

FIFE LAKE AREA UTILITY AUTHORITY (FLAUA)

Regular Meeting - Minutes

Wednesday, July 20, 2022, 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 6:00 p.m.

**ROLL CALL:** President Gray called Roll.

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

**Absent:** Commissioners Jim Gifford and Dave McGough.

**Others in Attendance:**

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

**APPROVAL OF AGENDA:**

**Add to New Business:** Fife Lake Township Deputy Supervisor Jeff Berthiaume. Re: Fife Lake Township Boat Wash Station Disposal.

**Board Action:**

Mr. Broering made a motion to approve the Agenda as amended. Ms. Hayes seconded the motion.

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

**ACCEPTANCE OF MINUTES:**

**Acceptance of Regular Meeting Minutes of June 15, 2022:**

**Board Action:**

Ms. Hayes made a motion to accept the Minutes of the June 15, 2022, Regular Meeting as presented. Mr. Gill seconded the motion.

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

**TREASURER'S REPORT:**

**Treasurer's Report – Financial Report of June, 2022, and Payment of Bills:**

The June, 2022, Treasurer's Report was distributed in advance of the meeting for Board review. An updated A/P was provided. Treasurer Thayer also reported on the following:

She performed her standard comparison of the budget. As of this date, we should be at approximately 50% of budget. A couple of line items are minimally over budget; however, nothing to be concerned about. She advised increasing the Internet budget line item for next year. Administrative Expenses were budgeted at \$350; we are at \$370. She will take a closer look at this expense.

Our income is at 60% YTD.

**Board Action:**

Mr. Broering made a motion to approve the Financial Report as presented. Mr. Gill seconded the motion.

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

**Payment of Bills: June, 2022, Bills Payable:** There was Board discussion regarding Bills Payable.

Mr. Ravary was previously authorized up to \$2,000 for the purchase of woven wire fence. This has proven difficult to find; he located it through Neville Supply, and it was \$3,951.80. He contacted President Gray who authorized the overage. Treasurer Thayer received a call from H&R Block for debit card authorization over the approved amount. Ms. Thayer authorized payment. The Board was in agreement with this purchase as it is required.

Mr. Ravary will be reusing as many existing posts as possible; the ones he dug out looked good.

Ms. Thayer referenced past discussion about a bond and had not heard back from Mr. Paul Olson. We received a bill for an annual USDA bond in the amount of \$412. This bonds specific members of the Board. The President, Treasurer and Secretary are the bonded individuals for FLAUA for \$165k.

**Board Action:**

Mr. Gill made a motion to approve the June, 2022, bills as presented. Ms. Hayes seconded the motion.

ROLL CALL VOTE: Hayes-Y, Thayer-Y, Broering-Y, Gray-Y, L. Gifford-Y, Gill-Y, Hempsted-Y. Motion carried.

**GUESTS:** Ms. Tracy Sprague, new part-time employee.

Ms. Sprague introduced herself to the Board. She has been hired on a part-time basis to assist Compliance Officer Ray Ravary and other part-time employees. An additional part-time staff member has also been hired; Josiah (last name unavailable). Part-timer Seth Beardon will be returning to college shortly.

Part-time employees accounted for 52.5 hours of work last week.

**COMMITTEE REPORTS:**

**Personnel Committee:** No meeting. No Report.

**Steering and Operations Committee:** No meeting. No report.

**Compliance Officer/FVOP Report:** The Compliance Officer Report was distributed in advance of the meeting. Mr. Ravary also reported on the following:

He stated he is irrigating today. There is a weed problem in the finishing pond. He will be investigating it and try disconnecting the dry hoses.

Per his report, a valve stand snapped; it was a \$500 repair. The rest of them are hard to turn, rusted and corroded. He will use grinding discs and sand them to clean the up, working on them this winter as a PM project every couple of years. They are cast iron and steel where moisture is a problem. The shafts and bindings on the housings are in this condition; they have been a problem since initial installation.

The hay is ready; farmer Tim Birgy will be mowing the fields again in the next week or so.

Mr. Ravary has been weed whipping the raspberries, cutting back the embankment and pulling up barbed wire.

