

Western Townships Utilities Authority
REGULAR MEETING
Monday, January 25, 2021
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, January 25, 2021 via ZOOM. The meeting was called to order at 3:00 p.m. by the Chairperson, Kurt Heise.

Present:

Kurt Heise
Anne Marie Graham-Hudak
Mark Abbo

Absent:

Also present were:

Aaron Sprague
Suzanne Reel
Jack Polhill
Martin Olejnik
Keith Szymanski

WTUA
WTUA
JACOBS/OMI
Plante & Moran
Plante & Moran

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

R-21-01-01 Resolved to accept the agenda as amended, moving Item #VIII(a) Audit (Fiscal Year Ended September 30, 2020) after Item #VI Monthly Bills.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was the minutes of the regular meeting of December 21, 2020. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-21-01-02 Resolved to accept the minutes of the regular meeting of December 21, 2020.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was Approval of WTUA Bills. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-21-01-03 Resolved to approve the schedule of disbursements for January 2021 of \$1,235,175.41 and pre-approved payroll for February 2021 of \$22,693.10.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was Audit; Fiscal Year Ending September 30, 2020: On May 18, 2020, Plante & Moran was authorized by the WTUA Board of Commissioners to perform an audit for the fiscal year ending September 30, 2020. Plante & Moran has completed the Audit and it was reviewed by the Finance Committee on January 13, 2021. The Auditors Communication letter was provided to the Board, and there were no issues noted by the Auditors. Keith Szymanski and Martin Olejnik of Plante & Moran were present to answer questions from the Board. Following discussion and upon motion by Abbo supported by Graham-Hudak, it was resolved that

R-21-01-04 Whereas, Article IX, Section 5 of the By-Laws of the Western Townships Utilities Authority require that The Authority shall cause an annual audit to be made of its financial transactions by a certified public accountant; and

Whereas, Plante & Moran, certified public accountants, was authorized by the Board of Commissioners to perform such an audit and has prepared and presented to the Authority the audit for the fiscal year ending September 30, 2020; and

Now, therefore be it resolved, that the audit for the fiscal year ending September 30, 2020, as prepared and presented by Plante & Moran, is hereby accepted.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was the Operations and Maintenance Report for the month of December 2020. Following discussion and upon motion by Abbo supported by Graham-Hudak, it was

R-21-01-05 Resolved to receive and file the Operations and Maintenance Report for the month of December 2020.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was the Directors Report for the month of January 2021: Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-21-01-06 Resolved to receive and file the Directors Report for the month of January 2021.

Ayes: Heise, Graham-Hudak, Abbo
Nays: None
Absent: None

The next order of business was 2020 JACOBS Annual Report. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-21-01-07 Resolved to receive and file the 2020 Annual Report by Jack Polhill, JACOBS/OMI Project Manager.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was 2021 SSOM Work Plan Update: Since 1992, WTUA is required to update the annual Sanitary Sewer Operations & Maintenance (SSOM) Program Work Plan under the Abatement Order by February 1st of each year. The SSOM is a guidance document in performing maintenance on the WTUA system and providing general information on procedures should a sanitary sewer overflow (SSO) discharge ever occur in the system. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-21-01-08 Moved to receive and file the annual 2021 SSOM Work Plan Update prepared by the Director of Operations.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was Wayne County Annual Permit: Each year WTUA completes a permit application to the County of Wayne for activities that may take place within the County's road right-of-way. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-21-01-09 Resolved to concur with the recommendation of the Director of Operations for conditional approval of the Wayne County Permit application, incorporating the changes recommended by the WTUA Attorney; and

Further, that the Director of Operations be authorized to sign the permit application on behalf of WTUA, but that the Director not be authorized to accept the County's Insurance & Indemnification requirements on behalf of WTUA, as specified in the contemporaneous letter from WTUA's counsel.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was public comments: There were none.

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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 3:32p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kurt L. Heise", with a stylized flourish at the end.

Kurt L. Heise,
Chairperson