Minutes

YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Tuesday, August 26, 2003 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI  48198-9112

Members Present: Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Karen Lovejoy Roe, and Peter J. Murdock

Members Absent: None

1. CALL TO ORDER: 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 July 22, 2003 meeting. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

3. NEW BUSINESS:

   A. Presentations – Larry R. Thomas

   Mr. Thomas advised the Board that the recent power outage called for some extraordinary actions and efforts by YCUA staff. He indicated that Authority staff members met the challenge and handled the situation with expertise and professionalism. Mr. Thomas also explained that he would be presenting to the Service, Wastewater, Compliance, Water Distribution, and Maintenance departments with Awards of Appreciation for their efforts and dedication. He pointed out that the skill with which YCUA’s employees reacted to this event deserves such recognition. Mr. Thomas explained that Assistant Director T. Michael Jessee would assist him in the presentations.

   Scott Martin, Preston Harris, Perry M. Thomas, Jim Bellers, and John
Nowling all stepped forward individually to accept the awards on behalf of their departments. Each presentation met with applause from the assembly.

Mr. Thomas then presented Assistant Director T. Michael Jessee for handling the situation with superb leadership and dedication. Mr. Jessee responded that he has experienced many emergency at the Authority from ice storms, tornadoes, and other major weather related events and that he wanted to personally commend all of the employees of YCUA for their handling of the Blackout of 2003.

Mr. Thomas recommended concurrence with his commendations of these departments.

Karen Lovejoy Roe interjected that the true test of leadership is how people handle themselves in times of crisis and that this is a perfect example of this. She thanked the Authority for all their efforts.

Brenda L. Stumbo commented that it was refreshing to pick up The Ann Arbor News and to read on the front page about what was happening at the “other wastewater treatment plant.” She indicated that she is very proud to be a part of YCUA and thanked the employees.

There was no motion by the Board.

B. Request to Approve – Change Order No. 1 re: Wastewater Treatment Plant Expansion/Improvements Project – Larry R. Thomas

Mr. Thomas directed the Board’s attention to Change Order No. 1 for the Wastewater Treatment Plant Expansion/Improvements project. He indicated that the change order covers nine individual changes dealing with additional building permit fees, soil erosion and engineering review fees, and changes in materials or conditions found at the plant site. Mr. Thomas also explained that these are changes in scope of the project covered by the original bid by Christman. He pointed out that there are sufficient funds in the contingency accounts of YCUA and WTUA to cover the change order.

Mr. Thomas recommended approval of Change Order No. 1 for the Wastewater Treatment Plant Expansion/Improvements project in the amount of $72,797 to be funded by YCUA and WTUA contingency accounts.

Brenda L. Stumbo inquired as to who will be doing the soil erosion review. Scott Westover responded that Orchard, Hiltz, and McCliment would be
doing that inspection for Ypsilanti Township.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of Change Order No. 1 for the Wastewater Treatment Plant Expansion/Improvements project in the amount of $72,797 to be funded by YCUA and WTUA contingency accounts. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

C. **Request to Approve – Change Order No. 1 re: East Michigan Avenue Pump Station** - Larry R. Thomas

Mr. Thomas directed the Board’s attention to Change Order No. 1 for the East Michigan Avenue Pump Station Force Main Restoration project. He indicated that there are four components to the change order. Mr. Thomas also explained that the contractor experienced a delay due to the discovery of hydrocarbon impacted soils during the trenching operation. He pointed out that additional bypass piping was requested by YCUA, which will enable the Authority to bypass the station in the future if necessary.

Mr. Thomas explained that the abandonment of 100 linear feet of force main that was found to be under the pavement of Michigan Avenue and YCUA wished to have relocated, and the abandonment of 150 feet of force main due to poor conditions and pipe bends not allowing the proposed slip liner installation. He further advised that the changes were all changes in scope following the signing of the contract. Mr. Thomas stated that this project is being financed through the Benefit Construction Fund and that sufficient funds are available in that fund to finance the change order.

