



Minutes  
Regular Monthly Meeting  
Monday, April 20, 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 10:02 AM
2. **Roll Call:**
  1. Present – Commissioners: Clark, DeFranco, Freeman, Ludwick
  2. KLSWA: Administrator Miller
3. **Approval of Agenda:**
  1. Motion to approved agenda by Clark. Seconded by DeFranco. Motion carries unanimously by voice vote
4. **Public Comments:**
  1. Former KLSWA T. Vink spoke about difficulty getting benefit issues resolved. Both health insurance and retirement benefits had ex-employee listed as “Active”. Health Insurance has been resolved. Retirement benefits still not resolved.
5. **Consent Agenda:**
  1. Motion to approve the Consent Agenda as presented by DeFranco. Seconded by Clark. Motion carries unanimously by voice vote
6. **Administrator’s Report:**
  1. Administrator Miller noted continued support from all communities. Miller is currently being regularly updated on projects happening in the communities.
  2. Lift Station Pump #3 has been out of operation since the end of 2024. Administrator Miller recommends a purchase of a new pump ASAP as well as refurbishing former pump to use as a back-up. Motion to move forward with purchase of a new pump, not to exceed \$75K AND repair of back-up pump, not to exceed \$50K by Clark. Seconded by DeFranco. Motion carries unanimously by voice vote.
  3. Administrator Miller will work to put together a Finance Director job posting. This job posting will be reviewed by the Board of Commissioners at the May meeting.
7. **New Business:**
  1. F&V Memo on SRF Project Cost Eligibility – EGLE determined that the biosolids removal submitted with the original SRF bid is not eligible for State funds as well as some paving costs. KLSWA will be responsible for \$750K - \$1M for biosolid removal costs as well as \$250K for paving costs. Board agreed to take advantage of economies of scale by proceeding with work during same timeframe as SRF Project work.
  2. Mika Meyers Intent to Issue Bonds – Motion made by DeFranco to issue a Resolution to Purchase, Acquire, and Construct improvements to the Kalamazoo Lake Sewer and Water Authority; Authorize Publication of Notice of Intent to Issue Revenue Bonds. Clark seconded. Role Call Vote: DeFranco – Yes, Clark – Yes, Freeman – Yes, Ludwick – Yes. Johnson was absent. Motion to Issue passed unanimously by Role Call Vote.



**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. Discussion
    1. Draft agreement due to communities by Andy Campbell of Bendzinski & Company by May 15<sup>th</sup>
    2. DeFranco asked if Mr. Campbell should come to KLSWA to present high overview of KLSWA's responsibilities.
    3. Freeman's understanding was that KLSWA would wait until the 3 communities had come to an agreement before getting KLSWA involved.
    4. Clark stated that the Authority needs to weigh in but as the Authority, not as each member representing their own community only. Suggestion made to have Administrator Miller attend all future Water Advisory Committee meetings.
    5. DeFranco noted that KLSWA currently cannot speak as one voice to the communities so we should wait before getting involved with Agreement meetings until such time we are able to have a consensus.
  - ii. Determination – Freeman will reach out to Mr. Campbell to present a high level overview of the agreement and his recommendations of what KLSWA should be working on for negotiating purposes. Freeman will follow-up with Board on when that presentation will occur.

**9. Commissioner Comments:**

1. DeFranco – announced his resignation as Temporary Commissioner. This will be his last meeting with KLSWA
2. Clark – thanked DeFranco for his work on the Commission
3. Ludwick – Noted that DeFranco will be greatly missed and thanked him for his service
4. Freeman – Welcomed DeFranco's replacement, Jon Helmrich, to the Commission and thanked DeFranco for his hard work. Thanked Administrator Miller for his continued involvement with the communities. Noted severance check is now owed to Interim Administrator Fink.

**10. Adjournment** – Motion made by Clark, seconded by DeFranco to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 11:17 am.

- Next Regular Meeting: Monday, May 18, 2026, 10:00 AM KLSWA WWTP

Respectfully submitted,

Jennifer Ludwick  
Secretary/Treasurer