

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

December 14, 2021

Regular Meeting

I. CALL TO ORDER

Chairman Tom Gremel called the meeting to order via zoom at 9:00 am.

II. ROLL CALL

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

Absent: None

Staff Present: Joni Scott, Cindy Edmondson

III. APPROVAL OF BOARD MEETING MINUTES

John Sanders **Moved, Supported by** Chris Holton to approve the November 16, 2021 meeting minutes as presented.

Roll Call Vote Yeas (4) Nays (0) Absent (1) Tim Overdier

Motion Approved.

***Commissioner Overdier joined by phone.**

IV. PUBLIC COMMENT

None

V. PAYMENTS OF BILLS

Bob Featherly **Moved, Supported by** Chris Holton to approve the bills to be paid for the month of November-December in the amount of \$28,678

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

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott reviewed the Capital Improvement Projects for 2022 and 2021-22 Financial reports with the Board. Scott noted the staggering increasing Operations and Maintenance expenses and the projected maintenance expenses the Board is facing for 2022. Details of the CIP and AMP projects are outlined in reports from Jacobs and prior Fleis and Vandenbrink SAW grant work and were provided to the Board.

Scott reviewed some of the most recent equipment failures and maintenance costs. Scott had a lengthy discussion with the Board, while reviewing the Capital projects and a financial spreadsheet outlining the NLTUA's annual operating expenses, a 6% increase due to inflation, projected capital project costs, and user operation and maintenance fees. The Board will be considering a \$23-25 per REU, per quarter increase in user fees for the upcoming 2022-23 fiscal year.

The Board asked Clerk Scott and Commissioner Featherly to draft a letter to explaining the need to increase the user fees for next months meeting.

B. Superintendent Report:

Superintendent Chris Holton reported that the two new sewer connections located on North Shore and South Shore would be prohibited from making a connection until spring.

C. Treatment Plant Operator Report:

Treatment Plant Operator Mark Huggard submitted a report for the month of November.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

Kaeser Blower Letter:

Chairman Thomas Gremel reported that he spoke to Mr, Dagovitz who informed him that he had taken a different position with the company, but insured Gremel that he would let his replacement know about the situation with the blower.

Sewer Main Extension on Northport Point Rd Cost Estimate:

Superintendent Chris Holton reported that he was still waiting for a cost estimate from Kal Excavating.

Main Lift Station pump failure

Mark Huggard described the pump failure at the Main Lift Station explaining that the first pump #2 failed on October 29, and was send out for further analysis. It was later identified to be more costly to rebuild the pump vs. replacement of the pump. A purchase order was issued for the new pump on December 7th after proposals were gathered and reviewed with the Board. The new pump will take 4-5 weeks.

On December 11, 2021 pump #1 failed at the Main Lift Station. A bypass pump was installed and 24/7 manning of the lift station began. Pump #1 was sent to a local repair shop where they found that the drive shaft was broken.

Huggard explained that they are searching all possible leads on getting a replacement pump and aren't having any luck. Huggard said that Kerr Pump was looking into putting the two failed pumps together to make one.

Chris Holton explained that Mersino was supplying a backup pump in case of another emergency happened with the current bypass pump from Jacobs.

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

Tim Overdier commented that the meeting had great discussions and that the staff was doing a great job.

X. ADJOURNMENT

Chris Holton **Moved, Supported by** Bob Featherly to adjourn the meeting.

Roll Call Vote: Yeas (4) Nays (0) Absent (1) Sanders **Motion Approved.** 10:56 A.M

The next Authority meeting will be held on Tuesday January 18, 2021, at 9:30 am.

Joni L. Scott, Treasurer