
Members Absent: None.

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 March 23, 2016 meeting as presented. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve - YCUA Resolution No. 16-1 re: Retirement for Steven D. Greer – Jeff Castro

Mr. Castro advised the Board that Mr. Greer is an auto mechanic for YCUA and has requested retirement as of April 30, 2016. He indicated that Mr. Greer has been a valuable employee of the Authority for 29 years and three months and his experience and work ethic will be missed. Mr. Castro explained that this resolution is fitting at the time of his retirement.

Motion by Doe to approve YCUA Resolution No. 16-1 re: Retirement for Steven D. Greer. Support by Jason. In favor: All. Opposed: None. (Motion carried.)

B. Request to Approve - Authorization to Seek Quotes and Award the Low, Qualified Bid re: WWTP Incinerator Insulation (O & M Account No. 902-170) - Scott D. Westover
Motion by Doe to provide Authorization to Seek Quotes and Award the Low, Qualified Bid re: WWTP Incinerator Insulation (O & M Account No. 902-170). Support by Ichesco.

Mr. Westover advised the Board that, due to the fact that the incinerator went down again last Friday, staff wishes to expedite the insulation project that was originally planned to be put out for bids under the normal procedure. He indicated that the hope is to have an insulation contractor onsite within the month so that work can be completed in conjunction with the tuyere replacement and dome work starting around the end of May.

Mr. Westover explained that this is a process that has been used on projects in the past, most recently about five or six years ago when a sewer repair on Michigan Avenue in downtown Ypsilanti required a quick turnaround. He pointed out that a minimum of three qualified bidders will be sought out and the bid will be awarded to the most qualified bidder with the bid amount being a key factor. Mr. Westover also explained that this will allow staff to do the insulation work while the incinerator is already down without having to schedule a shut-down at a later date.

Mr. Jason asked if the most qualified bidder is selected using a sliding scale between price and qualification. Ms. Stumbo responded affirmatively and indicated that this process makes a lot of sense under these circumstances.

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

C. Request to Approve - Authorization to Seek Bids re: McGregor Effluent Pump Station Improvements (SRF Project Account No. 902-172) – Scott D. Westover

Motion by Jason to provide Authorization to Seek Bids re: McGregor Effluent Pump Station Improvements (SRF Project Account No. 902-172). Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

D. Request to Approve - Authorization to Seek Statements of Qualifications for Engineering re: McGregor Effluent Pump Station Improvements (SRF Project Account No. 902-172) - Scott D. Westover

Motion by Doe to provide Authorization to Seek Statements of Qualifications for Engineering re: McGregor Effluent Pump Station Improvements (SRF Project Account No. 902-172). Support by Ichesco.

Mr. Westover advised the Board that this is a new SRF loan program procedure effective October 2014 which requires that any engineering services must go through a qualification-based selection process in order to qualify as a loan-eligible cost.
E. **Request to Approve - Authorization to Seek Bids re: Tyler Pond Trestle Replacement (O & M Account No. 902-386)** – Scott D. Westover

Motion by Jason to provide Authorization to Seek Bids re: Tyler Pond Trestle Replacement (O & M Account No. 902-386). Support by Ichesco.

Mr. Westover advised the Board that this is an SRF project that will be bid with two alternatives: as a collaborative project with the township that will include modifications to the dam under Tyler Road as well as an alternative design for a longer bridge over the impoundment as it currently exists. He indicated that staff will determine the most favorable option once bids are received. Mr. Westover explained that the SRF loan is scheduled to close on September 16th and bids are due by June 9th. He pointed out that a recommendation will be presented to the Board at the June meeting.

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

F. **Request to Approve - Authorization to Seek Construction Engineering Qualifications re: Tyler Pond Trestle Replacement (O & M Account No. 902-386)** – Scott D. Westover

Motion by Jason to provide Authorization to Seek Construction Engineering Qualifications re: Tyler Pond Trestle Replacement (O & M Account No. 902-386). Support by Doe.