Mr. Thomas recommended approval of Change Order No. 1 for the East Michigan Avenue Pump Station Force Main Restoration project in the amount of $15,581.50 to be funded by the Benefit Construction Fund.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of Change Order No. 1 for the East Michigan Avenue Pump Station Force Main Restoration project in the amount of $15,581.50 to be funded by the Benefit Construction Fund. Support by Doe. In favor: All. Opposed: None. (Motion carried)

D. **Request to Approve – District Compliance Agreement** - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the District Compliance Agreement (DCA) that the Authority staff and consultants have been
working with MDEQ. He reminded them that the MDEQ raised questions regarding YCUA’s collection system relative to its 1999 Master Plan, when YCUA began reporting to the Livonia office rather than the Jackson office for Part 41 sewer construction permits. Mr. Thomas also explained that, at the time of their heightened concern, MDEQ stopped issuing all Part 41 permits for our service areas. He pointed out that this district compliance agreement satisfies their concerns that the Authority will be analyzing its system and proceeding with necessary improvements. Mr. Thomas explained that the DCA has several components: a sanitary sewer master plan update, a sanitary system evaluation survey, corrective action plan, reliable backup systems, a capacity management tracking system, and provisions for notification and penalties.

He further advised that MDEQ is requiring the agreements for their assurance that our collection system is sufficient to carry sewage to the treatment plant without sanitary sewer overflows. Mr. Thomas stated that the total cost of the DCA is unknown at this time, as several studies will need to be completed prior to knowing the extent of the cost associated with potential repairs or replacements of upgrades of sewers or pump stations. He further advised that the studies that need to be done immediately are expected to cost approximately $25,000, which is included in the budget to be presented as item 3.U of this meeting. Mr. Thomas stated that YCUA Staff, the Authority’s consultants at Tetra Tech, and YCUA attorney Tom Daniels worked together on this project.

Mr. Thomas recommended approval of the District Compliance Agreement.

Brenda L. Stumbo asked for clarification that improvements to the pump station might not need to be done if the study shows there is no infiltration that exceeds the limit. Mr. Thomas responded that the study might show that the I and I (infiltration and inflow) is the source of the problem and that it should be removed or that background flows have changed since the Master Plan was done and there is no longer an issue.

Thomas E. Daniels commented that the Authority has learned in this process that the 25-year storm event is the statewide standard as recent as December of 1999. He also commented that it is now a statewide MDEQ policy that Part 41 permits will not be issued unless the system has the capacity to handle the flow that is anticipated or there is a District Compliance Agreement in place; that a Master Plan is not sufficient.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of
the District Compliance Agreement. Support by Roe. In favor: All. Opposed: None. (Motion carried)

E. **Request to Approve – Tetra Tech MPS Proposal for Technical Services re: District Compliance Agreement** - Larry R. Thomas

Mr. Thomas directed the Board’s attention to a proposal for services from Tetra Tech regarding the DCA for the sewer system (item 3.D above). He indicated that the scope of services includes an infiltration inflow study work plan and available storage capacity for 22 of YCUA’s wastewater lift stations. Mr. Thomas also explained that both of these reports are required in the DCA to be submitted by November 1st of this year. He pointed out that these amounts are included in the budget to be presented as item 3.U of this meeting.

Mr. Thomas recommended approval of the Tetra Tech MPS Proposal for Technical Services re: District Compliance Agreement in the amount of $25,000.

Brenda L. Stumbo inquired as whether the 204% markup being charged by Tetra Tech for their overhead costs is typical. Dr. Joh Kang responded that it is. Edward B. Koryzno, Jr. concurred.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of the Tetra Tech MPS Proposal for Technical Services re: District Compliance Agreement in the amount of $25,000. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

F. **Request to Approve – Sludge Disposal Contract** - Thomas E. Daniels

Mr. Thomas advised the Board that the Authority is anticipating that the existing incinerator will be taken off line in January of 2004 to be dismantled and replaced with our new fluidized bed replacement incinerator over the following 18 to 24 months. He indicated that, during that time, all of YCUA’s sludge must be landfilled. Mr. Thomas also explained that the Authority recently sent Requests for Proposals to several sludge disposal facilities to receive the sludge during this period and that two proposals were received. He pointed out that the low bid was from Republic Services/Carlton Farms Landfill in the amount of $13.50 per ton. Mr. Thomas explained that, once this contract is approved, YCUA will be sending RFPs to companies for hauling the sludge for this two-year period.
He further advised that the Authority is estimating its annual sludge production to be approximately 26,500 tons per year. Mr. Thomas stated that the annual cost for sludge disposal is estimated at $358,000 per year. He acknowledged that this amount is included in the budget as a wastewater treatment plant operating expense.

