

Western Townships Utilities Authority
REGULAR MEETING
Thursday, May 26, 2016
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 Thursday, May 26, 2016 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, Philip LaJoy.

Present:

Absent:

Phil LaJoy
Robert Nix
Shannon Price

Also present were:

Aaron Sprague	WTUA
Suzanne Reel	WTUA
Jack Polhill	OMI/CH2M

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

R-16-05-26 Resolved to accept the agenda as amended, adding Item # XIV Closed Session.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the minutes of the regular meeting of April 25, 2016. Following discussion and upon motion by Price supported by Nix; it was

R-16-05-27 Resolved to accept the minutes of the regular meeting of April 25, 2016 as presented.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

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

R-16-05-28 Resolved to approve the schedule of disbursements for May 2016 of \$1,241,011.26 and pre-approved payroll for June 2016 of \$19,034.14.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the Operations and Maintenance Report for the month of April 2016. Following discussion and upon motion by Nix supported by Price; it was

R-16-05-29 Resolved to receive and file the Operations and Maintenance Report for the month of April 2016.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the Directors Report for the month of May 2016: Following discussion and upon motion by Nix supported by Price; it was

R-16-05-30 Resolved to receive and file the Directors Report for the month of May 2016.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the Financial Statements For The Six Months Ended March 31, 2016: Following discussion and upon motion by Nix supported by Price; it was

R-16-05-31 Resolved to receive and file the financial statements for the six months ended March 31, 2016.

Ayes: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the Middle Rouge Switchgear; Preventative Maintenance: The two (2) electrical feeds at the Middle Rouge Pump Station supply energy at 13,200 volts; this power is stepped down to 480 v by two (2) transformers located outside of the facilities, before being distributed to the equipment of the facility via the electrical switchgear. WTUA utilizes one of these power sources day-to-day, with second line acting as a redundant power feed. The switchgear is housed within large metal enclosures located in the Middle Rouge Electrical Room. The equipment generally consists of breakers, relays and switches. Due to the age and critical nature of the equipment, WTUA increased the frequency for preventative maintenance and inspection of the switchgear to once every two (2) years. Utilities Instrumentation Services, 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. The current fiscal year budget includes \$8,000 for inspection/maintenance of the switchgear at Middle Rouge. UIS has provided a quote for \$8,075. This is an increase of \$422 (or 5.5%) over that paid in 2014. Following discussion and upon motion by Nix supported by Price; it was

R-16-05-32 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 annual amount not to exceed \$8,075.00 for the preventative maintenance and inspection services at the Middle Rouge 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: LaJoy, Nix, Price

Nays: None

Absent: None

The next order of business was the MMRMA Insurance Policy Renewal: WTUA has been afforded insurance through the MMRMA State Pool since 1991. The current policy expires on July 1, 2016. The cost of the premium for our new policy has decreased from \$45,213 per year to \$43,363 (a decrease of \$1,860.00). This policy does not include sewage back-ups, but does include the north Pump Station property. Further, we can expect a distribution sometime this Fall. Following discussion and upon motion by Nix supported by LaJoy; it was

R-16-05-33 Resolved to approve the renewal of the MMRMA Policy effective July 1, 2016.

Ayes: LaJoy, Nix

Nays: None

Absent: Price (stepped out of meeting momentarily)

Closed Session: Motion made by Nix, supported by Price to move to a closed session for the purpose of discussion on Confidential and Privileged Legal Opinion of Counsel (Attorney/Client Letter). Motion carried unanimously.

Roll Call – Closed Session

Members Present: LaJoy, Nix, Price

Members Absent: None

Staff Present: Sprague

Motion by Nix, supported by Price to return to open discussion at 4:20 p.m. Motion carried unanimously


The next order of business was Chairman's Report: There was none

The next order of business was Commissioners' Comments: There were none.

The next order of business was public comments: There were none.

There being no further business to come before the Board, the regular meeting was adjourned at 4:21 p.m.

Respectfully submitted,


Philip LaJoy,
Chairperson