

Northport/Leelanau Township Utilities Authority

116 W. Nagonaba, PO Box 158

Northport, MI 49670

Draft Minutes

January 17, 2023

Regular Meeting

I. CALL TO ORDER

Chairman Chris McCann called the meeting to order at 9:30 am.

II. ROLL CALL

Board Members Present: Chris McCann, Chris Holton, Bob Featherly, Tim Overdier and Rick Cross

Absent: None

Staff Present: Joni Scott, Cindy Edmondson and Mark Huggard-Jacobs

III. APPROVAL OF BOARD MEETING MINUTES

Rick Cross **Moved, Supported by** Chris Holton to approve the December 15, 2022 meeting minutes as presented.

Roll Call Vote Yeas (5) Nays (0) Absent: (0) Motion Approved.

IV. PUBLIC COMMENT

Allen Dalzel- commented on the need for the NLTUA to provide Income reports to the necessary Boards (i.e., Leelanau Township and Village Council) for communication.

V. PAYMENTS OF BILLS

Rick Cross **Moved, Supported by** Bob Featherly to approve the bills to be paid for the months of December-January in the amount of \$28,732.73
Roll Call Vote Yeas (5) Nays (0) Absent (0) Motion Approved

VII. STAFF REPORTS

A. Treasurer/Clerk and Liaison Report

Clerk Scott provided the NLTUA financials audited that was completed for the 2021-22 Fiscal year. Chair McCann asked for all questions regarding the audit be directed to him so that he can communicate with the auditor.

Liaison Report:

Liaison, Cindy Edmondson, reported that the fourth quarterly billing for 2022 would go out on Friday January 20, 2023.

B. Superintendent Report:

Superintendent Chris Holton reported that Monchilov's Sewer Services would be in town on Thursday to review the ductile iron sewer pipe "As-build" drawings on North Shore Drive and provide a quote. Holton also mentioned that the road in that area is sinking. Board member Cross recommended DVM Utilities Inc. for a second quote.

Holton reported that there is a new home build on Woolsey Lake Road and that the contractor is ready to connect to the sewer lateral that is indicated on the maps. However, Holton has not been able to locate the lateral after several attempts and feels that the contractor will need to do a live tap on the pressurized system. Clerk Scott questioned who would be paying for the lateral installation. Township representative Rick Cross agreed that the Township should be billed for the new lateral installation given that the property is in the Township.

Holton reported that the new home located at 10797 North Shore Drive which is on the gravity part of the collection system had completed their sewer connection. However, a grinder pump was installed per the contractors' comments with Holton that it was required by the State. Clerk Scott noted that the Board has a policy for allowing grinder pumps on the system. Scott also discussed the costs involved for maintaining a grinder pump. Liaison Edmondson will write a letter request more information on the requirement from the State.

C. Treatment Plant Operator Report:

Treatment Plant Operator, Mark Huggard provided a written report for the month of December. Huggard noted that the isolation valves at the Treatment Plant will need to be replaced and offered to get a cost estimate for the repair.

Rick Cross had several question over the Asset Management Plan (AMP).

VIII. COMMITTEE REPORTS

None

IX. CORRESPONDENCE

None

X. DISCUSSION & ACTION ITEMS

- Increase of Operations and Maintenance Fees:

The Board had a lengthy discussion about the Budget and costs of the Capital Improvements on the horizon. Rick Cross discussed his concerns with the Debt service that had been collected for the Village of Northport and not disbursed.

Chris McCann **Moved, Supported by** Tim Overdier to authorize an \$80 increase in the quarterly operations and maintenance fees beginning with the April 2023 quarterly billing.

Roll Call Vote: Yeas (4) Nays (0) Absent (1) Featherly **Motion Carried.**

*Bob Featherly had an appointment and left the meeting early.

- Change February meeting date:

The Board agreed to move the meeting date up in the month to February 13, 2023 at 9:30 am. This will accommodate the Clerk who will be gone during the regular scheduled meeting.

VIII. PUBLIC COMMENT

Anne Harper- commented that it would be nice to hear from the other Board members. Harper suggested that the Board should summarize the past infrastructure costs, remind people of the benefits of the sewer and explain a short/long term rate increases.

Alan Dalzel- commented that the Village and Township should do all that they can to support the NLTUA users and contribute funds from their general funds to lower the costs on the users.

Karl Wizinsky- supported Alan Dalzel's comment, and suggested that the Board outline a long-term plan for the CIP.

IX. MEMBER COMMENTS

Tim Overdier- commented on the improvements in the future.

Rick Cross- commented on his concerns of what would be reported from the meeting, and the need to establish an effective way to communicate.

Chris Holton- commented that the rate increase discussion has been a subject that nobody liked to discuss in the past, but with the new increase the board will be off to a good start.

X. ADJOURNMENT

Rick Cross Moved, Supported by Timm Overdier to adjourn the meeting.
Motion Carried. The meeting was adjourned at 12:12 pm

The next Authority meeting will be held on Monday February 13, 2023, at
9:30 am.

Joni L. Scott, Clerk/Treasurer