

Western Townships Utilities Authority
REGULAR MEETING
Monday, April 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, April 22, 2024 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 8:57 a.m. by the Chairperson, Kurt Heise.

Present:

Kurt Heise
Anne Marie Graham-Hudak
Mark Abbo

Absent:

Also present were:

Aaron Sprague
Suzanne Balan
DJ Kaminga

WTUA
WTUA
JACOBS/OMI

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

R-24-04-24 Resolved to accept the agenda as presented.

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

The next order of business was the minutes of the regular meeting of March 25, 2024. Following discussion and upon motion by Abbo, supported by Graham-Hudak; it was

R-24-04-25 Resolved to accept the minutes of the regular meeting of March 25, 2024.

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

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

R-24-04-26 Resolved to approve the schedule of disbursements for April 2024 of \$2,755,936.23 and pre-approved payroll for May 2024 of \$39,200.93.

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

The next order of business was the Operations and Maintenance Report for the month of March 2024. Following discussion and upon motion by Abbo supported by Graham-Hudak, it was

R-24-04-27 Resolved to receive and file the Operations and Maintenance Report for the month of March 2024.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

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

R-24-04-28 Resolved to receive and file the Directors Report for the month of April 2024.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

Budget Amendment (Fiscal Year 2023/2024): To address the underbilling to WTUA, YCUA has increased our rate to \$1.14 from \$0.97. This results in an increase to WTUA's budget of \$1.5 million. The Townships' Finance Directors met with YCUA on March 13th to discuss the financial implications and the impact that their flow error had on our 22/23 and 23/24 budgets. YCUA has committed to improving the timing and accuracy of their preliminary financial statements and has established safeguards to prevent an error like this from occurring again in the future. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was Resolved that

R-24-04-29 WHEREAS, an amended operations budget has been prepared to increase the total sewage treatment budget for FY2024; and

THEREFORE, be it resolved that the amended departmental budget for Western Townships Utilities Authority for the fiscal year ended September 30, 2024 be approved.

Ayes: Heise, Graham-Hudak, Abbo

Nays: None

Absent: None

Update to Administrative Procedures Manual to Align with Articles: The Administrative Procedures Manual is in contradiction with what is stated in the WTUA Articles of Incorporation and must be updated. The changes made regarding the timeline for budget presentation to the Townships' Boards are as follows: Section 6.1 (4) changed "September 30" to "September 1" as stated in the Articles, removed "following formal budget approval by the Board of Commissioners" and removed "9 copies" as the budget is now sent electronically. Section 6.1(4) now reads: The Authority forwards the approved budget to each constituent Township, with a request that the budget item be placed on the agenda of each of the Board of Trustees' meetings on or before September 1 of each year. Following discussion and upon motion by Abbo supported by Graham-Hudak; it was

R-24-04-30 Resolved to approve the changes to the Administrative Procedures Manual as recommended..

Ayes: Heise, Graham-Hudak, Abbo

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 9:29a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kurt L. Heise', with a stylized flourish at the end.

Kurt L. Heise,
Chairperson