

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, January 22, 2024  
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, January 22, 2024 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 9:00 a.m. by the Chairperson, Kurt Heise.

Present:

Kurt Heise  
Anne Marie Graham-Hudak  
Chris Roosen (Northville township Alternate)

Absent:

Mark Abbo

Also present were:

Aaron Sprague  
Suzanne Balan  
Jack Polhill  
DJ Kaminga  
Martin Olejnik  
Keith Szymanski

WTUA  
WTUA  
JACOBS/OMI  
JACOBS/OMI  
Plante & Moran  
Plante & Moran

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

R-24-01-01 Resolved to accept the agenda as presented.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was the minutes of the regular meeting of December 18, 2022. Following discussion and upon motion by Graham-Hudak, supported by Roosen; it was

R-24-01-02 Resolved to accept the minutes of the regular meeting of December 18, 2023.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was Approval of WTUA Bills. Following discussion and upon motion by Graham-Hudak, supported by Roosen; it was

R-24-01-03 Resolved to approve the schedule of disbursements for January 2024 of \$786,258.79 and pre-approved payroll for February 2024 of \$26,133.96.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was the Operations and Maintenance Report for the month of December 2023. Following discussion and upon motion by Graham-Hudak supported by Roosen, it was

R-24-01-04 Resolved to receive and file the Operations and Maintenance Report for the month of December 2023.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was the Directors Report for the month of January 2024: Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-01-05 Resolved to receive and file the Directors Report for the month of January 2024.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was 2023 JACOBS Annual Report. Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-01-06 Resolved to receive and file the 2023 Annual Report by Jack Polhill, JACOBS/OMI Project Manager.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was Audit; Fiscal Year Ending September 30, 2023: On May 22, 2023, Plante & Moran was authorized by the WTUA Board of Commissioners to perform an audit for the fiscal year ending September 30, 2023. Plante & Moran has completed the Audit and it was reviewed by the Finance Committee on January 10, 2024. Keith Szymanski and Martin Olejnik of Plante & Moran were present to answer questions from the Board. Following discussion and upon motion by Graham-Hudak supported by Roosen, it was resolved that

R-24-01-07 Whereas, Article IX, Section 5 of the By-Laws of the Western Townships Utilities Authority require that The Authority shall cause an annual audit to be made of its financial transactions by a certified public accountant; and

Whereas, Plante & Moran, certified public accountants, was authorized by the Board of Commissioners to perform such an audit and has prepared and

presented to the Authority the audit for the fiscal year ending September 30, 2023;  
and

Now, therefore be it resolved, that the audit for the fiscal year ending September 30, 2023, as prepared and presented by Plante & Moran, is hereby accepted.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

The next order of business was 2024 SSOM Work Plan Update: Since 1992, WTUA is required to update the annual Sanitary Sewer Operations & Maintenance (SSOM) Program Work Plan under the Abatement Order by February 1<sup>st</sup> of each year. The SSOM is a guidance document in performing maintenance on the WTUA system and providing general information on procedures should a sanitary sewer overflow (SSO) discharge ever occur in the system. Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-01-08 Moved to receive and file the annual 2024 SSOM Work Plan Update prepared by the Director of Operations.

Ayes: Heise, Graham-Hudak, Roosen  
Nays: None  
Absent: Abbo

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 9:34a.m.

Respectfully submitted,



Kurt L. Heise,  
Chairperson