

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

October 20, 2020

Regular Meeting

**I. CALL TO ORDER**

Chairman Tom Gremel called the meeting to order at 9:30 am. Via Zoom

**II. ROLL CALL**

Board Members **Present:** Tom Gremel, Chris Holton, Bob Featherly and Gary Fredrickson attended late

**Absent:** Tim Overdier

Staff Present: Joni Scott, Cindy Edmondson

Mark Huggard, Jacobs representative

**III. APPROVAL OF BOARD MEETING MINUTES**

Bob Featherly **Moved, Supported by** Chris Holton to approve the September 15, 2020 meeting minutes. **Roll Call Vote** Yeas (3) Nays (0) Absent (2) Fredrickson, Overdier **Motion Approved.**

**V. PUBLIC COMMENT**

None

**VI. PAYMENT OF BILLS**

Chris Holton **Moved, Supported by** Bob Featherly to approve the bills to be paid for the month of September in the amount of \$28,166.33

**Roll Call Vote** Yeas (3) Nays (0) Absent (2) **Motion Approved.**

## **VII. STAFF REPORTS**

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

Clerk Scott reported that Auditor Mary Krantz had completed the NLTUA audit for the 2019-20 fiscal year and will prepare a report. Scott reported 19 delinquent accounts totaling \$31,415.66.

Liaison Cindy Edmondson reported that she is actively looking for grant opportunities for the NLTUA. Mark Huggard mentioned a grant writer and possible grants that he would pass along to Ms. Edmondson.

The Treasurers report was accepted as presented.

### **B. Superintendent Report:**

Superintendent Chris Holton reported several call outs to grinder pumps. One call-out in particular had major repairs due to a failed stainless-steel flex pipping on the exterior of the grinder pump. Holton also reported replacing the carbon filter at the Northport Point lift station, and the upcoming ARV inspection.

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

Treatment Plant Operator Mark Huggard reviewed the September operations report with the Board.

The Monthly report also recommended the relining of the Main Pump Station with a quote from Advanced Rehabilitation Technology in the amount of \$27,500. Huggard asked the Board to wait on making a decision on the quote since the work couldn't be done until spring and he had some questions regarding the way the lift station would be bypassed.

## **VIII. COMMITTEE REPORTS**

None

## IX. CORRESPONDENCE

Elizabeth Waters, North Shore- requested a grinder pump for her house located at 10966 North Shore Drive due to odors. The Board agreed to give Mrs. Waters a grinder pump package.

Leelanau Township- letter requesting a \$27 per quarter increase to the debt service fee for all Township NLTUA properties.

## X. DISCUSSION & ACTION ITEMS

### 1. Discussion about Capital Projects and Rates:

Clerk Scott provided the Board with a list of capital projects from the CIP, and a rate review of operations and maintenance fees collected annually. The rate review showed a shortfall in funds available to fund the capital projects.

The Board had a lengthy discussion about the upcoming repairs and maintenance system and asked the Clerk to provide them with a rate increase that would offer sufficient funds plus 10-15% pad.

Liaison Edmondson plans to follow up with available EAGLE grants.

### 2. Approve Annual Insurance Premium \$6,524:

Chris Holton Moved, Supported by Bob Featherly to approve the annual insurance payment of \$6,524 with Municipal Underwriters of Michigan.

**Roll Call Vote** Yeas (4) Nays (0) Absent (1) **Motion Approved.**

## VIII. PUBLIC COMMENT

None

## IX. MEMBER COMMENTS

Bob Featherly had questions about the Timber Shores project.  
Chris Holton mentioned a missing lateral on Waukazoo Street for the Mitchell property.

## X. ADJOURNMENT

Chris Holton **Moved, Supported by** Tim Overdier to adjourn the meeting at 10:58 am. **Roll Call Vote:** Yeas (4) Nays (1) **Motion Approved.**

The next Authority meeting will be held on Tuesday November 17, 2020, via zoom at 9:30 am.

Joni L. Scott,  
Treasurer