

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, February 27, 2023  
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 27, 2023 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:05 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

WTUA  
WTUA  
JACOBS/OMI

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

R-23-02-10 Resolved to accept the agenda as presented.

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

The next order of business was the minutes of the regular meeting of January 23, 2023. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-23-02-11 Resolved to accept the minutes of the regular meeting of January 23, 2023.

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-23-02-12 Resolved to approve the schedule of disbursements for February 2023 of \$650,856.65 and pre-approved payroll for March 2023 of \$23,887.29.

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

The next order of business was the Operations and Maintenance Report for the month of January 2023. Following discussion and upon motion by Abbo supported by Graham-Hudak, it was

R-23-02-13 Resolved to receive and file the Operations and Maintenance Report for the month of January 2023.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was the Directors Report for the month of February 2023: Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-23-02-14 Resolved to receive and file the Directors Report for the month of February 2023.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was Financial Statements For Three Months Ended December 31, 2022. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-23-02-15 Resolved to receive and file the financial statements for the three months ended December 31, 2022

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was Lower Rouge South Pump Station Switchgear Maintenance: The switchgear at each of WTUA's facilities (Lower Rouge South, Lower Rouge North and Middle Rouge) are critical components to the facilities, distributing the incoming power to the various facility equipment. Due to the age and critical nature of the switchgear, preventative maintenance and inspection is scheduled to occur once every three (3) years for each facility (one facility is completed each year). Utilities Instrumentation Service, Inc. (UIS) of Dexter has provided this service for WTUA in the past. Because of the highly specialized skills required, local options for this work are very limited. Prior efforts receiving alternate pricing have yielded non-competitive pricing and/or competitive pricing by less qualified firms. As such, we typically request that UIS provide a quote for each year's semi-annual maintenance. UIS has provided a quote for preventative maintenance and inspection for the LRSPS switchgear for a cost of \$21,169. This is slightly above the \$20,000 budgeted and represents an increase of 9.9% from the price three (3) years ago. While the increase is more than we typically see from UIS, it is not unexpected given the state of the economy and inflation. Following discussion and upon motion by Abbo supported by Graham-Hudak, it was resolved to

R-23-02-16 Concur with the recommendation of the Director of Operations to award a

purchase order contract to Utilities Instrumentation Service , Inc., of Dexter, Michigan in an amount not to exceed \$21,169.00 for the preventative maintenance and inspection services at the Lower Rouge South Pump Station; and

Further, that the normal bidding procedures be waived due to the limited number of service providers capable of performing this specialized work.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was ARC Investigational Agreement: The Alliance of Rouge Communities (ARC) has developed a work plan to improve the water quality in the region by identifying areas where wastewater is impacting the Rouge River and its tributaries. The workplan involves routine sampling of the river/tributaries to identify stream locations with high E Coli concentrations. The ARC has prepared a proposal for this work for several communities/entities: WTUA, Evergreen Farmington Sanitary Sewer District, Rouge Valley Sanitary Sewer District, City of Farmington, Redford Township. The Proposal is for two (2) years of work, for a total (2-year) cost to the WTUA communities of \$147,222. The three townships have indicated a desire to enter into an agreement with the ARC for this work, as it will help satisfy some of the stormwater permit requirements. The Three Directors have agreed to split the costs based on WTUA operational allocation (approximately 50%, 25%, 25%). Because the WTUA share of costs represents only approximately 20% of the total project costs, our acceptance of the proposal will be tentative, subject to approval by the other communities. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-23-02-17 Moved to concur with the recommendation of the Director of Operations to accept the proposal for the Rouge River Watershed Investigational Sampling, subject to similar acceptance by the other (non-WTUA) communities, for a two (2) year cost not to exceed \$147,222; and

Further, that the Director of Operations execute the Agreement on behalf of the Authority.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

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 Abbo supported by Graham-Hudak; it was

R-23-02-18 Resolved that the following officers be elected for the next twelve months: Kurt Heise-Chairperson; Anne Marie Graham-Hudak-Vice Chairperson/Secretary; Mark Abbo - Treasurer; Aaron Sprague-Assistant Secretary.

Minutes, February 27, 2023

Page -4-

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

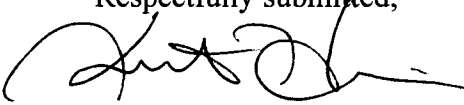
Absent: None

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 3:33p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kurt L. Heise', written in a cursive style.

Kurt L. Heise,  
Chairperson