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

Members Absent: Andrew Cameron and Keith P. Jason.

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 April 24, 2013 meeting as presented. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve - YCUA Resolution No. 13-8 re: Retirement for Jeffrey D. Gee – Jeff Castro

   Motion by Doe to approve YCUA Resolution No. 13-8 re: Retirement for Jeffrey D. Gee. Support by Bodary. In favor: All. Opposed: None. (Motion carried)

B. Request to Approve - YCUA Resolution No. 13-9 re: Retirement for Roberta Amrhein – Jeff Castro

   Motion by Bodary to approve YCUA Resolution No. 13-9 re: Retirement for Roberta Amrhein. Support by Doe. In favor: All. Opposed: None. (Motion carried)

C. Request to Approve - YCUA Resolution No. 13-10 re: Retirement for Daniel Burns – Jeff Castro

   Motion by Doe to approve YCUA Resolution No. 13-10 re: Retirement for Daniel Burns. Support by Bodary. In favor: All. Opposed: None. (Motion carried)
D. Request to Approve – Purchase of Fuel Polishing System in the Amount of $10,403.50 Plus Shipping (Fleet Equipment Fund Expense Account No. 901-597) – Kevin Dupuis

Motion by Doe to approve the Purchase of Fuel Polishing System in the Amount of $10,403.50 Plus Shipping (Fleet Equipment Fund Expense Account No. 901-597). Support by Bodary.

Mr. Dupuis advised the Board that, over the past couple of years, $6,000 - $8,000 has been spent maintaining the diesel-fuel emergency generator system at the Authority, the tanks for which have a tendency to build up algae and scale. He indicated that a suggestion was recently made that this work could be done in-house for a lower cost.

Mr. Dupuis explained that three quotes were obtained for the equipment, which YCUA staff needs to complete this work. Mr. Castro interjected that $16,000 in outside vendor maintenance costs was invested in the last two years.

Mr. Bodary inquired as to the life expectancy for the equipment. Mr. Dupuis responded that he would expect the Diesel Fuel Doctor system to last 20 years or more.

Mr. Doe asked for clarification on how the system works. Mr. Dupuis responded with a detailed explanation.

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

E. Request to Approve – Purchase of KSB Aeration Mixers in the Amount of $24,652 (EPA Fund Expense Account No. 901-550) – Kevin Dupuis

Motion by Doe to approve the Purchase of KSB Aeration Mixers in the Amount of $24,652 (EPA Fund Expense Account No. 901-550). Support by Bodary.

Mr. Dupuis advised the Board that, over the past year, two mixers have gone down, which are now obsolete and for which replacement parts are no longer available. He indicated that, as such, replacement of the mixers is in order. Mr. Dupuis explained that there were two bids received from previous suppliers with the KSB mixers coming in slightly lower. He pointed out that these mixers are also likely to be more efficient since they draw fewer amps.

In favor: All. Opposed: None. (Motion carried)
F. **Request to Approve - Authorization to Seek Bids re: 2013 Road Repairs Phase 2 (O & M Expense Account No. 902-161)** – Scott D. Westover

Motion by Doe to approve the Authorization to Seek Bids re: 2013 Road Repairs Phase 2 (O & M Expense Account No. 902-161). Support by Bodary.

Mr. Westover advised the Board that this is part of a two-phased approach for road repairs projects and includes the second phase for 2013; cuts made primary between December 1, 2012 and May 31, 2013. He indicated that there will be approximately 60 – 70 cuts at a cost of about $130,000 - $140,000.

Ms. Stumbo commented that the contractor that did the first phase did a good job.

Mr. Doe inquired as to whether there are fewer cuts being made as the result of so many recent infrastructure improvements. Mr. Westover responded affirmatively.

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


Mr. Westover advised the Board that staff hopes to have this project completed by summer.

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

H. **Request to Approve - Authorization to Seek Engineering Proposal re: 2013 Manhole Rehabilitation (O & M Expense Account No. 902-162)** – Scott D. Westover

Motion by Doe to approve the Authorization to Seek Engineering Proposal re: 2013 Manhole Rehabilitation (O & M Expense Account No. 902-162). Support by Bodary.

Mr. Westover reminded the Board that this project was authorized in October and that OHM will be assisting in the inspection and preparation. He indicated that the project will repair leaking manholes where ground water infiltration is occurring.

Mr. Bodary inquired as to whether this project will include both storm and sanitary sewers. Mr. Westover responded that it only includes sanitary sewers.
Ms. Stumbo inquired as to how the problematic sewers were identified. Mr. Westover responded that two studies were done, one in the Paint Creek district near Ypsilanti High School and one at the interceptor through the City of Ypsilanti. He indicated that a lot of the problems are originating with the 10 – 12 manholes on the Willow interceptor.

Ms. Stumbo then inquired as to whether any residential area manholes will be addressed, for which a number of calls are received particularly in terms of trip hazards. Mr. Westover replied that these manholes are addressed on an as-needed basis.

Mr. Doe inquired as to how many gallons of water treatment will be eliminated as a result of addressing these infiltration issues. Mr. Westover responded that an estimated annual savings of $200,000 is expected in transport and treatment costs for clear water.

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

I. Request to Approve - Authorization to Seek Engineering Proposal re: WWTP Aeration Blower (EPA Expense Account No. 902-163) – Scott D. Westover

Motion by Bodary to approve the Authorization to Seek Engineering Proposal re WWTP Aeration Blower (EPA Expense Account No. 902-163). Support by Doe.

