

Western Townships Utilities Authority
REGULAR MEETING
Monday, June 25, 2007
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 25, 2007 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:12 p.m. by Chairperson, Thomas J. Yack.

Present:

Thomas Yack
Richard Reaume
Richard Henningsen

Absent:

Mark Abbo

Also present were:

Aaron Sprague WTUA
Jack Polhill CH2MHILL 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-07-06-51 Resolved to accept the agenda as presented.

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

The next order of business was minutes of the regular meeting of May 21, 2007. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-07-06-52 Resolved to accept the minutes of the regular meeting of May 21, 2007 as presented.

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

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

R-07-06-53 Resolved to approve the schedule of disbursements for June 2007 of \$3,762,831.17 and pre-approved payroll for July of \$19,068.64.

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

The next order of business was Operations and Maintenance Report for the month of May 2007. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-07-06-54 Resolved to receive and file the Operations and Maintenance Report for the month of May 2007.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Directors Report for the month of June 2007. Following discussion and upon motion by Henningsen supported by Reaume; it was

R-07-06-55 Resolved to receive and file the Directors Report for the month of June 2007.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Canton Meters. The Authority maintains many meters in order to calculate and analyze the sewage flow from the Townships. The monthly flow computations are used to allocate WTUA's expenses to the Townships. In 2003, the Charter Township of Canton invested in ten ISCO meters, which were placed in the Canton Township interceptors which flow into the WTUA Haggerty Road interceptor. In July of 2005, WTUA started analyzing the flows from these 10 meters in conjunction with the other meters that WTUA owns. The monthly maintenance and corrective maintenance on these meters has been done by Martin Controls Services (MCS). MCS has billed for these services under the rates in the WTUA contract, and WTUA has included these costs on the monthly bill to Canton Township. Since WTUA does most of the communication with MCS on these meters, it made more sense if these meters were fully under WTUA control, thereby all repairs would fall under the WTUA internal controls measures. Therefore, on May 22, 2007 the Township of Canton turned the ten ISCO meters over to WTUA. As part of this turnover, WTUA will need to increase the Operations and Maintenance budget by \$23,000. This increase is based upon a \$13,000 increase in the meter maintenance and \$10,000 increase under the corrective maintenance budget line items. All meter costs for the ISCO meters will be allocated to the Township of Canton on a monthly billing. It will have no effect on the other Townships. Following discussion and upon motion by Henningsen, supported by Reaume; it was

R-07-06-56 Resolved to concur with the recommendation of the Director of Operations to accept the turnover of ten (10) ISCO meters to WTUA; and

Further, to increase the Operations & Maintenance budget by \$23,000; and

Further, that the allocation of the costs incurred for these meters be allocated to the Charter Township of Canton on the monthly billing.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Isco Flow Meter Purchase: Currently, WTUA has 11 Sigma meters installed, many of which are reaching the end of their expected life. WTUA will also have an additional ten (10) ISCO meters. As these meters malfunction and are pulled for repair, WTUA has not had enough spare meters for temporary replacement, thereby incurring rental costs. WTUA currently has 2 spare meters, one of which is currently being repaired. Currently, meters are permanently placed in a specific location and identified by that location. When a meter malfunctions, it is pulled and a spare is put in, then the meter is repaired and put back into its assigned location. There are additional costs from Martin Control Services (MCS) for pulling the meter and then reinstalling the meter back into the assigned location, as well as any repair costs. In the past MCS has been lenient in billing their costs as well as the rental charges. With their recent price increase and stricter billing, the costs to repair a meter have increased significantly. With our meters aging, these costs will become more burdensome. WTUA is currently analyzing a new program related to our lower-cost meters in order to save money. This program will identify the meters by serial numbers and the meters will not be permanently assigned to a specific location. This program will be discussed with the Technical Committee during the later part of June 2007. Following discussion and upon motion by Henningsen, supported by Reaume; it was

R-07-06-57 Resolved to concur with the recommendation of the Director of Operations to approve the purchase of two (2) ISCO meters for the cost of \$9,705.00

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

The next order of business was Construction Specialist Employment Contract Renewal: An employment contract for the position of Construction Specialist was initially made between WTUA and Mr. Grau on July 1, 2003. At the May 22, 2006 regular meeting of the Board of Commissioners, the Board approved a 12-month contract renewal (effective July 1, 2006) with an optional 12-month renewal. The remaining construction at YCUA does not require much of Jim Grau's time; however, I believe it is important for Jim Grau to continue to attend the meetings he has been attending in the past in regard to the YCUA expansion. Also, Jim Grau is participating as a member of the design team for the expansion project for Lower Rouge and also attends the Middle Rouge Pump Replacement meetings. Mr. Grau's experience has proven to be a valuable asset in general, as he was involved in the original design of both WTUA and YCUA. Mr. Grau has been designating on his time sheets which hours were spent related to the different projects. Following discussion and upon motion by Henningsen supported by Reaume; it was

- R-07-06-58 Resolved to concur with the recommendation of the Director of Operations to approve the 12-month optional renewal designated in Jim Grau's contract dated July 1, 2007; thereby allowing Jim Grau to continue to attend the various meetings he has been attending this past year.

Ayes: Yack, Reaume, Henningsen

Nays: None

Absent: Abbo

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

- R-07-06-59 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 Commissioners' Comments: There were none.

There being no further business to come before the Board, the regular meeting was adjourned at 3:56 p.m.

Respectfully submitted,

Thomas J. Yack
Chairperson