

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

May 12, 2019

Regular Meeting

I. CALL TO ORDER

Chairman Tom Gremel called the meeting to order at 1 pm.

II. ROLL CALL

Board Members **Present:** Tom Gremel, Tim Overdier, Chris Holton and Gary Fredrickson and Bob Featherly

Absent: None

Staff Present: Joni Scott,
Mark Huggard and Elizabeth Hart from Jacobs

III. APPROVAL OF BOARD MEETING MINUTES

Bob Featherly **Moved, Supported by** Tim Overdier to approve the February 18, 2020 meeting minutes.

Roll Call Vote Yeas (4) Nays (0) Absent (0) **Motion Approved.**

V. PUBLIC COMMENT

None

VI. PAYMENT OF BILLS

Gary Fredrickson **Moved, Supported by** Bob Featherly to approve the bills to be paid for the months of March and April in the amount of \$49,866.15

Roll Call Vote Yeas (4) Nays (0) Absent (0) **Motion Approved.**

VII. STAFF REPORTS

A. Treasurer/Clerk Report

Scott reported that she has talked with the contractors for two new homes being built; one at the end of 5th Street and the other on the corner of 6th Street.

Scott also asked the Board to waive the penalties for the April quarterly billing.

Bob Featherly **Moved, Supported by** Chris Holton to waive the penalties for the current April quarterly billing. Discussion: The Board agreed to exclude the Northport Highlands from the motion.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

The Treasurers report was accepted as presented.

B. Superintendent's Report

Superintendent Chris Holton reported high water volume at the Treatment Plant. The Board had a lengthy discussion about the extra water at the Treatment Plant. The Board agreed to draft a letter to all residents in the SAD and explain the situation and the impact that the additional water has on the treatment plant.

C. Treatment Plant Operator Report

Mark Huggard reviewed the April monthly operations report with the Board. Discussions included; the tour of the Treatment Plant will be rescheduled for the fall, Sand filter media is scheduled to be replaced June 1-3 and the replacement and refurbishment of two Landi mixers.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

A. Election of Offices (Chair, Vice Chair and Secretary):

Gary Fredrickson **Moved, Supported by** Bob Featherly to continue with the present officers for another year; Chair- Tom Gremel, Vice Chair- Tim Overdier, Secretary- Bob Featherly. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

B. Resolution to amend articles of incorporation and bylaws:

Clerk Scott reviewed the two resolution with the Board. The resolution to amend the articles of incorporation will allow the board to hold its annual meeting anytime in April vs the third Tuesday of April at 7 pm. The second amendment allows the Board to hire an employee.

Chris Holton **Moved, Supported by** Tim Overdier to approve the Resolution amending the articles of incorporation. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved. Resolution Declared Adopted.**

Chris Holton **Moved, Supported by** Bob Featherly to approve the resolution amending the NLTUA Bylaws. **Roll Call Vote:** Yeas (4) Nays (1) Gary Fredrickson **Motion Approved. Resolution Declared Adopted.**

C. Approve hire of Cindy Edmonson as office staff:

Bob Featherly **Moved, Supported by** Tim Overdier to approve the hire of Cindy Edmondson as Office staff. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

Tom Gremel **Moved, Supported by** Tim Overdier to approve a salary of \$7,000 for Cindy Edmondson. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

The Board discussed the possible need to create a policy for cross connections.

X. ADJOURNMENT

Chris Holton **Moved, Supported by** Bob Featherly to adjourn the meeting at 2:24 pm. **Roll Call Vote:** Yeas (5) Nays (0) **Motion Approved.**

The next Authority meeting will be held on Tuesday June 16, 2020, in the Village meeting room at 10:00 am.

Joni L. Scott,
Treasurer