

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

October 18, 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, Bob Featherly, Tim Overdier and Rick Cross

Absent: None

Staff Present: Joni Scott, Cindy Edmondson

III. APPROVAL OF BOARD MEETING MINUTES

Tim Overdier **Moved, Supported by** Rick Cross to approve the September 20, 2022 meeting minutes as presented. **Discussion:** None

Roll Call Vote Yeas (4) Nays (0) Absent (1) Commissioner Holton

Motion Approved.

IV. PUBLIC COMMENT

None

V. PAYMENTS OF BILLS

Bob Featherly **Moved, Supported by** Tim Overdier to approve the bills to be paid for the months of September-October in the amount of \$39,591.65

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

Commissioner Holton joined the meeting late.

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott provided the Board with a Capital Improvement Plan (CIP) overview. The Board had a lengthy discussion about operations and maintenance fees and expenses. Clerk Scott pointed out that the NLTUA was not generating enough revenues to cover the operation and maintenance of the treatment plant and collection system.

Currently the NLTUA generates \$431,420 in operations and maintenance fees collected on a quarterly basis, which calculates to \$35,952 per month. Scott noted that the NLTUA has been consistently paying \$50k + in expenses on a monthly basis due to increased operations and maintenance costs and increased failure of infrastructure. The CIP that Scott provided suggested that in order to collect \$600,000 annually to cover the increased operations and maintenance fees an increase in the amount of \$80 per REU per quarter would need to be collected.

The Board suggested investigating the probability of a millage to assist with paying for the shortfall of operations and maintenance revenues needed to operate the system. Clerk Scott will reach out to Steve Mann from Miller, Canfield to see what can be done.

Liaison Report:

Liaison, Cindy Edmondson, reported Eric Sequin from Prein and Newhof has been contacted to investigate the probability of USDA low interest loans.

B. Superintendent Report:

Superintendent Chris Holton reported that after the Flees Road sewer main extension project the new home that connected was experiencing sewer odors. Holton placed 2 carbon filters on the home and suggested that a 4" valve flap may need to be installed on the home.

Northport Pont Sewer Main Extension:

Holton reported that he is waiting for Kal Excavating and Reimer Services underground to install the extension of the sewer main. Holton noted that after November 15, no paving work can be started on County roads. This work is scheduled for this year.

C. Treatment Plant Operator Report:

Treatment Plant Operator, Mark Huggard reviewed the written report for the month of September.

A quote to install new conduit and a high-level alarm at the Treatment Plant for the decant pump was provided in the amount of \$7,085.

Rick Cross Moved, Supported by Chris Holton to approve the quote for the new conduit and High-level alarm in the amount of \$7,085. Roll Call Vote: Yeas: (5) Nays (0) Motion Carried.

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

None

VIII. PUBLIC COMMENT

None

IX. MEMBER COMMENTS

None

X. ADJOURNMENT

Rick Cross Moved, Supported by Chris Holton to adjourn the meeting. Motion Carried.
The meeting was adjourned at 10:20 am

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

Joni L. Scott, Clerk/Treasurer