

FIFE LAKE AREA UTILITY AUTHORITY (FLAUA)

Regular Meeting - Minutes

Thursday, November 15, 2018, 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 Marilyn Hayes called Roll.

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

Absent: President Tom Gray and Commissioners David Gill, Jim Gifford, and Cathy Sorrow.

Others in Attendance: Mr. John Vredevelt, FLAUA Employee (on behalf of Compliance Officer Ray Ravary)

APPROVAL OF AGENDA: Agenda Changes ~

Delete: Massey Ferguson Bids and Van's Lane Residence from New Business (previously completed)
Add: 2019 Budget Projections under New Business

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

ACCEPTANCE OF MINUTES:

Acceptance of Regular Meeting Minutes of October 18, 2018:

Mr. Broering made a motion to accept the Minutes of the October 18, 2018, Regular Meeting as presented. Ms. Gifford seconded the motion.

Ms. Velez and Ms. Hayes abstained from the vote as they were not present at the October meeting.
VOTE: YEAS: All. NAYES: None. Motion carried.

TREASURER'S REPORT:

Treasurer's Report – Financial Report of October 31, 2018, 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:

The \$39,802.50 entry to USDA is our interest-only Bond payment, due December 1.

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

Payment of Bills: Board discussion/inquiries regarding outstanding bills:

Addition: The Mill Creek Tooling invoice for \$35 referenced in the Compliance Officer Report is for the jetter hydraulic pump.

Board Action: November, 2018, Bills Payable:

Ms. Gifford made a motion to approve the November, 2018, bills as amended. Mr. Broering seconded the motion.
ROLL CALL VOTE: McGough-Y, Hayes-Y, Velez-Y, Broering-Y, L. Gifford-Y. Motion carried.

GUESTS: None.

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 with the Board. Mr. Vredevelt provided the Asset Management Plan for Board review.

CITIZEN COMMENT: None.

NEW BUSINESS:

2019 Budget Projections: Ms. Velez distributed the 2019 Budget Projections to the Board for review and discussion at the December meeting. She will email it to the absent Board Members. There was Board discussion about the projected budget. She asked the Board to review the 2018 projected vs. actual expenses and compare to the 2019 projections.

OLD BUSINESS:

Integrated Controls Engineering (ICE):

We received correspondence and invoices from ICE regarding the lightning strike and electrical anomaly for labor and parts in the amounts of \$1,045.56 and \$572.00. They believe both issues were the result of the same strike. Ms. Velez read this memo aloud and the Board discussed the matter. Mr. Ravary will be asked to submit these to our insurance company for payment.

Cummins Generator:

Re: Ben Kladder & F&V communicating with Cummins regarding the generator issues.....

Ms. Velez read email from Bruce Otte of Cummins Diesel. It states, in part, that he has Approval to grant the Village of Fife Lake (should be FLAUA) an extension of the Cummins factory warranty to include a 1-year comprehensive extended warranty at no additional charge for Cummins Model 85GGHG generator set package. This covers an additional 1 year/500 hours of operation and any travel time or mileage, parts, and labor for any warranty repair to the system. They will provide formal notification once this has been entered into their system.

Board Members agreed to table acceptance of the offer until a full Board is in attendance to discuss the information. President Gray will provide an initial reply indicating such.

Waiver of Late Fees Policy: The final version of this was distributed to the Board for approval. Details were discussed.

Board Action: Ms. Velez made a motion to adopt the revised version of the FLAUA Payment and Late Fees Policy as presented. Mr. Broering seconded the motion. ROLL CALL VOTE: L. Gifford-Y, McGough-Y, Hayes-Y, Velez-Y, Broering-Y. Motion carried.

Outstanding Task List Discussion:

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

COMMUNICATIONS: None.

CITIZEN COMMENT: None.

BOARD COMMENT: None.

ADJOURNMENT: Ms. Gifford made a motion to adjourn the meeting. Mr. Broering seconded the motion. The meeting adjourned at 6:45 p.m.

Submitted by: Kay Z. Held, Recording Secretary