Minutes

YPISILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, July 24, 2019 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112

Members Present: Brenda L. Stumbo, Michael Bodary, Larry J. Doe, and Keith P. Jason.
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 Doe to receive and file the minutes of the June 26, 2019 meeting as presented. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

A. Request to Approve – Revised Policies on Ownership, Maintenance and Repair of Sewer Service Leads and Sewer Back-Ups – Jeff Castro

Motion by Bodary to Approve Revised Policies on Ownership, Maintenance and Repair of Sewer Service Leads and Sewer Back-Ups. Support by Doe.

Mr. Castro advised the Board that the changes made to the Ownership, Maintenance and Repair of Sewer Service Leads policy are primarily to correct typos and make it easier to understand but there is no substantive change to the procedures established in the 2010 policy. He indicated that the policy continues to provide for customer responsibility for sewer service leads between the home and the main.

YCUA attorney Thomas E. Daniels reiterated those changes and clarified that the only substantive changes were made to the Sewer Back-up Policy.

Mr. Daniels advised the Board that the primary change to the Sewer Back-up Policy was to make the policy compliant with Public Act 222 of 2001. He indicated that P.A. 222 was added to the Governmental Tort Liability Act, which is the statute that provides for certain immunities for municipalities like YCUA in that they are not responsible for damages
caused by a sewer back-up unless it was caused by a defect in the system of which the municipality was aware but did not timely address.

Mr. Daniels explained that YCUA’s past practice has been to cover the immediate clean-up and, in some cases, replace personal property and repair certain portions of basements such as drywall and flooring. He pointed out that the new policy makes it clear that, if this is ever done if the future, it is entirely and solely within the discretion of YCUA. Mr. Daniels also explained that the policy going forward will be to follow the provisions of P.A. 222 to the letter.

He further advised that a significant rain event that taxes the system to the point of causing basement back-ups does not qualify as a defect in the system under P.A. 222. Mr. Daniels stated that a possible exception to this would be if there were repeated back-ups during rain events in a given area that were never corrected over a period of years.

The matter was then discussed at length.

Mr. Castro interjected that a possible solution to these back-up issues that will be communicated to customers going forward is the installation of a single check valve. He pointed out that these are becoming common in new homes. Mr. Castro also explained that the valve works by closing whenever water is not being used in the home, preventing incoming water from infiltrating the system.

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

B. Request to Approve – Washtenaw County Road Commission Grove Road Improvements Agreement – Jeff Castro

Motion by Jason to approve Washtenaw County Road Commission Grove Road Improvements Agreement. Support by Bodary.

Mr. Castro reminded the Board that Grove Road between Margarita and Loon Feather Point Park must be reconstructed due to soil wash-outs, storm failure, and high volumes of rain. He indicated that YCUA’s existing water main is in the easement of that area, within which the Washtenaw County Road Commission (WCRC) needs to install sheeting, excavate, and repair the sidewalk, curb, and road. Mr. Castro explained that it makes sense to enter into an agreement with WCRC so that a single contractor can do the work on behalf of YCUA and WCRC. He pointed out that, under this agreement, YCUA will only be responsible for any work done on the water main and that there will be no shared costs.

In favor: All. Opposed: None. (Motion carried.)
C. **Request to Approve – Award of Contract re: 2019 Road Repairs Phase 2 in the Amount of $199,940 (O & M Expense Account No. 902-161)** – Scott D. Westover

Motion by Doe to approve Award of Contract re: 2019 Road Repairs Phase 2 in the Amount of $199,940 (O & M Expense Account No. 902-161). Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

D. **Request to Approve – Award of Bids re: Wastewater Treatment Plant Bulk Chemicals Purchase in the Approximate Amount of $550,000 (O & M Expense Account No. 550-736)** – Sreedhar Mullapudi

Motion by Jason to approve Award of Bids re: Wastewater Treatment Plant Bulk Chemicals Purchase in the Approximate Amount of $550,000 (O & M Expense Account No. 550-736). Support by Bodary. In favor: All. Opposed: None. (Motion carried.)


