



Regular Commission Meeting AGENDA

Monday, June 15, 2026 @ 10:00AM

Kalamazoo Lake Sewer & Water Authority Offices

6449 Old Allegan Road, Saugatuck MI 49453

1) Call to Order

2) Roll Call

3) Approval of Agenda

4) Public Comments

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 Authority Commission.

5) Consent Agenda

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.

a. Bills and Review of Invoices

1. May Check Details
2. May Statement of Revenue and Expenses

b. Approval of Minutes

1. May 18, 2026 - DRAFT

c. Reports

1. Operations Report
2. Historical Use Report
3. Community Base Fee Report



6) Reports

- a. Authority Administrator's Report

7) Old Business

- a. Old Allegan Lift Station, Easement, Plant Connection Update – F&V
- b. Labor Union Update – option to enter closed session, motion attached – Mika Meyers
- c. Discussion on Authority/Water Advisory Committee status
- d. Revisit March Billed Usage Report – pulled from May Consent Agenda

8) New Business

- a. None

9) Commissioner Comments

10) Adjourn

06/04/2026

CHECK REGISTER FOR KALAMAZOO LAKE SEWER & WATER AUTHORITY
CHECK DATE FROM 05/01/2026 - 05/31/2026

Check Date	Check	Vendor Name	Description	Amount
Bank SEWCK GENERAL CHECKING				
05/01/2026	1110(E)	EMPOWER FINANCIAL	MERS DEF CONTRIBUTION	3,667.87
05/01/2026	33992	ALS ENVIRONMENTAL	SAMPLES	158.90
05/01/2026	33993	ALS ENVIRONMENTAL	SAMPLES	415.80
05/01/2026	33994	ALS ENVIRONMENTAL	SAMPLES	376.70
05/01/2026	33995	ALS ENVIRONMENTAL	SAMPLES	352.50
05/01/2026	33996	ALS ENVIRONMENTAL	SAMPLES	158.90
05/01/2026	33997	ALS ENVIRONMENTAL	SAMPLES	163.15
05/01/2026	33998	ALS ENVIRONMENTAL	SAMPLES	388.80
05/01/2026	33999	AQUA-FINE	LAB H2O	26.55
05/01/2026	34000	AQUA-FINE	LAB H2O	20.30
05/01/2026	34001	BADGER METER INC	CELLULAR HOSTING SERVICE	328.23
05/01/2026	34002	BLUE WATER SOLUTIONS LLC	METERING EQUIPMENT	14,985.78
05/01/2026	34003	CERTA SITE LLC	FIRE EXTINGUISHER	374.98
05/01/2026	34004	COMMUNICATIONS UNLIMITED LLC	AFTER HOURS PHONE	295.00
05/01/2026	34005	CRYSTAL FLASH	GAS FLEET FUEL	1,304.12
05/01/2026	34006	F&V CONSTRUCTION	PROFESSIONAL SERVICES RENDERED FOR	5,140.00
05/01/2026	34007	FASTENAL COMPANY	TOOLS AND SUPPLIES	2,357.69
05/01/2026	34008	FLEIS & VANDENBRINK	GENERAL CONSULTATION	8,500.00
05/01/2026	34009	HAVILAND	BLEACH	9,507.40
05/01/2026	34010	HAVILAND	BLEACH	1,343.10
05/01/2026	34011	KENNEDY INDUSTRIES	YOKE SLEEVE, FREIGHT CHARGES	1,162.00
05/01/2026	34012	KONICA MINOLTA	QUARTERLY MAINTENANCE	6.00
05/01/2026	34013	KONICA MINOLTA	QUARTERLY MAINTENANCE	75.00
05/01/2026	34014	KRAMER SERVICES	LAWN CARE	950.00
05/01/2026	34015	MIKA MEYERS PLC	WASTEWATER TREATMENT PLANT IMPROV	1,441.00
05/01/2026	34016	MIKA MEYERS PLC	IUOE BARGAINING 2026	67.00
05/01/2026	34017	MIKA MEYERS PLC	GENERAL MATTERS	1,507.50
05/01/2026	34018	MIKA MEYERS PLC	GENERAL LABOR	4,236.50
05/01/2026	34019	MWEA	EXAM PREP COURSES 2026	505.00
05/01/2026	34020	MWEA	MEMBERSHIP DUES/ FEES	115.00
05/01/2026	34021	MWEA	EDUCATION TRAINING	115.00
05/01/2026	34022	TOP GRADE AGGREGATES LLC	AGGREGATE	240.00
05/01/2026	34023	TOP GRADE AGGREGATES LLC	AGGREGATES	98.70
05/01/2026	34024	TOWN & COUNTRY GROUP	GATE REPAIR	590.00
05/01/2026	34025	UPS	POSTAGE	25.00
05/01/2026	34026	UPS	POSTAGE	25.00
05/01/2026	34027	UPS	POSTAGE	21.45
05/01/2026	34028	USA BLUE BOOK	SUPPLIES	2,239.22
05/01/2026	34029	USA BLUE BOOK	SUPPLIES	118.95
05/01/2026	34030	VERIZON WIRELESS	WIRELESS PHONE SERVICE	648.23
05/01/2026	34031	VESTIS	RUGS AND UNIFORMS	445.65
05/01/2026	34032	VESTIS	RUGS AND UNIFORMS	445.65
05/01/2026	34033	VESTIS	RUGS AND UNIFORMS	445.65
05/01/2026	34034	VESTIS	RUGS AND UNIFORMS	445.65

