

**SEWER SYSTEM USER CHARGE MEETING**  
**City of Big Rapids Conference Room/Public Works Office**  
**June 12, 2006**  
**1:30 PM**

Present: **Green Charter Township**  
John Wellnitz, Supervisor  
Carolyn Chipman, Treasurer

**City of Big Rapids**  
Stephen Sobers, City Manager,  
Edward Burch, Mayor  
Donald Greiner, Engineer,  
Bruce Everitt, Waste Water Treatment Plant Supervisor  
Lorraine James, Treasurer,  
Eric Williams, City Attorney

**Big Rapids Township**  
Maxine McClelland, Supervisor  
Roger Winegar, Treasurer  
Vivian Smith, Trustee

Jim White, Attorney representing Green Charter Township and Big Rapids Township.

**RE: 2006 User Charge Document**

Questions and concerns about Administrative and City collection costs

Stephen Sobers opened the meeting at 1:30 PM.

He addressed an error found in the amount of \$50,000 concerning administrative costs listed on page 18 of the 2006 document. This amount will be backed out. Discussion followed on what salaries should be included. The 1995 agreement calls for four offices, city manager, treasurer, attorney, and public services director. The 2006 User charge document lists six offices, city manager, treasurer, attorney, city engineer/utility director, technology coordinator, and public works director.

Table 4a, treatment plant replacement equipment has not been updated since 1999. Some items need to be deleted and some added.

Rework of table 4a, administrative costs, and city collection costs will be done, and presented to the townships for review as soon as possible.

The question was asked about IPP. The city only bills their industrial customers and contracts with the townships. The amount of the IPP contract with Green Charter Township, \$400 billed quarterly, will not change for 2006.

Discussion followed on the \$7,500,000 Wastewater Treatment and Collection Project. Today, the townships were provided with a copy of the plan. Since the public hearing is scheduled for June 19, 2006, which leaves little time for review, Township Attorney, Jim White, will direct a letter stating the townships reserve the right to have their input known on this project.

Discussion followed on the monies received from Ice Mountain for processing water at the wastewater treatment plant. The city bills per thousand gallons for the treatment, and an extra charge for projects.

City officials have recently toured the Waste Water Treatment Plant; Township officials are invited to tour the plant on Thursday, June 15<sup>th</sup> at 8:00 AM.

The User Charge System document is usually adopted in June, but because of the need for an updated report, this year, final adoption will take place a month or two later.

Meeting adjourned at 4:00 PM  
Respectfully submitted,  
Carolyn M. Chipman  
Green Charter Township Treasurer