

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

February 15, 2022

Regular Meeting

I. CALL TO ORDER

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

II. ROLL CALL

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

Absent: Bob Featherly attend via Zoom, and John Sanders was absent.

Staff Present: Joni Scott, Cindy Edmondson

III. APPROVAL OF BOARD MEETING MINUTES

Chris Holton **Moved, Supported by** Tim Overdier to approve the January 18, 2022 meeting minutes as presented.

Roll Call Vote Yeas (3) Nays (0) Absent (2) John Sanders and Bob Featherly

Motion Approved.

IV. PUBLIC COMMENT

None

V. PAYMENTS OF BILLS

Chris Holton **Moved, Supported by** Tom Gremel to approve the bills to be paid for the month of January-February in the amount of \$77,015.18

Roll Call Vote Yeas (3) Nays (0) Absent (2) John Sanders and Bob Featherly **Motion Approved.**

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott reported that she had submitted all invoices and information pertaining to the Main Lift Station breakdown. Scott also reported that she provided the Leelanau County Board of Public Works (BPW) with an annual report for the NLTUA and Village Debt retirement. Superintendent Report:

B. Superintendent Report:

Superintendent Chris Holton reported that he was able to investigate a service call out on Paradesia and determine that the homeowners guest bathroom had a toilet that had been running for quite some time. Holton also reported that there was 1 sewer line frozen at the Village 8th Street DPW building.

C. Treatment Plant Operator Report:

Treatment Plant Operator, Zack Niec reviewed the written report for January with the Board. Niec noted that 2 new reject pumps were installed at the Treatment Plant.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

Approve Budget for the 2022-23 Fiscal Year:

Treasurer Scott reviewed the draft Budget with the Board. Chairman Gremel questioned whether the hookup fee at \$100 should be increased. The Board agreed to have a discussion about the fee at their next regular meeting.

Chris Holton **Moved, Supported by** Tim Overdier to adopt the Budget for the 2022-23 Fiscal year as provided. **Roll Call Vote: Yeas (3) Nays (0) Absent (2) Motion Carried.**

Kaeser Blower Update:

Chairman Thomas Gremel reported that Mr, Dagovitz is preparing to retire and hopes to have everything resolved before he leaves.

Approve Letter regarding Operations and Maintenance Fee increase:

Board member Bob Featherly provided a draft letter for the Board to review and approve. The Board thanked Featherly for his hard work drafting the detailed letter.

Chris Holton **Moved, Supported by** Tim Overdier to approve the letter to be sent out to all users in the SAD (Special Assessment District). **Motion Approved.**

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

X. ADJOURNMENT

The meeting was adjourned at 10:30 am

The next Authority meeting will be held on Tuesday March 15, 2022, at 9:30 am.

Joni L. Scott, Treasurer