NORTH HOUGHTON COUNTY WATER AND SEWAGE AUTHORITY
DATE: 12/30/25.

Meeting was called to order by Bonenfant at 12:01 pm

ROLL CALL:, Bonenfant, LaRochelle, Coppo, Zubiena, Primeau, Mukavetz, Gasperich

Others Present: Heikkila

Motion LaRochelle *2nd* Mukavetz *to approve the 11/24/25 minutes as presented; Carried.*

Bonenfant
Bonenfant informed the board that he would be stepping down from the board as of 12-31-25. Heikkila thanked Bonenfant for his years of service and all of his help as chairman.

Motion LaRochelle, 2nd Mukavetz to accept Bonenfant's resignation and expresse sincere appreciation for Bonenfant's dedicated service, leadership, and contributions during his tenure; Carried

Calumet Twp Appointee
Gasperich informed the board that Calumet Twp appointed Jeff Kalcich to the NHCWSA Board at its December board meeting.

2026 Officer Election
It was discussed and agreed that the 2026 officer election would be held during the January meeting and Kalcich was present for the vote.

Project Updates
Heikkila presented a Packet from UPE&A which included a draw request, as well as an invoice for general engineering. BnB has submitted their certificate of substantial completion, and Baco is still waiting on a valve stem extension. Heikkila also presented an invoice for UPEA general services. This was for work completed on the upcoming permit application response letter.

Motion Mukavetz, 2nd Coppo to approve
The invoice in the amount of $166.00 as presented; Carried.

DR# 17
Bjorn present Draw Request 17 in the amount of $58579.68. Draw request included invoices for work performed by UPEA and BnB Contracting.
Motion Mukavetz, 2nd Coppo to approve
The Resolution in the amount of $58579.68 *as presented; Carried.*
Ayes: 6
Nayes: 0
Absent: Primeau

2026 Budget
Heikkila presented a 2026 Budget to the board for approval. He also stated that an amended budget is almost a certainty, as the current rates will need to be adjusted to cover current debt service. The rate change amount will be determined with the completion of a Sewer Rate Study. Heikkila expects this study to be completed in the first quarter of 2026. Heikkila also presented the board with a comparison sheet showing the 2025 end of year balances budgeted vs actual. The difference in amounts equated to less than half a percent.

Motion Gasperich, 2nd LaRochelle to approve
The 2026 budget as presented; Carried.

Daily Spending Limit
Heikkila asked the board to consider changing the "daily spending limit without board action" in an effort to improve efficiencies of both board meetings as well as daily operations. Since

incorporation, the limit has been $1000.00 which has the buying power of $2497 today. LaRochelle recommended a $5,000.00 Spending limit.

Motion Mukavetz 2nd Primeau to increase the daily spenfing limit to $5,000.00 as discussed; Carried.

Munibilling
Board was informed that munibilling was currently changing payment processors, and automatic payments were going to experience some disruptions, in case any customers approached board members with questions or concerns.

Wages and Benefits
Mukavetz presented the board with the Wages and Benefits recommendations for 2026. Any benefit not listed here was recommended as " no change"
Cost of Living Increase was recommended at a 3% increase.
PTO recommended 1 week the first year
2 weeks after first year
3 weeks after 5 years
4 weeks after 10 years
After 15 years one day accrued per year to a maximum of 5 weeks
Health Insurance was recommended to keep the same plan with a 13.27% increase
Motion Mukavetz 2nd LaRochelle to adopt the wages and benefits as presented; carried

Public Comment
none

PAYMENT OF BILLS
Motion Gasperich 2nd Zubiena to pay monthly bills totaling $264,124.44 as presented; Carried.

Motion Coppo, 2nd Zubiena to adjourn at 12:40 pm; Carried.

Recorded by,

Cleve Heikkila

Submitted by,

Tom Primeau
Secretary