

**LELAND TOWNSHIP SEWER COMMISSION**  
**Friday, December 2, 2022 – 10:00 a.m.**  
**Leland Township Office**  
**224 W. Main Street, Lake Leelanau. MI 49653**  
**MINUTES**

**PRESENT:** Treasurer Shirley Garthe, Chair Jim Redmond, Steve Patmore, Frank Migda

**ABSENT:** Richard Roberts

**GUESTS:** Susan Och, Mitch Gawrysiak

**CALL TO ORDER** – Mr. Redmond called the meeting to order at 10:03 a.m. with the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

**ACTION:** Ms. Garthe moved to approve the agenda as presented; supported by Mr. Migda. Motion carried.

**APPROVAL OF MINUTES**

**ACTION:** Ms. Garthe moved to approve the minutes of November 4, 2022, supported by Mr. Migda. Motion carried.

**DECLARATION OF CONFLICT OF INTEREST** - None

**PUBLIC COMMENT** - None

**DISCUSSION**

Richard Roberts has indicated his desire to resign from the Sewer Commission. All members should be looking for a replacement. Perhaps we could get some help from the Board for recruitment. It is unclear if he is resigning immediately or staying until we get a replacement. The Commission needs two more members.

**REPORTS**

1. Treasurer (report on file in Leland Township Office)  
Ms. Garthe reported on income and expenses in the Sewer Operating and Improvement funds. This was a partial sewer billing month. Reports were distributed to the Commission members.
2. Sewer Administrator, Steve Patmore (report on file in Leland Township Office)  
Steve Patmore is looking into grants. He would like to get an asset management study done. There was discussion about replacement of valves and how long they last. IAI has done an assessment of the valves. Some are frozen or needing attention. Steve discussed the jobs that have to get done (Issues List). Using the calcium nitrate has proven to be more difficult than it was thought to be. We are working on determining the costs for mechanical aeration. We took in two connection fees this last month. The Assessment report is almost done. Mr. Patmore will send the draft to Mr. Redmond. We would like to discuss this and the budget next month. The phosphorus level came in at <1, which is low.

3. Operation Reports – Infrastructure Alternatives Inc. (report on file in Leland Township Office)

A report was provided listing the call-outs, customer complaints, and significant events and preventative maintenance.

The filter at the plant has been needing to be cleaned every day. It has been replaced. Mitch Gawrysiak described the more significant work for the month. It was suggested to keep good valves on hand to put in rotation when valves fail. There was a power outage for about 20 hours. IAI was able to keep everything going.

**COMMISSIONER COMMENT**

Frank Migda – He appreciates the good work that is being done.

**PUBLIC COMMENT** - None

**NEXT MEETING:** Friday, January 6, 2023, 10:00 am.

**DISCUSSION :**

There was a brief discussion of a rate study.

**ADJOURNMENT:**

The meeting was adjourned at 10:53 a.m.

Respectfully Submitted,  
Cindy Kacin, Recording Secretary

Date Approved: \_\_\_\_\_

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Jim Redmond, Chair

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Lisa Brookfield, Township Clerk