Members Present:  J. Ray Scott, Mark Namatevs, Deedra Climer Bass, and Larry J. Doe.

Members Absent:  Gregory A. Peoples.

1.  CALL TO ORDER:  Mr. Scott called the meeting to order at 9:06 a.m.

2.  MINUTES OF THE PREVIOUS MEETINGS:  Motion by Doe to receive and file the minutes of the February 22, 2011 meeting as presented. Support by Bass. In favor: All.  Opposed: None. (Motion carried.)

3.  NEW BUSINESS:

   A.  Request to Approve - YCUA Resolution No. 11-2 re: Retirement for Mike Warren – Larry R. Thomas

      Mr. Thomas advised the Board that Mike Warren has been an employee at YCUA for 35 years. He indicated that Mr. Warren is presently a maintenance mechanic and has requested retirement as of March 31, 2011.

      Mr. Thomas explained that this is the standard resolution announcing his retirement and commending him for his years of service to the Authority. He pointed out that Mr. Warren is the most senior employee at YCUA.

      Mr. Scott thanked Mr. Warren for his long, valued, and true service.

      Mr. Thomas recommended approval of YCUA Resolution No. 11-2 re: Retirement for Mike Warren.

      Motion by Doe to approve YCUA Resolution No. 11-2 re: Retirement for Mike Warren. Support by Bass. In favor: All.  Opposed: None. (Motion carried)

   B.  Request to Approve – Bank Depositories – Larry R. Thomas
Mr. Thomas advised the Board that staff is in the process of evaluating various banks in which the Authority holds reserve funds. He indicated that they are requesting the addition of two banks to the list of designated depositories. Mr. Thomas explained that staff, along with the approval of the Finance Committee, is requesting this addition of Key Bank and Comerica. He pointed out that Board approval is also required.

Mr. Thomas also explained that included in their materials are the Standard and Poor’s ratings for long-term senior debt for these two institutions, which is data that gives some insight into the financial soundness of a bank to the investment communities. He further advised that Key Bank and Comerica received B+ and A ratings respectively as of June 17, 2009. Mr. Thomas stated that additional information on these two banks as well as two others that are presently YCUA’s designated banks are also included for their information.

Mr. Thomas recommended approval of the addition of Key Bank and Comerica to the list of YCUA’s Designated Bank Depositories.

Larry J. Doe inquired as to whether any of the Authority’s banks are 100% guaranteed beyond the $250,000 FDIC limit. Dwayne Harrigan responded that he would have to look into that. Mr. Doe indicated that it is mandated in the state of Ohio, where Key Bank is based. He added that a 100% guarantee does not allow for as high a rate of return, so the risk needs to be weighed against the reward.

Mr. Scott inquired as to whether YCUA has looked into working with Citizens. Mr. Harrigan responded that the banks currently on the list are PNC, Citizens, Huntington, Bank of America, and TCF. Larry R. Thomas interjected that the Authority will be removing its funds from Bank of America because of their low interest rates and high fees.

Motion by Doe to approve the addition of Key Bank and Comerica to the list of YCUA’s Designated Bank Depositories. Support by Namatevs. In favor: All. Opposed: None. (Motion carried)

C. Request to Approve – Change Order re: Sanitary Lining Project – T. Michael Jessee

Mr. Jessee advised the Board that this change order covers three items. He indicated that the first item contains three sub-items: 2,880 feet of pipe over bid quantity totaling $665.50, fewer pipe hookups for service lateral reinstatement resulting in a deduct of $1,300, and a reduction in the removal of protruding taps for a deduct of $1,400.

Mr. Jessee explained that the big ticket item on this change order is the result of crew idle time. He pointed out that this item was debated heavily
between YCUA and the contractor, who originally wanted to charge for two days of equipment downtime and 24 hours of manpower. Mr. Jessee also explained that this was negotiated down to 16 hours of manpower and one day of equipment downtime. He further advised that this was mainly due to the fact the manholes could not be located. Mr. Jessee stated that one was found in the parking lot of a gas station on Washtenaw Avenue and two more manholes shown in the 1960s-era as-built prints were no longer there. He acknowledged that after careful negotiation, YCUA staff agrees that the $7,680 is justified.

Mr. Jessee confirmed that the last item is for the additional mobilization on Courtland. He explained that another contractor was brought in to pipe-burst part of the backyard sanitary main there, who charged an additional $1,250 to complete the project. Mr. Jessee pointed out that the original bid was in the amount of $71,603 and that, with approval of this change order, the final cost comes to $78,488.50. He also stated that the approved budget for this project was $80,000.

Mr. Doe inquired as to whether the as-built drawings have been updated to reflect the correct information. Mr. Jessee responded affirmatively.