05/01/2026	34035	VREDEVELD HAEFNER LLC	FINANCIAL OFFICER SERVICES	852.50
05/01/2026	34036	WATER SOLUTIONS UNLIMITED	PHOSPHATE	1,690.00
05/01/2026	34037	WILLIAMS & WORKS	PROFESSIONAL SERVICES	445.00
05/01/2026	34038	XYLEM DEWATERING SOLUTIONS INC	LS1P3 RENTAL	4,561.15
05/04/2026	1129(E)	COMCAST BUSINESS	INTERNET	650.86
05/06/2026	1130(E)	ALERUS FINANCIAL	MERS DEF CONTRIBUTION	3,023.91
05/06/2026	1131(E)	MERS	DB PENSION	8,892.43
05/06/2026	1132(E)	MERS	DB PENSION	7,964.47
05/07/2026	34039	ALS ENVIRONMENTAL	SAMPLES SEW	158.90
05/07/2026	34040	AQUA-FINE	LAB H2O	20.30
05/07/2026	34041	BS&A	TRAINING	1,225.00
05/07/2026	34042	CERTASITE LLC	ANNUAL FIRE EXTINGUISHER CERTS	374.98
05/07/2026	34043	CRYSTAL FLASH	GAS FLEET FUEL	1,599.85
05/07/2026	34044	DUNES VIEW KWIK STOP	GOODS/FUEL	192.57
05/07/2026	34045	DUNES VIEW KWIK STOP	GOODS/FUEL	286.93
05/07/2026	34046	DUNES VIEW KWIK STOP	GOOD/FUEL	183.91
05/07/2026	34047	DUNES VIEW KWIK STOP	GOOD/FUEL	7.49
05/07/2026	34048	DUNES VIEW KWIK STOP	GOOD/FUEL	79.48
05/07/2026	34049	DUNES VIEW KWIK STOP	GOOD/FUEL	253.47
05/07/2026	34050	ETNA SUPPLY	SUPPLIES	3,124.86
05/07/2026	34051	FLEIS & VANDENBRINK	PROFESSIONAL SERVICES	6,500.00
05/07/2026	34052	GORDON STANNIS	CUSTOMER OVERPAYMENT REFUND	609.02
05/07/2026	34053	HAVILAND	BLEACH	1,343.10
05/07/2026	34054	HOLLAND BPW	BACTI SAMPLES	480.00
05/07/2026	34055	JASON SHAW	CUSTOMER OVERPAYMENT REFUND	8,508.70
05/07/2026	34056	MAX MATTESON	CUSTOMER OVERPAYMENT REFUND	4,260.35
05/07/2026	34057	MENARDS	SUPPLIES	372.00
05/07/2026	34058	PITNEY BOWES PURCHASE POWER	POSTAGE METER REFILL	176.65
05/07/2026	34059	PITNEY BOWES GLOBAL FINANCIAL SRV	MAIL EQUIP RENTAL	165.54
05/07/2026	34060	TOP GRADE AGGREGATES LLC	AGGREGATES	753.00
05/07/2026	34061	UPS	POSTAGE	25.00
05/07/2026	34062	UPS	POSTAGE	50.00
05/07/2026	34063	USA BLUE BOOK	SERVICE SUPPLIES	2,840.50
05/07/2026	34064	USA BLUE BOOK	CURB BOX	129.90
05/07/2026	34065	USA BLUE BOOK	CHECK VALVES	4,265.53
05/07/2026	34066	VANDENBERG WEB CREATIVE LLC	WEB HOSTING	160.00
05/07/2026	34067	VERIZON WIRELESS	WIRELESS PHONE SERVICE	1,297.24
05/07/2026	34068	VESTIS	RUGS AND UNIFORMS	445.65
05/07/2026	34069	VREDEVELD HAEFNER LLC	PROFESSIONAL SERVICES RENDERED	3,144.23
05/07/2026	34070	WATER SOLUTIONS UNLIMITED	PHOSPHATE	1,852.50
05/07/2026	34071	WILCOX NEWSPAPERS	REQUIRED NEWS POSTING	400.00
05/07/2026	34072	XYLEM DEWATERING SOLUTIONS INC	LS1P3 RENTAL	4,561.15
05/07/2026	34073	XYLEM DEWATERING SOLUTIONS INC	LS1P3 RENTAL BALANCE	4,302.97
05/07/2026	34074	YOUR MEMBERSHIP INC	JOB POSTING	150.00
05/08/2026	1117(E)	PAYCHEX	PAYROLL PD 5-8-26	33,534.51
05/08/2026	1118(E)	DELTA DENTAL PLAN OF MICHIGN	DENTAL INSURANCE	1,159.39
05/08/2026	1119(E)	EGLTECH, INC	IT SERVICE	2,290.80
05/08/2026	1120(E)	F&V CONSTRUCTION	PROFESSIONAL SERVICES RENDERED FOR	5,140.00
05/08/2026	1121(E)	F&V CONSTRUCTION	PROFESSIONAL SERVICES RENDERED FOR	148,300.00
05/08/2026	1122(E)	F&V CONSTRUCTION	PROFESSIONAL SERVICES RENDERED FOR	96,400.00

05/08/2026	1123(E)	HUNTINGTON BANK CREDIT CARD	HUNTINGTON BANK CARD ADVERTISE	111.54
05/08/2026	1124(E)	HUNTINGTON BANK CREDIT CARD	HUNTINGTON BANK CREDIT CARD ADVEF	304.64
05/08/2026	1125(E)	MICHIGAN GAS UTILITIES 851 HOL	APRIL GAS SERVICE	61.87
05/08/2026	1126(E)	REPUBLIC SERVICES #240	GARBAGE SERVICE	188.08
05/08/2026	1127(E)	SEMCO ENERGY	NATURAL GAS	133.55
05/08/2026	1128(E)	SEMCO ENERGY	NATURAL GAS	129.10
05/20/2026	1133(E)	COMCAST BUSINESS	INTERNET	506.34
05/22/2026	1134(E)	PAYCHEX	PAYROLL PD 5-22-26	<u>32,020.97</u>

SEWCK TOTALS:

Total of 102 Disbursements:

