

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

April 20, 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: Cindy Edmondson

III. APPROVAL OF BOARD MEETING MINUTES

Chris Holton **Moved, Supported by** Tim Overdier to approve the March 16, 2021 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 February-March in the amount of \$24,269.60

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

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott is on vacation, and written report was provided. (see attached report)

Liaison:

Liaison Cindy Edmondson reported that quarterly bills are going in the mail today. These bills for the Village reflect the annual agreed upon \$3 increase towards debt service and the \$4 increase for operations and maintenance that the board approved in the February 2021 meeting.

The bills for the township reflect the approved \$27 increase that the township approved last October (a letter was sent by former Twp Supervisor Doug Scripts to twp residents.) Plus the \$4 increase for operations and maintenance.

B. Superintendent Report:

Superintendent Chris Holton reported that he has two new grinder pump packages. One of the grinder pump packages will be for Elizabeth Waters on N Shore. Her contractor has indicated that he will be installing it by the end of the month.

Holton also reported that the manhole inspections have been completed on Waukazoo, Main St, Bay St and Nagonaba everything looks good per Holton.

He also reported that new connections should be coming on line soon on 5th St and S Shore with more connections on the horizon.

C. Treatment Plant Operator Report:

Treatment Plant Operator Mark Huggard submitted a report for the month of March. Huggard reported that the anoxic basin alarm went off indicating a high level. It was discovered that a sieve screen was plugged and it was air blasted to remove build up. All other areas were inspected with no further occurrence.

He also reported that sight tubes on the sand filters have been ordered and installed. They indicate restrictions in flow. New plastic tubes were purchased on line for \$45 instead of the \$800 from the manufacturer. A second set was purchased for inventory.

Windemuller Electric performed routine maintenance. A general alarm was installed at the Main lift station to the lift station dialer which will provide notification of any event malfunction.

The Landia mixer will require a 70% overhaul to repair with 1 year warranty. Both Huggard and Holton recommended replacement with a new mixer.

Bob Featherly **Moved, Supported by:** Chris Holton to replace the Landia mixer.

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

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

1. Kaeser Blower failure:

Mark Huggard described the timeline of the new blower install on 10-13-20 with failure occurring on November 28, 2020. All protocols including thrice weekly oil level checks were followed. The Kaeser inspection of the blower reports either a leak occurred (no evidence of this was visible or reproducible by Jacob's inspection.) or no oil was ever put in blower. (This scenario is impossible since the blower functioned for weeks.) Pro Pump our supplier, reported that there have been oil drain line issues with Kaeser in the past. The board agreed that follow up with Kaeser should be pursued.

2. Bio solids Haul:

Tom Gremel asked what our status is for our bio solids haul. Mark Huggard replied as long as we apply before July we can continue to do a Land Apply.

3. Approval of Board:

Chris Holton Nominated Tom Gremel as Chair, Tim Overdier Vice Chair and Bob Featherly as secretary. **Roll Call Vote** Yeas (4) Nays (0) Absent (0) **Motion Approved.**

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

Chris Holton commented that he has been very pleased with Jacobs and their employee's performance as our operators has been exemplary. All members agreed.

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 May 18, 2021, via zoom at 9:30 am.

Cindy Edmondson,
NLTUA Liaison