

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

December 10, 2020

Regular Meeting

I. CALL TO ORDER

Chairman Tom Gremel called the meeting to order at 12:00 pm. Via Zoom

II. ROLL CALL

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

Absent: None

Staff Present: Joni Scott, Cindy Edmondson

Ben Kladder, Fleis and VandenBrink Engineering

III. APPROVAL OF BOARD MEETING MINUTES

Bob Featherly **Moved, Supported by** Tim Overdier to approve the November 17, 2020 meeting minutes as presented **Roll Call Vote** Yeas (3) Nays (0) Absent (1) **Motion Approved.** (Chris Holton joined the meeting late)

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 November - December in the amount of \$56,098.46

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

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott reviewed the draft budget with the Board. Scott noted a shortfall of revenues that is required to cover capital improvement expenses for 2021. The Board has continued to review options for operations and maintenance fee increases.

The Treasurers report was accepted as presented.

Liaison:

Liaison Cindy Edmondson confirmed emails and phone numbers with the Board members for the website.

B. Superintendent Report:

Superintendent Chris Holton reported continued odor problems on North Shore Drive. The Board had a lengthy discussion about how to fix this sudden odor issue. Operator Mark Huggard plans to increase the calcium nitrate feeder at the Northport Point Lift Station which should resolve the issue. Holton also reported the completion of the ARV inspection with one being replaced.

C. Treatment Plant Operator Report:

Treatment Plant Operator Mark Huggard reviewed the monthly operations report for the month of November. Huggard discussed the installation of the new blower and its failure a month later. The new blower is being pulled and tested to see what failed. A recommendation to purchase another new blower in the meantime was made incase the original blower #2 (12 years old) fails during the time the operators fixed blower #1 and reinstalls it.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

1. Approve PSA for Capital Improvement Funding with Fleis and VandenBrink:

Fleis and VandenBrink Engineering provided a professional service agreement to seek grant funding in the amount of \$14,800. Ben Kladder discussed low interest loans, grant funding options and financial assistance.

Tim Overdier Moved, Supported by Bob Featherly to approve the PSA agreement with Fleis and VandenBrink Engineering in the amount of \$14,800.

Roll Call Vote: Yeas (4) Nays (0) **Motion Carried.**

2. Approve Quote for replacement of Blower #2:

Chris Holton Moved, Supported by Tim Overdier to approve the purchase of a new blower including the installation in the amount of \$19,838.

Roll Call Vote: Yeas (4) Nays (0) **Motion Carried.**

3. Approve Jacobs Agreement Amendment No. 12:

Chris Holton Moved, Supported by Tom Gremel to approve the amendment No. 12 to the agreement with Jacobs. **Roll Call Vote:** Yeas (4) Nays (0) **Motion Carried.**

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

None

X. ADJOURNMENT

Bob Featherly **Moved, Supported by** Tom Gremel to adjourn the meeting at 1:46 pm. **Roll Call Vote:** Yeas (4) Nays (0) **Motion Approved.**

The next Authority meeting will be held on Tuesday January 19, 2021, via zoom at 9:30 am.

Joni L. Scott,
Treasurer