Mr. Westover advised the Board that this is similar to item D in that it is an SRF loan where construction engineering services to be eligible for loan reimbursement must go through the QBS process.

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

G. **Request to Approve – Award of Contract re: North Golfside Retaining Wall in the Amount of $20,750 (O & M Expense Account No. 902-396)** – Scott D. Westover

Motion by Doe to approve the Award of Contract re: North Golfside Retaining Wall in the Amount of $20,750 (O & M Expense Account No. 902-396). Support by Ichesco.

Mr. Westover advised the Board that this is a re-bid of a project that the Board authorized last November. He indicated that the original bids received in February were excessively high. Mr. Westover explained that, as a result, some changes were made to the specifications and the re-bid
came back much more favorable with the low bid from Margolis Companies of Superior Township.

Mr. Doe inquired as to why there was so much disparity between the high and low bids. Mr. Westover responded that the high bid was in range with the bids received the first time around, which leads him to believe that the high bidder didn’t sharpen their pencil this time around. He added that Margolis verbally reassured him that their bid was accurate.

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

H. Request to Approve - Applied Science, Inc. (ASI) Contract Extension re: Dye Testing of Metering Equipment in the Amount of $75,000 (Restricted Funds Account No. 902-164) – Scott D. Westover


Mr. Westover advised the Board that, similar to the data analysis and meter operation maintenance that was recently authorized, staff is hoping to do a two-year extension with ASI. He indicated that about 2/3 of the $75,000 budget will be directly billed to the contract communities, so a significant portion of the cost will get passed on through the program.

Mr. Westover explained that ASI has done a good job to date.

Ms. Stumbo inquired as to when the job was originally bid. Mr. Westover responded that it was done in about late 2013 or early 2014. He added that this bid is in line with the Martin Controls bid on the meter operation and maintenance.

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

I. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.


Informational only; no motion from the Board required.


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

There was no Attorney’s Report for the month.

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

Mr. Blackburn advised the Board that, on March 9th, MDEQ approved YCUA’s local limit reevaluation. He indicated that this relates to the limits found in the sewer use ordinance (SUO) pollutants limits such as solids and phosphorus that are applied to industrial users. Mr. Blackburn explained that staff is now in the process of internally revising the SUO to incorporate those procedural changes. He pointed out that those changes will come to the Board for approval.

Mr. Blackburn also explained that this will allow the Authority to allocate unused capacity to smaller facilities that are requesting to discharge more concentrated wastes that do not cause issues within the plant or the collection system. He further advised that it is a win-win in that the facilities will not be required to do pre-treatment to meet the more stringent SUO and YCUA will generate additional income. The matter was then discussed in more detail. Ms. Stumbo commented that this will be helpful for economic development. Mr. Blackburn concurred that it will be an incentive for small industries to move into the area. He added that another positive feature of the program is that there are no contract involved so, if at any time there is an unforeseen issue with the influent, YCUA can reissue the permit and refuse the capacity.

Mr. Blackburn advised the Board that, on Saturday, March 26th, the Authority incurred a sanitary sewer overflow at the intersection of Grove Road and Jay Avenue. He indicated that it is estimated that just over 1,200 gallons of sewage was released from a fractured force main associated with the Grove Road lift station. Mr. Blackburn explained that the discharge went to Ford Lake but that samples taken the following day showed no impact to water quality.

He pointed out that he does not anticipate any fines or violations from MDEQ based on YCUA’s response.

Mr. Castro asked Mr. Blackburn to brief the Board on the lime addition wastewater pilot program for odor control and truck loading.

