

**LELAND TOWNSHIP SEWER COMMISSION**  
**Thursday, October 3, 2024 – 10:00 a.m.**  
**Leland Township Office**  
**489 W. Main Street, Lake Leelanau, MI 49653**  
**Regular Meeting MINUTES**

***Quorum Present***

**PRESENT:** Chair Jim Redmond, Steve Scales, Carolyn Telgard, Shirley Garthe (arrived 10:30)

**ABSENT:** Frank Migda

**GUESTS:** Steve Patmore, Mitch Gawrysiak, Mr. and Mrs. Mikowski, Susan Och

**CALL TO ORDER** – Mr. Redmond called the meeting to order at 10:04 a.m. with the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

The Agenda was reviewed and approved by consensus.

The Treasurer’s report will be done when Garthe arrives.

**DECLARATION OF CONFLICT OF INTEREST** – None

Redmond works for Fishtown Preservation.

**APPROVAL OF PRIOR MEETING/WORKSHOP MINUTES**

September 5, 2024

**DISCUSSION:** The review of the minutes prompted some questions from Scales. He asked if the Commission gets a report of delinquent sewer bills which eventually get turned over to property tax billing. He also asked about the frequency of pumping at St. Mary’s and the Harbor and if a record is kept. Another question was about where the location of septic tanks are noted: on the building plan? the land use permit? These items were discussed. Gawrysiak is not required to move furniture, flower beds, etc. in order to access a septic tank. A note about this could be put in the sewer bill.

The September 5, 2024 minutes remained unchanged.

**ACTION:** Scales moved to approve the minutes of September 5, 2024 as presented; supported by Telgard. Motion carried. 4,0

**PUBLIC COMMENT**

Steve Mikowski – He asked if the cause of the frequent pumping at the Harbor has been determined. He is concerned that because it fills up frequently and may not have time to be treated properly before it fills up again. He also is in favor of the type of sewer system being noted on building permits.

Susan Och – She commented that septic tank locations would be noted in the asset management system that will be implemented soon. There is a webinar on wastewater coming up soon.

## REPORTS

1. Treasurer (reports on file in Leland Township Office)  
Garthe reported on income and expenses in the Sewer Operating and Improvement funds. \$18,454.50 came in. \$5,500 was spent for insurance, among other bills. A budget review will be done next month.
2. Sewer Administrator and Operating Report, Steve Patmore/Mitch Gawrysiak  
The lagoon level is at 5.1. The phosphorous level was at 0.6 6. In August, it ws 0.79. It is coming down and is stabilizing. Credit goes to Gawrysiak's work in giving extra attention to cleaning. Flows are slightly down from last year. Patmore discussed repair work done during the month and work that still needs to be done. Gawrysiak provided a report of call-outs.  
Administratively, Patmore has been working with NJ's on plans for their addition, working on billing and delinquent sewer bill payments, and the refund for the connection fee on Cedar Street.

## DISCUSSION/ACTION ITEMS

- Acknowledge refund of Sewer Connection Fee Payment – Bischoff  
The owners of the house on Cedar and Fourth Street applied for a land division. Three platted lots are there and there is room to build another house. The owners paid the sewer connection fee, \$8,000. The land split never happened and the connection was not needed. The owners have asked for a refund of the sewer connection fee.  
**ACTION:** Scales recommended to refund the collection fee of \$8,000 to the property owners; supported by Garthe. Motion carried. 4,0

DISCUSSION: It was noted that the sewer connection fee was raised from \$6,000 to \$8,000. How rates are adjusted was discussed. We could get a rate study from an independent agency for about \$10,000. We would like to prepare a 10-year rough draft of what needs to be done. Redmond would like to budget a rate study in February.

## PUBLIC COMMENT

Steve Mikowski – The Township Board is stipulated as a Sewer Review Board. They should meet annually.

## COMMISSIONER COMMENT – None

**NEXT MEETING:** Thursday, November 7, 2024, 10:00 a.m.

## ADJOURNMENT:

**ACTION:** Garthe moved to adjourn the meeting at 11:07 a.m.; supported by Scales. Motion carried. 4,0

Respectfully Submitted,  
Cindy Kacin, Recording Secretary

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

\_\_\_\_\_  
Lisa Brookfield, Township Clerk