

Higgins Lake Utility Authority
Regular Meeting Minutes
October 4, 2016

The meeting was called to order by Chairperson Hartman at 10:00 a.m.

Roll call: Present: Cook, English, Wood, Hartman, and Riley. Absent: None

Public Comments: None

Motion by Hartman, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None

Motion by Riley, second by Wood, **CARRIED** to approve the minutes of the September 6, 2016 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mile reported that there were 14 service calls and 6 Miss Digs for the month. Mike stated that the power outage caused about \$1250.00 in damage to Authority equipment.

Motion by Wood, second by Riley, **CARRIED** to approve the treasure's reports for September 2016 Yeas All Nays: None

Motion by English, second by Wood, **CARRIED** to approve the accounts payable. Yeas: All Nays: None

Report from Staff:

OLD BUSINESS: Discussions about the new Website and Paul presented a proposal regarding hook up of the North State Park.

Meeting adjourned 11:22 a.m.

Respectfully submitted

Paul Tatro
Business Manager

Ron Wood
Secretary

DNR North Higgins Lake State Park – Connection to HLUA Wastewater Treatment System

Basis for Connection Agreement

Draft October 3, 2016

North Higgins Lake State Park (NHLSP) Obligations

Design, construct and pay all costs for improvements to the two existing NHLSP pump stations and the new sewage force main to connect to the HLUA system in accordance with MDEQ permit requirements and HLUA standards. This will include flow metering/recording capabilities at the Boat Wash Pump Station. A minimum of two plan review meetings will be conducted with the HLUA during design. The NHLSP will provide engineering certification of compliance with HLUA standards and MDEQ permit requirements.

Provide easements or access rights to the HLUA as needed for operation and maintenance.

Provide capacity buy in fee at time of connection or as otherwise agreed to.

Discharge sewage only in compliance with the Township/HLUA sewer use ordinance.

Higgins Lake Utilities Authority (HLUA) Obligations

Accept ownership and Operation, Maintenance and Replacement responsibilities for the Boat Wash Pump Station and downstream sewage force main.

Provide operation and maintenance of the NHLSP interior sewage pump station and sanitary sewer system as a part of the monthly O&M fees. The NHLSP will retain ownership and repair/replacement responsibilities for the interior sanitary sewer system. The HLUA will accept operation, maintenance and replacement responsibilities for the interior pump station.

Provide and reserve 1,400,000 gallons per year of treatment plant capacity, with anticipated discharge distribution as indicated in the NHLSP report.

Charge the NHLSP a one-time capacity buy in fee of \$154,000 based on 1,400,000 gallons per year of sewage at a cost of \$0.11 per gallon. After two years of operation, the measured actual average yearly flow will be used to verify the estimated 1,400,000 gallon yearly flow. If, after this verification period, the average yearly flow is greater than 15% more or less than the 1,400,000 gallons, then the buy-in fee will be adjusted one-time to reflect the actual usage at the rate of \$0.11 per gallon.

Charge the NHLSP for Operation, Maintenance and Replacement on the basis of 19 REU's (1,400,000 gallons per year/365 days per year/205 gal per REU = 18.7 or 19 REU's). Based on a current monthly REU cost of \$35 per month, the estimated OM&R charge to the NHLSP will be 19 REU's x \$35/mo = \$665/mo or \$7,980/yr.

