

**CITY OF PORTAGE SANITARY BOARD
REGULAR MEETING
NOVEMBER 3, 2022
3:00 PM**

The Meeting was called to order by Mayor Sue Lynch at 3:06 PM.

MEMBERS PRESENT:

Mayor Sue Lynch and Member Mel Gore. Also present was Clerk-Treasurer Rivas and Attorney Elwood.

Pledge of Allegiance.

APPROVAL OF MINUTES:

Member Gore made a motion to approve the October 13, 2022; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

2 yes - 0 nays

STAFF REPORTS:

Superintendent Marshall reported on behalf of the Sanitary Plant. She informed the Board the Treatment Plant has an open position for an operator.

Superintendent Komenda reported on the Field Division. He informed the Board about 85% of the jetting is done for the year.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Pay App #104 (Paving Project 2022)

Member Gore made a motion approve Pay App #104; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

2 yes - 0 nays

Christopher Burke Engineering Contract Renewal

Member Gore made a motion approve the agreement contingent upon legal review; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

2 yes - 0 nays

Clarifier Project – Funding Authorization

Member Gore made a motion to approve the funding for the Clarifier Project from the Sanitary Capital Improvement fund; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed. (***Will be reimbursed from SRF in July 2023 – if approved*)

2 yes - 0 nays

CLAIMS:

Member Gore made a motion to approve payment of the Sanitary APV Register in the amount of \$234,106.04; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

2 yes - 0 nays

MAJOR ILLNESS CLAIMS:

Member Gore made a motion to approve one (1) MI request and one (1) Covid Leave; Mayor Lynch seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

2 yes - 0 nays

OTHER BUSINESS:

ADJOURNMENT:

There being no further business to come before the Board, Mayor Lynch entertained a motion to adjourn.

Member Gore made a motion to adjourn; Mayor Lynch seconded the motion. Motion passed.

2 yes – 0 nays

The meeting was adjourned at 3:24 PM

SANITARY BOARD MINUTES

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ATTEST:

Nina Rivas
Clerk-Treasurer

Sue Lynch
Mayor