

# LELAND TOWNSHIP SEWER COMMISSION

P.O. Box 238  
Lake Leelanau, MI 49653

Phone 231-256-7546  
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James Redmond, Chair  
Shirley Garthe, Township Treasurer

Frank Migda, Member

## AGENDA

**Leland Township Sewer Commission**  
**Thursday, February 1, 2024 – 10:00 a.m.**

**Regular Meeting**  
Leland Township Offices  
**489 W. Main Street, Lake Leelanau, MI 49653**

**CALL TO ORDER – Pledge of Allegiance**

**APPROVAL OF AGENDA**

**DECLARATION OF CONFLICT OF INTEREST**

**APPROVAL OF PRIOR MEETING MINUTES**

**PUBLIC COMMENT**

### **REPORTS:**

1. Treasurer
2. Sewer Administrator – monthly report & update on on-going projects.
3. Monthly Operations Report – Infrastructure Alternatives, Inc.

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

1. Restructuring of Sewer Operations – Steve Patmore
  - a. Overview of Re-Structured Sewer Operations
  - b. Budget Implications for remainder of 2023-24 & 2024-25
  - c. Job Description for Wastewater Technician
  - d. Other Job Descriptions – Sewer Administrator and Technician
  - e. Options for Maintenance Vehicle
  - f. Termination of Sewer Operations Contract with IAI, Inc.
  - g. Recommendations to Township Board.
2. 2023 Leland Sewer System Annual Report – Steve Patmore
3. Annual Report on Sewer Flows and Capacity of Sewer System – Steve Patmore
4. 2024-25 Sewer Operation and Capital Improvement Budget Discussion

**COMMISSIONER COMMENT**

**PUBLIC COMMENT**

### **UPCOMING MEETINGS:**

- Special Budget Workshop?
- Township Board Budget Session for Sewer – February 15, 2024 at 11:30 am
- Next Regular Meeting - Thursday, March 7, 2024, 10 am

**ADJOURNMENT**

Lisa Brookfield, Leland Township Clerk  
P.O. Box 238, Lake Leelanau, MI 49653  
(231) 256-7546

Date Approved:

*A quorum of the Leland Township Board may be present at this meeting, however,  
there will be no Township Board action taken at this meeting.*

DRAFT