

**Western Townships Utilities Authority**  
**REGULAR MEETING**  
Monday, October 27, 2025  
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, October 27, 2025 in the WTUA Middle Rouge Conference Room, 40905 Joy Road, Canton, Michigan 48187. The meeting was called to order at 9:02 a.m. by the Chairperson, Anne Marie Graham-Hudak.

**Present:**

Anne Marie Graham-Hudak  
Mark Abbo  
Charles Curmi

**Absent:**

**Also present were:**

Aaron Sprague  
Suzanne Balan  
Alex Steffensky  
Mark Houle

WTUA  
WTUA  
JACOBS/OMI  
JACOBS/OMI

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

R-25-10-69    Resolved to accept the agenda as presented.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was the minutes of the regular meeting of September 22, 2025. Following discussion and upon motion by Abbo and supported by Curmi; it was

R-25-10-70    Resolved to accept the minutes of the regular meeting of September 22, 2025

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

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

R-25-10-71    Resolved to approve the schedule of disbursements for October 2025 of \$1,167,836.00 and pre-approved payroll for October 2025 of \$34,812.42.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was the Operations and Maintenance Report for the month of September 2025. Following discussion and upon motion by Abbo, supported by Curmi, it was

R-25-10-72 Resolved to receive and file the Operations and Maintenance Report for the month of September 2025.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was the Directors Report for the month of October 2025: Following discussion and upon motion by Abbo, supported by Curmi; it was

R-25-10-73 Resolved to receive and file the Directors Report for the month of October 2025.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was a proposed new accounting software purchase. WTUA transitioned to Fund Balance (by Tyler Tech) accounting software several years ago and the software is now nearing its end-of-life. It will not be supported after Dec 2026. The only option to stay with Tyler Tech. is to move to their cloud-based ERP system and we can't justify the cost (upwards of \$11,000 annually). We have explored 9 software options and have found a good fit for our needs. Many of the options are more robust and costly than what is needed and some do not have the reporting functionality necessary for a proprietary fund and are better suited for non-profits. Accu Fund is the best fit, both financially and functionally. The cost for implementation is estimated at \$7,350 (not-to-exceed) along with annual maintenance of \$5,340. With the timing of our annual audit, we would like to cut a check in November so we can start mapping our accounts, importing data, and getting reporting set up starting in Dec/Jan, with a "go live" date in April/May. Accu Fund is cloud-based and less expensive than Tyler Tech's cloud-based option and it meets our reporting needs better than the others at a lower cost : Following discussion and upon motion by Abbo, supported by Curmi; it was

R-25-10-74 Resolved to approve the purchase of new accounting software from Accu Fund in an amount not-to-exceed \$7,350 for start-up and implementation.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was a proposed new copy machine purchase. WTUA's copy machine was purchased in 2013 and we have been planning to replace it for a couple of years. The last time it needed to be serviced, the Canon representative informed us that they would no longer be able to get parts for the machine due to its age. We have funds in the budget this year to accommodate purchasing a new one and we've received a quote from Canon for \$7,200. We also got a quote for a copier with a stapling feature but don't feel that's necessary.

The current copy machine has needed to be serviced more often than in prior years, pages frequently stick together and it is not compatible, for scanning purposes, with some of our newer computers : Following discussion and upon motion by Abbo, supported by Curmi; it was

R-25-10-75     Resolved to approve the purchase of new copy machine from Canon Solutions for \$7,200.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was a proposed flow meter sensors purchase. WTUA uses a network of sanitary flow meters located throughout the system for the purpose of analyzing the flow from each community and billing for WTUA's costs. Historically, each flow meter had a dedicated location; when that flow meter failed, a spare meter was installed at that location while the dedicated flow meter was repaired or replaced. Upon completion of the repair (or receipt of the replacement), the spare meter was removed, and the dedicated meter was reinstalled. This process resulted in the cost of meter (and sensor) rental for the spare meter, as well as an additional site visit by meter maintenance staff for the removal of the spare and reinstallation of the dedicated meter. Several years ago, WTUA abandoned the dedicated meter concept; WTUA purchased five (5) spare flow meters with sensors to be stored and managed by Martin Controls Services (now Hesco). When a meter fails now, it is replaced immediately from the stock of spares and remains in place. The removed meter is evaluated, repaired and placed into the spare inventory. WTUA's spare inventory of sensors has been depleted due to sensor failures. Hesco has provided a quote for three (3) Area Velocity Sensors for the 2150 Flow Meters for a total cost of \$7,182.75. : Following discussion and upon motion by Curmi, supported by Abbo; it was

R-25-10-76     Resolved to approve the purchase of three (3) Area Velocity Sensors for a total cost of \$7,182.75.

Ayes: Graham-Hudak, Abbo, Curmi

Nays: None

Absent: None

The next order of business was proposed maintenance to the electrical switchgear at Middle Rouge. As a part of the Authority's preventative/predictive maintenance program, the switchgear at each facility is inspected/maintained by an outside contractor on a three-year rotation (Middle Rouge, Lower Rouge South, and Lower Rouge North). This maintenance is budgeted for and has been performed by Utilities Instrumentation Service (UIS, Dexter, Michigan) for over two (2) decades. UIS has consistently performed well, has a good understanding of our system, and has maintained reasonable pricing throughout that time. The Middle Rouge maintenance was budgeted to be completed in FY 2024/2025; unfortunately, UIS provided a quote well in exceedance of the prior cycle (the price quoted was about 100% higher than that of three years ago, \$18,480). We have spent the past few months attempting to get UIS to come down in pricing, to no avail. As such, we have asked DTE for recommendations for alternative providers of the service (prior attempts at finding qualified providers have not been successful).

DTE representatives recommended Potomac Testing (Troy), who provided a cost estimate slightly lower than that of UIS, and has agreed to do the work on a T&M Not-to-Exceed basis. : Following discussion and upon motion by Curmi, supported by Abbo; it was

R-25-10-77 Resolved to award the Middle Rough Switchgear Maintenance to Potomac Testing (Troy) for a not-to-exceed price of \$17,515.

Ayes: Graham-Hudak, Abbo, Curmi

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 9:34 a.m.

Respectfully submitted,



Anne Marie Graham-Hudak,  
Chairperson