

FIFE LAKE AREA UTILITY AUTHORITY (FLAUA)

Regular Meeting – Minutes

AMENDED

Wednesday, June 16, 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 6:00 p.m.

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

**Present:** President Tom Gray, Vice President Marilyn Hayes and Commissioners Ron Broering, Tom Hempsted, David Gill and David McGough. A quorum was established.

**Absent:** Treasurer Jodi Thayer, Secretary Leigh Gifford and Commissioner Jim Gifford.

**Others in Attendance:** None.

**APPROVAL OF AGENDA:**

Amendment: Addition of Mr. Elden Carlson as a Guest.

**Board Action:**

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

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

**ACCEPTANCE OF MINUTES:**

**Acceptance of Amended Regular Meeting Minutes of April 21, 2021:**

**Board Action:**

Ms. Hayes made a motion to accept the Amended Minutes of the April 21, 2021, Regular Meeting as presented. Mr. Gill seconded the motion. VOTE: YEAS: All. NAYES: None. Motion carried.

Mr. Gill abstained from voting as he was absent from the April 21 meeting.

**Acceptance of Regular Meeting Minutes of May 19, 2021:**

**Board Action:**

Mr. Gill made a motion to accept the Minutes of the May 19, 2021, Regular Meeting as presented. Mr. Hempsted seconded the motion. VOTE: YEAS: All. NAYES: None. Motion carried.

**TREASURER'S REPORT:**

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

The May, 2021, Treasurer's Report was distributed in advance of the meeting for Board review. President Gray reported in the absence of Treasurer Thayer.

Mr. Gray inquired about the Graham Motor and Supply invoice for \$1,249. Compliance Officer Ravary confirmed this was for load testing. They also looked at the generator. It is unclear whether there has been a previous charge for that yet or if we will be receiving an invoice. Mr. Ravary stated they will be back to fix A3.

H&R Block is high this month as Ms. Emily Escajeda has been working on the audit and we had an additional mailing.

Year-to-Date Income is just over 50% of our projection.

The Work Comp fund is paid with an estimate; we received a credit of approximately \$100.

**Board Action:**

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

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

**Payment of Bills: June, 2021, Bills Payable:** A revised A/P report was distributed. There was Board discussion regarding Bills Payable.

President Gray inquired about the ALS Group USA Corporation for \$250. This was for PFAS testing.

**Board Action:**

Ms. Hayes made a motion to approve the June, 2021, bills as presented. Mr. Broering seconded the motion.

ROLL CALL VOTE: Hayes-Y, Broering-Y, Gray-Y, McGough-Y, Gill-Y, Hempsted-Y. Motion carried.

**GUESTS:** Mr. Elden Carlson.

On 5/18/21, Huntington Bank (with Mr. Carlson in their office) called H&R Block to inform them the autopay account H&R Block has been charging for two years was not Mr. Carlson's. Huntington Bank then updated his autopay checking account with H&R Block. Consequently, he received a \$20 service charge for non-payment from Huntington Bank and a \$5.00 late fee from FLAUA.

Mr. Carlson states his account had not been changed prior to this and he receives a zero balance statement each month. If this is the case, it is unknown who has been paying his bill all this time. Treasurer Thayer will investigate with H&R Block on this matter. Mr. Carlson will need to attempt to resolve the fee with Huntington Bank. It was discussed that Huntington Bank recently purchased TCF Bank; perhaps there is some glitch there.

**Board Action:**

Mr. Gill made motion if we are reimbursed the Huntington Bank fee, we will refund it to Mr. Carlson. Mr. Broering seconded the motion. VOTE: YEAS: All. NAYES: None. Motion carried.

**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 and discussed among the Board. Compliance Officer Ravary reported on the following.

The hay looks good; the irrigation is going well. Tim Birgy will be raking hay tonight.

The Howard Street manhole is taken care of. There is one more in an alley to take care of.

The irrigation system is hooked up to SCADA.

The Vans Lane tie-in is completed. We have not heard from Attorney Tom Grier on the status of the case.

Mr. Ravary reported that Jacob has returned to working with us.

He is having problems with the cell phone; its buttons and a crack on the back. It is a five-year old phone and may cost hundreds to repair. He inquired about getting a new phone. The Board agreed he should pursue a replacement phone up to his expense authorization; or let them know if it is more. He will look for a comparable, updated phone.

We need to get the Delta Dental plan in place soon as Chris Houghton has stepped up his hours per the new employment agreement.

There was discussion about the purchase of a pontoon which will aid in work on the pond. Mr. Ravary looked at it and recommends we purchase it. The cost is \$700.

**Board Action:**

Mr. Broering made a motion authorizing Mr. Ravary to purchase the pontoon he looked at in the amount of \$700. Mr. McGough seconded the motion.

ROLL CALL VOTE: Hempsted-Y, Gill-Y, McGough-Y, Hayes-Y Broering-Y, Gray-Y. Motion carried.

**CITIZEN COMMENT:** None.

**NEW BUSINESS:**

Annual Fidelity Bond Review: Tabled until the return of Treasurer Thayer. This was something Treasurer Thayer was following up on and is ongoing. It is on the Outstanding Task List.

**OLD BUSINESS:**

Asset Management Plan:

This was tabled as several Board members were absent this evening. Mr. Ravary was asked to put together a list for the next meeting.

Outstanding Task List Discussion:

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

**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 6:36 p.m.

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