468,496.80

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
STATEMENT OF REVENUES AND EXPENSES-SEWER
AS OF MAY 31, 2026**

SEWER		MTD	YTD	FY25 BUDGET	AVAILABLE BALANCE	% budget used
		05/01/26 05/31/26	03/01/26 05/31/26	03/01/26 02/28/27	Actual vs. Budget	
CONSOLIDATED REVENUES						
613.000	Commodity	26,852.46	111,380.84	562,009.89	450,629.05	19.82%
614.000	Base	87,854.31	351,099.63	1,107,720.00	756,620.37	31.70%
651.000	Bank Fee	-	-	140.00	140.00	0.00%
657.000	Penalty	(42.84)	2,244.74	15,000.00	12,755.26	14.96%
658.120	Debt Service - Lift Service	-	-	-	-	n/a
658.120	Debt Service - Treatment	-	-	-	-	n/a
665.000	Interest	11,310.20	17,701.10	80,000.00	62,298.90	22.13%
667.000	Equip Rental	-	-	-	-	n/a
670.000	Misc. Income	-	-	4,500.00	4,500.00	0.00%
TOTAL CONSOLIDATED REVENUES		\$ 125,974.13	\$ 482,426.31	\$ 1,769,369.89	\$ 1,286,943.58	27.27%
CONSOLIDATED EXPENDITURES						
702.000	Wages	19,202.50	53,429.12	646,273.70	592,844.58	8.27%
702.400	OC/OT	5,355.16	14,951.44	77,037.06	62,085.62	19.41%
715.000	Benefits	10,603.23	35,199.42	240,229.19	205,029.77	14.65%
727.000	Education/Training	-	665.00	6,120.00	5,455.00	10.87%
728.000	Occupational Medical	-	-	2,000.00	2,000.00	0.00%
729.000	Membership/Subscriptions	-	-	2,000.00	2,000.00	0.00%
730.000	Miss Dig	-	-	4,500.00	4,500.00	0.00%
731.000	Office	2,690.17	8,917.96	45,136.20	36,218.24	19.76%
731.100	Bank Fee	463.41	942.82	600.00	(342.82)	157.14%
731.200	IT	916.32	4,532.05	41,937.00	37,404.95	10.81%
732.000	Safety Equip	139.98	300.57	6,000.00	5,699.43	5.01%
733.000	Lab Equip/Supply	20.30	112.80	14,400.00	14,287.20	0.78%
734.000	Mailing	166.88	342.95	1,800.00	1,457.05	19.05%
745.000	Chemicals	268.62	2,707.34	116,782.20	114,074.86	2.32%
760.000	Uniforms/Rugs	348.01	4,936.23	15,000.00	10,063.77	32.91%
770.000	Goods/Equip	3,057.09	6,626.23	42,000.00	35,373.77	15.78%
801.000	Audit/Accounting	1,257.69	3,009.19	29,898.00	26,888.81	10.06%
802.000	Authority	125.00	350.00	2,250.00	1,900.00	15.56%
803.000	Legal	-	18,525.40	72,000.00	53,474.60	25.73%
804.000	Engineering	6,500.00	55,268.00	63,250.00	7,982.00	87.38%
807.000	Lab Services	158.90	4,408.80	24,000.00	19,591.20	18.37%
850.000	Telecomm	981.78	2,445.82	8,000.00	5,554.18	30.57%
860.000	Mileage	-	-	200.00	200.00	0.00%
861.000	Fuel	867.55	1,855.68	21,000.00	19,144.32	8.84%
920.000	Natural Gas	129.81	1,415.83	3,000.00	1,584.17	47.19%
921.000	Electric	-	27,760.74	210,000.00	182,239.26	13.22%
929.000	Collection/Distribution	753.00	1,091.70	85,000.00	83,908.30	1.28%
930.000	Equip Maintenance	8,864.12	21,960.76	120,000.00	98,039.24	18.30%
931.000	Building Maintenance	75.23	1,405.27	12,000.00	10,594.73	11.71%
932.000	Fleet Maintenance	-	-	9,000.00	9,000.00	0.00%
934.000	Repair/Replace	104,048.00	107,903.00	134,026.00	26,123.00	80.51%
959.000	Regulatory Fees	-	-	4,260.00	4,260.00	0.00%
965.000	Authority Insurance	-	26,653.82	30,646.44	3,992.62	86.97%
TOTAL CONSOLIDATED EXPENDITURES		\$ 166,992.75	\$ 407,717.94	\$ 2,090,345.79	\$ 1,682,627.85	19.50%
NET OF CONSOLIDATED REVENUES & EXPENDITURES		\$ (41,018.62)	\$ 74,708.37	\$ (320,975.90)	\$ (395,684.27)	n/a

