

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
MONDAY, JUNE 23, 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, June 23, 2003 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:02 p.m. by Chairperson, Thomas J. Yack.

Present:

Thomas J. Yack  
Steve D. Mann  
Mark Abbo

Absent:

Also present were:

Tim Faas	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-03-06-105      Resolved to accept the agenda as amended, adding Item #VIII (f) – 401 (a) Pension Plan – Second Amendment..

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was minutes of the regular meeting of May 19, 2003: Following discussion and upon hearing no objections; it was

R-03-06-106      Resolved to accept the minutes of the regular meeting of May 19, 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 Abbo supported by Mann; it was

R-03-06-107      Resolved to approve the schedule of operating expenses totaling \$804,036.84.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

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

R-03-06-108 Resolved to receive and file the Operations and Maintenance Report for the month of May 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-03-06-109 Resolved to receive and file the Director's Report for the month of June 2003.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Policy on Repairs To Private Sewer Connections In The Public Right-Of-Way: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-06-110 Resolved to concur with the recommendation of the Director of Operations to recommend the PA222 Policy to the townships, as presented, on repairs to private drain connections located in the public right-of-way.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Records Management/Retention Policy: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-06-111 Resolved to concur with the recommendation of the Director of Operations to approve the Records Management/Retention Policy as presented.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: Abbo

The next order of business was Retention and Disposal Schedule: Following discussion and upon motion by Abbo, supported by Mann; it was

- R-03-06-112      Resolved to concur with the recommendation of the Director of Operations to approve the Retention and Disposal Schedule; and  
Further, that the Director of Operations submit the Retention and Disposal Schedule to the Michigan Department of State Archives for final approval and certification; and  
Upon approval by the State of Michigan, proceed with the disposal of scheduled documents that are no longer required for the effective operation and that have no further legal, administrative or fiscal value to the Authority.

Ayes: Yack, Mann, Abbo  
Nays: None  
Absent: None

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

- R-03-06-113      Resolved to concur with the recommendation of the Director of Operations to solicit proposals for an infrastructure management system for the Authority.

Ayes: Yack, Mann, Abbo  
Nays: None  
Absent: None

The next order of business was Request To Advertise For Bids For Painting of Enclosed Flight Screw Pumps: Following discussion and upon motion by Abbo, supported by Mann; it was

- R-03-06-114      Resolved to concur with the Director of Operations to advertise for bids for painting of the screw pumps at Middle Rouge.

Ayes: Yack, Mann, Abbo  
Nays: None  
Absent: None

The next order of business was 401 (a) Pension Plan – Second Amendment: Following discussion and upon motion by Abbo, supported by Mann; it was

- R-03-06-115      Resolved to accept the Second Amendment to the Western Townships Utilities Authority Pension Plan and Trust, as restated on February 28, 2002.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Contract #8 – Sanitary Sewer Maintenance; Award of Contract: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-06-116 Resolved to concur with the recommendation of the Director of Operations to accept the proposal from Operations Management International, Inc., of Englewood, Colorado (OMI) for sewer system maintenance; and

Further, that the total aggregate of the contract be no greater than \$500,000 over the five (5) year cycle; and

Finally, that the Director of Operations and WTUA Attorney execute a contract document with OMI.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

The next order of business was Interceptor Repairs – Project 3 CIPP Liner Installation; Award of Contract: Following discussion and upon motion by Abbo, supported by Mann; it was

R-03-06-117 Resolved to concur with the recommendation of the Director of Operations to accept the proposal for Interceptor Repairs – Project 3; CIPP Liner Installation from Insituform Technologies USA, Inc., of Detroit Michigan, including the alternate project components, at a cost not to exceed \$220,000; and

Further, that the Director of Operations and WTUA Attorney execute a contract document as soon as possible.

Ayes: Yack, Mann, Abbo

Nays: None

Absent: None

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

R-03-06-118 Resolved to concur with the recommendation of the Director of Operations to adopt the changes as proposed to the WTUA Personnel Policies; and

Further, allow for a one-time, two-year retroactive claim period for reimbursement of any vision care related costs, under the approved plan, for current staff.

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-03-06-119 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 4:07p.m.

Respectfully submitted,

Thomas J. Yack,  
Chairperson