

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, January 24, 2005  
WTUA MIDDLE ROUGE CONFERENCE ROOM  
40905 Joy Road, Canton, MI 48187

The regular meeting of the Western Townships Utilities Authority Board of Commissioners was held on Monday, January 24, 2005 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:09 p.m. by Chairperson, Thomas J. Yack.

Present:

Thomas J. Yack  
Richard Reaume  
Richard Henningsen

Absent:

Mark Abbo

Also present were:

Aaron Sprague	WTUA
Cindy Cezat	WTUA
Jack Polhill	OMI
Joe Heffernan	Plante & Moran

The first item of business was public comment, non-agenda items: There was none.

The next order of business was acceptance of the agenda: Following discussion and upon hearing no objections; it was

R-05-01-01      Resolved to accept the agenda as amended, moving item # IX(a) Audit; Fiscal Year Ended September 30, 2004 to VII (c) and moving item # VII(c) Annual Report to VII(d).

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was minutes of the regular meeting of December 20, 2004. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-02      Resolved to accept the minutes of the regular meeting of December 20, 2004 as presented.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Treasurer's Report. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-03      Resolved to approve the schedule of disbursements for January 2005 of \$711,828.76 and pre-approved payroll for February of \$22,527.82.

Ayes: Yack, Reaume, Henningsen  
Nays: None  
Absent: Abbo

The next order of business was Operations and Maintenance Report for the month of December 2004. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-04 Resolved to receive and file the Operations and Maintenance Report for the month of December 2004.

Ayes: Yack, Reaume, Henningsen  
Nays: None  
Absent: Abbo

The next order of business was Directors Report for the month of January 2005. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-05 Resolved to receive and file the Directors Report for the month of January 2005.

Ayes: Yack, Reaume, Henningsen  
Nays: None  
Absent: Abbo

The next order of business was Audit; Fiscal Year Ending September 30, 2004. Joe Heffernan of Plante & Moran was present to answer questions from the Board of Commissioners. Following discussion and upon motion by Henningsen supported by Reaume; it was resolved that

R-05-01-06 Whereas, Article IX, Section 5 of the By-Laws of the Western Townships Utilities Authority require that the Authority shall cause an annual audit to be made of its financial transactions by a certified public accountant; and

Whereas, Plante & Moran, certified public accountants, was authorized by the Board of Commissioners to perform such an audit and has prepared and presented to the Authority the audit for the fiscal year ending September 30, 2004;

Now Therefore Be It Resolved that the audit for the fiscal year ending September 30, 2004, as prepared and presented by Plante & Moran, is hereby accepted.

Ayes: Yack, Reaume, Henningsen  
Nays: None  
Absent: Abbo

The next order of business was 2004 Annual Report. Jack Polhill, OMI Project Manager summarized the accomplishments of the past year. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-07 Resolved to receive and file the 2004 Annual Report presented by Jack Polhill, OMI Project Manager.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Annual Report for the YCUA Construction Account Trust Funds. The Board approved the WTUA Investment Policy for the YCUA Wastewater Treatment Expansion Construction Funds in August of 2002. As part of this investment policy, an annual report is to be presented to the Board summarizing the investment performance of the funds in the Trust. Cindy Cezat, WTUA's Accountant summarized the report, which explains the activity over the past year on how the monies have been invested. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-08 Resolved to concur with the recommendation of the Director of Operations to receive and file the Annual Report for the YCUA Construction Account Trust Funds.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Lower Rouge Force Main Pump Replacement; Design Budget. Given the increasing age of the pumps, the long-term maintenance/operations issues and anticipating an increase in flow to YCUA following completion of the YCUA Wastewater Treatment Plant expansion, the WTUA Capital Improvement Program (CIP) has replacement of two of the force main pumps scheduled for the 2005 calendar year. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-09 Resolved to concur with the recommendation of the Director of Operations to advertise for bids for the replacement of two (2) of the force main pumps at the Lower Rouge facility; and

Further, to engage the services of Ayres, Lewis, Norris & May, Inc., of Ann Arbor, Michigan for the purpose of preparing the bid documents and drawings in an amount not to exceed \$30,000; and

Further, to modify the 2005 Capital Improvement Plan to reflect a decrease of \$30,000 in the Pump line item into the new established Design line item for the Lower Rouge Large Pump Station Repairs & Replacement Project.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Change in Allocation of Charges for Monthly Expenses. Over the years, as WTUA's flow metering program has developed and matured, the accuracy of the wastewater flow meter data has increased significantly. Further, the split of flows between Wayne County and YCUA has shifted towards a higher percentage of total flow

being sent to YCUA. Due to the increased accuracy of the wastewater meter data, combined with the shift in flow split, we are recommending that the allocation for all WTUA costs, with the notable exception of the Wayne County treatment costs, be changed to be based on the actual metered wastewater flow from each of the townships. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-05-01-10 Resolved to concur with the recommendation of the Director of Operations to change the allocation of charges to the Townships for YCUA, O&M and Administrative and Working Capital, from percentage of adjusted water to percentage of actual wastewater flow.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Monthly Billing Change. Following discussion and upon motion by Reaume supported by Henningsen; it was

R-05-01-11 Resolved to table the Monthly Billing Change item until the February 28, 2005 regular meeting .

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was YCUA Plant Expansion Update. Following discussion and upon motion by Reaume supported by Henningsen; it was

R-05-01-12 Resolved to receive and file the report on the YCUA expansion project from the Director of Operations .

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was public comments: There were none.

The next order of business was Commissioners' Comments: There was none.

There being no further business to come before the Board, the regular meeting was adjourned at 3:59 p.m.

Respectfully submitted,

Thomas J. Yack,  
Chairperson