Mr. Jessee recommended approval of the Change Order re: Sanitary Lining Project in the amount of $6,885.50.

Motion by Doe to approve the Change Order re: Sanitary Lining Project in the amount of $6,885.50. Support by Namatev. In favor: All. Opposed: None. (Motion carried)

D. Request to Approve - Agreement between YCUA, Van Buren Township, and Property Owner on Rawsonville Road for Water Service – T. Michael Jessee

Mr. Jessee advised the Board that YCUA has a potential customer on the east side of Rawsonville Road in Van Buren Township. He indicated that Authority staff has spoken with Van Buren Township officials, who indicated that they do not have any issues with the request.

Mr. Jessee explained that this action requires a three-way agreement between YCUA, Van Buren Township, and the property owner. He pointed out that the location is the former Tic Tac Party Store on Rawsonville Road near the railroad tracks at Martz. Mr. Jessee also explained that it will be the customer’s responsibility to make the tap.

Mr. Jessee recommended approval of the Agreement between YCUA, Van Buren Township, and Property Owner on Rawsonville Road for Water Service.
Motion by Doe to approve the Agreement between YCUA, Van Buren Township, and Property Owner on Rawsonville Road for Water Service. Support by Bass. In favor: All. Opposed: None. (Motion carried)

E. Request for Final Acceptance – Creekside West Development as a Public Utility – T. Michael Jessee

Mr. Jessee advised the Board that Creekside Village West is located at the northwest corner of Merritt and Tuttle Hill Roads. He indicated that there are approximately 10,750 feet of 10-inch and 12-inch gravity sanitary sewer and approximately 16,750 feet of 8-inch and 12-inch water main along with 39 fire hydrants.

Mr. Doe inquired as to how many more projects are left to approve. Mr. Jessee responded that he would have that information to him at the next meeting.

Mr. Jessee recommended approval of the Request for Final Acceptance of Creekside West Development as a Public Utility.

Motion by Namatevs to approve the Request for Final Acceptance of Creekside West Development as a Public Utility. Support by Doe. In favor: All. Opposed: None. (Motion carried)

F. Fund Balance Report - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the Fund Balance Report for February 28, 2011. 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.


Mr. Thomas directed the Board’s attention to the Financial Report – Authority Net Assets Report for February 28, 2011. 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.


Mr. Thomas directed the Board’s attention to the 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.

I. Attorney’s Report – Thomas E. Daniels
There was no Attorney’s Report for the month.

J. Director’s Report - Larry R. Thomas
There was no Director’s Report for the month.

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 Bass to pay the bills in the amount of $2,843,901.43. Support by Doe. In favor: All. Opposed: None. (Motion carried)

7. PUBLIC COMMENTS:
There were no public comments for the month.

8. CLOSED SESSION: Larry R. Thomas recommended adjourning the open session and calling to order a closed session in order to consider confidential correspondence from counsel regarding utility ordinance review. Motion by Doe to accept Mr. Thomas’s recommendation for adjourning the open session and calling to order a closed session in order to consider written legal opinion from counsel. Support by Bass. By roll call vote: Ayes: Mark Namatevs, Deedra Climer Bass, J. Ray Scott and Larry J. Doe. Nayes: None. (Motion carried)

(Board then met in closed session.)

9. RETURN TO OPEN SESSION AND ADJOURNMENT: Motion by Doe to adjourn the meeting at 10:32 a.m. Support by Bass. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

DEEDRA CLIMER BASS, Secretary - Treasurer
YCUA RESOLUTION NO. 11-2 ANNOUNCING
THE RETIREMENT OF MIKE WARREN AND
COMMENDING HIM FOR HIS SERVICE

Minutes of a regular meeting of the Board of Commissioners of the Ypsilanti Community Utilities Authority, County of Washtenaw, Michigan, held in the Authority, on the 22nd day of March 2011 at 9:00 o’clock a.m., Eastern Daylight Time.

PRESENT: Commissioners J. Ray Scott, Mark Namatevs, Deedra Climer Bass, and Larry J. Doe

ABSENT: Commissioners Gregory A. Peoples

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

WHEREAS, Mike Warren, an employee of the Ypsilanti Community Utilities Authority, has completed thirty-five years and six months (35 years, 6 months) of service to the Authority; and

WHEREAS, Mike Warren has requested retirement as of March 31, 2011 and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Mike Warren 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 Mike Warren 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 J. Ray Scott, Mark Namatevs, Deedra Climer Bass, and Larry J. Doe

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

DEEDRA CLIMER BASS, Secretary - Treasurer
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 regular meeting held on the 22nd day of March 2011 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.

DEEDRA CLIMER BASS, Secretary - Treasurer