Members Present: J. Ray Scott, Mark Namatevs, Larry J. Doe, and Gregory A. Peoples.

Members Absent: Deedra Climer Bass.

1. CALL TO ORDER: Mr. Scott called the meeting to order at 9:04 a.m.

2. MINUTES OF THE PREVIOUS MEETINGS: Motion by Doe to receive and file the minutes of the August 23, 2011 meeting and September 12, 2011 special meeting as presented. Support by Peoples. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

   A. Informational Item – Acknowledgement of Departments – Gwyn Belcher

      Ms. Belcher reminded the Board that YCUA staff has been providing updates to them about the City of Ypsilanti MXU meter change-out project since May. She indicated that she felt it was time that the Board be given an opportunity to meet and publically acknowledge the people who have worked so hard to see the project through to completion.

      Ms. Belcher explained that these individuals together as a team have changed out over 600 MXU meters since May 2011, which is a huge project. She pointed out that these meter and customer service department staff members were present in the audience.

      Ms. Belcher also explained that each of these individuals have done a phenomenal job in a team effort to handle phone calls, schedule appointments, and do the actual work out in the field -- some of it at 1:00 a.m. She further advised that it is important to express what these individuals go through on a daily basis, particularly considering that, when
customers speak with customer service representatives it is because there is a problem and, when they speak with the meter department staff, it is because there is a problem or the service is being terminated. Ms. Belcher stated that the vast majority of YCUA’s customers are very kind, but when they’re not, they are not and that these individuals are able to handle those situations with great care and professionalism. She acknowledged that YCUA simply could not operate without these individuals.

Ms. Belcher introduced each of the meter and customer service department staff members individually. She thanked them for their hard work and dedication to the Authority, which met with a standing ovation from the Board and the audience members.

J. Ray Scott asked the meter and customer service department staff members to stand and be acknowledged again, which met with a second standing ovation from the Board and the audience members.

Mark Namatevs inquired as to what lessons the staff members have learned from this experience. Ms. Belcher responded that lessons were learned in the areas of communication and patience, which will be helpful when the time comes to do the change-out in Ypsilanti Township. Ms. Belcher pointed out that there are over 2,000 meters to be changed out in the township but that this will not begin until after the project can be carefully planned and staff has a chance to return to a normal work routine and regroup.

Mr. Namatevs inquired as to whether there are any meters still awaiting change-out in the city. Bob Fry responded that there are 41 left to do. Ms. Belcher interjected that the vacant properties will be changed out when an order for new water service comes through. She also stated that the township change-out project will undoubtedly go more smoothly and that there will be a longer time frame in which to accomplish it.

Jeff Castro added that the 600 – 800 work orders each month for final reads, turn-offs, repairs, meter reads, trouble shooting, etc. is a phenomenal effort with these two departments working together. He expressed his sincere appreciation for the work that they do.

Mr. Scott stated that not only is he a YCUA Board member but also a customer of over 25 years. He indicated that he is of the opinion that their work is exemplary and that they are the “first responders” for the utility customers in the community. Mr. Scott advised that they are greatly respected by their customers for their proactive approach to service. Mr. Namatevs interjected that his was one of the meters that was changed out and he thanked them for their efforts.
Informational only; no motion from the Board required.

B. Request to Approve - Michigan Municipal League Liability and Property Pool 2011 Director Election – Larry R. Thomas

Mr. Thomas advised the Board that YCUA belongs to the Michigan Municipal League Liability and Property Pool and, as such, is given the opportunity to vote on its Board of Directors. He indicated that there are two open positions, that both incumbents have agreed to serve another term, and the MML nominating committee has recommended them.

Mr. Thomas recommended approval of Michigan Municipal League Liability and Property Pool 2011 Director Election as presented.

Motion by Peoples to approve the Michigan Municipal League Liability and Property Pool 2011 Director Election as presented. Support by Doe.

C. Request to Approve – Trench Box Trailer Purchase – T. Michael Jessee

Mr. Jessee advised the Board that YCUA excavation crews utilize a trench box, which is a metal device approximately eight feet long and four to six feet wide that is dropped into a hole in order to speed up the excavation, make a cleaner cut for easier restoration, and decrease the likelihood of a cave in. He indicated that the current trench box was purchased over 15 years ago and was never utilized until about one year ago.

Mr. Jessee explained that staff has been transporting the trench box by breaking it down and strapping it onto a lawn trailer or by placing it in a dump truck and that both methods are proving to be inefficient as well as a safety hazard. He pointed out that Keenen Crump shopped around and located a trailer that is customized for this trench box along with some panels that will enlarge the trench box so that it can be used for larger excavations.

Mr. Jessee also explained that the price to purchase these two items from Efficiency Productions, Inc., which is a sole source provider for this brand of trench box, is $16,630.

Mr. Jessee recommended approval of the Trench Box Trailer Purchase from Efficiency Productions, Inc. in the amount of $16,630.

Motion by Doe to approve the Trench Box Trailer Purchase from Efficiency Productions, Inc. in the amount of $16,630. Support by Peoples. In favor: All. Opposed: None. (Motion carried)

D. Fund Balance Report - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the Fund Balance Report for
August 31, 2011. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.


Mr. Thomas directed the Board’s attention to the Financial Report – Authority Net Assets Report for August 31, 2011. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.

**F. Usage Report – Consumption Report** - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the Consumption Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.

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

There was no Attorney’s Report for the month.

**H. Director’s Report** - Larry R. Thomas

There was no Director’s Report for the month.

4. **OLD BUSINESS:**

There was no old business for the month.

5. **OTHER BUSINESS:**

There was no other business for the month.

6. **STATEMENTS AND CHECKS:** Motion by Namatevs to pay the bills in the amount of $4,773,000.39. Support by Peoples. In favor: All. Opposed: None. (Motion carried)

7. **PUBLIC COMMENTS:**

T. Michael Jessee advised the Board that, in addition to the excellent work done by the meter and customer service departments relative to the meter change-out program, there is another individual who did not get recognized. He indicated that he wished to thank Gwyn Belcher for her hands-on hard work in managing a difficult and sometimes frustrating effort. His comments met with applause from the Board members and the audience members. J. Ray Scott thanked Ms. Belcher for her support of YCUA, which has been stellar and is greatly appreciated. He also thanked Perry M. Thomas, Dwayne Harrigan, and the rest of the YCUA team for their efforts as well.
8. **ADJOURNMENT:** Motion by Doe to adjourn the meeting at 9:28 a.m. Support by Peoples. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

MARK NAMATEVS, Vice-Chair