Minutes

YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, January 27, 2016 – 4:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112


Members Absent: Michael Bodary.

1. CALL TO ORDER: Ms. Stumbo called the meeting to order at 4:00 p.m.

2. MINUTES OF THE PREVIOUS MEETING: Motion by Doe to receive and file the minutes of the December 16, 2015 meeting as presented. Support by Jason. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve – Authorization to Seek Bids re: 2016 Road Repairs Phase 1 (O & M Expense Account No. 902-161) – Scott D. Westover

   Motion by Jason to provide Authorization to Seek Bids re: 2016 Road Repairs Phase 1 (O & M Expense Account No. 902-161). Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

B. Request to Approve - Authorization to Seek Proposal from OHM Advisors, Inc. (OHM) re: Metering for Wastewater Billing Data Collection and Analysis (Restricted Funds Account No. 902-164) – Scott D. Westover

   Motion by Doe to provide Authorization to Seek Proposal from OHM Advisors, Inc. (OHM) re: Metering for Wastewater Billing Data Collection and Analysis (Restricted Funds Account No. 902-164). Support by Ichesco.

   Mr. Westover reminded the Board that the metering program for wastewater billing was initiated about two years ago. He indicated that
items B, C, and D are related to that program. Mr. Westover explained that OHM was retained to assist in developing and implementing the program in the earliest stages of placing the meters and analyzing and transferring the raw data into billable consumption data. He pointed out that the program has been a success so far and is worthwhile to be continued.

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

C. Request to Approve - Authorization to Seek Proposal from Martin Control Services, Inc. (MCS) re: Meter Operation and Maintenance (Restricted Funds Account No. 902-164) – Scott D. Westover

Motion by Doe to provide Authorization to Seek Proposal from Martin Control Services, Inc. (MCS) re: Meter Operation and Maintenance (Restricted Funds Account No. 902-164). Support by Jason.

Mr. Westover advised the Board that Martin Controls was originally awarded a two-year contract to operate and maintain the meters installed in 2014. He indicated that they have done so successfully and it is recommended that they continue to do so for another two years.

Mr. Doe inquired whether the SAW grant will cover these extensions. Mr. Westover responded that the grant covered the first two years and that, while it is uncertain whether they will be covering this portion, the proposal will be presented to MDEQ in the hopes that they will.

Mr. Doe then inquired as to whether the amount of excess sewage versus the water that is being sold will be offset in the future. Mr. Harrigan responded that what the SAW grant doesn’t cover is being charged back to the communities.

Ms. Stumbo inquired as to how much the communities were billed before and how much they are being billed now. Mr. Harrigan responded the difference is about $300,000 to $400,000 per year. Mr. Castro added that this program also allows YCUA to determine exactly where all of its infiltration is coming from.

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

D. Request to Approve - Authorization to Seek Proposal from Applied Science, Inc. (ASI) re: Dye Testing of Metering Equipment (Restricted Funds Account No. 902-164) – Scott D. Westover

Motion by Doe to provide Authorization to Seek Proposal from Applied Science, Inc. (ASI) re: Dye Testing of Metering Equipment (Restricted Funds Account No. 902-164). Support by Jason.
Mr. Westover advised the Board that the dye-testing is an independent verification of the accuracy of the meters. He indicated that staff is hoping to continue to successful relationship with Applied Science for another two years.

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

E. Request to Approve – Purchase of Upgrades to Camera Truck in the Amount of $102,067 (Motor Pool Expense Account No. 901-597) – Bob Fry

Motion by Jason to approve the Purchase of Upgrades to Camera Truck in the Amount of $102,067 (Motor Pool Expense Account No. 901-597). Support by Ichesco.

Mr. Fry reminded the Board that this bid request was approved by the Board in November. He indicated that the upgrades include equipment capable of televising larger mains, better power cables, a pressurized camera and lens, and the addition of a lateral launch.

Mr. Fry explained that trade-in value was also requested for the current camera equipment. He pointed out that North River Truck and Trailer was the low, responsible bidder.

Mr. Ichesco inquired as to how many suppliers are available. Mr. Fry responded that a lot companies carry similar equipment but do not offer the single-conductor cable that staff feels is important.

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

F. Request to Approve – Repairs to Secondary Effluent Pumps in the Amount of $51,200 (EPA Fund Account No. 591-550) – Kevin G. Dupuis

Motion by Ichesco to approve the Repairs to Secondary Effluent Pumps in the Amount of $51,200 (EPA Fund Account No. 591-550). Support by Doe.

Mr. Dupuis advised the Board that the secondary effluent pumps are the last stage in the wastewater treatment process in the tertiary filter building. He indicated that two of the six pumps experienced bearing failure and one pump has exceeded its useful lifespan. Mr. Dupuis explained that the pumps will need to be removed through the roof of the building using a 120-ton crane. He pointed out that staff hopes to get the work done while the ground is hard and frozen.
Ms. Stumbo inquired as to whether the pumps being down is what is causing the odor. Mr. Castro responded that the incinerator is currently offline and that the odor is being caused by the truck loading of sludge.

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

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

Informational only; no motion from the Board required.

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

Mr. Harrigan directed the Board’s attention to the Financial Report – Authority Net Assets Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.

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

Mr. Castro directed the Board’s attention to the Usage Report – Consumption Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.

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

There was no Attorney’s Report for the month.

K. **Director’s Report** - Jeff Castro

Mr. Castro advised the Board that he has had multiple inquiries regarding the Flint water situation. He asked the Board to direct any further inquiries to him and he will respond immediately.

He also advised the Board that some good news is that the State of Michigan is considering the purchase of the RACER Trust property for potential development. Ms. Stumbo interjected that the plan is to have the stormwater there sent to YCUA for treatment.

Mr. Castro indicated that President Obama recently attend the auto show in Detroit and that YCUA Board Chair Stumbo was able to meet him.

4. **OLD BUSINESS:** There was no Old Business for the month.
5. OTHER BUSINESS:

A. Request to Approve – Emergency Incinerator Repairs in the Not-To-Exceed Amount of $50,000 – Kevin G. Dupuis

Mr. Dupuis advised the Board that the incinerator was recently taken down due to the failure of another tuyere. He indicated that the replacement tuyeres are longer, which provides more binding area as well as more weight which should prevent blow-outs. Mr. Dupuis explained that Midwest Industrial will inspect the incinerator and replace 25 of the 200 tuyeres. He pointed out that he hopes this will resolve the issues and that the incinerator can be back online within two weeks after completion. Mr. Dupuis then explained the technical aspects of the tuyeres in detail.

Mr. Dupuis also explained that any Board members who would like to tour the incinerator while it is opened up are welcomed to call him.

The matter was then discussed at length. Mr. Doe recommended that the remaining 175 tuyeres be replaced during the next scheduled shut-down.

Ms. Stumbo inquired as to what fund this will come out of. Mr. Castro responded that it will most likely be paid out of the WWTP fund.

Motion by Doe to approve the Emergency Incinerator Repairs in the Not-To-Exceed Amount of $50,000. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

6. STATEMENTS AND CHECKS: Motion by Ichesco to pay the bills in the amount of $3,274,186.94. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

7. PUBLIC COMMENTS: Mr. Dupuis advised the Board that he recently attended a wastewater administrators’ conference in Frankenmuth, where YCUA was recognized by MWEA for its health and safety program.

8. ADJOURNMENT: Motion by Doe to adjourn the meeting at 4:34 p.m. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

Respectfully submitted,

JON R. ICHESCO, Secretary - Treasurer