

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
MONDAY, FEBRUARY 24, 2003  
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, February 24, 2003 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:03 p.m. by Chairperson, Thomas J. Yack.

Present:

Thomas J. Yack  
Steve D. Mann  
Mark J. Abbo

Absent:

Also present were:

|              |      |
|--------------|------|
| Tim Faas     | WTUA |
| Cindy Cezat  | 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-03-02-46      Resolved to accept the agenda as presented.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was minutes of the regular meeting of January 27, 2003: Following discussion and upon hearing no objections; it was

R-03-02-47      Resolved to accept the minutes of the regular meeting of January 27, 2003 as presented.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Treasurer's Report: Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-02-48      Resolved to approve the schedule of operating expenses totaling \$667,191.77.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Operations and Maintenance Report for the month of January 2003: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-49 Resolved to receive and file the Operations and Maintenance Report for the month of January 2003.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Director's Report: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-50 Resolved to receive and file the Director's Report for the month of February 2003.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was First Quarter Revenue/Expenditure Report (FY 2002/2003): Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-02-51 Resolved to receive and file the First Quarter Revenue/Expenditure Report for the 2002/2003 fiscal year.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Yard Waste Composting; 2002 Annual Report: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-52 Resolved to receive and file the 2002 annual report on the WTUA Yard Waste Composting Program.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Election of Officers: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-53 Resolved to retain the existing officers for the next twelve (12) months.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was 2003 Goals: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-54 Resolved to concur with the recommendation of the Director of Operations to approve the 2003 Goals as presented.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Budget Amendment No. 3 (FY 2002/2003): Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-03-55 Resolved to approve the corrections to page 1 of the Annual Budget for the fiscal year ending September 30, 2003, which was approved by the Board of Commissioners on August 26, 2002; and

Further, that the revenue and expenditures be increased by \$114,371 for the increase in the YCUA capacity rental expense.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was MRPI Repairs – Phase 3; Engineering Proposals: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-56 Resolved to concur with the recommendation of the Director of Operations to advertise for engineering proposals for the MRPI repairs – Phase 3 Project.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Automated Clearing House (ACH) Policy: Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-02-57 Resolved that the ACH Policy be adopted for WTUA to govern the use of electronic transactions.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was WTUA Checking Account Signature Cards Update: Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-02-58 Resolved that the Director of Operations be added to the signature card to reflect the change to the by-laws that the Director of Operations be allowed to be one of the check signers.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was WTUA By-Laws Amendment: Following discussion and upon motion by Mann, supported by Abbo; it was

R-03-02-59 Resolved that the By-Laws of Western Townships Utilities Authority. Article IX, Section 2 be amended, deleting the first sentence and replacing with the following "All checks or other forms of withdrawal of Commission funds shall be signed by the Treasurer and one other officer of the Authority or the Director of Operations.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was GIS Orthomapping; Request For Proposals: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-60 Resolved to concur with the recommendation of the Director of Operations to advertise for proposals for GIS orthomapping of the WTUA service area; and

Further, that the Director of Operations work with the member townships to develop a capital budget and cost sharing formula for the expenses prior to the March meeting of the WTUA Board.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was 2003 SSOM Work Plan Update: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-02-61 Resolved receive and file the update on the annual 2003 SSOM work plan prepared by the Director of Operations.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

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

R-03-02-62 Resolved to receive and file the update report on the YCUA plant expansion project from the Director of Operations.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

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