

FIFE LAKE AREA UTILITY AUTHORITY (FLAUA)

Regular Meeting - Minutes

Wednesday, August 18, 2021, 6:00 p.m. 231-879-3565
Fife Lake Township Hall, 134 Morgan Street, Fife Lake, MI 49633

CALL TO ORDER: President Tom Gray called the meeting to order at 6:02 p.m.

ROLL CALL: President Gray called Roll.

Present: President Tom Gray, Vice President Marilyn Hayes, Treasurer Jodi Thayer, Secretary Leigh Gifford and Commissioners Ron Broering, Tom Hempsted, and Jim Gifford. A quorum was established.

Absent: Commissioner David Gill and David McGough.

Others in Attendance:

Mr. Ray Ravary, Compliance Officer
Ms. Kay Held, Recording Secretary

APPROVAL OF AGENDA:

Amendment:

There is a correction at the bottom of the Agenda which should read "next FLAUA regular meeting will be Wednesday, September 15, 2021....." The date had been omitted.

Board Action:

Mr. Broering made a motion to approve the Agenda as amended. Ms. Thayer seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

ACCEPTANCE OF MINUTES:

Acceptance of Regular Meeting Minutes of July 21, 2021:

Board Action: Mr. Broering made a motion to accept the Minutes of the July 21, 2021, Regular Meeting as presented. Ms. Hayes seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

TREASURER'S REPORT:

Treasurer's Report – Financial Report of July, 2021, and Payment of Bills:

The July, 2021, Treasurer's Report was distributed in advance of the meeting for Board review. Treasurer Thayer also reported on the following:

We should currently be at 58.33% of budget. To date, Income is at 68.92%. As previously reported, some accounts are at budget as they are paid once per year, early in the year. Postage is at 73%. Accounting Fees are at 88%. Overall Administrative Expenses are at 60%. Uniforms, Licenses and Permits are at 42.92%. Total expenses are at 44%, which is under YTD budget.

Any line item adjustments can be made end of year. The overall bottom line is very good.

Board Action:

Mr. Broering made a motion to approve the Financial Report as presented. L. Gifford seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

Payment of Bills: August 2021, Bills Payable: There was Board discussion regarding Bills Payable.

Treasurer Thayer will be speaking to the Gabridge auditors; the fee to prepare the audit was \$4,100. She believes this is high as Gabridge doesn't have to do the second step because we are no longer receiving government funds. She referenced an email received that was discussed at the last meeting. There had been a \$100 fee for their advice about a

State of Michigan email that was questioned. She forwarded it to Gabridge who provided standard verbiage with which to reply. The issue is the State of Michigan email was triggered by the audit we have paid Gabridge to perform. While a relatively small amount, she and the Board believe we should not be billed. Additionally, she requested by email to Gabridge five bound copies of the audit (as has been done in the past) on 7/27/21. As of this date (8/18/21) they have not been received.

Board Action:

Ms. Hayes made a motion to approve the July, 2021, bills as presented. Mr. Broering seconded the motion.
ROLL CALL VOTE: Hayes-Y, Thayer-Y, Broering-Y, Gray-Y, L. Gifford-Y, J. Gifford-Y, Hempsted-Y. Motion carried.

GUESTS: None.

COMMITTEE REPORTS:

Personnel Committee: No meeting. No report.

Ms. Thayer noted at a May 21 meeting we agreed to provide Mr. Chris Houghton with dental coverage provided he works 50 hours per month. In June he worked 39.25 hours; in July he worked 24 hours. We will continue to monitor his hours and once he meets the requirement, we will implement the insurance.

Compliance Officer Ravary has spoken with him, and Mr. Houghton has gotten some large personal projects taken care of and should be more available to meet the increased requirement in hours.

Compliance Officer Ravary stated part-time employee Jacob Shively should be coming up on his 90 day review shortly. He would like the Personnel Committee to meet and review his performance with him.

Steering and Operations Committee:

No meeting. No report.

