

Western Townships Utilities Authority
REGULAR MEETING
Monday, December 20, 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, December 20, 2021 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 the Chairperson, Kurt Heise.

Present:

Kurt Heise
Anne Marie Graham-Hudak
Mark Abbo

Absent:

Also present were:

Aaron Sprague
Suzanne Balan

WTUA
WTUA

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

R-21-12-76 Resolved to accept the agenda as presented.

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

The next order of business was the minutes of the regular meeting of November 22, 2021. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-21-12-77 Resolved to accept the minutes of the regular meeting of November 22, 2021.

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-21-12-78 Resolved to approve the schedule of disbursements for December 2021 of \$5,139,368.48 and pre-approved payroll for January 2022 of \$23,190.48.

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

The next order of business was the Operations and Maintenance Report for the month of November 2021. Following discussion and upon motion by Abbo, supported by Graham-Hudak, it was

R-21-12-79 Resolved to receive and file the Operations and Maintenance Report for the month of November 2021.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

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

R-21-12-80 Resolved to receive and file the Directors Report for the month of December 2021.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was the Financial Statements For Twelve Months Ended September 30, 2021: Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-21-12-81 Resolved to receive and file the financial statements for the twelve months ended September 30, 2021.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was H2O Metrics Renewal: WTUA has a system of flow meters in place for monitoring the wastewater generated throughout the system, segregating the flows by community and ultimately provide a basis for billing the communities for the wastewater generated. Historically, WTUA utilized Excel spreadsheets for data analysis and presentation. These spreadsheets, while very powerful and customizable, became very cumbersome. A number of years ago we were presented with a newly developed software for storage, analysis and presentation of flow data called H2O Metrics. The software was developed under the direction of Robert Czachorski, who works for OHM, in order to help in his sanitary sewer antecedent moisture modeling. The software was intended to streamline data review an analysis and increase the ability for collaboration. When first presented with the software, it was not fully developed and we were provided a temporary license to use the limited capabilities. Originally the software helped streamline the data acquisition process; the first step in the data analysis is to get the data from various sources and place it into the Excel spreadsheets, and the software made this process marginally easier and faster. After a period of use, Cindy and I met with Robert to provide feedback. We indicated while the software had great potential, we could not justify its purchase due to its limitations. Robert continued to meet with us and later Suzanne, to discuss

continuing development of the software's capabilities. In 2015 Robert announced that his software was finally capable of performing nearly all of the functions we had indicated were needed. As such, after consultation with the WTUA Technical Committee, WTUA transitioned from the Excel Spreadsheets to H2O Metrics for data collection, analysis, and collaboration in January 2016. Following discussion and upon motion by Graham-Hudak supported by Abbo; it was

R-21-12-82 Resolved to concur with the recommendation of the Director of Operations to renew our H2O Metrics annual subscription for a cost of \$15,000.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was Director of Operations Contract Renewal: Aaron Sprague has served as Director of Operations since November 27, 2004. Annually, the Board of Commissioners evaluates his performance, determines his salary for the upcoming year and renews the contract incorporating the salary. This year I am recommending that an adjustment to the annual salary to \$116,158.00 (an increase of 3%). The contract has been modified reflecting the increase. Following discussion and upon motion by Abbo, supported by Graham-Hudak, it was

R-21-12-83 Resolved to approve that the annual salary of the Director of Operations be increased by 3% to \$116,158.00 based on a 26 week pay cycle, effective with the pay period beginning December 27, 2021 to be paid on January 14, 2022; and

Finally, that the Chairperson sign the employment contract on behalf of the Authority.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

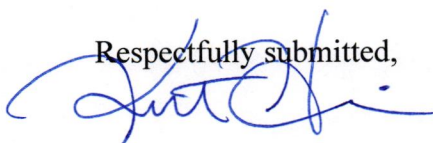
Absent: None

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

The next order of business was Commissioners' Comments: There were none.

There being no further business to come before the Board, the regular meeting was adjourned at 3:15p.m.

Respectfully submitted,



Kurt L. Heise,
Chairperson