**CITIZEN COMMENT:** None.

**NEW BUSINESS:**

**Mr. Ravary's Employment Agreement re: Vacation Amendment:**

This item was discussed last month and tabled to the August Agenda.

**Apple Fence Quote:**

This Agenda item is N/A. FLAUA will be purchasing the supplies as needed and doing the project.

**Fife Lake Township Deputy Supervisor Jeff Berthiaume. Re: Fife Lake Township Boat Wash Station Disposal:**

Mr. Berthiaume explained the new Boat Wash Stations to the Board and provided printed information. Equipment and accessories are provided (tank, brush, tongs, wrench, compressor, vacuum and hose). The system is solar operated with battery backup. It has a 110-gallon tank; however, the plan is to empty it at 80 gallons. This is estimated to be necessary 2-4 times per year. The Township will provide a holding tank and pump for the pump out. They are asking the FLAUA if

they would pump out this tank and distribute the material onto the fields as they already have the capability of doing so. It would not be put into the ponds. This would save the municipalities a great deal of money in hiring a pumping service. The FLAUA labor involved in providing this service is negligible (approximately an hour), 2-4 times per summer season. There is no staff or equipment at the Township to do this. The boat washes are efforts to protect the lake.

The Board inquired about Milfoil concern. Mr. Berthiaume explained it is a self-contained system. No oxygen gets into it for it to grow. There are tablets they can add to it to eliminate the risk of invasive species. He explained EGLE was ok with this but would want to amend documentation of what is being placed into the pond. The Board does not want any chemical tablets added to the sewer system.

The units are owned by Fife Lake Township, Fife Lake Village and Springfield Village. Springfield Township has agreed to pay 20%, up to \$400. Five Lake Village has agreed to pay 40%, \$2,000, and the same is expected from Fife Lake Township at next week's meetings. Historically, similar intra-municipal expenditures have been a 20/40/40% split.

**Board Action:**

Mr. Gill made a motion to approve transport and apply material from the CD3 Wayside Solar Waterless Boat Wash System. Mr. Hempsted seconded the motion.

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

**OLD BUSINESS:**

**New Legal Counsel:**

Mr. Ravary forwarded scope of service response letters received from Mr. Michael Figliomeni of McCurdy, Wotila & Porteous, PC of Mesick as well as Mr. Richard Figura of Figura Law of Empire for the Board to review and discuss at this evening's meeting. There was Board discussion regarding each provider. As Mr. Figliomeni our Attorney of Record, there is no retainer fee. Additionally, based on their Terms of Engagement, this is a non-exclusive engagement, and we are free to retain any other counsel of our choosing.

**Board Action:**

Ms. Hayes made a motion to identify McCurdy, Wotila & Porteous, PC (Mr. Michael Figliomeni) as the FLAUA Attorney of Record per their scope of service letter dated March 25, 2022. Mr. Gill seconded the motion.

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

Secretary Gifford will notify Mr. Figliomeni and his firm that we approve them as our Attorney of Record.

She will also send correspondence to our former counsel, Running, Wise and Ford to request a set of our records with them.

**State of Michigan LEP (Limited English Proficiency Plan):**

Ms. Thayer previously researched and reported on why FLAUA does not have an LEP in place. She did look into this further to see if there was any data more current than 2015; the population is still below the threshold for requiring an LEP. This topic will remain on the Organizational Calendar for annual review.

**Asset Management Plan:**

Previously discussed and finalized.

**Asset List:**

Previously discussed and finalized. It will be updated on an ongoing basis.

**COMMUNICATIONS:**

Compliance Officer Ravary reported he was contacted by a developer wanting to tie into the system. The project appears to be development of an office building. He provided them the contact information to Performance Engineering, our engineers of record.

**CITIZEN COMMENT:** None.

**OUTSTANDING TASK LIST:**

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

**ORGANIZATIONAL CALENDAR:** There were no items on the Organizational Calendar for June. No updates were made to the Calendar at the July meeting.

**BOARD COMMENT:** None.

**ADJOURNMENT:**

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

VOTES: YEAS: All. NAYES: None.

The meeting adjourned at 6:42 p.m.

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