

**LELAND DAM AUTHORITY**  
**Special Session – Wednesday, August 16, 2023**  
Tentative minutes

*Proceedings of the meeting are being recorded (audio and video). The video of the meeting can be found at the following link:  
<http://leelanau.gov/meetingdetails.asp?MAId=2555>*

Call to Order:

Meeting called to Order by Chairman Steve Christensen at 10:02 a.m. Today's meeting is being held at the Government Center, 8527 E. Government Center Drive, Suttons Bay, Michigan.

Pledge of Allegiance:

The Pledge of Allegiance to the Flag of the United States of America was recited, followed by a moment of silence.

<u>Roll Call:</u>	Chairman, Steve Christensen (Drain Commissioner)	PRESENT
	Vice-Chairman, Garth Greenan (Road Commissioner)	PRESENT
	Member, Kama Ross (District #5 Commissioner)	PRESENT
	Member, Richard Thompson (Engineer Category)	PRESENT
	Member, Drew Warner (Riparian Category)	PRESENT

Staff Present: Administrator Deb Allen, Maintenance Director Jerry Culman II

Audience members present.

Public Comment: (3 minutes)

The following individuals spoke in person:  
John Popa

Chairman Christensen asked if they were able to move items around in a Special Session agenda (though not adding anything), and Administrator Deborah Allen stated she believes you can indeed do that.

Chairman Christensen recommended moving the Sensor Calibration topic to the first item discussed today and requested a motion approving that change.

**MOTION BY GREENAN TO APPROVE THE AGENDA PLACING THE TOPIC OF SENSOR CALIBRATION UPDATE ITEM FIRST. SECONDED BY ROSS.**

Discussion – none.

**AYES – 5 (Greenan, Ross, Thompson, Warner, Christensen)**

**NO – 0**

**MOTION CARRIED.**

Purpose of Meeting – Discussion/Potential Action –

Sensor Calibrations Update:

Dam Authority Member Thompson gave members an update on sensor calibrations and staff gauges at the Narrows, South Lake, and at the Leland Dam.

Review of Legal Opinion, June 27, 2023:

Road Commissioner Greenan stated his understanding of the legal review is they are not obligated to do necessary walkway improvements as this is not open to the public, but to staff and individuals approved with the easements granted.

Chairman Christensen said that is his understanding as well. It is for authorized personnel only.

Member Thompson asked if it would it make sense to contact Falling Lodge and Cove owners once they decide what verbiage for the sign. Chairman Christensen said yes, that covering our bases legally and explain this is what it means.

No action taken.

Review of MMRMA (Michigan Municipal Risk Management Authority) Walkway Assessment, August 4, 2023:

Packet link can be seen below:

[http://leelanau.gov/downloads/008162023\\_Ida\\_pkt.pdf](http://leelanau.gov/downloads/008162023_Ida_pkt.pdf)

Chairman Christensen said he would suggest they have Spicer, Inc. look at the structural and maximum weight of the walkway and discuss if that needs to go out for bids or not.

Discussion continued between Authority members and Administrator Allen regarding the MMRMA suggested (six-foot) barrier at the walkway of the Dam.

Both Administrator Allen and Chairman Christensen will place a phone call to MMRMA for clarification.

The light string along the walkway, access door to the Dam pump room, and the outside storage room were all discussed.

**MOTION BY GREENAN TO PLACE SIGNAGE AS RECOMMENDED [AUTHORIZED PERSONNEL ONLY] AT EACH END OF THE LELAND DAM WALKWAY AND ON CONTROL ROOM DOOR. SECONDED BY ROSS/THOMPSON.**

Discussion – none.

**AYES – 5 (Greenan, Ross, Thompson, Warner, Christensen)**

**NO – 0**

**MOTION CARRIED.**

Leland Dam Management, Establishment of –  
Dam Adjustment Procedures:

Chairman Christensen said he had spoken with Maintenance Director Jerry Culman briefly yesterday and suggested getting put on paper what Culman does both routinely and other specifics (extreme weather conditions) that someone operating the Dam now, or at any point in the future, will need to know and have as reference.

Christensen said in speaking with Culman that he thought perhaps a good start could be three specific categories. Christensen then listed the three as:

1. Independent: This would be items done on a day-to-day, year to year basis done independently by the Dam Controller/Operator.
2. Significant: The Controller/Operator would contact Dam Authority Chairman (or other designated contact) before doing a more significant change, though not necessarily abnormal activity (example of after major rainfall).
3. Different: This would be something more unusual, or outside of normal, that would need to be discussed or taken to the Dam Authority for consideration or a decision.

Discussion ensued.

Process to Address Concerns:

Commissioner Ross would like to “quantify” those three categories so it is understood when the Dam Operator would contact the Authority or other designated contact.

It was decided that Chairman Christensen, Commissioner Ross, Culman, along with Administrator Allen will meet and work out some specifics for those categories before the September meeting.

Status Reports –

Walkway Status and RFP Development:

Move item to next meeting.

Roof Leak and Potential Action:

Move item to next meeting.

Conduit to Computer Box Leak:

Chairman Christensen said there is a leak that is coming into the control box where the computer is and Culman has it shunted away now to not drip in the box. Culman is working on finding new conduit and getting the injection done.

Computer Repair/Adjustment Parameters:

Chairman Christensen stated that the computer is repaired and Culman is going to work with hopefully getting quarter inch adjustment level settings. They only have one inch adjustment settings currently, but quarter inch settings would be helpful when they only have a two-inch variance to work with.

Current Lake Levels, at the Dam and the Lake Leelanau Narrows:

Chairman Christensen said he believes they can address this item next month too. Currently they are running at what they said they would, and Christensen said if they hold it there or tweak it is up to them (Dam Authority).

Commissioner Ross asked about discussing the concerns of the South end lake level mentioned in a letter from Commissioner Doug Rexroat within the meeting packet. Brief discussion ensued.

The referenced letter can be seen on pages 19-20:

[https://leelanau.gov/downloads/008162023\\_Ida\\_pkt.pdf](https://leelanau.gov/downloads/008162023_Ida_pkt.pdf)

Public Comment: (5 minutes)

None.

Authority Member Comments:

None.

Adjournment:

Move to adjourn by Ross.

Chairman Christensen adjourned the meeting at 11:29 a.m.

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Steve Christensen, Drain Commissioner  
Chairman, Leland Dam Authority

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Alison Middleton, Administrative Deputy Clerk for  
Michelle L. Crocker, Leelanau County Clerk