Minutes

YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, January 22, 2014 – 4:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112

Members Present: Brenda L. Stumbo, Michael Bodary, Andrew Cameron, Larry J. Doe, and Keith P. Jason.

Members Absent: None.

1. CALL TO ORDER: Ms. Stumbo called the meeting to order at 4:01 p.m.

2. MINUTES OF THE PREVIOUS MEETING: Motion by Doe to receive and file the minutes of the December 18, 2013 meeting (open and executive sessions) as presented. Support by Cameron. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:
   A. Request to Approve – Purchase of Replacement PEW High Pressure Booster Pumps in the Amount of $24,264 (EPA Fund Expense Account No. 901-550) – Kevin G. Dupuis

      Motion by Doe to approve the Purchase of Replacement PEW High Pressure Booster Pumps in the Amount of $24,264 (EPA Fund Expense Account No. 901-550). Support by Cameron.

      Mr. Dupuis advised the Board that these two Fairbanks Morris high-pressure PEW pumps are original to the plant and are used for cleaning with the 1½-inch hoses at the head of the plant. He indicated that the pumps are identical to those used for surface washing in the tertiary filter building and that parts were removed from these tertiary filter pumps, which were then left abandoned.

      Mr. Dupuis explained that Fairbanks Morris wants $30,000 for this purchase but that he was able to obtain from Kerr Pump two pumps installed for less than $25,000.

      In favor: All. Opposed: None. (Motion carried)
B. **Request to Approve – Authorization to Seek Bids re: 2014 Road Repairs Phase 1 (O & M Expense Account No. 902-161)** – Scott D. Westover

Motion by Doe to provide Authorization to Seek Bids re: 2014 Road Repairs Phase 1 (O & M Expense Account No. 902-161). Support by Cameron. In favor: All. Opposed: None. (Motion carried)

C. **Request to Approve - Change Order No. 1 (Final) re: WWTP PEW Upgrades in the Amount of $17,379.95 (SRF Project Account No. 902-158)** – Scott D. Westover

Motion by Jason to approve Change Order No. 1 (Final) re: WWTP PEW Upgrades in the Amount of $17,379.95 (SRF Project Account No. 902-158). Support by Cameron.

Mr. Westover advised the Board that this project involves the replacement of two PEW pumps at the east end with new ones. He indicated that the change order involves seven items of additional work not included in the original contract, resulting in an increase of $17,379.95. Mr. Westover explained that the original contract was just over $1.3 million, therefore this change order represents an increase of 1.3%, which is well within the contingency.

In favor: All. Opposed: None. (Motion carried)

D. **Request to Approve - Change Order No. 2 re: 2013 Water Main and Paving Improvements in the Deduct Amount of $69,913.60 (Township Division Reserve for Construction Fund Account No. 902-348)** – Scott D. Westover

Motion by Doe to approve Change Order No. 2 re: 2013 Water Main and Paving Improvements in the Deduct Amount of $69,913.60 (Township Division Reserve for Construction Fund Account No. 902-348). Support by Bodary.

Mr. Westover advised the Board that a final change order is expected after work on this project wraps up in the spring, which should represent even further deductions, perhaps as much as $100,000.

In favor: All. Opposed: None. (Motion carried)

E. **Request to Approve - Change Order No. 4 (Final) re: Snow Road Pump Station Improvements in the Amount of $1,753.96 (SRF Project Account No. 902-385)** – Scott D. Westover

Motion by Bodary to approve Change Order No. 4 (Final) re: Snow Road Pump Station Improvements in the Amount of $1,753.96 (SRF Project Account No. 902-385). Support by Cameron.
Mr. Westover advised the Board that this change order reflects eight changes: four increases and four decreases. He indicated that the original contract amount was $3,022,000 and that, after this change order, expenditures will be at just over $3,005,000.

In favor: All. Opposed: None. (Motion carried)

F. **Fund Balance Report** – Dwayne Harrigan

Informational only; no motion from the Board required.

G. **Financial Report** – **Authority Net Assets** – Dwayne Harrigan

Informational only; no motion from the Board required.

H. **Usage Report** – **Consumption Report** – Jeff Castro

Informational only; no motion from the Board required.

I. **Attorney’s Report** – Thomas E. Daniels

There was no Attorney’s Report for the month.

J. **Environmental Report** – Luther D. Blackburn

Mr. Blackburn advised the Board that YCUA submitted its monthly discharge monitoring and operating reports and is in compliance with all permit requirements and limitations.

He indicated that the report on the incinerator emissions testing completed in November has been received and indicates full compliance with the YCUA air permit. Mr. Blackburn explained that there is some concern over the sulfur dioxide levels and that, while it is not presently a permit issue, it will be in the future. He pointed out that the caustic pilot project will need to be elevated into a full scale system moving forward in order to meet those requirements.

Mr. Blackburn also explained that the local limits report has been submitted to MDEQ and that the Authority is in compliance with all of those requirements. He further advised that, in the future as this report is completed every five years, YCUA may make some voluntary changes to the sewer use ordinance based on those evaluations. Mr. Blackburn stated that those changes could involve additional flexibility in how the limits are applied to the various industries.

He acknowledged that the mercury minimization program is on schedule and that the report will be submitted by the end of March.

Informational only; no motion from the Board required.
K. **Director’s Report** - Jeff Castro

Mr. Castro thanked Mr. Blackburn for hitting the ground running in his new position. He also thanked the Service Center for their efforts during the arctic weather and resulting water main breaks. Mr. Castro advised the Board that YCUA staff is revamping its emergency notification standard operating procedure, especially with City of Ypsilanti. He apologized for the lack of communication that was experienced recently during a large water main break that occurred on a weekend. Mr. Bodary sincerely thanked Mr. Castro and Bob Fry for the hard work relative to that water main break as well as for the attention being given to improving emergency notifications.

Mr. Jason thanked Mr. Castro for the public communication efforts that took place that week.

Informational only; no motion from the Board required.

4. **OLD BUSINESS:** There was no old business for the month.

5. **OTHER BUSINESS:** There was no other business for the month.

6. **STATEMENTS AND CHECKS:** Motion by Cameron to pay the bills in the amount of $3,140,944.52. Support by Doe. In favor: All. Opposed: None. (Motion carried)

7. **PUBLIC COMMENTS:** Joh Kang congratulated YCUA regarding item 3.E. He indicated that, with the Snow Road project completion, the largest pump station in the YCUA system is now fully upgraded and state-of-the-art.

Ms. Stumbo advised the Board that several township customers have received mailings regarding water service line protection insurance. Mr. Castro responded that those customers can be directed to YCUA to receive more information. Dwayne Harrigan indicated that insurance policies such as these are similar to the programs available for home appliances and that, while they are legal, they aren’t recommended in most cases.

8. **ADJOURNMENT:** Motion by Doe to adjourn the meeting at 4:17 p.m. Support by Jason. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

ANDREW CAMERON, Secretary - Treasurer