Mr. Thomas recommended award of the sludge disposal contract to Republic Services Carlton Farms Landfill for $13.50 per ton.

Brenda L. Stumbo inquired as to whether the late fee of 1.5% per month after 30 days will be an issue; in other words, due to the Board meeting schedule, will the Authority be able to pay within 30 days. Thomas E. Daniels indicated that this has been an issue on several other arrangements and that it has never been a problem to negotiate 45 to 60 day terms.

Motion by Roe to accept Mr. Thomas’s recommendation for award of the sludge disposal contract to Republic Services Carlton Farms Landfill for $13.50 per ton. Support by Doe. In favor: All. Opposed: None. (Motion carried)

G. Request to Purchase – Kronos Timekeeping System - Larry R. Thomas

Mr. Thomas advised the Board that YCUA staff has been researching timekeeping systems for the Authority’s payroll. He indicated that YCUA presently utilizes an antiquated, labor intensive methodology of tracking of timesheets and the Kronos system will remove that burden from staff, which is already taxed due to the recent personnel reductions. Mr. Thomas also explained that proposals were sent out to four companies, based on recommendations from Pentamation, that supply the software that YCUA’s computer system will interface with. He pointed out that two of the companies did not respond and that Kronos and Time America were the only two respondents.

Mr. Thomas explained that Authority staff has evaluated the two systems and that financial consultant Fred Davis was also included on interviews with the bidders. He further advised that staff is recommending the Kronos system, even though it is more expensive than the Time America system, because Kronos is better suited to the complex payroll system required by YCUA. Mr. Thomas stated that the price of the Kronos system is $70,886. He acknowledged that this purchase would also allow supervisors to concentrate on service related issues rather than paperwork.
Mr. Thomas recommended approval of the request to purchase Kronos Timekeeping Software in the amount of $70,886.

Edward B. Koryzno, Jr. advised the Board that the YCUA Personnel Committee met the day previous and concurs with the recommendation.

Karen Lovejoy Roe injected that the Kronos system would also allow for automatic, more accurate tracking of overtime and that, with that said, it will pay for itself in a year and a half.

Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of the request to purchase Kronos Timekeeping Software in the amount of $70,886. Support by Roe. In favor: All. Opposed: None. (Motion carried)

H. Request to Approve – Employee Handbook - Gwyn Belcher

Ms. Belcher directed the Board’s attention to an amended Executive and Confidential Employee Handbook. She indicated that it reflects the changes discussed at the June meeting. Ms. Belcher also explained that the only two changes are that it updates the job titles required by the recent management reorganization and reflects a new performance evaluation system.

Ms. Belcher recommended approval of the Amended Executive and Confidential Employee Handbook.

Edward B. Koryzno, Jr. advised the Board that the YCUA Personnel Committee met the day previous and concurs with the recommendation.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of the Amended Executive and Confidential Employee Handbook. Support by Doe. In favor: All. Opposed: None. (Motion carried)

I. Request to Approve – Compliance Department Restructuring Plan - Gwyn Belcher

Ms. Belcher recommended tabling the Request to Approve – Compliance Department Restructuring Plan.

There was no motion by the Board.

J. Request to Approve – YCUA Resolution No. 03-31 - Gwyn Belcher

Ms. Belcher advised the Board that the Authority provides service credit for
employees’ active military time and that Thomas A. Atkins has requested purchase of his service time from MERS. She indicated that YCUA does not allow employees to purchase generic service time and that the move does not represent a cost to the Authority other than the employee retiring a few years earlier than expected.

Ms. Belcher recommended approval of YCUA Resolution No. 03-31 allowing YCUA employee Thomas A. Atkins to purchase military time from MERS.

