 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) Audit Report, Ryan Marschke with Hungerford: reviewed audit findings for FY 2024
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- 2) First National Bank Credit Card (Kaz and Theresa): Motion to cancel credit card by Johnson; support by Clark.
Motion carried unanimously.
- 3) Operator and Administrator Hiring Advisory Committee (Johnson and Freeman): Special meeting scheduled for September 29, 2025
- 4) F&V OIC Proposal: Motion to approve agreement by Johnson; support by Clark.
Motion carried unanimously.
- 5) 2025 Sewer Cleaning and Televising (F&V): Steve Bishop discussed sewer cleaning/televising. Johnson suggested adding vulnerable areas to CCTV.
- 6) SRF Update, Steve Bishop F&V: loan offered; expense breakdown presented by Steve Bishop, funding plan discussed.
- 7) **Old Business**
 - 1.) Pump Station 8 (Discussion): October proposal presentation.
- 8) Legal, Closed Session to discuss Collective Bargaining: Motion by Johnson, supported by Ludwick, to meet in a closed session at 11:30am pursuant to Section 8(1)© of the Open Meetings Act for strategy and negotiation purposes with respect to the Kalamazoo Lake Sewer and Water Authority's ("KLSWA") negotiation of a collective bargaining agreement with International Union of Operating Engineers, Local 324.
The Board Chair, Abby Bigford, is hereby appointed as Secretary for the purpose of taking minutes of the closed session in accordance with the Open Meetings Act.
Closed session unanimously adjourned at 12:10pm.

8) Adjourn: Meeting unanimously adjourned at 12:11pm

Next Regularly Scheduled Meeting: Monday, October 20, 2025
