

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, September 27, 2004  
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 27, 2004 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:09 p.m. by the Chairperson, Thomas J. Yack.

Present:

Thomas Yack  
Steve Mann  
Richard Henningsen (Northville Township Alternate)

Absent:

Mark Abbo

Also present were:

Robert Biga            WTUA  
Aaron Sprague        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-04-09-98            Resolved to approve the agenda as amended, removing Item #IX  
(d) Amendments to Instrumentation & Controls Design Budget.

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

The next order of business was acceptance of the minutes of the regular meeting of August 23, 2004: Following discussion and upon motion by Henningsen, supported by Mann; it was

R-04-09-99            Resolved to approve the minutes of the regular meeting of August  
23, 2004 as presented.

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

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

R-04-09-100           Resolved to approve the schedule of disbursements for August  
2004 of \$1,377,506.87 and pre-approved payroll for October of  
\$42,542.25.

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

The next order of business was Operations and Maintenance Monthly Report. Following discussion and upon motion by Henningsen, supported by Mann; it was

R-04-09-101 Resolved that the Operations and Maintenance Report for the month of August 2004 be received and filed.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Directors Report for the month of September 2004. Following discussion and upon motion by Henningsen, supported by Mann; it was

R-04-09-102 Resolved to receive and file the Directors report for the month of September 2004.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Fiscal Year End Budget Amendment (FY 2003/2004). The amendment proposes that 1.) the line item budgets within the sewage treatment charges be redistributed, resulting in no change to the sewage treatment charges budget; 2.) that the line item budgets within the operations and maintenance (O&M) budget be redistributed, resulting in no changes to the total O&M budget and that 3.) the line item budgets within the total administrative budget be redistributed, resulting in no changes to the administrative budget. Following discussion and upon motion by Henningsen, supported by Mann; it was resolved that

R-04-09-103 Whereas, the Michigan Uniform Budgeting and Account Act, being Act 621 of the Public Acts of 1978, requires that the budget appropriations be amended during the year to reflect necessary changes in order to maintain a balanced budget; and

Whereas, an amended budget has been prepared and attached;

Therefore, be it resolved that the amended budget for the Western Townships Utilities Authority for the fiscal year ended September 30, 2004 be approved.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Foster, Swift, Collins & Smith; Legal Fee Rate Increase. Foster, Swift, Collins & Smith is requesting a rate increase for their shareholders, as the current rate of \$150.00 was set in 1992. The new rate is equal to that charged to other clients of \$225.00 per hour. Following discussion and upon motion by Henningsen, supported by Mann; it was

- R-04-09-104 Resolved to concur with the recommendation of the Director of Operations to amend the contract with Foster, Swift, Collins & Smith to authorize an increase in rate for legal services provided by shareholders to \$225.00 per hour from the current rate of \$150.00 per hour, effective October 1, 2004.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Middle Rouge Boiler Update. The boiler at Middle Rouge has needed some repair since early 2004. Quotes were received to replace the boiler; however, the cost exceeded the budget. During the mandatory walk-through, several potential bidders suggested that the boiler be repaired as opposed to being replaced due to the boiler only being 12 years and the life expectancy being 30 years. Quotations were solicited from the bidders who responded to the bid request. The lowest quote was from Fred's Boiler-Burner Service in the amount of \$9,500.00. Following discussion and upon motion by Mann, supported by Henningsen; it was

- R-04-09-105 Resolved to concur with the recommendation from the Director of Operations to rescind Resolution #R-04-08-78, which was approved at the July 26, 2004 regular meeting and reject all proposals received to replace the boiler at Middle Rouge; and  
Further, that the boiler update report be received and filed.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Variable Frequency Drive Replacement; Construction Management Budget. The Lower Rouge Pump Station utilizes variable frequency drives (VFD) in order to regulate power efficiently as the force main and equalization pumps need it. As these pieces of equipment have reached the typical life expectancy (10 years) they have required increasing maintenance and are not as reliable as desired. Also, improvements to this type of equipment has been made since the original purchase. The supply and installation contracts for the VFD's were awarded earlier this year. Having an experienced firm such as ALNM to overlook will help in ensuring that the equipment is installed properly, protecting our investment in the new equipment. Following discussion and upon motion by Mann supported by Henningsen; it was

- R-04-09-106 Resolved to concur with the Director of Operations to engage the services of Ayres, Lewis, Norris & May, Inc., (ALNM) for the construction management services for the installation of the new VFD's at the Lower Rouge facility, for a not to exceed cost of \$21,500.00; and

Further, to amend the CIP budget, shifting \$21,500 from the Middle Rouge Boiler Replacement to the Lower Rouge VFD Replacement.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

The next order of business was Flow Meter Upgrade Purchases. In the 2004 Capital Improvement Plan, funds were allocated for the replacement of 2 American Sigma pumps, which will replace FE-11 and Meter "C". Following discussion and upon motion by Henningsen supported by Mann; it was

R-04-09-107 Resolved to concur with the recommendation of the Director of Operations to accept the quotation from Martin Control Services and that the Chairman sign the purchase order in the amount of \$8,491.00 for the replacement of flow meters FE-11 and Meter "C" sites.

Ayes: Yack, Mann, Henningsen

Nays: None

Absent: Abbo

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

R-04-09-108 Resolved to receive and file the update report from the Director of Operations.

Ayes: Yack, Mann, 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 were none.

There being no further business to come before the Board, the meeting was adjourned at 3:32 p.m.

Respectfully submitted,

Thomas J. Yack  
Chairperson