Brenda L. Stumbo indicated that she would appreciate receiving Board packet materials such as these in advance so that the Board may properly review them. Edward B. Koryzno, Jr. indicated that an attempt would be made to do better in the future.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of YCUA Resolution No. 03-31 allowing YCUA employee Thomas A. Atkins to purchase military time from MERS. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

K. Request to Purchase – Neopost Software - Larry R. Thomas

Mr. Thomas directed the Board’s attention to a memo from Gwyn Belcher regarding the purchase of BTA print machine software from Neopost. He indicated that this software would allow several benefits in the mailing of our bills to YCUA customers. Mr. Thomas also explained that the greatest benefit is a 22% reduction in our postage and a reduction in employee hours required to handle the billing process. He pointed out that staff was recently asked to investigate the cost of outsourcing the printing of bills to other companies. Mr. Thomas directed the Board’s attention to the results of that analysis as included in their packets. Mr. Thomas explained that, with the purchase of this BTA print machine software, YCUA’s cost per bill would be lower than outsourcing the function.

He further advised that this will make us competitive in our printing of water/sewer bills, allow for a decrease in postage, as well as several other benefits listed in the Gwyn Belcher memo of August 21, 2003. Mr. Thomas stated that $17,530 was been included in the budget for next fiscal year.

Mr. Thomas recommended approval of the purchase of the BTA print machine software from Neopost in the amount of $17,530.
Brenda L. Stumbo inquired as to the cost per month. Gwyn Belcher responded that a rough estimate would be $18 per man-hour.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of the purchase of the BTA print machine software from Neopost in the amount of $17,530. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

L. Request to Approve - Resolution No. 03-22 re: Retirement for Tommy J. Meyers - Larry R. Thomas

Mr. Thomas advised the Board that Tommy J. Meyers would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-22 re: Retirement for Tommy J. Meyers.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-22 re: Retirement for Tommy J. Meyers. Support by Roe. In favor: All. Opposed: None. (Motion carried)

M. Request to Approve - Resolution No. 03-23 re: Retirement for Barbara J. Kreger - Larry R. Thomas

Mr. Thomas advised the Board that Barbara J. Kreger would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-23 re: Retirement for Barbara J. Kreger.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-23 re: Retirement for Barbara J. Kreger. Support by Roe. In favor: All. Opposed: None. (Motion carried)

N. Request to Approve - Resolution No. 03-24 re: Retirement for Ralph G. Walls - Larry R. Thomas

Mr. Thomas advised the Board that Ralph G. Walls would be retiring this
month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-24 re: Retirement for Ralph G. Walls.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-24 re: Retirement for Ralph G. Walls. Support by Roe. In favor: All. Opposed: None. (Motion carried)

O. Request to Approve - Resolution No. 03-25 re: Retirement for Lynne L. Meyers - Larry R. Thomas

Mr. Thomas advised the Board that Lynne L. Meyers would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-25 re: Retirement for Lynne L. Meyers.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-25 re: Retirement for Lynne L. Meyers. Support by Roe. In favor: All. Opposed: None. (Motion carried)

P. Request to Approve - Resolution No. 03-26 re: Retirement for Margaret L. Washington - Larry R. Thomas

Mr. Thomas advised the Board that Margaret L. Washington would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-26 re: Retirement for Margaret L. Washington.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-26 re: Retirement for Margaret L. Washington. Support by Roe. In favor: All. Opposed: None. (Motion carried)

Q. Request to Approve - Resolution No. 03-27 re: Retirement for Thomas
A. Kmet - Larry R. Thomas

Mr. Thomas advised the Board that Thomas A. Kmet would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-27 re: Retirement for Thomas A. Kmet.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-27 re: Retirement for Thomas A. Kmet. Support by Roe. In favor: All. Opposed: None. (Motion carried)

R. Request to Approve - Resolution No. 03-28 re: Retirement for Bruce W. Moorman - Larry R. Thomas

Mr. Thomas advised the Board that Bruce W. Moorman would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-28 re: Retirement for Bruce W. Moorman.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-28 re: Retirement for Bruce W. Moorman. Support by Roe. In favor: All. Opposed: None. (Motion carried)

