

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, September 28, 2020  
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, September 28, 2020 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:01 p.m. by the Alternate Chairperson, Chris Roosen.

Present:

Chris Roosen (Alternate)  
Kurt Heise  
Pat Williams (arrived at 3:07 p.m.)

Absent:

Robert Nix

Also present were:

Aaron Sprague  
Jack Polhill

WTUA  
JACOBS/OMI

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

R-20-09-58 Resolved to accept the agenda as presented.

Ayes Roosen, Heise  
Nays: None  
Absent: Williams

The next order of business was the minutes of the regular meeting of August 24, 2020. Following discussion and upon motion by Heise, supported by Roosen; it was

R-20-09-59 Resolved to accept the minutes of the regular meeting of August 24, 2020.

Ayes: Roosen, Heise  
Nays: None  
Absent: Williams

The next order of business was Approval of WTUA Bills. Following discussion and upon motion by Heise, supported by Roosen; it was

R-20-09-60 Resolved to approve the schedule of disbursements for September 2020 of \$935,066.43 and pre-approved payroll for October 2020 of \$21,909.20.

Ayes: Roosen, Heise  
Nays: None  
Absent: Williams

The next order of business was the Operations and Maintenance Report for the month of August 2020. Following discussion and upon motion by Heise supported by Roosen, it was

R-20-09-61 Resolved to receive and file the Operations and Maintenance Report for the month of August 2020.

Ayes: Roosen, Heise

Nays: None

Absent: Williams

The next order of business was the Directors Report for the month of September 2020: Following discussion and upon motion by Heise supported by Roosen; it was

R-20-09-62 Resolved to receive and file the Directors Report for the month of September 2020.

Ayes: Roosen, Heise

Nays: None

Absent: Williams

The next order of business was JACOBS Contract Renewal; Amendment 9: Since 1994, OMI (subsequently CH2M, now JACOBS) has been providing contract operations and maintenance services to WTUA. Each year, an amendment to the Agreement is made to address the agreed upon increase in the contract service fee, as well as any other changes identified during the year. In 2006, the renewal period for the service agreement was increased from a five (5) year term to a ten (10) year term. In 2011, the multiple amendments to the 2006 agreement were incorporated into a new base contract and a new ten (10) year term was established. In 2013, a new ten (10) year term was once again established but the beginning of the term shifted from October to the subsequent January, to coincide with the shift made to staff compensation adjustments. With the contract due to expire in two (2) years, JACOBS has proposed a new ten (10) year term extension and has proposed to forego any increase for the upcoming year (2021). In addition, JACOBS will be transitioning WTUA's existing Lucity CMMS system to the Maintenance Connection CMMS platform, at no additional cost to the Authority. There are no other proposed changes to the Contract. Following discussion and upon motion by Heise supported by Williams; it was

R-20-09-63 Resolved to concur with the recommendation of the Director of Operations to approve the Amendment No. 9 to the Operations, Maintenance and Management Services Agreement, effective January 1, 2021; and

Further, that the Director of Operations sign the Amendment No. 9 on behalf of the Authority.

Ayes: Roosen, Williams, Heise

Nays: None

Absent: None

The next order of business was Engineering Services Renewal; Stantec: Stantec Engineering (and its predecessors) has provided certain professional consulting services to WTUA since the time of WTUA's inception. These services have included general engineering consulting participation in the WTUA committees, and project design and construction services. Prior to 2003, WTUA used Stantec almost exclusively for its engineering service needs, including design. WTUA and Stantec entered into the most recent Engineering Services Contract in 2014 (three year term) and the contract was extended an additional three (3) years in 2017. The contract is non-exclusive (i.e. WTUA can and does request proposals from and utilize other engineering firms) but allows for WTUA to utilize Stantec for specific projects without independent Professional Services Agreements. The current term expires this month; therefore, am requesting that the contract option to extend for an additional three (3) year period be approved. No other modifications to the contract are required or requested. Following discussion and upon motion by Heise supported by Williams; it was

R-20-09-64 Resolved to concur with the Director of Operations to extend the current contract, which expires on September 25, 2020 for an additional three (3) year period ending September 28, 2023; and

Further, that the Director of Operations sign the Letter of Extension on behalf of the Authority.

Ayes: Roosen, Williams, Heise  
Nays: None  
Absent: None

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 3:17p.m.

Respectfully submitted,



Chris Roosen,  
Alternate Chairperson