Note: Unaudited Financial Statement. For internal use only.
6/4/2026

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
STATEMENT OF REVENUES AND EXPENSES-WATER
AS OF MAY 31, 2026**

WATER		MTD	YTD	FY25 BUDGET	AVAILABLE BALANCE	% budget used
		05/01/26 05/31/26	03/01/26 05/31/26	03/01/26 02/28/27	Actual vs. Budget	
CONSOLIDATED REVENUES						
613.000	Commodity	25,582.09	100,356.96	735,095.92	634,738.96	13.65%
614.000	Base	92,325.97	368,712.63	1,104,828.00	736,115.37	33.37%
628.000	Meter Install	1,155.00	5,020.00	11,000.00	5,980.00	45.64%
630.000	On/Off Fee	910.00	6,230.01	11,000.00	4,769.99	56.64%
651.000	Bank Fee	-	-	156.00	156.00	0.00%
657.000	Penalty	(80.07)	3,866.50	19,000.00	15,133.50	20.35%
665.000	Interest	8,273.18	12,408.37	60,000.00	47,591.63	20.68%
667.000	Equip Rental	-	-	1,000.00	1,000.00	0.00%
670.000	Misc. Income	344.72	887.31	6,000.00	5,112.69	14.79%
TOTAL CONSOLIDATED REVENUES		\$ 128,510.89	\$ 497,481.78	\$ 1,948,079.92	\$ 1,450,598.14	25.54%
CONSOLIDATED EXPENDITURES						
702.000	Wages	28,803.77	80,143.74	430,849.13	350,705.39	18.60%
702.400	OC/OT	8,032.72	22,427.14	51,358.04	28,930.90	43.67%
715.000	Benefits	15,904.84	51,899.09	160,152.79	108,253.70	32.41%
727.000	Education/Training	-	665.00	4,080.00	3,415.00	16.30%
728.000	Occupational Medical	-	-	800.00	800.00	0.00%
729.000	Membership/Subscriptions	-	-	4,000.00	4,000.00	0.00%
730.000	Miss Dig	-	276.00	3,000.00	2,724.00	9.20%
731.000	Office	2,413.14	9,484.44	30,090.80	20,606.36	31.52%
731.100	Bank Fee	(244.54)	(423.19)	400.00	823.19	-105.80%
731.200	IT	1,374.48	6,798.07	27,958.00	21,159.93	24.32%
732.000	Safety Equip	235.00	475.88	4,000.00	3,524.12	11.90%
733.000	Lab Equip/Supply	-	-	9,600.00	9,600.00	0.00%
734.000	Mailing	250.31	514.41	1,200.00	685.59	42.87%
745.000	Chemicals	2,926.98	15,899.36	33,217.80	17,318.44	47.86%
760.000	Uniforms/Rugs	-	-	10,000.00	10,000.00	0.00%
761.000	Meters	-	-	50,000.00	50,000.00	0.00%
770.000	Goods/Equip	7,710.53	28,049.99	28,000.00	(49.99)	100.18%
801.000	Audit/Accounting	1,886.54	4,513.79	19,932.00	15,418.21	22.65%
802.000	Authority	125.00	350.00	1,500.00	1,150.00	23.33%
803.000	Legal	-	27,788.10	48,000.00	20,211.90	57.89%
804.000	Engineering	-	686.10	61,000.00	60,313.90	1.12%
807.000	Lab Services	480.00	1,440.00	16,000.00	14,560.00	9.00%
850.000	Telecomm	1,472.66	3,668.77	12,500.00	8,831.23	29.35%
860.000	Mileage	-	-	300.00	300.00	0.00%
861.000	Fuel	1,701.32	4,006.93	14,000.00	9,993.07	28.62%
920.000	Natural Gas	194.71	2,123.74	4,000.00	1,876.26	53.09%
921.000	Electric	-	27,760.75	140,000.00	112,239.25	19.83%
929.000	Collection/Distribution	-	755.00	25,000.00	24,245.00	3.02%
930.000	Equip Maintenance	-	5,920.21	80,000.00	74,079.79	7.40%
931.000	Building Maintenance	112.85	1,632.92	10,000.00	8,367.08	16.33%
932.000	Fleet Maintenance	-	-	6,000.00	6,000.00	0.00%
934.000	Repair/Replace	150,932.00	153,502.00	190,500.00	36,998.00	80.58%
959.000	Regulatory Fees	-	-	2,840.00	2,840.00	0.00%
965.000	Authority Insurance	-	24,805.18	20,430.96	(4,374.22)	121.41%
TOTAL CONSOLIDATED EXPENDITURES		\$ 224,312.31	\$ 475,163.42	\$ 1,500,709.52	\$ 1,025,546.10	31.66%
NET OF CONSOLIDATED REVENUES & EXPENDITURES		\$ (95,801.42)	\$ 22,318.36	\$ 447,370.40	\$ 425,052.04	n/a

Note: Unaudited Financial Statement. For internal use only.
6/4/2026

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
AS OF MAY 31, 2026**

	MTD		YTD		FY26 BUDGET	AVAILABLE BALANCE	% budget used
	05/01/26	05/31/26	03/01/26	05/31/26	03/01/26	Actual vs. Budget	
					02/28/27		
CONSOLIDATED REVENUES							
613.000	Commodity	52,434.55		211,737.80	1,297,105.81	1,085,368.01	16.32%
614.000	Base	180,180.28		719,812.26	2,212,548.00	1,492,735.74	32.53%
628.000	Meter Install	1,155.00		5,020.00	11,000.00	5,980.00	45.64%
630.000	On/Off Fee	910.00		6,230.01	11,000.00	4,769.99	56.64%
651.000	Bank Fee	-		-	296.00	296.00	0.00%
657.000	Penalty	(122.91)		6,111.24	34,000.00	27,888.76	17.97%
665.000	Interest	19,583.38		30,109.47	140,000.00	109,890.53	21.51%
667.000	Equip Rental	-		-	1,000.00	1,000.00	0.00%
670.000	Misc. Income	344.72		887.31	10,500.00	9,612.69	8.45%
TOTAL CONSOLIDATED REVENUES		\$ 254,485.02		\$ 979,908.09	\$ 3,717,449.81	\$ 2,737,541.72	26.36%
CONSOLIDATED EXPENDITURES							
702.000	Wages	48,006.27		133,572.86	1,077,122.83	943,549.97	12.40%
702.400	OC/OT	13,387.88		37,378.58	128,395.10	91,016.52	29.11%
715.000	Benefits	26,508.07		87,098.51	400,381.98	313,283.47	21.75%
727.000	Education/Training	-		1,330.00	10,200.00	8,870.00	13.04%
728.000	Occupational Medical	-		-	2,800.00	2,800.00	0.00%
729.000	Membership/Subscriptions	-		-	6,000.00	6,000.00	0.00%
730.000	Miss Dig	-		276.00	7,500.00	7,224.00	3.68%
731.000	Office	5,103.31		18,402.40	75,227.00	56,824.60	24.46%
731.100	Bank Fee	218.87		519.63	1,000.00	480.37	51.96%
731.200	IT	2,290.80		11,330.12	69,895.00	58,564.88	16.21%
732.000	Safety Equip	374.98		776.45	10,000.00	9,223.55	7.76%
733.000	Lab Equip/Supply	20.30		112.80	24,000.00	23,887.20	0.47%
734.000	Mailing	417.19		857.36	3,000.00	2,142.64	28.58%
745.000	Chemicals	3,195.60		18,606.70	150,000.00	131,393.30	12.40%
760.000	Uniforms/Rugs	348.01		4,936.23	25,000.00	20,063.77	19.74%
761.000	Meters	-		-	50,000.00	50,000.00	0.00%
770.000	Goods/Equip	10,767.62		34,676.22	70,000.00	35,323.78	49.54%
801.000	Audit/Accounting	3,144.23		7,522.98	49,830.00	42,307.02	15.10%
802.000	Authority	250.00		700.00	3,750.00	3,050.00	18.67%
803.000	Legal	-		46,313.50	120,000.00	73,686.50	38.59%
804.000	Engineering	6,500.00		55,954.10	124,250.00	68,295.90	45.03%
807.000	Lab Services	638.90		5,848.80	40,000.00	34,151.20	14.62%
850.000	Telecomm	2,454.44		6,114.59	20,500.00	14,385.41	29.83%
860.000	Mileage	-		-	500.00	500.00	0.00%
861.000	Fuel	2,568.87		5,862.61	35,000.00	29,137.39	16.75%
920.000	Natural Gas	324.52		3,539.57	7,000.00	3,460.43	50.57%
921.000	Electric	-		55,521.49	350,000.00	294,478.51	15.86%
929.000	Collection/Distribution	753.00		1,846.70	110,000.00	108,153.30	1.68%
930.000	Equip Maintenance	8,864.12		27,880.97	200,000.00	172,119.03	13.94%
931.000	Building Maintenance	188.08		3,038.19	22,000.00	18,961.81	13.81%
932.000	Fleet Maintenance	-		-	15,000.00	15,000.00	0.00%
934.000	Repair/Replace	254,980.00		261,405.00	324,526.00	63,121.00	80.55%
959.000	Regulatory Fees	-		-	7,100.00	7,100.00	0.00%
965.000	Authority Insurance	-		51,459.00	51,077.40	(381.60)	100.75%
TOTAL CONSOLIDATED EXPENDITURES		\$ 391,305.06		\$ 882,881.36	\$ 3,591,055.31	\$ 2,708,173.95	24.59%
NET OF CONSOLIDATED REVENUES & EXPENDITURES		\$ (136,820.04)		\$ 97,026.73	\$ 126,394.50	\$ 29,367.77	n/a