S. Request to Approve - Resolution No. 03-29 re: Retirement for Sera E. Brown - Larry R. Thomas

Mr. Thomas advised the Board that Sera E. Brown would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-29 re: Retirement for Sera E. Brown.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-29 re: Retirement for Sera E. Brown. Support by Roe. In
favor: All.  Opposed: None.  (Motion carried)

T.  Request to Approve - Resolution No. 03-30 re: Retirement for Preston L. Harris Jr. - Larry R. Thomas

Mr. Thomas advised the Board that Preston L. Harris Jr. would be retiring this month, taking advantage of the early retirement option recently offered by the Authority. He indicated that this is YCUA’s standard retirement resolution honoring a retiring employee.

Mr. Thomas recommended approval of Resolution No. 03-30 re: Retirement for Preston L. Harris.

Motion by Doe to accept Mr. Thomas’s recommendation for approval of Resolution No. 03-30 re: Retirement for Preston L. Harris. Support by Roe.
In favor: All.  Opposed: None.  (Motion carried)


Mr. Thomas directed the Board’s attention to a proposed budget for Fiscal Year 2003 – 2004. He indicated that this budget has some minor adjustments to expenditures from what was forwarded to you on August 18, 2003. Mr. Thomas also explained that this is a representation of estimated revenue and expenses for the coming year, which expresses our financial state. He pointed out that, while this is a break-even budget and that the Authority is not fully funding depreciation, it represents a significant improvement over the financial position that the Authority found itself in this year.

Mr. Thomas recommended approval of the budget for Fiscal Year 2003 - 2004.

Karen Lovejoy Roe inquired as to the cause of the increase in wastewater treatment from the previous year’s budget. Mr. Thomas responded that most of that is due to alternative sludge disposal procedures while the old incinerator is off line.

Motion by Roe to accept Mr. Thomas’s recommendation for approval of the budget for Fiscal Year 2003 - 2004. Support by Doe. In favor: All.  Opposed: None.  (Motion carried)

V.  Third Quarterly Report - Larry R. Thomas
Mr. Thomas directed the Board’s attention to the third quarterly report. He continued to give a detailed analysis of the information contained in the report.

There was no motion by the Board.

W. **Community Development Projects** - Samuel S. Hu

Mr. Hu presented to the Board the Monthly Community Development Plan Review for August 2003, summarized as follows:

1. **Project Name:** Tim Horton’s/Wendy’s  
**Project Location:** On Michigan Ave. and Hewitt Road, Ypsilanti Township  
**Project Stage:** Detail Engineering and Permit Application (Water Permit Only)  
**Received by YCUA:** June 25, 2003 (Model Water & Sewer)  
**Developer:** Tim Horton’s, Dublin, Ohio  
**Engineer:** Nowak & Fraus, Royal Oak, MI  
**Background:** The developer proposes to develop two self-service restaurants.  
**Area of Development:** 2.26 acres  
**Site Use:** Self-service restaurants  
**Estimated water use:** 3,000 gpd (10 gpd/person x 300 persons)  
**Estimated sanitary sewer use:** 2,000 gpd (6.7 gpd/person x 300 persons)  
**Equivalent to:** 7 detached dwelling units

2. **Project Name:** Rolling Hills Meadows  
**Project Location:** Munger Road between Merritt and Bemis, Ypsilanti Township  
**Project Stage:** Detail Engineering and Permit Application (Water Permit Only)  
**Received by YCUA:** July 7, 2003 (Model Water Only)  
**Developer:** Rolling Hills Meadows, Belleville Road, MI  
**Engineer:** Midwestern Consulting, LLC, Ann Arbor, MI  
**Background:** The developer proposes to develop a residential community.  
**Area of Development:** 73.67 acres  
**Number of Lot:** 75 lots  
**Estimated water use:** 3,750 gpd (50 gpd/lot x 75 lots.)  
**Estimated sanitary sewer use:** Septic tank systems  
**Equivalent to:** 75 detached dwelling units  
**Sanitary Flow Path:** Septic tank systems.

