

Western Townships Utilities Authority
REGULAR MEETING
Monday, July 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, July 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:

Suzanna Balan
DJ Kaminga

WTUA
JACOBS/OMI

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

R-24-07-47 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 June 24, 2024. Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-07-48 Resolved to accept the minutes of the regular meeting of June 24, 2024.

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-24-07-49 Resolved to approve the schedule of disbursements for July 2024 of \$856,052.44 and pre-approved payroll for August 2024 of \$26,135.32.

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

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

R-24-07-50 Resolved to receive and file the Operations and Maintenance Report for the month of June 2024.

Ayes: Heise, Graham-Hudak, Roosen

Nays: None

Absent: Abbo

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

R-24-07-51 Resolved to receive and file the Directors Report for the month of July 2024.

Ayes: Heise, Graham-Hudak, Roosen

Nays: None

Absent: Abbo

The next order of business was SCADA Maintenance Agreement Extension: A number of years ago, WTUA transitioned our SCADA (Supervisory Control and Data Acquisition) program to the VTScada platform. At the time of the transition, Kennedy Industries was the local partner/representative with VTScada; as such, we were limited to utilizing Kennedy for system improvements and software upgrades. As time has passed, there are more vendors trained and licensed to work with VTScada. In addition, the principal staff member at Kennedy has moved on to a different firm. Most recently, PCI (Detroit) was utilized by Walsh for SCADA and I&C (instrumentation and controls) upgrades associated with the most recent construction project. With the work recently completed, we began discussions about a formal SCADA Services Agreement. WTUA entered into a one (1) year agreement with PCI last year, which expires at the end of July. The agreement with PCI includes annual preventative maintenance (PM) on the SCADA system, along with a mid-year follow-up PM visit (the annual visit would be more thorough than the mid-year work). During these visits, PCI will install any software updates, check the overall health of the SCADA systems, and make any minor modifications to the programming requested (in advance) by WTUA. The agreement also establishes rates for on-call services (e.g. trouble shooting, more extensive programming modifications). The estimated cost of the two (2) visits is \$9,600 per year. The proposed agreement is non-exclusive (WTUA can approach other firms for any work required). That being said, PCI's rates compare favorably with the rates supplied to WTUA by UIS (Dexter) and Outbound Technologies (New Hudson). PCI has performed well in the past year and has agreed to extend the contract for three (3) years. Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-07-52 Resolved to concur with the recommendation of the Director of Operations to extend the SCADA Support Services Agreement with PCI (Detroit) for a period of three (3) years; and

Further, that the Director draft and execute an extension agreement.

Ayes: Heise, Graham-Hudak, Roosen

Nays: None

Absent: Abbo

The next order of business was Five Mile Road Sewer Construction; Termination of Contract: A contract has been executed for the construction of sewer to serve the 5 Mile Corridor. This construction was anticipated to begin in August. At the time of bid, we believed that the grant executed grant agreement allowed for the project to proceed. However, in subsequent discussions with the Grant Administrator (HUD), we have been informed that there will be additional steps required prior to actual award of the grant. This grant is to pay for the construction of the sewer in its entirety. One of the grant requirements is that a determination be made as to the potential impact of the construction on any historical areas. The initial grant application included such a review for the area directly impacted by the construction; however, HUD has decided that the review must also include those properties to be serviced by the new sewer. It is anticipated that this review will take at least four (4) months; initiation of the construction prior to this review would make the costs ineligible for the grant. Out Contract with CI Contracting Inc. (Brighton) allows for WTUA to terminate with seven (7) days written notice. Said termination would require reimbursement for any incurred costs, along with a reasonable profit on those costs. As the contract has been executed, but No Notice To Proceed has been issued, those costs should be minimal (although they may very well exist). Following termination of the contract, WTUA will rebid the project upon completion of the (new) grant. Following discussion and upon motion by Graham-Hudak supported by Roosen; it was

R-24-07-53 Resolved to concur with the Director of Operations to terminate the 5 Mile Sewer Improvements with CI Contracting Inc. (of Brighton); and

Further, that the Director of Operations draft and sign the termination notice.

Ayes: Heise, Graham-Hudak, Roosen

Nays: None

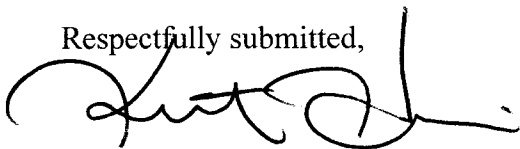
Absent: Abbo

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 9:15a.m.

Respectfully submitted,



Kurt L. Heise,
Chairperson