Note: Unaudited Financial Statement. For internal use only.
6/4/2026



Minutes
Regular Monthly Meeting
Monday, May 18, 2026, 10:00 AM
KLSWA WWTP 6449 Old Allegan Road Saugatuck, MI 49453

1. **Call to Order:** Chairman Freeman called the meeting to order at 10:01 AM
2. **Roll Call:**
 1. Present – Commissioners: Clark, Freeman, Helmrich, Johnson, Ludwick
 2. KLSWA: Administrator Miller
 3. Guests: Steve Bishop from Fleis & Vandenbrink, Tyler DeNoyer from Prein & Newhof
3. **Approval of Agenda:**
 1. Motion to approved agenda by Johnson. Seconded by Clark. Motion carries unanimously by voice vote
4. **Public Comments:** None
5. **Consent Agenda:**
 1. Motion to approve the Consent Agenda excluding the March 2026 Billed Usage Report for further review by Johnson. Seconded by Freeman. Motion carries unanimously by voice vote
6. **Administrator's Report:**
 1. Administrator Miller noted he has met with Hydro-Corp to better understand the back flow preventor testing required by the State. Hydro-Corp can assist with this testing process.
 2. Lift Station Pump #3 has been ordered as per the April meeting decision.
 3. Administrator Miller has put together a Finance Director job posting. The job will be posted on KLSWA's website as well as Indeed and MGFOA. This is the hiring priority at the moment.
7. **New Business:**
 1. Proposed Old Allegan Road Sanitary Sewer Construction – P&N – There was robust discussion around the proposed construction plans for running an additional sewer line from a new development at Old Allegan Road and Blue Star Highway to KLSWA's facilities. The current plan, designed by Prein & Newhof, may interfere with KLSWA's future development of the plant. Ongoing discussions will be needed with KLSWA as well as Saugatuck Township to determine best course of action.
8. **Old Business:**
 1. Union Update - Administrator Miller noted the union has no updates for the Board at this time
 2. Authority/Water Advisory Committee status
 - i. Discussions to continue, current draft of report will be distributed to full Authority Board



9. Commissioner Comments:

1. Clark – thanked Administrator Miller for his informative report
2. Johnson – recommended new seating arrangement for future meetings
3. Helmrich – expressed gratitude for being new addition to Authority Board
4. Ludwick – completed Debt Service fee analysis, will present at June meeting
5. Freeman – with new proposed millages and fees, wants full understanding of future increases to rates

10. Adjournment – Meeting adjourned at 11:37 am.

- Next Regular Meeting: Monday, June 15, 2026, 10:00 AM KLSWA WWTP

Respectfully submitted,

Jennifer Ludwick
Secretary/Treasurer

Operations Report 5/18/2026 to 6/14/2026

Collections System:

- Routine monthly inspection reveal no new issues within the system and in proper working order.

Distribution System:

- All routine well and distribution water tests have been collected and checked for quality issues, all test results at all locations are within normal range as expected.

- Monthly Water Quality Parameters including Bac-T's routinely collected throughout the water system, all results returned favorably. All samples passed with negative results for coliform contamination.

- 5/19/26 We had a water service break. Water service line replacement was performed after an original galvanized line corroded and failed at 847 Center St. KLSWA's operators had the leak under control and stopped in very timely manner after some creative solutions were performed by them while dealing with an outdated galvanized line. Working with the city of Douglas a new service line was ran as the old fell under lead service line replacement, water was restored in under 48hrs. All repairs and site restoration are complete.

- Maple street project main install has passed its first leg. From Bluestar to Allegan St. The main is installed, pressure tested for leaks with none being found, disinfected and have passed both required bacteriological tests needed to connect to community water system. Initial tie-in to our water system is scheduled to start the week of June 15th.

- Saugatuck Lodging main install has been completed. The main has been pressure tested for leaks with none being found, disinfected and have passed both required bacteriological tests needed to connect to community water system. Initial tie-in to Bluestar water main has been completed.

- Water main for new development between Center St. and St. Pete's has been installed, pressure tested for leaks with none being found. Bacteriological tested is expected to start the week of June 15th in preparation for the tie-in to community water supply.

WWTP Lab:

- Two standard high flow discharges were performed this month.

- QA/QC and Monthly test results routinely ran during discharge came back well within industry standards, and we remain in compliance.

IRP:

- IRP has been put back into operation.