Mr. Westover advised the Board that this is a request to obtain a proposal from Tetra Tech to design a smaller blower to supplement the current large blowers that are now oversized after completion and start-up of the foul air blower system at the solids building. He indicated that the existing blowers are designed to handle the peak air capacity of the plant based on the design flow of 51 mgd. Mr. Westover explained that YCUA is operating nowhere near that design flow capacity and, therefore, the blowers are overfeeding the system. He pointed out that smaller blowers will work in better harmony with the new foul air blowers and meet the Authority’s demand about 85% of the time and significantly reduce the size of the motors required, thereby reducing energy consumption. Mr. Westover also explained that it is estimated that the blowers will pay for themselves within one and a half and two years.

Mr. Doe inquired as to whether the old blowers will be kept on hand. Mr. Westover responded affirmatively.

Ms. Stumbo commented that she did not smell any odors when she arrived at the facility and congratulated YCUA employees on their successful efforts.

Mr. Bodary inquired as to whether this will increase the service life of the larger blowers. Mr. Westover responded that it is a hard question to answer because they are original components.
In favor: All.  Opposed: None.  (Motion carried)

J. **Informational Item - Snow Road Pump Station Improvements / DTE Energy Efficiency Program for Business Rebate** – Scott D. Westover

Mr. Westover advised the Board that his memo outlines an energy rebate program offered by DTE, through which YCUA received some significant energy savings as a result of the improvements at the Martz Road and Willow Run stations.

Informational only; no motion from the Board required.

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

Mr. Harrigan directed the Board’s attention to the Fund Balance Report for April 30, 2013. 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. **Financial Report – Authority Net Assets** – Dwayne Harrigan

Mr. Harrigan directed the Board’s attention to the Authority Net Assets Report for April 30, 2013. 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.

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

Mr. Castro 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.

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

There was no attorney’s report for the month.

O. **Environmental Report** – Perry M. Thomas

Mr. Thomas 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 YCUA is expecting to receive a response from MDEQ any time now regarding the Authority’s request to have the SSO Notice of Violation rescinded.

Mr. Thomas explained that the District Compliance Agreement is now closed out and that staff is awaiting MDEQ’s acknowledgement of this as well.
He pointed out that the odor control project has been successful with the March 27th start-up of phase II, which handles the solids processing building. Mr. Thomas also explained that only one odor complaint has been received since that time.

He further advised that the sulfur dioxide emission reduction project team has decided to conduct a pilot study to introduce caustic into the scrubber water of the incinerator pollution control device. He indicated that permits for the study will be received from the applicable state agencies.

Mr. Thomas stated that the biological nutrient phosphorus removal team has identified the operating conditions for the plant, which resulted in the elimination of the use of alum in this process. He acknowledged that this has resulted in a savings of about $300 per day.

P. Director’s Report - Jeff Castro

Mr. Castro congratulated Jeff Gee, Bobbi Amrhein, and Dan Burns on their retirement.

He advised the Board that union negotiation begin the following day.

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 bills in the amount of $2,834,076.23. 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 Bodary to adjourn the meeting at 4:31 p.m. Support by Doe. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

BRENDA L. STUMBO, Chair
YCUA RESOLUTION NO. 13-8 ANNOUNCING
THE RETIREMENT OF JEFFREY D. GEE AND
COMMENDING HIM FOR HIS SERVICE

Minutes of a special 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 May 2013 at 4:00 o’clock p.m., prevailing Eastern Time.

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

ABSENT: Commissioners Andrew Cameron and Keith P. Jason

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

WHEREAS, Jeffrey D. Gee, an employee of the Ypsilanti Community Utilities Authority, has completed twenty-five (25) years and nine (9) months of service to the Authority; and

WHEREAS, Jeffrey D. Gee has requested retirement as of May 2, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Jeffrey D. Gee 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 Jeffrey D. Gee 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, and Larry J. Doe

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

BRENDA L. STUMBO, 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 special meeting held on the 22nd day of May 2013 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.

BRENDA L. STUMBO, Chair
Minutes of a special 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 May 2013 at 4:00 o’clock p.m., prevailing Eastern Time.

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

ABSENT: Commissioners Andrew Cameron and Keith P. Jason

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

WHEREAS, Roberta Amrhein, an employee of the Ypsilanti Community Utilities Authority, has completed thirty-five (35) years and four (4) months of service to the Authority; and

WHEREAS, Roberta Amrhein has requested retirement as of May 29, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Roberta Amrhein for her accomplishments and years of service to the Authority and expresses its appreciation to her.

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

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

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

BRENDA L. STUMBO, 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 special meeting held on the 22nd day of May 2013 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.

BRENDA L. STUMBO, Chair
Minutes of a special 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 May 2013 at 4:00 o’clock p.m., prevailing Eastern Time.

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

ABSENT: Commissioners Andrew Cameron and Keith P. Jason

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

WHEREAS, Daniel Burns, an employee of the Ypsilanti Community Utilities Authority, has completed twenty-eight (28) years and seven (7) months of service to the Authority; and

WHEREAS, Daniel Burns has requested retirement as of June 26, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Daniel Burns 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 Daniel Burns 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, and Larry J. Doe

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

BRENDA L. STUMBO, 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 special meeting held on the 22nd day of May 2013 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.

BRENDA L. STUMBO, Chair