



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