

**APPROVED Proposed Minutes**  
Gerrish Lyon Utility Authority Board  
Special Meeting  
9:00 AM September 26, 2024  
Gerrish Township Hall  
2997 E. Higgins Lake Drive  
Roscommon, MI 48653

Special Meeting was called to order at 9:01 AM.

Present: Jim Barnwell, Phil Czech, Bill Lamb, Eric Carlson, Tom Metcalf.

Absent: Jerry McKenna, Dave Hall

Pledge of Allegiance

Approval of Meeting Agenda:

Motion by Phil Czech. Supported by Tom Metcalf.

Ayes: Barnwell, Czech, Lamb, Carlson & Metcalf

Nays: None

Agenda was approved as presented.

Business Items

Chairman Barnwell presented to the GLUA board members and the public details concerning FOIA requests. The policy was presented in a document titled: Gerrish Lyon Utility Authority - FOIA Procedures and Guidelines. Supporting documents were:

(A) GLUA - public summary of FOIA Procedures & Guidelines

(B) FOIA Request of Public Record

(C) Notice of Denial of FOIA Request

(D) Freedom of Information Act Request Detailed Cost Itemization

Motion was made by Tom Metcalf for GLUA to accept the FOIA Policy and Supported documents as presented. Supported by Eric Carlson.

Discussion

This policy allows to hire independent contractors to help gather the requested information paying \$48.90/hour. Also includes itemized costs for copy and mailing related costs.

After the FOIA request has been reviewed and accepted, a calculation of fees will be determined and GLUA will request 50% payment before proceeding. The remainder will be paid upon completion.

Ayes: Barnwell, Czech, Lamb, Carlson & Metcalf

Nays: None

Motion was passed.

Public Comments: None

Board Comments: This policy is long overdue.

Adjournment: Motion was made by Tom Metcalf, supported by Phil Czech. Motion to adjourn was made at 9:20 AM.

Ayes: Barnwell, Czech, Lamb, Carlson & Metcalf

Nays: None

Motion was passed