

NORTH HOUGHTON COUNTY WATER AND SEWAGE AUTHORITY

DATE: 1-29-24.

Meeting was called to order by Bonenfant at 12:01 PM

ROLL CALL: Bonenfant, Zubiena, Primeau, Mukavetz, LaRochelle, Coppo

Others Present: Heikkila, Holmes, Gasperich, Bjorn

Motion LaRochelle 2nd Primeau to approve the December 27, 2023 minutes as presented; Carried.

Lehto's Resignation:

Bonenfant informed the board that Lehto signed resignation papers for the Authority. Lehto also resigned from the Calumet Twp Board. Tim Gasperich was appointed by the Twp board to replace Lehto on the Authority's board.

Motion , Mukavetz, 2nd LaRochelle to accept Lehto's resignation as presented; carried

Board Officer Election:

Motion , Mukavetz, 2nd Coppo to nominate Bonenfant as Chairman; carried
Motion , LaRochelle, 2nd Bonenfant to nominate Mukavetz as Vice-Chairman; carried
Motion , Mukavetz, 2nd Primeau to nominate Zubiena as Treasurer; carried
Motion , Mukavetz, 2nd Coppo to nominate Primeau as Secretary; carried
All nominees were elected unanimously

Projects:

Bjorn updated the board on the progress of the Phase 1 Project. All EGLE construction permits have been completed. Due to the size of the lagoon, a Dam Safety Permit will be needed. This permit is in the issuance process. Public notice will end on 2-15-24, at which point the project will go out to bid with a bid opening 4 weeks from that time. Bjorn informed the board the Jeff West is working with NHCWSA's Attorney on final certification or ROW and easements. Bjorn presented a legal services agreement, audit agreements for 2023, 2024, and 2025 with Susan Sanford, and an invoice in the amount of 18,504.58 for work completed to date by UPEA.

Motion , LaRochelle, 2nd Primeau to approve the invoice to loan in the amount of \$18504.58, as presented; carried

Motion , Primeau, 2nd Mukavetz to approve the Audit agreements, as presented; carried

Motion , Coppo 2nd Zubienna to approve the Legal Services Agreement, as presented; carried

Holmes informed the board that he has reached out to CEC about the reroute work that will need to be done, with their campus expansion. He has not heard back from them yet.

Bank Signees, credit card:

Heikkila informed the board that Bonenfant will need to be added as an authorized Signer at Incredible bank. Lehto will be removed as a Signer. Heikkila proposed cancelling a debit card and switch to an Incredible Bank Credit card to further protect the Authority from fraudulent activity.

Motion , LaRochelle 2nd Coppo to cancel debit card and obtain credit card as proposed; carried

EGLE Permit fees :

Heikkila presented two EGLE invoices for annual permit fees, for approval.

Motion , Coppo 2nd Primeau to approve the AGLE Annual Permit Payments, as presented; carried

Unpaid Sick Leave Policy:

A discussion was held on creating a policy regarding unpaid sick leave, this was discussed during benefits committee meetings, but a policy has not yet been presented to the board.

PAYMENT OF BILLS

Motion Larachelle, 2nd Zubiena to pay monthly bills totaling \$ 96,497.48 as presented; Carried.

Motion Zubiena, 2nd LaPrimeau to adjourn at 12:37 pm; Carried.

Recorded by,

Submitted by,

Cleve Heikkila

Primeau
Secretary