Shawn Sisson

6/12/2026

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
BILLED USAGE REPORT**

MONTH April 2026

BILLING DATE 05/15/26

COMMUNITY	GALLONS		MEU'S		BILLED ACCOUNTS		BILLED ACCOUNTS		MEU'S IRRI*
	WATER	SEWER	WATER	SEWER	WATER	SEWER	DS-LS	DS-T	
DOUGLAS	3,438,254	3,371,335	1,468	1,371	1,283	1,061	1368.5	1368.5	141.75
SAUGATUCK	2,599,229	2,362,011	1,302	1,108	979	839	1102	1102	21.00
SAUGATUCK TWP - NORTH	1,867,616	650,472	931	382	704	259	7.5	380.5	37.50
SAUGATUCK TWP - SOUTH	327,738	106,459	100	38	72	23	19	37.5	4.00
LAKETOWN	247,637	190,578	81	45	66	32	0	43.5	0.50
TOTAL	8,480,474	6,680,855	3,881	2,943	3,104	2,214	2,497	2,932	204.75

*Irrigation on this sheet is at 1/2 of the MEUs reported on the usage report

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
BILLED USAGE REPORT**

MONTH April 2026 BILLING DATE 05/15/26

COMMUNITY	Billed Gallons	Gallon adj	Final Gallons	Billed Units	Billed Dollars	Billing Adj	Final Dollars	Rate
DOUGLAS								
Douglas Water Base				1,762.00	36,945.18	(72.80)	36,872.38	20.97
Saug Twp Water Base				2.00	24.50		24.50	
Saug Twp Sewer Base				2.00	4.78		4.78	
KLSWA Debt Serv Trea				1,368.50	10,496.68	(25.58)	10,471.10	7.67
KLSWA Sewer Debt LS				1,368.50	5,465.25	(13.87)	5,451.38	3.99
KLSWA Water Base				1,371.00	41,064.42	(104.00)	40,960.42	29.95
KLSWA Water Base				1,467.50	33,346.65	(79.73)	33,266.92	22.72
KLSWA Wtr Base Irrig				283.50	3,251.82		3,251.82	11.47
KLSWA Water Comm	3,855,720.00	(417,466.00)	3,438,254.00		11,569.65	(1,251.76)	10,317.89	3.00
KLSWA Sewer Comm	3,788,801.00	(417,466.00)	3,371,335.00		15,243.93	(1,669.00)	13,574.93	4.02
TOTAL DOUGLAS	7,644,521.00	(834,932.00)	6,809,589.00	7,625.00	157,412.86	(3,216.74)	154,196.12	
SAUGATUCK								
saug city water base				1,341.50	30,813.38	(103.87)	30,709.51	
KLSWA Debt Serv Trea				1,102.00	8,119.56	(33.33)	8,086.23	7.37
KLSWA Sewer Debt LS				1,102.00	4,415.86	(18.06)	4,397.80	4.01
KLSWA Water Base				1,108.00	33,151.37	(135.48)	33,015.89	29.92
KLSWA Water Base				1,302.00	29,060.13	(103.87)	28,956.26	22.32
KLSWA Wtr Base Irrig				42.00	483.00		483.00	11.50
KLSWA Water Comm	2,599,229.00		2,599,229.00		7,901.03	0.51	7,901.54	3.04
KLSWA Sewer Comm	2,362,011.00		2,362,011.00		9,463.85	0.68	9,464.53	4.01
TOTAL SAUGATUCK	4,961,240.00	-	4,961,240.00	5,997.50	123,408.18	(393.42)	123,014.76	
SAUGATUCK TWP - NORTH								
Saug Twp Water Base				866.00	16,367.30	(157.50)	16,209.80	18.90
Saug Twp Sewer Base				384.00	1,342.95	(12.25)	1,330.70	3.50
KLSWA Debt Serv Trea				380.50	2,805.88	(25.83)	2,780.05	7.37
KLSWA Sewer Debt LS				7.50	30.00		30.00	4.00
KLSWA Water Base				382.00	11,451.00	(105.00)	11,346.00	29.98
KLSWA Water Base				930.50	21,390.00	(161.00)	21,229.00	22.99
KLSWA Wtr Base Irrig				75.00	862.50	(11.50)	851.00	11.50
KLSWA Water Comm	1,867,616.00		1,867,616.00		5,625.79	1.39	5,627.18	3.01
KLSWA Sewer Comm	650,472.00		650,472.00		2,622.49		2,622.49	4.03
TOTAL SAUGATUCK TWP - NORTH	2,518,088.00	-	2,518,088.00	3,025.50	62,497.91	(471.69)	62,026.22	

SAUGATUCK TWP - SOUTH									
Douglas Water Base	4.50	94.50	94.50						94.50
Saug Twp Water Base	97.50	1,843.13	1,843.13						18.90
Saug Twp Sewer Base	36.50	129.15	129.15						3.54
KLSWA Debt Serv Trea	37.50	287.08	287.08						7.66
KLSWA Sewer Debt LS	19.00	81.60	81.60						4.29
KLSWA Sewer Base	37.50	1,167.00	1,167.00						31.12
KLSWA Water Base	99.50	2,298.47	2,298.47						23.10
KLSWA Wtr Base Irrig	8.00	92.00	92.00						11.50
KLSWA Water Comm		327,738.00	327,738.00						988.10
KLSWA Sewer Comm		106,459.00	106,459.00						425.85
TOTAL SAUGATUCK TWP - SOUTH	340.00	7,406.88	7,406.88	-					7,406.88
LAKETOWN									
Saug Twp Water Base	74.00	1,110.00	1,110.00						15.00
Saug Twp Sewer Base	1.00	3.50	3.50						3.50
KLSWA Debt Serv Trea	43.50	321.03	321.03						7.38
KLSWA Sewer Base	44.50	1,335.00	1,335.00						30.00
KLSWA Water Base	81.00	1,863.00	1,863.00						23.00
KLSWA Wtr Base Irrig	1.00	11.50	11.50						11.50
KLSWA Water Comm		247,637.00	247,637.00						3.00
KLSWA Sewer Comm		190,578.00	190,578.00						762.31
TOTAL LAKETOWN	245.00	6,149.26	6,149.26	-					6,149.26
TOTAL	17,233.00	356,875.09	356,875.09	(4,081.85)					352,793.24

15,996,261.00

(834,932.00)

15,161,329.00

17,233.00

356,875.09

(4,081.85)

352,793.24



KLSWA ADMINISTRATOR'S REPORT

June 15, 2026

TO: Kalamazoo Lake Sewer & Water Authority Board Members

FROM: Robert Miller, Authority Administrator

1. KLSWA Clean Water State Revolving Fund WWTP Improvement Project Update

KLSWA has been working with Fleis & VandeBrink since 2023 to secure a low-interest loan for wastewater treatment improvements that will improve infrastructure reliability, treatment efficiency, and reduce energy costs. The total loan amount is estimated at \$5,575,000 @ 2.75% interest, repayable over 30 years. Below is a brief update and projected timeline:

- Currently, the project is advertised for bid via F&V on industrywide electronic platforms.
- KLSWA hosted an onsite pre-bid meeting on June 2 at the WWTP. Several interested bidders, along with their subcontractors attended.
- On June 22 at 3:00pm KLSWA will be hosting a bid opening.
- Bids will be reviewed, contractor interviews conducted, winning bidder selected, and entered into the Part III application that will be due to EGLE by July 7.
- We hope to present a Resolution of Tentative Contract Award at the July 20 Regular Meeting, and submit final paperwork to EGLE by July 24.

