**NSSA Board Meeting Summary Notes #70**

**November 7, 2022, at 6:00 pm**

<https://zoom.us/j/93414748822?pwd=MjJkM3Vyb21YS1BDK2doVEpIZ25uUT09>

Meeting ID: 934 1474 8822

Passcode: 454959

1. **Roll Call and Declarations of Conflicts of Interest**

Present: Present at roll call – Ken Woodward, Detroit; Tim Kirsch, Mill City; Brian Gander, Gates; Tony Morones, Detroit; Denny Nielsen, Detroit; Brian Nicholas, Marion County Public Works; Mcrae Carmichael, Silas Lobnibe, MWVCOG; Gates; Trevor Sleeman, Mid-Valley Regional Solutions.

1. **Announcements:**

Congratulations to Lari Rupp on their third-place finish at the World Skate competition in Argentina.1300 participants in Slalom Skateboarding

**Public Comment and Questions (please limit Public Comments to 3 minutes each)**

None

**Action:**

1. **Marion County Engineer and Design Update: Brian Nicholas**

Marion County Public Works Director Brian Nicholas has hired a senior project manager, Chris Iemmo, to help lead ARPA-funded utility projects. He will be working with the NSSA beginning late part of January.

The Board of commissioners asked Keller and Associates to perform a step-back analysis to take stock of the Mill City Gates Project. Marion County will refer that analysis to them to move ahead along with tweaks to the Scope of work between Keller and associates to address the risk of implementing an infiltration-based system.

The County is holding a Scheduled stakeholder engagement meeting on December 13 at the Detroit Community Center. To provide direct flyers and advertising on the incoming system and to engage property owners in the future to build on that system.

Following a meeting with the city council, The County will produce a Wastewater Facilities Plan and a commercial system along with the required groundwater studies and other necessary real property evaluations.

1. **IGA: MWVCOG and the NSSA**

The NSSA completed an IGA with COG to provide administrative services and is left to discuss the contract in front of the Board and sign it.

The COG is still looking for a project manager to come to assist the Board in coordinating communication on the progress of both projects.

Gander moved to Approve IGA with Nielsen Seconding.

1. **Google Drive and Password**

Technical difficulties warranted the Board's Google Drive and Zoom passwords to be changed and updated before an assigned meeting to do so. Mcrae Carmichael to provide link access to the Drive. Among Members. Gander commented on the importance of Security and informational transparency concerning access to board documents through the Drive.

1. **Grant Update**

Silas Lobnibe to apply for the Ford Family foundation technical assistance grant to hire an external trainer/consultant to assist in their outreach and communications plan. To apply for this $5000 request before December 21st.

1. **Policies and Procedures**
	1. Board Meeting vs. Work Sessions

The discussion was held to distinguish General Board Meetings where public attendance is allowed, as opposed to Work Sessions where the public can be excluded. Rupp brought forward plans to have general board meetings twice monthly, and where a Quorum is not present, the meeting is deemed a work session. Keller and Associates will be allowed to attend at the request of the Board.

* 1. Terms limits:

Nielsen, Kirsch, and Morones brought up the idea of a slate of individuals acting as chairs if none stepped forward. Additionally, discussion spurred on the kinds of term limits and procedures appropriate to NSSA members.

**Consent:**

1. Approve Summary Notes July 11, 2022, August 1, 2022, September 19, 2022, and October 3, 2022
2. Treasury Report October 2022 (not available)

**New Business:**

1. Communication Policy/Strategy

The Board will hold off presenting a complete communications plan till the assigned NSSA project manager transitions into their role beginning late January and

more information on projects and their components is received from Keller and Associates, particularly on the temporary commercial system.

1. Next Meeting Topics

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| --- | --- | --- |
| **Date** | **Event** | **Location** |
|  |  |  |
| November 21, 2022 | Board Work Session (if needed) | Zoom |
| December 5, 2022 | Board Meeting | Zoom or In Person |