

**Western Townships Utilities Authority  
REGULAR MEETING**

Monday, November 20, 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, November 20, 2023 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 2:59 p.m. by the Chairman, Heise.

Present:

Kurt Heise  
Anne Marie Graham-Hudak  
Mark Abbo

Absent:

Also present were:

Suzanne Balan                      WTUA  
Jack Polhill                         JACOBS/OMI

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

R-23-11-74    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 October 23, 2023. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-23-11-75    Resolved to accept the minutes of the regular meeting of October 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-23-11-76    Resolved to approve the schedule of disbursements for November 2023 of \$680,610.48 and pre-approved payroll for December of \$37,906.15.

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

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

R-23-11-77 Resolved to receive and file the Operations and Maintenance Report for the month of October 2023.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

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

R-23-11-78 Resolved to receive and file the Directors Report for the month of November 2023.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was WTUA Schedule of Meetings for Calendar year 2024: Article VIII of the By-Laws of the Western Townships Utilities Authority states "Regular meetings of the Commission shall be held at such time and place as shall be prescribed by resolution of the Commission". Following discussion and upon motion by Heise, supported by Abbo; it was

R-23-11-79 Resolved to approve that the proposed WTUA Schedule of Meetings for the 2024 calendar year be approved as amended, changing meeting times starting in January 2024 to 9:00 a.m.; and

Further, to direct WTUA staff to post the Schedule of Meetings for the 2024 calendar year within the three member communities and on the WTUA website.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

The next order of business was Employee Compensation: This year, the budget included a 5% raise (ECI is 4.9%) for Administrative Assistant only as the Accountant received a compensation review and increase in August 2023. The increase results in a total cost to the Authority of \$3,141. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-23-11-80 Resolved to concur with the recommendation of the Director of Operations to approve a pay rate increase of 5% for the Administrative Assistant, effective for the pay period beginning December 25, 2023 which has a pay date of January 12, 2024.

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 roads right-of-way. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-23-11-81 Resolved to concur with the recommendation of the Director of Operations for conditional approval of the Wayne County Resolution, incorporating the changes recommended by the WTUA Attorney; and

Further, that the Director of Operations be authorized to sign the permit/Resolution on behalf of WTUA, but that the Director not be authorized to accept the County's insurance & indemnification requirements on behalf of WTUA.

Ayes: Heise, Graham-Hudak, Abbo

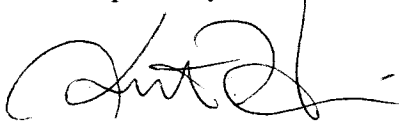
Nays: None

Absent: None

The next order of business was Commissioners' Comments: The Commissioners discussed the recent Court ruling regarding Salem Township.

There being no further business to come before the Board, the regular meeting was adjourned at 3:24 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kurt Heise', with a horizontal line extending to the right.

Kurt Heise,  
Chairman