Mr. Mullapudi advised the Board that this is a two-year contract for emissions testing. He indicated that it is required under the EPA’s Maximum Achievable Control Technology Standard. Mr. Mullapudi explained that the Relative Accuracy Test Audit will be done by a third party to review the accuracy of YCUA’s daily measurement of carbon monoxide and sulfur dioxide. He pointed out that Gammie Air Monitoring, LLC provided the low bid, with whom the Authority has worked before for the same services.

Mr. Doe inquired as to whether this testing will be accurate if it is done before the incinerator is disassembled. Mr. Mullapudi responded that this year’s testing is required under EPA’s 2019 timeline but that next year’s testing will be suspended until after the work is completed.

The matter was then discussed further.

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

F. **Request to Approve – Purchase of Replacement Fuel Tank in the Amount of $45,890 (Restricted Funds Account No. 901-597)** – Stacey L. Reynolds

Motion by Bodary to approve Purchase of Replacement Fuel Tank in the Amount of $45,890 (Restricted Funds Account No. 901-597). Support by Doe.
Mr. Reynolds advised the Board that this 2,000-gallon unleaded fuel tank is 22 years old and nearing the end of its useful lifespan. He indicated that it is used for fueling vehicles and is one of seven fuel tanks of various sizes; the others used for emergency generators for the larger stations around the township. Mr. Reynolds explained that this is the first of the seven tanks to exhibit deterioration on its outer layer. He pointed out that a new leak detection system is included with the quote.

Mr. Bodary inquired as to whether the deterioration has caused any environmental issues. Mr. Reynolds responded that there have been no leaks. He also explained that the tanks have sensors between the two layers that set off an alarm in the event of a breach of the inner tank.

Ms. Stumbo inquired as to the ages of the other tanks. Mr. Reynolds responded that they are all about the same age but have not shown any wear during their annual inspections. He added that, due to high costs, the individual leak detection systems are being replaced one by one.

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

G. Fund Balance Report – Dwayne Harrigan

Mr. Harrigan directed the Board’s attention to the Fund Balance Report for June 30, 2019. 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. Harrigan directed the Board’s attention to the Financial Report – Authority Net Assets Report for June 30, 2019. 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. 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.

J. Attorney’s Report – Thomas E. Daniels

There was no Attorney’s Report for the month.

K. Human Resources Report – Kevin M. Welch

Mr. Welch advised the Board that the employee appreciation picnic is coming up on August 2nd and invited them to attend. He indicated that a
new employee has received their D license and existing employees received their B and C licenses. Mr. Welch explained that a new mechanic is starting the following Monday. He pointed out that the best news is being able to introduce YCUA’s new Human Resources Director Debra Kinde, who started a week ago Monday.

Mr. Welch also explained that he greatly appreciates the opportunity to work at YCUA and that the Board should be very proud of the organization. He then turned the podium over to Ms. Kinde, who introduced herself further and outlined her two-week onboarding. She expressed her appreciation and enthusiasm to begin working with everyone.

Ms. Stumbo articulated her gratitude to Mr. Welch for all of his efforts on behalf of YCUA.

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

Mr. Castro expressed his appreciation to Mr. Welch as well.

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 $3,076,331.53. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

7. **PUBLIC COMMENTS:** Brenda L. Stumbo commented that she is very happy with how the recent rain event was handled by YCUA staff in the field and in the office. She indicated that this speaks volumes for the dedication the Authority has to the community. Mr. Bodary concurred and asked that YCUA staff continue to educate the public on ways to minimize the effects of heavy rain events, such as keeping storm drains clear of debris.

8. **ADJOURNMENT:** Motion by Doe to adjourn the meeting at 3:43 p.m. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

Respectfully submitted,

[Signature]

JON R. ICHESCO, Secretary - Treasurer