

Northport/Leelanau Township Utilities Authority  
116 W. Nagonaba, PO Box 158 Northport, MI 49670

Draft Minutes

March 12, 2024

Regular Meeting

**I. CALL TO ORDER** The meeting was called to order by Chair McMillan at 9:30 a.m.

**II. ROLL CALL** Board Members Present: Chris Holton, Mike McMillan, James Root and Chris McCann.

**Absent:** William Harper

**Staff Present:** Joni Scott, Clerk Denise Dunn, Deputy Treasurer

**III. ADDITIONS OR CORRECTIONS TO THE AGENDA**

There were no additions or corrections to the agenda.

**IV. APPROVAL OF MINUTES**

Chris McCann **Moved, Supported by** Mike McMillan to approve the February 20, 2024 Regular meeting minutes as presented. **Motion Carried.**

**V. PUBLIC COMMENT/CORRESPONDENCE**

None

**VI. PAYMENT OF BILLS**

Chris Holton **Moved, Supported by** Mike McMillan to approve the bills to be paid for the months of February-March in the amount of \$50,815.26

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

**VII. STAFF REPORTS**

**A. Clerk Report:**

Clerk Scott presented comprehensive financial reports to the Board, including cash transaction details, trial balance, and revenue/expenditure reports. Clerk Scott also informed the Board that the audit is scheduled for April 23rd to 25th.

**Deputy Treasurer:**

Deputy Treasurer Denise Dunn encountered difficulty balancing the NLTUA deposit, despite being accustomed to balancing hundreds of checks daily during tax collection for Leelanau Township. Clerk Scott clarified that the deposit discrepancy arose from an additional check received from a title company, which was intended to cover water and sewer charges for a property.

**B. Superintendent Report:**

Superintendent Holton reported that he attended several service calls during the month of January.

**C. Treatment Plant Operator Report:**

Treatment Plant Operator Mark Huggard provided a comprehensive report on Treatment Plant and Collection System activities. Operator Justin Straub, provided an update on recent activities at the plant. He mentioned that there had been a few callouts for grinder pumps. Additionally, the team completed monitoring well sampling and installed covers on all the monitoring wells. This measure was taken to help prevent vandalism.

**VII. DISCUSSION/ACTION ITEMS**

- **EGLE request for information on Treatment Plant**

Jim Dyer, Village Manager, provided an update on a request from EGLE concerning the capacity of the treatment plant, specifically in relation to a proposed 39,000-gallon daily influence increase from the Timber Shores development. This request is part of EGLE's process for considering a groundwater discharge permit for an on-site system, prompted by cost disparity concerns highlighted in public comments. Jacobs prepared a report on inflows, outflows, and capacity, submitted for EGLE's review. Dyer highlighted the potential strain on the system, given the existing infrastructure limitations, including a three-inch metering valve. He clarified that while the public perception places the sewer near the park, the actual infrastructure is a low-pressure two-inch line, inadequate for the proposed inflow. The village provided EGLE with the necessary information and offered further assistance as needed.

**VIII. PUBLIC COMMENT**

None

**IX. MEMBER COMMENTS**

None

**X. ADJOURNMENT**

Chairman McMillan adjourned the meeting at 9:45 am.

Respectfully Submitted by:

Joni L. Scott, NLTUA Clerk