

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

October 15, 2019

Regular Meeting

**I. CALL TO ORDER**

Chairman Tom Gremel called the meeting to order at 9:30 AM in the Village Conference room.

**II. ROLL CALL**

Board Members **Present:** Tom Gremel, Tim Overdier, Chris Holton and Gary Fredrickson, Bob Featherly **Absent:** None

**Staff Present:** Joni Scott

Mark Huggard with Jacobs

Public Present: None

**III. APPROVAL OF BOARD MEETING MINUTES**

Tim Overdier **Moved, Supported by** Bob Featherly to approve the July 16, 2019 regular meeting minutes as submitted. **Motion Approved.**

**V. PUBLIC COMMENT**

None

**VI. PAYMENT OF BILLS**

Bob Featherly **Moved, Supported by** Chris Holton to approve the bills to be paid for the month of August in the amount of \$39,965.13

**Roll Call Vote** Yeas (5) Nays (0) Absent (0) **Motion Approved.**

Gary Fredrickson **Moved, Supported by** Tim Overdier to approve the bills to be paid for the month of September in the amount of \$24,352.01

**Roll Call Vote** Yeas (5) Nays (0) Absent (0) **Motion Approved.**

Chris Holton **Moved, Supported by** Tim Overdier to approve the bills to be paid for the month of October in the amount of \$29,217.60

**Roll Call Vote** Yeas (5) Nays (0) Absent (0) **Motion Approved.**

## **VII. STAFF REPORTS**

### **A. Treasurer/Clerk Report**

Treasurer Joni Scott provided a written financial report for the months of July-September. Scott noted that she has billed for 4 new connections this year.

Scott also reported that she would be notifying all delinquent accounts before sending them to the Township for collection.

Cindy Edmondson reported that she drafted and mailed a letter to all pressurized and grinder pump users reminding them to flush their systems before leaving for periods of time longer than 10 days.

The Treasurers report was accepted as presented.

### **B. Superintendent's Report**

Superintendent Chris Holton provided a written report. Flushing of the pressurized mains and quarterly grease trap inspections were reported.

### **C. Treatment Plant Operator Report**

Mark Huggard reviewed the September monthly operations report with the Board. The Board decided on a May 19, 2020 tour date of the treatment plant from 9-12 pm.

## **VIII. COMMITTEE REPORTS**

None

## **IX. CORRESPONDENCE**

None

## **X. DISCUSSION & ACTION ITEMS**

### **A. Approval of Annual Liability Insurance:**

Gary Fredrickson **Moved, Supported** by Chris Holton to approve the 2019-2020 Liability Insurance for the NLTUA.

**Discussion:** The Board had some questions regarding the solar panels and wind turbine coverage. Clerk Scott said that she would report back.

**Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

### **B. Draft Budget:**

Clerk Scott reviewed the 2020-2021 draft budget with the Board. The budget is scheduled for approval at the next regular January NLTUA meeting.

### **C. Attorney Retainage:**

The Board agreed by Consensus to continuing legal services with Running, Wise and Ford.

## **VIII. PUBLIC COMMENT**

None

## **IX. MEMBER COMMENTS**

Bob Featherly and Gary Fredrickson made comments about the upcoming vote for the MDA millage.

## **X. ADJOURNMENT**

Tim Overdier **Moved, Supported** by Chris Holton to adjourn the meeting at 11:00 am. Motion Approved.

The next Authority meeting will be held on Tuesday January 21, 2020, in the Village meeting room at 9:30 am.

**Joni L. Scott,  
Treasurer**

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