

Western Townships Utilities Authority
REGULAR MEETING
Monday, February 28, 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, February 28, 2005 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:06 p.m. by the Alternate Chairperson, Terry G. Bennett.

Present:

Terry Bennett
Richard Reaume
Mark Abbo

Absent:

Thomas J. Yack

Also present were:

Aaron Sprague 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-05-02-16 Resolved to accept the agenda as presented.

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

The next order of business was minutes of the regular meeting of January 24, 2005. Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-17 Resolved to accept the minutes of the regular meeting of January 24, 2005 as presented.

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

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

R-05-02-18 Resolved to approve the schedule of disbursements for February 2005 of \$744,806.63 and pre-approved payroll for March of \$22,527.82.

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

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

R-05-02-19 Resolved to receive and file the Operations and Maintenance Report for the month of January 2005.

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

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

R-05-02-20 Resolved to receive and file the Directors Report for the month of February 2005.

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

The next order of business was Financial Statements For The Three Months Ended December 31, 2004. Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-21 Resolved that the financial statements for the three months ended December 31, 2004 be received and filed.

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

The next order of business was Yard Waste Composting; 2004 Annual Report. Previously, WTUA was required to furnish an annual report to the MDNR on the status of the yard waste composting contract for the member communities. As of 2002, it is no longer required to file the report; therefore, the format of the report was changed to provide more useful information to the readers.. Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-22 Resolved to receive and file the 2004 Annual Report on the WTUA Yard Waste Composting Program.

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

The next order of business was Election of Officers. According to Article VII of the Articles of Incorporation, the Authority must elect Officers of the Commission annually. Article VI of the By-Laws defines the roles for these Officers of the Commission. Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-23 Resolved that the following officers be elected for the next twelve months; Thomas Yack-Chair, Mark Abbo-Vice-Chair/Secretary, Richard Reaume-Treasurer, Aaron Sprague, Assistant Secretary.

Ayes: Bennett, Reaume, Abbo

Nays: None

Absent: Yack

The next order of business was 2005 Goals. Annually, WTUA undertakes a collaborative process to establish organizational goals for the year. Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-24 Resolved to approve the 2005 Goals as presented:

Ayes: Bennett, Reaume, Abbo

Nays: None

Absent: Yack

The next order of business was Purchase of a New Canon Copier For middle Rouge. The current copier WTUA has was purchased in 1997 from Hovinga. The copier, which is a Canon NP6230 is still in good working condition; however, due to its age has a tendency to jam quite frequently when making numerous copies. Anticipating the need for a new copier. The 2005/2005 budget included replacement of the copier.

Pricing was received from the State of Michigan Government Marketplace for a new copier. The cost of a new copier is \$5,930.00, which includes a stapler. However, there will be a major savings in the cost of the maintenance agreement. Currently WTUA pays \$479.74 quarterly with overages billed at 0.29 cents per copy. The maintenance agreement on a new copier would cost \$132.00 quarterly with overages billed at 0.85 cents per copy. This would be a savings of \$347.74 quarterly or \$1,390.96 annually on the maintenance agreement. WTUA has never gone over the allotted 15,000 copies per quarter, which is what the above prices are based on.

Following discussion and upon motion by Abbo supported by Reaume; it was

R-05-02-25 Resolved to concur with the recommendation of the Director of Operations to purchase a Conon iR3570 from the State of Michigan Government Marketplace in the amount of \$5,930.00; and

Further, that the old Canon copier model #NP6230 be moved to the Lower Rouge facility to be utilized until its demise.

Ayes: Bennett, Reaume, Abbo

Nays: None

Absent: Yack

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

R-05-02-26 Resolved to table the Monthly Billing Change item until the March 21, 2005 regular meeting, requesting more information pertaining to restricted funds.

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

The next order of business was Designation of Authorized Employees to handle National City Wire Transfers. On June 30, 2004, US Bank and National City merged their Corporate Trust Services, which are now known as U.S. Bank Corporate Trust Services. The Corporate Trust Services handles the payment of WTUA's bond issues. Previously, when the payments were done by National City, a form was completed and signed by the check signers authorizing the withdrawal of funds to pay the bonds directly from WTUA's operating account. With the change to U.S. Bank Corporate Trust Services, this can no longer be done and they do not know if it will be allowed in the future. The staff at National City suggested we get set-up to initiate our wire transfers in-house.. 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