

FIFE LAKE AREA UTILITY AUTHORITY (FLAUA)

Regular Meeting - Minutes

Thursday, February 21, 2019, 6:00 p.m. 231-879-3565  
Fife Lake Village Hall, 616 East Bates Street, Fife Lake, MI 49633

**CALL TO ORDER:** Vice President Marilyn Hayes called the meeting to order at 6:02 p.m.

**ROLL CALL:** Vice President Hayes called Roll.

**Present:** Vice President Marilyn Hayes, Treasurer Jodi Velez, Secretary Leigh Gifford, and Commissioners Ron Broering, Jim Gifford, Dave McGough, and David Gill.

**Absent:** President Tom Gray and Commissioner Cathy Sorrow.

**Others in Attendance:** Mr. Chris Houghton, in the absence of Compliance Officer Ray Ravary as he was attending an Excel class on behalf of FLAUA.

**APPROVAL OF AGENDA:**

**Board Action:** Mr. Broering made a motion to approve the Agenda as presented. Mr. Gill seconded the motion. VOTE: YEAS: All. NAYES: None. Motion carried.

**ACCEPTANCE OF MINUTES:**

**Acceptance of Regular Meeting Minutes of January 17, 2019:**

Mr. Gill made a motion to accept the Minutes of the January 17, 2019, Regular Meeting as presented. Ms. Velez seconded the motion. VOTE: YEAS: All. NAYES: None. Motion carried.

**TREASURER'S REPORT:**

**Treasurer's Report – Financial Report of January 31, 2019, and Payment of Bills:**

The Treasurer's Report was distributed in advance of the meeting. An updated A/P report was distributed at the meeting.

Treasurer Velez also reported on the following:

There are a few accounts that are high as they are paid the first of each year; i.e., Insurance and Workers' Compensation.

**Board Action:**

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

**Payment of Bills:** There was Board discussion regarding Bills Payable.

Re: the invoice from Michigan Township Participating Plan. Our annual insurance premium increased \$22 over last year to \$11,711 for 2019. The \$22 increase was due to the Michigan Catastrophic Fund on our truck.

Re: PVS Technologies the \$1054.12 invoice for ferric chloride. This invoice was miscalculated (we had paid \$500 last month). After comparing to last years' payments, this is a valid bill.

Re: \$250 to Williams & Bay due to pump station that froze up.

Re: \$394.18 to Kalkaska Plumbing and Heating for a new pipe due to gas leaks.

Re: \$145 to DTE Energy for Vans Lane property.

**Board Action: February, 2019, Bills Payable:**

Mr. Gill made a motion to approve the February, 2019, bills as presented. Mr. Broering seconded the motion.

ROLL CALL VOTE: J. Gifford-Y, Gill-Y, McGough-Y, Hayes-Y, Velez-Y, Broering-Y, L. Gifford-Y. Motion carried.

**GUESTS:** None.

**COMMITTEE REPORTS:**

**Personnel Committee:** No meeting, no report. Ms. Velez is looking into any potential ramifications that have gone into effect regarding personnel issues.

**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 with the Board. Part-time employee Mr. Chris Houghton represented Compliance Officer Ray Ravary.

Ms. Gifford will assist Mr. Ravary in resolving certified mail issues regarding the 90-day letter and the two that have yet to be returned.

**CITIZEN COMMENT:** None.

**NEW BUSINESS:** None.

**OLD BUSINESS:**

Ms. Velez is working on providing information to Gabridge for the audit.  
Ms. Gifford will provide the annual report.

**Outstanding Task List Discussion:**

The Outstanding Task List from last month was discussed. New items were added for individual and Board follow-up.

Regarding the ongoing generator issues and our attempts for adequate resolution of the matter, Mr. Ravary will draft a letter of notice for our attorneys to prepare and send to Cummins, Bruce Ottee-Bridgeway, and Fleis & VandenBrink Engineering (F&V) to 1) replace the generator, 2) replace the engine on the generator, or 3) modify the warranty. Cummins offered a 3-year/1500 hour warranty which is not acceptable as it's already been 3 years. We will counter with a 1500 hour/unlimited warranty at no cost to us or if request is not addressed and when generator fails, we will pursue legal action.

Regarding the private residence with an outhouse: The sewer is hooked up to the kitchen sink but not to the outhouse. State regulations are specific that a property must hook-up if within 200ft. of a body of water. Messrs. Broering and Ravary will prepare a letter to the property owner that Grand Traverse County will be contacted regarding their requirement to hook-up.

**Board Action:** Mr. McGough made motion to change monthly FLAUA meetings to the 3<sup>rd</sup> Wednesday at 6:00 p.m. beginning March 20, 2019 at Fife Lake Township Hall. Mr. Gill seconded. VOTE: YEAS: None. NAYES: None. Motion carried.

**COMMUNICATIONS:** None.

**CITIZEN COMMENT:** None.

**BOARD COMMENT:** None.

**ADJOURNMENT:** Mr. Broering made a motion to adjourn the meeting. Mr. Gill seconded the motion. The meeting adjourned at 6:30 p.m.

**Submitted by: Kay Z. Held, Recording Secretary**