

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, December 23, 2019  
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 23, 2019 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 3:00 p.m. by the Chairperson, Robert Nix.

Present:

Robert Nix  
Pat Williams  
Kurt Heise

Absent:

Also present were:

Aaron Sprague  
Frank Morris

WTUA  
OMI/JACOBS

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

R-19-12-90 Resolved to accept the agenda as amended, adding Item #IX(b) Director of Operations Contract Renewal.

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

The next order of business was the Minutes of the regular meeting of November 25, 2019. Following discussion and upon motion by Williams, supported by Heise; it was

R-19-12-91 Resolved to accept the Minutes of the regular meeting of November 25, 2019.

Ayes: Nix, Williams, Heise  
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-19-12-92 Resolved to approve the schedule of disbursements for December 2019 of \$5,142,143.87 and pre-approved payroll for January 2020 of \$22,776.15.

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

The next order of business was the Operations and Maintenance Report for the month of November 2019. Following discussion and upon motion by Heise supported by Williams, it was

R-19-12-93 Resolved to receive and file the Operations and Maintenance Report for the month of November 2019.

Ayes: Nix, Williams, Heise

Nays: None

Absent: None

The next order of business was the Directors Report for the month of December 2019: Following discussion and upon motion by Heise supported by Williams; it was

R-19-12-94 Resolved to receive and file the Directors Report for the month of December 2019.

Ayes: Nix, Williams, Heise

Nays: None

Absent: None

The next order of business was Financial Statements for the Twelve Months Ended September 30, 2019: Following discussion and upon motion by Heise, supported by Williams; it was

R-19-12-95 Resolved to receive and file the financial statements for the twelve months ended September 30, 2019.

Ayes: Nix, Williams, Heise

Nays: None

Absent: None

The next order of business was the 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. When first presented, the software was not yet fully developed, as such, we were provided a temporary license to use the limited capabilities. In late 2015 the software was finally capable of performing all (or 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 of 2016. The annual renewal cost for this software is \$12,500.00 (the same as the prior two years). Following discussion and upon motion by Heise supported by Williams; it was

R-19-12-96 Resolved to concur with the recommendation of the Director of Operations to renew our H2O Metrics annual subscription for a cost of \$12,500.00

Ayes: Nix, Williams, Heise

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 evaluates his performance, determines his salary for the upcoming year and renews the contract incorporating the salary. This year it is being recommended that to adjust the annual salary to \$110,365.00, an increase of three (3%) percent. The contract has been modified reflecting the increase. Following discussion and upon motion by Heise supported by Williams; it was

R-19-12-97 Moved to approve that the annual salary of the Director of Operations be increased by three (3%) percent to \$110,365.00 based on a 26 week pay cycle, effective with the pay period beginning December 16, 2019 to be paid on January 3, 2020; and

Further, that the Chairman sign the employment contract on behalf of the authority.

Ayes: Nix, Williams, Heise

Nays: None

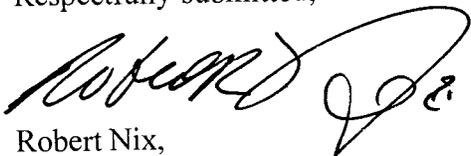
Absent: None

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 3:23 p.m.

Respectfully submitted,



Robert Nix,  
Chairman