

Western Townships Utilities Authority

REGULAR MEETING

Monday, October 23, 2017

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, October 23, 2017 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:08 p.m. by Chairperson, Robert Nix.

Present:

Absent:

Robert Nix
Kurt Heise
Pat Williams

Also present were:

Aaron Sprague	WTUA
Suzanne Reel	WTUA
Jack Polhill	CH2M

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

R-17-10-76 Resolved to accept the agenda as presented.

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

The next order of business was the minutes of the regular meeting of September 25, 2017. Following discussion and upon motion by Heise supported by Williams; it was

R-17-10-77 Resolved to accept the minutes of the regular meeting of September 25, 2017.

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

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

R-17-10-78 Resolved to approve the schedule of disbursements for October 2017 of \$1,137,474.26, and pre-approved payroll for November 2017 of \$20,843.13.

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

The next order of business was the Operations and Maintenance Report for the month of September 2017. Following discussion and upon motion by Williams supported by Heise, it was

R-17-10-79 Resolved to receive and file the Operations and Maintenance Report for the month of September 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was the Directors Report for the month of October 2017: Following discussion and upon motion by Heise supported by Williams; it was

R-17-10-80 Resolved to receive and file the Directors Report for the month of October 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was the RVIS Termination Update for the month of October 2017: Following discussion and upon motion by Williams supported by Heise; it was

R-17-10-81 Resolved to receive and file the RVIS Termination Update for the month of October 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next Order of business was Fiscal Year 2016/2017 Audit Engagement Letter: WTUA is preparing for the annual audit for the 2016/2017 fiscal year. The audit will be conducted in December. Plante & Moran have been doing the Authority's financial statements since incorporation. The charge for the audit last fiscal year was \$15,400 and this year Plante & Moran is asking for a fee in the amount of \$15,910. Following discussion and upon motion by Heise, supported by Williams; it was

R-17-10-82 Resolved to concur with the recommendation of the Director of Operations that:

WHEREAS, Public Act II of 1968 requires an annual audit of the Authority's financial statements; and

WHEREAS, Plante & Moran has offered to provide such a service under generally accepted standards; and

WHEREAS, Plante & Moran has agreed to perform such work and send directly to the State of Michigan an electronic copy of the financial report along with Plante & Moran's official letter of comments, recommendations and their auditing procedures; and

THEREFORE BE IT RESOLVED that Plante & Moran is authorized to perform such work as outlined in their letter of October 4, 2017 at a cost not to exceed \$15,910.00; and

FURTHER, that the Director of Operations sign the engagement letter on behalf of the Authority.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was Lower Rouge NPS 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 every two (2) years. 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 at 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. Following discussion and upon motion by Heise supported by Williams; it was

- R-17-10-83 Resolved to concur with the recommendation of the Director of Operations to award a purchase order contract to Utilities Instrumentation Services, Inc., of Dexter, Michigan in an amount not to exceed \$10,132.00 for the preventative maintenance and inspection services at the Lower Rouge North Pump Station; and
- Further, that the normal bidding procedure be waived due to the limited number of service providers capable of performing this specialized work.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was Investment Policy Amendment: Upon reviewing our Investment Policy (prior to joining Michigan CLASS), WTUA's attorney noticed an inconsistency with MCL.129.91. The amendment is to update the policy so that it complies with MCL.129.91. Following discussion and upon motion by Williams, supported by Heise; it was

- R-17-10-84 Resolved to concur with the recommendation of the Director of Operations to approve the amendments to WTUA's Investment Policy as presented.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was 2017 Interceptor Lining Project Amendment: In February of 2015, the Board approved a three (3) year contract with Liqui-Force Services (Romulus, MI) for sanitary sewer rehabilitation and repairs. In June, the Board approved the 2017 repair work, including removal of an obstruction and installation of a spot liner. This obstruction was originally anticipated to be closer to the manhole than in actuality. As such, Liqui-Force has recommended installation of a liner from the manhole to the penetration, which represents an

additional 40' of 30" liner. Liqui-Force has proposed an additional cost of \$12,000 for installation of this additional footage. Alternatively, an additional cost of \$44,000 would be required to line the whole section of the sewer (manhole to manhole). As the remainder of the pipe is in very good condition (with a projected rehabilitation date of 2053), the additional cost of lining the entire pipe does not seem warranted. Following discussion and upon motion by Heise, supported by Williams; it was

R-17-10-85 Resolved to concur with the recommendation of the Director of Operations to amend the 2017 Sewer Rehabilitation Project with Liqui-Force (Romulus, MI) for an increase of \$12,000; and

Further, that the CIP be amended to increase the 2017 Sewer Repair Project from a budget of \$245,716 to \$257,716.

Ayes: Nix, Heise, Williams

Nays: None

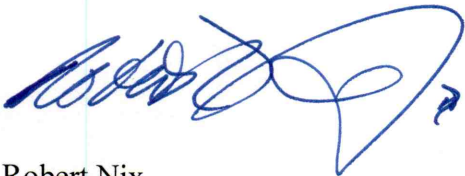
Absent: None

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 4:13p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Robert Nix', with a stylized flourish at the end.

Robert Nix,
Chairperson