Mr. Blackburn advised the Board that YCUA is struggling to find a home for its sludge when the incinerator is offline. He indicated that, beyond dewatering, no further odor control is done before the sludge leaves the plant site. Mr. Blackburn explained that any time that material is transported to a landfill, it naturally smells. He pointed out that a lot of landfills have issue with those odors and refuse to accept the sludge.
Mr. Blackburn also explained that YCUA staff understands the need to incorporate more effective odor control to the material if it is going to be landfilled for any extended period of time. He further advised that, beginning May 16th, YCUA will be initiating a pilot project that will add a lime slurry which will lower the pH of the sludge, thereby inhibiting biological activity and reducing odors. Mr. Blackburn stated that the lime will be introduced just upstream of the Schwing pump. He acknowledged that the hope is that this will economically reduce odors enough to have the sludge accepted by a local landfill such as Arbor Hills.

Mr. Blackburn confirmed that another odor control option is being investigated called Clean B, which adds chlorine dioxide to the sludge to reduce odors and increase the quality of the material to the level that it can be used as cover at a landfill. He explained that staff hopes to bring that system onsite for a pilot study in the near future.

Mr. Blackburn pointed out that a third option that is being considered is a system utilizing quick lime, which is an unrefined raw material as opposed to lime slurry which is refined and therefore more expensive. He also stated that using quick lime would be cheaper on a day-to-day operating cost.

Ms. Stumbo inquired as to whether any of these options would have a positive impact on onsite odors. Mr. Blackburn responded that, under normal conditions, most of the plant odors originate from the headworks where the raw sewage first enters the plant and/or the sludge building. He added that any additional odor control efforts upstream from the dewatering process have the potential to substantially decrease odors in the sludge building. Mr. Blackburn indicated that when the sludge can’t be transported to a landfill on a timely basis, the primary tanks can become a source of odors but that normally it is very minor.

N. Director’s Report - Jeff Castro

Mr. Castro advised the Board that YCUA has received one of 33 loss control achievement awards presented by the Michigan Municipal League worker’s compensation fund. He indicated that these awards recognize members for their outstanding efforts in maintaining safe work environments and their dedication to reduce worker’s compensation losses.

Mr. Castro explained that the Authority has been recognized for having one of the two lowest Experience Modification Factors in the state of Michigan for the policy year 2015 - 2016. He congratulated YCUA’s
employees, especially the safety program. He pointed out that this is something to be very proud of.

Mr. Castro advised the Board that YCUA’s Human Resources Director Kimberly Robinson will be leaving the Authority in June due to her family’s relocation to South Carolina. He indicated that Ms. Robinson has done a great job at YCUA, having joined the Authority in 2012 during the time when 10% of the staff retired. Mr. Castro explained that Ms. Robinson has a great rapport with the employees and has been a tremendous asset to YCUA. He pointed out that she will be missed and will be hard to replace. Mr. Castro also explained that Ms. Robinson will be actively involved in the recruitment of her successor.

Ms. Stumbo concurred that Ms. Robinson will be greatly missed.

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 Ichesco to pay the bills in the amount of $4,183,927.03. Support by Doe. In favor: All. Opposed: None. (Motion carried.)

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

8. ADJOURNMENT: Motion by Doe to adjourn the meeting at 4:28 p.m. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

Respectfully submitted,

JON R. ICHESCO, Secretary - Treasurer
YCUA RESOLUTION NO. 16-1 ANNOUNCING
THE RETIREMENT OF STEVEN D. GREER 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 April 2016 at 4:00 o’clock p.m., prevailing Eastern Time.

PRESENT: Commissioners Brenda L. Stumbo, Jon R. Ichesco, Larry J. Doe, and Keith P. Jason

ABSENT: Commissioners Michael Bodary.

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

WHEREAS, Steven D. Greer, an employee of the Ypsilanti Community Utilities Authority, has completed twenty-nine (29) years and three (3) months of service to the Authority; and

WHEREAS, Steven D. Greer has requested retirement as of April 30, 2016.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Steven D. Greer 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 Steven D. Greer 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, Jon R. Ichesco, Larry J. Doe, and Keith P. Jason

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

JON R. ICHESCO, 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 meeting held on the 27th day of April 2016 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.

JON R. ICHESCO, Secretary - Treasurer