

Western Townships Utilities Authority
REGULAR MEETING
Monday, February 24, 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, February 24, 2020 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:00 p.m. by the Alternate Chairperson, Chris Roosen.

Present:

Chris Roosen (Northville Township Alternate)
Kurt Heise
Pat Williams

Absent:

Robert Nix

Also present were:

Aaron Sprague
Suzanne Reel
Jack Polhill

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

R-20-02-09 Resolved to accept the agenda as amended, adding Item #IX (b) Walsh Budget Amendment; Phase 1.

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

The next order of business was the minutes of the regular meeting of January 27, 2020. Following discussion and upon motion by Heise, supported by Williams; it was

R-20-02-10 Resolved to accept the minutes of the regular meeting of January 27, 2020.

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

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

R-20-02-11 Resolved to approve the schedule of disbursements for February 2020 of \$1,315,211.66 and pre-approved payroll for March 2020 of \$22,776.60.

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

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

R-20-02-12 Resolved to receive and file the Operations and Maintenance Report for the month of January 2020.

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

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

R-20-02-13 Resolved to receive and file the Directors Report for the month of February 2020.

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

The next order of business was Financial Statements For The Three Months Ended December 31, 2019. Following discussion and upon motion by Heise supported by Roosen; it was

R-20-02-14 Resolved to receive and file the financial statements for the three months ended December 31, 2019.

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

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

R-20-02-15 Resolved that the following officers be elected for the next twelve months: Robert Nix-Chairperson; Pat Williams-Vice Chairperson/Secretary; Kurt Heise - Treasurer; Aaron Sprague-Assistant Secretary.

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

The next order of business was Walsh Budget Amendment; Phase 1: Walsh and WTUA entered into a Progressive Design/Build Agreement for the design and construction of the improvements designated in the WTUA Master Plan. Included in the request For Qualifications, and incorporated into the Agreement, WTUA identified several additional operational issues and/or improvements to be evaluated during the design. The scope of the tasks related to these items was limited to identification and evaluation of alternatives to address these issues, along with development of high level, budgetary costs for the alternatives. The Agreement acknowledges that additional costs would be required for development of design documents for the improvements, should WTUA elect to proceed with any/all of them. Further, the Agreement specifies that any additional costs for this work can be included in the Phase 2 budget (and the additional design performed after the bulk of the project has reached 60%), or incorporated by a Phase 1 budget amendment/change order if the completion of the 60% design is desired prior to development of the GMP. Through the evaluation (including cost analysis), the Design Team has decided to proceed with eight (8) of the items; of those eight, it has been determined that it is in the best interest of WTUA to proceed to the 60% design for seven (7) of the items, with the final item waiting until a later date. The eight (8) items are (the first seven are the subject of this budget amendment): 1.) SCADA modifications for determination of flow rate to the NOS (LR); 2.) NPS Wet Well access modifications (LR); 3.) Valve actuator for the 54" valve controlling flow to the NEQ (LR); 4.) Effluent flow meter manhole installation (MR); 5.) EQB gate actuators (MR); 6.) Stand-by Generator (MR); 7.) Decommissioning modifications for the Eckles Road Pump Station; and 8.) Service Road Repairs (LR). The Design Team believes it is important to proceed with the first seven items now, rather than awaiting the GMP Phase, because the items will either impact the issuance of the Part 41 permit and/or address ongoing operational issues (and completion of the design now will allow for earlier completion of those components of work). Because the service road will be heavily utilized during the construction phase of the project, the exact scope of the necessary repairs will not be known until later in the project. Walsh has provided a proposed Phase 1 budget amendment of \$119,102.50 for design of these seven (7) items to 60% for incorporation into the GMP when it is provided. The proposal has been reviewed by WTUA and Stantec and found to be acceptable. Following discussion and upon motion by Heise supported by Roosen; it was

R-20-02-16 Resolved to concur with the recommendation of the Director of Operations to amend Phase 1 Budget for the Walsh Contract, increasing the budget by \$119,102.50, for a new Phase 1 Budget of \$1,822,233.67.

Ayes: Roosen, Williams, Heise

Nays: None

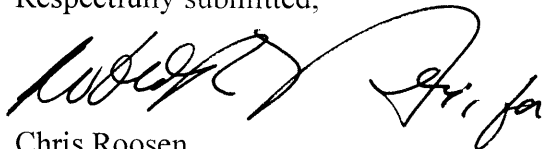
Absent: Nix

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 3:25p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Roosen". The signature is fluid and cursive, with a large initial "C" and "R".

Chris Roosen,
Alternate Chairperson