3. **Project Name:** Prospect Pointe – Phase I  
**Project Location:** Southwest corner of Prospect
and Geddes Roads, Superior Township
Project Stage: Detail Engineering and Permit Application
(Water and Sewer Permits)
Received by YCUA: July 7, 2003
(Model Water and Sewer)
Developer: Biltmore Properties Corp., Troy, MI
Engineer: Midwestern Consulting, LLC, Ann Arbor, MI
Background: The developer proposes to develop
a residential community.
Area of Development: 65.12 acres
Number of Lot: 108 lots
Estimated water use: 48,600 gpd (450 gpd/lot x 108 lots.)
Estimated sanitary sewer use: 32,400 gpd (300 gpd/lot x 108 lots.)
Equivalent to: 108 detached dwelling units

4. Project Name: Baymont Hotel
Project Location: Southwest corner of Washtenaw
and Carpenter, Ypsilanti Township
Project Stage: Detail Engineering and Permit Application
(Water Permit Only)
Received by YCUA: July 7, 2003
(Model Water Only)
Developer: Baymont Hotel, Washtenaw County, MI
Engineer: RC Engineering, Inc., Saginaw, MI
Background: The developer proposes to develop
a hotel complex.
Area of Development: 4.77 acres
Number of Parkings: 182 parking spaces
Estimated water use: 14,560 gpd (80 gpd/pkg. x 182 pkgs.)
Estimated sanitary sewer use: Sanitary to Ann Arbor WWTP
Equivalent to: 33 detached dwelling units

Informational only; no motion from the Board required.

X Director’s Report - Larry R. Thomas

Mr. Thomas directed the Board’s attention a memo from Gwyn Belcher regarding staff change updates. He advised that Dale Beaudet has resigned from his new position as Director of Wastewater Operations and returned to his previous position as foreman. Mr. Thomas further indicated that the Director of Wastewater Operations position has been offered to Kurian Joychan, who has accepted the same.

Mr. Thomas then directed the Board’s attention to a memo regarding the new performance evaluation plan for management personnel at YCUA.

Mr. Thomas then verbally invited the Board to the YCUA Retirement picnic
to be held the following afternoon.

4. **OLD BUSINESS:**

There was no old business for the month.

5. **OTHER BUSINESS:**

Edward B. Koryzno, as Chair of the YCUA Personnel Committee, directed the Board’s attention to a memo regarding performance evaluations of Director Larry R. Thomas. He indicated that it is the recommendation of the Personnel Committee that each Board member complete the assessment tool, that Mr. Thomas complete a self-assessment, and that all parties list goals they would like to see accomplished over the next year. Mr. Koryzno requested that the completed forms be returned to him by September 10, 2003, so that they can be compiled as a single instrument to be discussed by the Board at the September 23, 2003 Board meeting. He stated that he anticipates this process will take place annually in August effective immediately.

6. **STATEMENTS AND CHECKS:** Motion by Doe to pay the bills in the amount of $3,163,842.08 plus an addendum in the amount of $4,973,785.59. Support by Roe. In favor: All. Opposed: None. (Motion carried)

7. **PUBLIC COMMENTS:**

Karen Lovejoy Roe inquired as to the possibility of moving on to electronic Board packets and paperless agendas. Kristina K. Austin responded that she would consider the possibilities further and would call upon Township representatives to assist her in the examination and research.

8. **ADJOURNMENT:** Motion by Doe to adjourn the meeting at 4:16 p.m. Support by Roe. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

[Signature]

LARRY J. DOE, Secretary/Treasurer
YCUA RESOLUTION NO. 03-22 ANNOUNCING THE RETIREMENT OF TOMMY J. MEYERS 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 26th day of August 2003 at 3:00 o’clock

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Tommy J. Meyers, an employee of the Ypsilanti Community Utilities Authority, has completed thirty two (32) years of service to the Authority; and

WHEREAS, Tommy J. Meyers has requested retirement as of August 29, 2003, and

WHEREAS, Tommy J. Meyers demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Tommy J. Meyers 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 Tommy J. Meyers 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Barbara J. Kreger, an employee of the Ypsilanti Community Utilities Authority, has completed thirty one (31) years of service to the Authority; and