2. Administration

Customer Account Maintenance - We are continuing to work through "flagged" accounts to correct known billing inaccuracies and to eliminate accounts that require regular manual adjustments. After a short period of transition, the April billed usage appears to have returned to historic norms across all of our constituent municipalities.

Below are a few stats/notes from our front office team:

- 51% of accounts are registered for paperless billing
- 61% are enrolled in automatic payments
- Total work orders completed May 2026: 115 (45% increase from May 2025)
- Endpoints replaced: 75
- Sent 2 rounds of notification letters to residents to schedule meter appointments, coupled with calling out, has resulted in 70% success in scheduling.

Third Quarter Goals from the team:

- Add 25 new accounts to the ACH auto payment program.
- Add 25 new accounts to the e-bill program.

- Collect a minimum of \$10,000 in past due accounts.

2026 MI-EGLE Sanitary Survey - KLSWA was contacted this past month by the State of Michigan's office of Drinking Water and Environmental Health to initiate our systemwide Sanitary Survey. The drinking water Sanitary Survey is a compliance audit called for in the Safe Drinking Water Act that needs to be completed every five years by the regulating agency. The Sanitary Survey will look at our equipment, processes, staff, management, etc. to ensure we are operating in accordance with the EPA and MI-EGLE rules. Our first onsite meeting with State of Michigan will be on August 28th.

Cross Connection Inspection Compliance – Another compliance challenge KLSWA has to meet in the short-term is continued execution of a systemwide facility cross connection control program. There are two components of the program – facility inspection and backflow device testing. KLSWA's responsibility is to complete approximately 90 facility inspections annually, and to maintain testing records for all the devices present in the system. Previously, it looks like a portion of this work was done by KLSWA staff. It will be my recommendation that we enter into a one-year agreement with a contractor to provide these services in the near-term. I have been engaged with Hydro-Corp, a specialized, Michigan based firm that provides these services across several states. For discussion purposes, I have included some info from Hydro-Corp, along with pricing.

3. Personnel & Staffing

Finance Director – HR Administrator – In my May report, I had shared that the updated job description and posting were live and open for application. The job was posted on KLSWA's website, the Michigan Municipal League's Job Board, and on Indeed. We received nine total applications in just over a month's time. One rose above the rest in demonstrating the precise level of experience and ability we were seeking. After an interview, further deliberation, and examination of the rest of the candidates, we were able to present Andrew Smith with an offer of employment on June 5. He promptly accepted and is tentatively planning to start June 15.

Working in both municipal and non-profit capacities, Andrew has previously served as a CFO, Finance Director, Clerk/Treasurer, and HR Manager. I am very excited to welcome a professional like Andrew to our organization, and look forward to seeing how we will work together to deliver a higher level of service to our rate payers, and to be better partners to the municipalities we serve.

