

**LELAND TOWNSHIP SEWER COMMISSION**  
**Thursday, November 7, 2024 – 10:00 a.m.**  
**Leland Township Office**  
**489 W. Main Street, Lake Leelanau, MI 49653**  
**Regular Meeting MINUTES**

*Quorum Present*

**PRESENT:** Treasurer Shirley Garthe, Steve Scales, Carolyn Telgard

**ABSENT:** Frank Migda, Chair Jim Redmond

**GUESTS:** Steve Patmore, Mitch Gawrysiak

**CALL TO ORDER** – Scales called the meeting to order at 10:13 a.m. with the Pledge of Allegiance.

**ACTION:** Garthe moved to have Scales chair the meeting; supported by Telgard. Motion carried. 3,0

**APPROVAL OF THE AGENDA**

The Agenda was reviewed.

**ACTION:** Scales moved to approve the agenda as presented; supported by Garthe. Motion carried. 3,0

**DECLARATION OF CONFLICT OF INTEREST** – None

**APPROVAL OF PRIOR MEETING/WORKSHOP MINUTES**

October minutes were not available for review so it was decided to approve the minutes at the next meeting.

**PUBLIC COMMENT** - None

**REPORTS**

1. Treasurer (reports on file in Leland Township Office)  
Ms. Garthe reported on income and expenses in the Sewer Operating and Improvement funds. Currently there is slightly more than \$53,000 in sewer funds and there was another connection fee. For clarification, Garthe explained that sewer bills are due the 15<sup>th</sup> of the month. Delinquent accounts will go the Township Board at the next meeting. If not paid, sewer fees are transferred to county taxes. 6% is added to the bills that go to the County for collection with taxes.
  
2. Sewer Administrator and Operating Report, Steve Patmore/Mitch Gawrysiak  
Gawrysiak provided a report on the call-outs. Kennedy Industries checked out the Narrows and Duck Lake Road lift stations. The Duck Lake Road pump and another pump in the Township needs to be replaced. They were able to fix the pump on Terrace Lane. One pump is not functioning well on Thompson Street. The engineers are looking at replacement pumps. There was discussion about buying better quality pumps that last longer. Previously, IAI purchased pumps for the Township that were a satisfactory price and could respond quickly to the urgency of the need. If there is not an urgency to replace, the sewer department can research options for buying pumps. The influent manhole has been ordered and it will be installed.

Pics have been taken of equipment that has be repaired and replaced. There was discussion about organizing these pics into a database.

Patmore will be investigating the phone system. Land lines are expensive and cell phones are unreliable. We are paying \$200 a month for 5 lines and \$78 a month for one line. A radio-based system will be considered as well.

The phosphorous level is at 0.65 and there is 3.8 feet of freeboard in the lagoon.

#### **DISCUSSION/ACTION ITEMS**

- Report on Hydrogen Sulfide Control Program

It has been found that calcium nitrate has been successful in odor (hydrogen sulfide) control. It is being used at the Harbor because the Harbor is connected to the backbone of the system. In the summer, we are slightly below our limit for nitrates. Odor control will continue to be monitored throughout the winter. We would like to find a legitimate, expert consultant to help with the odor control.

- Preliminary List of Improvement Projects for 2025

Patmore distributed a list of projects and explained the projected work to be done.

- Discussion on Leland Township Sewer Use, Connection, and Rate Ordinance -potential clarifications.

This was done in 2006 and it allows us to set rules. We may need to review it. Patmore found a few statements that are of concern and may need to be changed. Patmore suggested writing a policy for septic tanks and present it to the Board for approval. The Wastewater Board of Appeal is understood to be the Township Board and its duties needs to be clarified.

The agenda next month will have a review of the Wastewater Board of Appeal and discussion of the aquisition of a small vehicle (golf cart?) for getting around the plant property.

#### **COMMISSIONER COMMENT**

Telgard - She asked if Oxford Drive is part of the sewer system. Oxford Drive is not on the sewer system. Patmore explained the boundaries and reported that there is a map.

#### **PUBLIC COMMENT** - None

**NEXT MEETING:** Thursday, December 5, 2024, 10:00 a.m.

#### **ADJOURNMENT:**

**ACTION:** Scales moved to adjourn the meeting at 11:09 a.m.; supported by Garthe. Motion carried. 3,0

Respectfully Submitted,  
Cindy Kacin, Recording Secretary

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

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