WHEREAS, Barbara J. Kreger has requested retirement as of August 29, 2003, and

WHEREAS, Barbara J. Kreger demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Barbara J. Kreger 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 Barbara J. Kreger 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
YCUA RESOLUTION NO. 03-24 ANNOUNCING
THE RETIREMENT OF RALPH G. WALLS 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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Ralph G. Walls, an employee of the Ypsilanti Community Utilities Authority, has completed thirty one (31) years of service to the Authority; and

WHEREAS, Ralph G. Walls has requested retirement as of August 15, 2003, and

WHEREAS, Ralph G. Walls demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Ralph G. Walls 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 Ralph G. Walls 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, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Lynne L. Meyers, an employee of the Ypsilanti Community Utilities Authority, has completed thirty one (31) years of service to the Authority; and

WHEREAS, Lynne L. Meyers has requested retirement as of August 29, 2003, and

WHEREAS, Lynne L. Meyers demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Lynne L. Meyers 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 Lynne L. Meyers 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Margaret L. Washington, an employee of the Ypsilanti Community Utilities Authority, has completed twenty seven (27) years of service to the Authority; and

WHEREAS, Margaret L. Washington has requested retirement as of August 15, 2003, and

WHEREAS, Margaret L. Washington demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Margaret L. Washington 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 Margaret L. Washington 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

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LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Thomas A. Kmet, an employee of the Ypsilanti Community Utilities Authority, has completed twenty seven (27) years of service to the Authority; and

WHEREAS, Thomas A. Kmet has requested retirement as of August 29, 2003, and

WHEREAS, Thomas A. Kmet demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Thomas A. Kmet 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 Thomas A. Kmet 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

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LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
YCUA RESOLUTION NO. 03-28 ANNOUNCING
THE RETIREMENT OF BRUCE W. MOORMAN 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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Bruce W. Moorman, an employee of the Ypsilanti Community Utilities Authority, has completed twenty five (25) years of service to the Authority; and

WHEREAS, Bruce W. Moorman has requested retirement as of August 13, 2003, and

WHEREAS, Bruce W. Moorman demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Bruce W. Moorman 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 Bruce W. Moorman 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, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
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 26th day of August 2003 at 3:00 o’clock p.m., Eastern Daylight Time.

PRESENT: Commissioner Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Roe:

WHEREAS, Sera E. Brown, an employee of the Ypsilanti Community Utilities Authority, has completed twenty five (25) years of service to the Authority; and

WHEREAS, Sera E. Brown has requested retirement as of August 29, 2003, and

WHEREAS, Sera E. Brown demonstrated probity, loyalty, dependability, and dedication to this employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Sera E. Brown 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 Sera E. Brown 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, Edward B. Koryzno, Jr., Larry J. Doe, Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
YCUA RESOLUTION NO. 03-30 ANNOUNCING
THE RETIREMENT OF PRESTON L. HARRIS, JR. 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 26th day of August 2003 at 3:00 o’clock
p.m., Eastern Daylight Time.

PRESENT: Commissioners Brenda L. Stumbo, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

ABSENT: Commissioners None

The following preamble and resolution were offered by Commissioner Doe and supported by
Commissioner Roe:

WHEREAS, Preston L. Harris, Jr., an employee of the Ypsilanti Community Utilities Authority, has
completed twenty one (21) years of service to the Authority; and

WHEREAS, Preston L. Harris, Jr. has requested retirement as of August 29, 2003, and

WHEREAS, Preston L. Harris, Jr. demonstrated probity, loyalty, dependability, and dedication to this
employment; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti
Community Utilities Authority commends Preston L. Harris, Jr. 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 Preston L. Harris, Jr. 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, Edward B. Koryzno, Jr., Larry J. Doe,
Peter J. Murdock, and Karen Lovejoy Roe

NAYS: Commissioners None

RESOLUTION DECLARED ADOPTED.

LARRY J. DOE, 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 26th day of August 2003 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.