Enclosure

Critical Issues for KLWSA

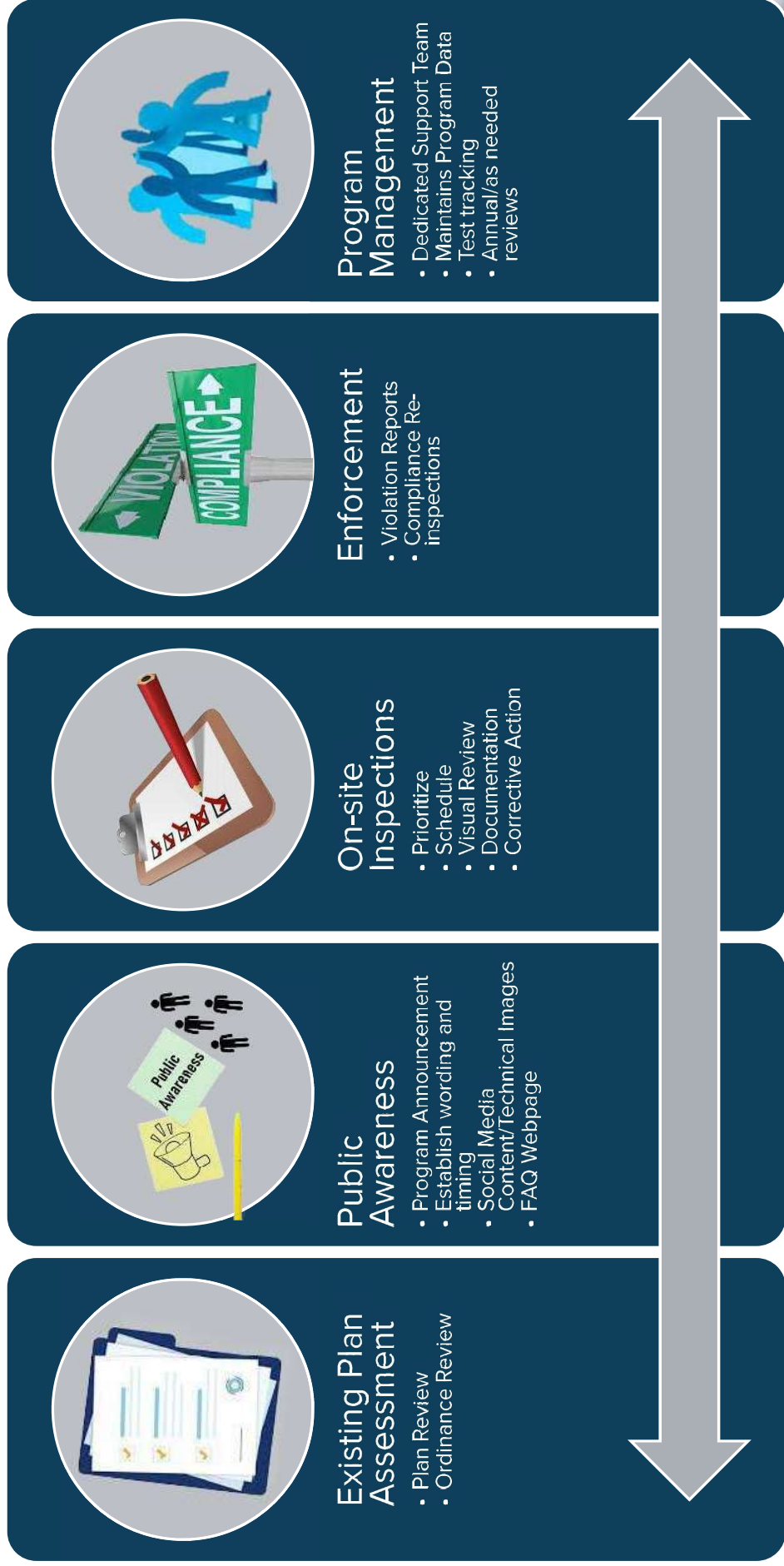
Current State/Challenges

- **Compliance**
 - Bob came into his role as Authority Administrator with no previous data left regarding the CCC program. Bob wants to stay in front of EGLE by getting a program lifted off the ground.
- **Labor/Administrative Burden**
 - There are currently 8 operators on the team with multiple priorities they are managing. Adding the CCC program would cause a manpower challenge for KLWSA.
 - There are 3 office administrators on the team and the upstart & data collection for the program would be a burden on KLWSA office staff.
- **Accurate Records**
 - Without inspections of current facilities there is a likely chance of unknown backflow prevention assemblies/ devices or potential cross connections.
- **Backflow Risks**
 - Unknown cross-connections

How We Address

- **Initial on-site visual surveys**
- **Test tracking management**
 - HydroCorp generates test notices (on city's official letterhead)
 - HydroCorp fields questions from customers with 1-800# on notice
- **Non-compliance follow up**
- **Customized reporting for EGLE**

HydroCorp Turn-Key Program



Project Fees – Non-Residential

1 year – 386 Commercial Facilities

Includes providing vacuum breakers to business owners

Number of Inspections	# of Months	Yr 1 Annual Cost*
90/year 90 initial 0 compliance	12	\$14,976.00

Annual Cost per Connection: \$38.80

Monthly Cost per Connection: \$3.23

(Fees passed to customers pays for program over term)

**see proposal document for additional details

*Proposed pricing is valid for 90 days from the receipt of this proposal.





MEMO

DATE: June 12, 2026
TO: Mr. Gregory Freeman, KLSWA Board Chairman
CC: KLSWA Board of Commissioners
FROM: Robert Miller, KLSWA Administrator
SUBJECT: March Billed Usage Report

Mr. Freeman,

At the May 18, 2026 Regular Meeting of the Kalamazoo Lake Sewer & Water Authority Board of Commissioners, the document titled *Kalamazoo Lake Sewer & Water Authority Billed Usage Report* (enclosed) was pulled from the Consent Agenda to be discussed further. This report shows total billed usage for each constituent community for the month of March 2026.

The report presented in May showed some usage that wasn't trending correctly with historical norms. I was able to work with the Authority's accountant to determine that these irregularities resulted from multiple "corrections" to the March metered usage that were not applied during the billing transition that took place during the January and February cycles.

With most of the corrections complete, and the known manual edits made, April billed usage looks to have returned to normal. When examining the past four months of usage for each community beginning with January (Jan was zero, no bills sent) and ending in April, the four-month average falls in line with expectations.

If Commissioners concur, I offer the following motion:

Motion to accept the *Kalamazoo Lake Sewer & Water Authority Billed Usage Report (enclosed)*, representing March 2026 billed usage, and pulled from the May 2026 Consent Agenda, into Authority record without edit or adjustment.

**KALAMAZOO LAKE SEWER AND WATER AUTHORITY
BILLED USAGE REPORT**

MONTH March 2026

BILLING DATE 04/15/26

COMMUNITY	GALLONS		MEU'S		BILLED ACCOUNTS		BILLED ACCOUNTS		MEU'S IRRI*
	WATER	SEWER	WATER	SEWER	WATER	SEWER	DS-LS	DS-T	
DOUGLAS	-475,301	102,644	1,463	1,367	1,281	1,059	1,365	1,365	140.8
SAUGATUCK	3,890,207	3,810,859	1,302	1,108	978	838	1,102	1,102	21.0
SAUGATUCK TWP - NORTH	655,643	-487,116	923	380	719	258	8	378	36.3
SAUGATUCK TWP - SOUTH	258,306	143,178	98	37	71	21	18	37	4.0
LAKETOWN	260,137	186,918	81	45	66	32	0	44	0.5
TOTAL	4,588,991	3,756,483	3,867	2,936	3,115	2,208	2,492	2,925	203

*Irrigation on this sheet is at 1/2 of the MEUs reported on the usage report

**Authority Commission
Closed Session
June 15, 2026**

Motion by _____, supported by _____, to meet in a closed session pursuant to Section 8(h) of the Open Meetings Act to consider material which is exempt from disclosure under Section 13(1)(g) of Michigan’s Freedom of Information Act.

_____ is hereby appointed as Secretary for the purpose of taking minutes of the closed session in accordance with the Open Meetings Act.

ROLL CALL VOTE REQUIRED. MOTION MUST BE ADOPTED BY **2/3 VOTE** OF ALL MEMBERS APPOINTED OR ELECTED TO THE PUBLIC BODY.

YEAS: Members:

NAYS: Members:

ABSENT: Members:

APPROVED by the Board of Commissioners of the Kalamazoo Lake Sewer and Water Authority at a regular meeting at 10:00 a.m., local time, on June 15, 2026. The closed session commenced at approximately _____ .m. and ended at approximately _____ .m.

* * * * *

Motion by _____, supported by _____, to return to open session at _____ .m., local time, on June 15, 2026.

YEAS: Members:

NAYS: Members:

APPROVED by the Board of Commissioners of the Kalamazoo Lake Sewer and Water Authority at a regular meeting on June 15, 2026.