

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

February 16, 2021

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 Tim Overdier

Absent: None

Staff Present: Joni Scott, Cindy Edmondson

III. APPROVAL OF BOARD MEETING MINUTES

Chris Holton **Moved, Supported by** Tom Gremel to approve the January 19, 2021 meeting minutes as presented.

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

Chris Holton **Moved, Supported by** Bob Featherly to approve the January 25, 2021 special meeting minutes as presented.

Roll Call Vote Yeas (4) Nays (0) Absent (0) **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 December in the amount of \$29,296.93

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

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott reported that she arranged for a delivery of calcium nitrate for the Northport Point lift Station. Scott noted that the last time the NLTUA has a delivery of such was 2017.

Liaison:

Liaison Cindy Edmondson had nothing new to report this month.

B. Superintendent Report:

Superintendent Chris Holton reported a sewer backup at 310 W. Third Street. After further investigation, they found that a contractor had put a screw through the sewer pipe which caused the backup.

Holton also reported that the calcium nitrate feed at the Northport Point lift stations seems to have resolved the odor issues on North Shore Drive.

C. Treatment Plant Operator Report:

Treatment Plant Operator Mark Huggard submitted a report for the month of January. Huggard reported that the newly installed Kaiser Blower last fall that failed will not be warrantied. Pro Pump will inspect the blower and provide a report and costs to repair.

Huggard also mentioned the opportunity to apply for an EAGLE grant. The requirement for the grant would be if the NLTUA had an area of vulnerability. Huggard suggested that a generator for the Northport Point Lift Station may meet this requirement. Cindy and Joni will look into the grant application.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

1. Approve Operation and Maintenance fee increase:

Clerk Scott provided a spreadsheet detailing revenues and projected expenses according to the CIP. An increase of \$4 per quarter was recommended.

Chris Holton **Moved, Supported by** Bob Featherly to approve the Operations and Maintenance increase of \$4 per quarter commencing with the April 2021 billing. Discussion: Liaison clarified that the increase was on top of the already scheduled Debt Service annual increase of \$3 for all village residents. Clerk Scott also mentioned that the Leelanau Township Board approved a debt service increase of \$27 commencing with the April billing as well.

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

2. Approve 2021-22 Budget:

Clerk Scott reviewed the draft budget for the 2021-22 fiscal year.

Bob Featherly **Moved, Supported by** Tim Overdier to approve the Budget for the 2021-22 fiscal year.

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

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

Chris Holton commented that he was disappointed with the Leelanau Township lack of appointing a member to the NLTUA Board since November.

X. ADJOURNMENT

Chris Holton **Moved, Supported by** Tim Overdier to adjourn the meeting.

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

The next Authority meeting will be held on Tuesday March 16, 2021, via zoom at 9:30 am.

Joni L. Scott,
Treasurer