

Western Townships Utilities Authority
REGULAR MEETING
Monday, October 23, 2006
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, October 23, 2006 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:12p.m. by Chairperson, Thomas J. Yack.

Present:

Thomas J. Yack
Richard Reaume

Absent:

Mark Abbo

Also present were:

Aaron Sprague WTUA
Jack Polhill OMI

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-06-10-94 Resolved to accept the agenda as amended, adding Item #VIII(b) Repairs to Flow Meters FE44 and FE45 and Item # VIII(c) Power Quality Study; Middle Rouge and Lower Rouge.

Ayes: Yack, Reaume
Nays: None
Absent: Abbo

The next order of business was minutes of the regular meeting of September 25, 2006. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-95 Resolved to accept the minutes of the regular meeting of September 25, 2006 as presented.

Ayes: Yack, Reaume
Nays: None
Absent: Abbo

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

R-06-10-96 Resolved to approve the schedule of disbursements for October 2006 of \$2,322,246.14 and pre-approved payroll for November, 2006 of \$18,858.74.

Ayes: Yack, Reaume
Nays: None
Absent: Abbo

The next order of business was Operations and Maintenance Report for the month of September 2006. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-97 Resolved to receive and file the Operations and Maintenance Report for the month of September 2006.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Directors Report for the month of October 2006. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-98 Resolved to receive and file the Directors Report for the month of October 2006.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Quarterly Update; Lower Rouge EQ Basin Expansion Design Report. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-99 Resolved to receive and file the quarterly report on the Lower Rouge EQ Basin Expansion Design.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Fiscal Year 2005/2006 Audit Engagement Letter. WTUA is preparing for the annual audit of the past year. Plante & Moran have audited the Authority's financial statements since incorporation. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-100 Resolved to concur with the recommendation of the Director of Operations that;

Whereas, Public Act II of 1968 requires an annual audit of the Authority's financial statements; and

Whereas, Plante & Moran has offered to provide such a service under generally accepted standards; and

Whereas, Plante & Moran has agreed to perform such work and send directly to the State of Michigan three (3) copies of the financial report along with Plante & Moran's official letter of comments and recommendations; and

Therefore Be It Resolved that Plante & Moran is authorized to perform such work as outlined in their letter of October 5, 2006, at a cost not to exceed \$9,800.00; and

Further, that the Director of Operations sign the engagement letter on behalf of the Authority.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Repairs to Flow Meters FE-44 and FE-45: Flow meters FE-44 and FE-45 measure the flow into the Lower Rouge facility. These meters are used to measure the amount of flow into the WTUA system for the majority of Canton, as well as provide useful information to compare with the amount of flow sent to YCUA for treatment. Martin Control Services (MCS), our contracted flow meter maintenance company, recommended substantial repairs to these meters two years ago. We elected to delay repairs to these meters until we had replaced pumps at the Lower Rouge facility, improving the flow and maintenance characteristics at the sites. Now that the two pumps at the Lower Rouge facility have been replaced, and operating conditions at the sites have improved, we requested pricing from MCS. These repairs fall under WTUA's policy for capitalization. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-101 Resolved to concur with the recommendation from the Director of Operations to approve the quotation received from Martin Control Services of Farmington Hills, Michigan for the repairs required for Flow Meters FE-44 and FE-45 at a total cost not to exceed \$71,100.00; and

Further, that the Capital Improvement Plan for 2006 be amended to add the repairs for FE-44 and FE-45 for \$71,100.00, with the allocation to Canton Township \$61,882; Northville Township \$4,195 and Plymouth Township \$5,023; and

Further, that the Chairperson sign the purchase order.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Power Quality Study; Middle Rouge and Lower Rouge: Over the past eight to ten months, WTUA has experienced several issues related to power quality. These issues include failure of several motors and other miscellaneous electrical equipment (including computer hardware), resulting in operational down time and the necessity to replace equipment (Middle Rouge & Lower Rouge). In addition, we have had a few months where Detroit Edison has assessed a power factor penalty (Middle Rouge). An analysis of the various components would be necessary in order to ensure that we can address the cause of the failures before more critical components are damaged.

Also, an analysis of the condition of the electrical components will allow WTUA to replace the components in imminent danger of failure, as well as to budget for the replacement of components that are close to, but not yet at the end of their useful life. We also need to address the power factor penalty before it becomes more of an issue. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-102 Resolved to concur with the recommendation from the Director of Operations to conduct a Power Quality Study and Electrical System Evaluation for the Middle and Lower Rouge Facilities; and

Further, that the bidding requirements be waived in order to expedite the process to protect the facilities and their equipment; and

Further, that the Director review and evaluate the proposals, upon receipt of the proposal from Wade-Trim, and make a selection based upon a comparison of the scope and cost of the services proposed; and

Finally, that the Chairman be authorized to sign the purchase order and that the Director of Operations initiate the work once the selection has been made.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

The next order of business was Lawn Maintenance and Snow Removal Services; Award of Contract: At the September 25, 2006 regular meeting, the Board concurred with the Director's recommendation to advertise for proposals for lawn maintenance and snow removal services. Proposal documents were mailed to several lawn maintenance and snow removal service companies and an advertisement was placed in the local newspapers. The proposal closing date was October 19th at 1:00 p.m. Proposals were received from five (5) lawn maintenance and snow removal service companies. Bill's Outdoor Care submitted the lowest proposal and has been maintaining WTUA's lawn maintenance and snow removal services since June of 2000. Following discussion and upon motion by Reaume supported by Yack; it was

R-06-10-103 Resolved to concur with the recommendation of the Director of Operations to award a three (3) year contract to Bill's Outdoor Care of Canton, Michigan based on the proposal received on October 19, 2006; and

Further, that the Director of Operations and the WTUA Attorney execute a contract on behalf of the Authority.

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

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

R-06-10-104 Resolved to receive and file the report on the YCUA expansion project from the Director of Operations .

Ayes: Yack, Reaume

Nays: None

Absent: Abbo

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

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

There being no further business to come before the Board, the regular meeting was adjourned at 4:05 p.m.

Respectfully submitted,

Thomas J. Yack
Chairperson