

**NORTH HOUGHTON COUNTY WATER AND SEWAGE AUTHORITY**

**DATE: 8-28-23.**

Meeting was called to order by Lehto at 12:03 PM

**ROLL CALL:** Lehto, Bonenfant, Coppo, Zubiena, Primeau, Mukavetz

Others Present: Heikkila, Bjorn

**A public hearing** for Ordinance 2023-1 was held, the ordinance was read, and no public comment was received. The public hearing was closed.

*Motion Mukavetz 2<sup>nd</sup> Primeau to close the August 28 , 2023 public hearing; Carried.*

*Motion Mukavetz 2<sup>nd</sup> Bonenfant to adopt Ordinance 2023-1 as presented; Carried.*

**Projects:**

Bjorn updated the board on the progress of the Phase 1 Project. UPEA has received quotes for the soil boring package. Tri-media and MID both submitted bids with MID being the lower bid. No motion is needed by the board as this is part of UPEA's contract. Soil borings will begin this week and be completed early September. Bjorn presented an invoice for UPEA's Phase 1 fees for July.

*Motion , Bonenfant 2<sup>nd</sup> Zubienna to approve the invoice to loan in the amount of \$4,722.50, as presented; carried*

Holmes informed the board that UPEA/NHCWSA is still waiting for a response from the state, releasing the authority from the wetland performance bond at Florida CSO. Holmes presented an invoice for UPEA general service fees for July.

*Motion , Mukavetz 2<sup>nd</sup> LaRochelle to approve the invoice in the amount of \$278.00, as presented; carried*

**Incredible Bank:**

Heikkila and Lehto briefed the board on a meeting with Incredible bank. Hyrkas's name was still listed on accounts and will be removed. No new Authorized signers will be added at this point. The bank suggested to switch from using an ATM card to a Credit Card, for extra layers of fraud protection.

*Motion , Mukavetz 2<sup>nd</sup> Primeau to approve switching from an ATM card to a Credit card as presented; carried*

**Up and Running:**

Heikkila informed the board that on 8-25-23 the office printer broke and could not be repaired. Up and running provided a quote for a replacement printer.

*Motion , Primeau 2<sup>nd</sup> Zubiena to approve the purchase of a new printer, as quoted; carried*

**CEC Permit:**

With the adoption of ordinance 2023-1, Heikkila presented the board with a final draft of CEC's permit for approval.

*Motion , Mukavetz 2<sup>nd</sup> Bonenfant to approve the final draft of CEC's permit as presented; carried*

**Other:**

Heikkila informed the board that there are board members with terms expiring soon. Heikkila will contact the proper municipalities to reappoint the expiring board member or appoint a new board member.

A discussion was held in relation to the duties of the board's vice president. With conflicting schedules, Heikkila and Lehto are not always available at the same time to initial invoices, As vice president, Bonenfant will also initial invoices in the absence of Lehto.

**PAYMENT OF BILLS**

*Motion Bonenfant, 2<sup>nd</sup> Zubiena  
to pay monthly bills totaling \$ 71,127.18 as presented; Carried.*

*Motion Zubiena, 2<sup>nd</sup> LaRochelle to adjourn at 12:37 pm; Carried.*

Recorded by,

Submitted by,

Cleve Heikkila

Daniel Zubiena  
Secretary