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

Members Absent: Jon R. Ichesco.

1. CALL TO ORDER: Ms. Stumbo called the meeting to order at 3:00 p.m.

2. MINUTES OF THE PREVIOUS MEETING: Motion by Bodary to receive and file the minutes of the January 23, 2019 meeting as presented. Support by Jason. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve - YCUA Resolution No. 19-1 re: Retirement for Gary Denny – Jeff Castro

   Motion by Doe to approve YCUA Resolution No. 19-1 re: Retirement for Gary Denny. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)


   Mark Kettner from Rehmann Robson gave a brief overview of the audit, which he indicated was very positive, particularly in terms of GASB 75 and OPEB liability recording. He commended the YCUA accounting department on being exceptionally prepared this year.

   Mr. Harrigan then addressed the Board, summarizing the audit in more detail.

   Ms. Stumbo congratulated Mr. Harrigan on a job well done.
Motion by Doe to approve Comprehensive Annual Financial Report (CAFR) For Fiscal Year 2017 – 2018. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

C. Request to Approve – Annual Officer and Committee Member Appointments – Jeff Castro

Motion by Jason to approve Annual Officer and Committee Member Appointments. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

D. Request to Approve – Authorization to Seek Construction Bids re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398) – Scott D. Westover

Motion by Bodary to provide Authorization to Seek Construction Bids re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398). Support by Jason. In favor: All. Opposed: None. (Motion carried.)

E. Request to Approve – Authorization to Seek OHM Construction Engineering Proposal re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398) – Scott D. Westover

Motion by Jason to provide Authorization to Seek OHM Construction Engineering Proposal re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398). Support by Bodary.

Mr. Westover advised the Board that the installation of the variable frequency drive (VFD) on the second larger pump is complete, so it makes sense to request a proposal for the work going forward.

Ms. Stumbo inquired as to whether this is usually done by Tetra Tech. Mr. Westover responded that OHM typically handles projects on the water side.

Mr. Bodary inquired as to whether items D and E are related. Mr. Westover responded affirmatively, indicating that item D relates to the installation the VFDs and item E relates to the design engineering oversight for the review of shop drawings, onsite inspections, etc.

Ms. Stumbo inquired as to whether the construction contract will come before for the Board. Mr. Westover responded that he is anticipating that the construction contract might be under the $25,000 threshold for staff-level approval.

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. **Human Resources Report** – Kevin M. Welch
   Mr. Welch advised the Board that mid-level supervisors are participating in a three-part management training program with an individual from Eastern Michigan University.

   He indicated that all open positions have been filled except for the lab tech position, which is being recruited externally after no internal applications were received. Mr. Welch explained that testing and interviewing is taking place for that position.

   He pointed out that, on March 21st, a virtual career day will take place at YCUA, which is held nationwide online. Mr. Welch also explained that the goal of this project is to raise some awareness of the Authority and make some connections with the area universities. He further advised that the skills required for employment at YCUA are potentially gained at a trade school, college, or university so those connections are mutually beneficial.

K. **Director’s Report** - Jeff Castro
   Mr. Castro advised the Board that the YCUA wastewater, engineering, and maintenance staff members should be commended for their diligence in the handling biosolids transfer during the incinerator shut-down for winter inspection.

   He indicated that many experts were onsite during this time to evaluate the incinerator prior to the replacement of the primary heat exchanger at the end of 2019.

   Mr. Castro explained that he previously contacted the Board and requested approval of a payment of about $30,000 for the first implementation of the truck-loading lime stabilizing method, which was approved by the Board a few years back. He then outlined the process at length. He pointed out that, as a result, this load of biosolids was accepted by Arbor Hills landfill
for the first time in years. Mr. Castro also explained that this will also open the door to other landfills as backups as needed. He further advised that this is possible due to reduced odors, increased biosolids integrity, and the achievement of a pH of 10 – 11 ppm with the introduction of lime.

Mr. Castro stated that YCUA is continuing to develop its inventory list in response to the new lead and copper rule, which needs to be sent to the state by January 1, 2020. He acknowledged that many new sampling sites are being recruited, which is required by June of this year. Mr. Castro confirmed that the Authority is going from 13 lead and copper sample sites every three years to approximately 30 to 60 annually.

He explained that, at the same time, YCUA is recruiting customers for bacti sampling sites. Mr. Castro pointed out that 20 samples are currently collected each month, which is increasing to 60 samples per month. He also stated that the Service Center deserves kudos for their work on these two projects.

Ms. Stumbo inquired as to whether work is being done on the odor coming from the primary storage tanks. Mr. Castro responded that Dr. Joh Kang is in communication on that matter and progress on all sources of odor will be made after the incinerator goes back online in March.

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 Doe to pay the current month’s bills in the amount of $2,897,158.27. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

7. PUBLIC COMMENTS: There were no Public Comments for the month.

8. ADJOURNMENT: Motion by Jason to adjourn the meeting at 3:23 p.m. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

Respectfully submitted,

MICHAEL BODARY, Vice Chair
YCUA RESOLUTION NO. 19-1 ANNOUNCING
THE RETIREMENT OF GARY DENNY AND
COMMENDING HIM FOR HIS SERVICE

Minutes of a meeting of the Board of Commissioners of the Ypsilanti Community Utilities Authority, County of Washtenaw, Michigan, held in the Authority, on the 27th day of February 2019 at 3:00 o’clock p.m., prevailing Eastern Time.

PRESENT: Commissioners Brenda L. Stumbo, Michael Bodary, Larry J. Doe, and Keith P. Jason.

ABSENT: Commissioners Jon R. Ichesco

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Bodary.

WHEREAS, Gary Denny, an employee of the Ypsilanti Community Utilities Authority, has completed thirty-one (31) years and six (6) months of service to the Authority; and

WHEREAS, Gary Denny has requested retirement as of March 10, 2019.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Gary Denny for his accomplishments and years of service to the Authority and expresses its appreciation to him.

BE IT FURTHER RESOLVED THAT a suitably inscribed copy of this Resolution of Retirement be sent to Gary Denny as an expression of the Board’s sincere appreciation for his years of service and the desire to convey its best wishes for good health and happiness in his retirement.

AYES: Commissioners Brenda L. Stumbo, Michael Bodary, Larry J. Doe, and Keith P. Jason.

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

MICHAEL BODARY, Vice Chair
I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Commissioners of the Ypsilanti Community Utilities Authority, County of Washtenaw, State of Michigan, at a meeting held on the 27th day of February 2019 and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by said Act.

MICHAEL BODARY, Vice Chair