

Western Townships Utilities Authority
REGULAR MEETING
Monday, November 20, 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, November 20, 2017 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 Chairperson, Robert Nix.

Present:

Absent:

Robert Nix
Kurt Heise
Pat Williams

Also present were:

Aaron Sprague
Jack Polhill

WTUA
CH2M

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

R-17-11-86 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 October 23, 2017. Following discussion and upon motion by Williams supported by Heise; it was

R-17-11-87 Resolved to accept the minutes of the regular meeting of October 23, 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 Williams, supported by Heise; it was

R-17-11-88 Resolved to approve the schedule of disbursements for November 2017 of \$690,005.06, and pre-approved payroll for December 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 October 2017. Following discussion and upon motion by Heise supported by Williams, it was

R-17-11-89 Resolved to receive and file the Operations and Maintenance Report for the month of October 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

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

R-17-11-90 Resolved to receive and file the Directors Report for the month of November 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

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

R-17-11-91 Resolved to receive and file the RVIS Termination Update for the month of November 2017.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next Order of business was Proposed WTUA Schedule of Meetings for the Calendar Year 2018: 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 Williams, supported by Heise; it was

R-17-11-92 Resolved that the proposed WTUA Schedule of Meetings for the 2018 calendar year be approved as presented; and

Further, to direct staff to post the Schedule of Meetings for the 2018 calendar year within the three member communities and on the WTUA Website.

Ayes: Nix, Heise, Williams

Nays: None

Absent: None

The next order of business was Employee Compensation: This year, the Budget included a 3% raise for staff. The increase results in a total cost to the Authority of \$6,629 for both the Accountant and the Administrative Assistant. Comparison of the proposed 3% increase results in wages that compare reasonably with similar positions at the Townships. Following discussion and upon motion by Williams supported by Heise, it was

R-17-11-93 Resolved to concur with the recommendation of the Director of Operations to a salary matrix increase of three (3%) percent effective for the pay period beginning December 18, 2017, which has a pay date of January 5, 2018.

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 3:44p.m.

Respectfully submitted,

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

Robert Nix,
Chairperson