

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

January 21, 2020

Regular Meeting

I. CALL TO ORDER

Chairman Tom Gremel called the meeting to order with the pledge of allegiance 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

Public Present: None

III. APPROVAL OF BOARD MEETING MINUTES

Tom Gremel **Moved, Supported by** Chris Holton to approve the minutes of the October 15, 2019 regular NLTUA meeting.

Motion Approved.

IV. PUBLIC COMMENT

NONE

V. PAYMENT OF BILLS

Gary Fredrickson **Moved, Supported by** Bob Featherly to approve the bills to be paid for the month of November in the amount of \$31,282.22

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

Tom Gremel **Moved, Supported by** Tim Overdier to approve the bills to be paid for the month of December in the amount of \$18,321.10
Roll Call Vote Yeas (5) Nays (0) Absent (0) **Motion Approved.**

Bob Featherly **Moved, Supported by** Gary Fredrickson to approve the bills to be paid for the month of January in the amount of \$24,304.76
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 October-December.

The Treasurers report was accepted as presented.

B. Superintendent's Report

Superintendent Chris Holton reported on the quarterly inspections of grease traps, new construction on 5th Street and recent power outages.

C. Treatment Plant Operator Report

A monthly operations report for the month of December was provided. Highlights included; annual cleaning of settling basin, replacement of carbon filter on Northport Point lift station, and the influent daily flows average for December at 71,064 GPD.

VIII. COMMITTEE REPORTS

NONE

IX. CORRESPONDENCE

Phil Loud- offer to review the available capacity relevant to the original design basis. The Board accepted the offer for the review.

X. DISCUSSION & ACTION ITEMS

A. APPROVE HIRE OF CINDY EDMONDSON AS OFFICE STAFF:

Clerk Scott explained the need for another office staff to assist with signing checks, answering questions, cover time while she is gone and day to day operations. Scott also noted that since the parting of previous Chair Von Voigtlander who also worked in the office daily, that there is a need for additional hired help.

Chris Holton **Moved, Supported by** Tom Gremel to approve the hire of Cindy Edmondson as Office Staff at an annual salary of \$7,000.

Roll Call Vote: Yeas (2) Nays (3) Overdier, Fredrickson and Featherly
Motion FAILED.

B. APPROVAL OF 2020-21 FISCAL YEAR BUDGET:

Chris Holton **Moved, Supported by** Gary Fredrickson to approve the 2020-21 budget. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

C. APPROVAL OF MEETING SCHEDULE:

Gary Fredrickson **Moved, Supported by** Tim Overdier to approve meeting every month on the third Tuesday at 9:30 am. **Motion Approved.**

D. TIMBER SHORES DEVELOPMENT:

Tom Gremel reported on a meeting with the architect for the Timber Shores Development explaining their interest to possibly connect to the municipal sewer.

The Board agreed that there was no benefit to allowing the development to connect at this time and expressed concern about establishing how much new capacity could be considered at the plant.

Edmonson reminded the Board that Mr. Loud would be reviewing the capacity of the treatment plant, and that she would ask him to attend the next regular meeting in February.

VIII. PUBLIC COMMENT

NONE

IX. MEMBER COMMENTS

NONE

X. ADJOURNMENT

Chris Holton **Moved, Supported by** Tim Overdier to adjourn the meeting at 11:15 AM. Motion Approved.

The next Authority meeting will be held on Tuesday February 18, 2020, in the Village meeting room at 9:30 am.

Joni L. Scott,
Treasurer/Clerk