Compliance Officer/FVOP Report: The Compliance Officer Report was distributed in advance of the meeting and discussed among the Board. Compliance Officer Ravary reported on the following.

When it rains, the levels come up to one of the inlets that can start pumping and irrigating. The milfoil is very bad.

There are a couple dock sections at the cemetery he would like to acquire as they would help him get a rake at the inlet.

There was discussion about milfoil and duckweed and how best to control it. He filed for the permit for approval for Chemical Additive on the MESPA license. He should be receiving approval shortly. L&L Lake & Land Management out of Evart is currently treating Green Lake and they have treated milfoil for other utility authorities. They will be treating for FLAUA.

The mower deck is back together; however, a cable for the bucket broke. Pioneer Diesel repaired it. He is ordering extra blades as they come from India.

The Vans Lane lawsuit Mediation Hearing was held; no resolution was reached. The trial date is scheduled for October 19, 2021; pre-trial hearings will occur in the interim. Details of this hearing cannot be discussed in open meeting due to confidentiality issues. Mr. Ravary asked permission of the FLAUA Board to act as Second Chair to the attorney as the Van's Lane case moves forward as he is also an attorney. Attorney Tom Grier is agreeable to this. There was Board consensus authorizing him to do so.

The previously discussed Building Keys & Gate Remotes distribution list needs a couple of changes; he will forward to Ms. Thayer upon completion.

Our contracted farmer, Mr. Tim Birgy, just cut 51.5 round bales. He will get another cutting this season. He has not determined re-seeding plans.

Gravel was delivered; it was the appropriate size needed.

Board Action:

Mr. Broering made a motion to authorize Mr. Ravary to pursue obtaining the cemetery lawn mowers Fife Lake Township is selling. Mr. Gifford seconded the motion.
ROLL CALL VOTE: Thayer-Y, Broering-Y, Gray-Y, L. Gifford-Y, J. Gifford-Y, Hempsted-Y, Hayes-Y. Motion carried.

Vice President Hayes provided a Device Test Record document regarding the Family Dollar and lack of a backflow preventer on their well. Mr. Ravary stated Family Dollar (and commercial businesses) need to have this to prevent problems that could cause a critical public health problem. He suggested the Township and Village each institute an Ordinance for this.

CITIZEN COMMENT: None.

NEW BUSINESS: None.

OLD BUSINESS: None.

Asset Management Plan: Tabled to next month.

Outstanding Task List Discussion:

The Outstanding Task List was reviewed. New items were added for individual and Board follow-up.

Ms. Thayer provided a follow-up report on last month's Fife Lake Area Historical Society request for a reduction in their REUs/bills. She emailed Mr. Blake Smith of USDA Rural Development and read his response aloud to the Board; however, the information was ambiguous and the Board asked Treasurer Thayer to get clarity and more specific detail in his response.

On the matter, the Board agreed that REUs are set by the state, and FLAUA sets rates according to those REUs. They believe any concessions approved were prior to the USDA loan and the requirements consequently set forth by them as terms of the funding. The Board believes our hands are tied on providing concessions at this time, regardless of whether the account is a non-profit organization or part-time residential user. However, exact information will be acquired by Ms. Thayer.

As a follow-up to pursuing eligibility for the American Rescue Plan Act Recovery/Rescue monies, the deadline for application was 24-48 hours after this was discussed at our last meeting and unable to be met. However, Treasurer Thayer indicated that Townships can allocate funds they receive toward infrastructure. Secretary Gifford will speak with Fife Lake Township Supervisor Street to express FLAUA's interest for consideration of funds as they plan their allocations.

COMMUNICATIONS: None.

CITIZEN COMMENT: None.

BOARD COMMENT: None.

ADJOURNMENT: Mr. Broering made a motion to adjourn the meeting. Ms. Thayer seconded the motion.

The meeting adjourned at 6:47 p.m.

Submitted by: Kay Z. Held, Recording Secretary