LARRY J. DOE, Secretary/Treasurer
Estimated Actuarial Cost of Additional Credited Service

Thomas A. Adkins
Division No. 8106BU01 - Ypsilanti Com Util Auth-AFSCME
Member's Date of Birth: 09/22/1960
Spouse's Date of Birth: 
Estimated Final Average Compensation on Calculation Date: $64,941.48
Credited Service on Calculation Date: 18 Years, 3 Months
Other Governmental Service (for eligibility): 0 Years, 0 Months
Type of Credited Service to be Granted: Military
Additional Credited Service to be Granted: 4 Years, 6 Months
Total Actuarial Cost of Additional Credited Service: $41,655

The member's share of the cost may be any amount from zero up to the Total Actuarial Cost, and is due at the time of purchase. The employer's share is the balance of the actuarial cost not paid by the member, and may be paid in a lump sum, or amortized over 30 years. For example, amortizing the Total Actuarial Cost over 30 years results in a first year employer contribution of $2,234, increasing 4.5% each year thereafter.

Benefit Provisions in Effect on Calculation Date:
Benefit A-2
Base B-1
Benefit F-55 (with 25 Years of Ser 10 Year Vesting)
Benefit FAC-3 (3 Year Final Avera

Resolution to be Adopted by the Governing Body
As provided by the MERS Plan Document, the above additional credited service is granted this member by resolution adopted by (Governing Body) at its meeting on . It is understood that calculation of the actuarial cost is based on the assumptions approved by the Retirement Board on the date the calculation was prepared. Actual, future events and experience may result in changes different than those assumed, and liability different than that estimated.

(Signature of Authorized Official)

To Be Completed By The Member
I do hereby certify that the above service credit, for which I am applying, is in accordance with the restrictions regarding purchasing service credit. (Restrictions are outlined on reverse side of this form.)

(Signature of Thomas A. Adkins )
8-26-03 (Date)

Note: Unless previously submitted, a copy of military discharge documents must accompany this form.

Acknowledgement of Purchase (To Be Completed By MERS Staff)

Payment Received: 
Member Payment: 
Employer Payment: 

Service Credited: 

<table>
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<th>Ret. Age</th>
<th>Service</th>
<th>FAC</th>
<th>Annual Ben.</th>
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<th>Change Age</th>
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<td></td>
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07/28/2003 14:43:03
1134 Municipal Way, Lansing, MI 48917
Phone (517) 703-9030 - 1-800-767-6377
Fax (517) 622-3197

Please Return Signed Original With Your Payment
RETIREMENT BOARD ASSUMPTIONS FOR CALCULATING ESTIMATED COST TO PURCHASE ADDITIONAL SERVICE CREDIT

1. Member will retire at the earliest date for unreduced retirement benefits. If member will terminate employment before eligibility for unreduced retirement benefits and MERS was not notified at time of calculation, the employer understands they may be incurring an additional liability.

2. Final average compensation is projected to increase 4.5% annually from date of purchase to date of retirement.

3. Investment return is projected to be 8% annually.

RESTRICTIONS ON PURCHASES OF OTHER GOVERNMENTAL SERVICE CREDIT

1. Service credit has not and will not be used in any other defined benefit retirement plan for the purpose of drawing a retirement benefit.

2. If the prior plan was not a defined benefit plan, service may be purchased if the former employer did not make contributions on behalf of the member to the retirement fund. This applies whether or not the member is currently receiving, or will in the future, receive, a benefit or distribution, except where the former employee did not vest and will not receive any benefit from this fund.

NOTE: Under federal law changes, effective January 1, 2002, if the distribution is an eligible qualified rollover to MERS from a public sector 401(k) plan, 401(a) defined contributions plan, or 457 deferred compensation plan in which employer contributions were made for the member, then the service period for which the employer contributions were made may be purchased in MERS.

EMPLOYER'S AMORTIZATION PAYMENT

If the member will pay a portion, but not all, of the Total Actuarial Cost, and the Balance of the Total Actuarial Cost will be funded by the employer, then the employer can determine the adjusted first year employer contribution, based on the amortization period and method reflected on the calculation printout, using the following formula:

1. Balance of Actuarial Cost = Total Actuarial Cost - Member Payment

2. Adjusted First Year Employer Contribution = First Year Employer Contributions * Balance of Actuarial Cost / Total Actuarial Cost

CREDITED SERVICE WHICH MAY BE PURCHASED FOR $42,000

The full 54 months of credited service may be purchased for $41,655.