Members Present: Brenda L. Stumbo, Michael Bodary, Andrew Cameron, Larry J. Doe, and Keith P. Jason.

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 September 25, 2013 meeting as presented. Support by Jason. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:
   A. Informational Item - Michigan Municipal League Liability and Property Pool Dividend Distribution – Judy Thomson Torosian
      In Ms. Torosian’s absence, Ms. Stumbo advised that YCUA receives a dividend check at the end of the year if there is a surplus in the liability and property pool. She indicated that this year’s check is in the amount of $32,000.
      Informational only; no motion from the Board required.
   B. Request to Approve - Tetra Tech Engineering Proposal re: Wastewater Treatment Plant Grit Handling System Improvements in the Not-To-Exceed amount of $102,500 (SRF Project Account No. 902-165) – Scott D. Westover
      Motion by Doe to approve the Tetra Tech Engineering Proposal re: Wastewater Treatment Plant Grit Handling System Improvements in the Not-To-Exceed amount of $102,500 (SRF Project Account No. 902-165). Support by Bodary. In favor: All. Opposed: None. (Motion carried)
   C. Request to Approve - Tetra Tech Engineering Proposal re: Big Four Pump Stations Heating and Ventilation Systems Improvements in the
Not-To-Exceed Amount of $165,000 (SRF Project Account No. 901-550) – Scott D. Westover

Motion by Bodary to approve the Tetra Tech Engineering Proposal re: Big Four Pump Stations Heating and Ventilation Systems Improvements in the Not-To-Exceed Amount of $165,000 (SRF Project Account No. 901-550). Support by Cameron.

Ms. Stumbo advised the Board that she has been asked as to why professional services bids are handled differently from project bids. She indicated that an organization needs to have consistency in its professional services such as attorneys, engineers, accountants, and auditors.

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

D. Request to Approve – Award of Contract re: Metering Program for Wastewater Billing in the Amount of $227,246 with a Contingency of $22,754 for a Total Project Budget of $250,000 (SAW Grant Funding) – Scott D. Westover

Motion by Doe to approve the Award of Contract re: Metering Program for Wastewater Billing in the Amount of $227,246 with a Contingency of $22,754 for a Total Project Budget of $250,000 (SAW Grant Funding). Support by Cameron.

Mr. Westover advised the Board that YCUA is recommending to purchase these meters as it is slightly more cost-effective than the lease option and allows the Authority to own the meters. He indicated that, at the end of the two-year maintenance program included in the contract, a subsequent two- to three-year maintenance contract will be bid. Mr. Westover explained that, if staffing permits at a later time, YCUA can take steps to do this maintenance in-house but that, for the time being, staff feels that using a third-party vendor adds transparency from the customers’ viewpoint.

He pointed out that bid documents were obtained by seven prospective bidders but that only one bid was received. Mr. Westover also explained that there are only three prime contractors that provide this service in the area but that two of them didn’t submit a bid. He further advised that Martin Controls, the sole bidder, has been working with the Authority since the onset of this project to scout out the locations.

Ms. Stumbo inquired as to how staff knows this is a good price if there is nothing to compare it to. Mr. Doe inquired as to whether staff contacted the two prime contractors who didn’t bid in an attempt to find out why they abstained. Mr. Westover responded that he doesn’t believe that rebidding the project will result in a lower price and he explained the
justification for his position in greater detail.

Patrick Droze from OHM advised the Board that his firm has worked with Oakland County and Detroit on these kinds of specifications and that he can pull some recent bids and compare them against this contract to see if it is in line. Mr. Westover interjected that this contract came in less than what staff was anticipating based on prior bids from WTUA and Oakland County.

Mr. Castro advised the Board that more bids were not received because this is a complete package that is difficult to provide. He indicated that this can be rebid if that is the Board’s desire but that the concern is how this will set the Authority back in getting the project done on time. Mr. Westover added that the current plan is to begin meter installation in December with metered sewer flows beginning in March. He acknowledged that the matter can be tabled until the November 20th meeting and that the only thing that will need to be addressed in the meantime is accurate figures for a resolution to approve the SAW Grant application.

Motion by Bodary to rescind the previous motion and table the Award of Contract re: Metering Program for Wastewater Billing in the Amount of $227,246 with a Contingency of $22,754 for a Total Project Budget of $250,000 (SAW Grant Funding). Support by Doe. By roll call vote:
Ayes: Michael Bodary, Andrew Cameron, Brenda L. Stumbo, Keith P. Jason, and Larry J. Doe. Nayes: None. (Motion carried)

E. Request for Final Acceptance – National Heritage Academies as Public Utilities – Scott D. Westover

Motion by Doe to provide Final Acceptance to National Heritage Academies as Public Utilities. Support by Cameron. In favor: All. Opposed: None. (Motion carried)

F. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.


Informational only; no motion from the Board required.


Informational only; no motion from the Board required.

I. Attorney’s Report – Thomas E. Daniels

There was no Attorney’s Report for the month.
J. 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 there have been no odor complaints since the last Board meeting and there are no outstanding orders with MDEQ.

Mr. Thomas explained that YCUA staff is preparing for the annual incinerator emissions testing in November. He pointed out that there has been no progress to report on the National Association of Clean Water Agencies (NACWA) victory which will require the EPA to reconsider the limits that it has imposed on sewage sludge incinerators.

K. Director’s Report - Jeff Castro

Mr. Castro advised the Board that YCUA has been asked by the City of Ypsilanti to extend a fire suppression and domestic water service to a location that is currently on private property. He indicated that he has contacted city officials and explained that the Authority doesn’t normally extend water or sewer services on private property. He welcomed any questions or comments, of which there were none.

Ms. Stumbo advised the Board that Mr. Castro has been asked by an attorney representing the Detroit emergency manager to help evaluate the condition of the Detroit’s water facilities and make recommendations. He indicated that the fact that he was asked to volunteer his expertise in this matter is testimony to how respected Mr. Castro is and that the Board should be very proud.

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 Cameron to pay the bills in the amount of $4,509,323.90. 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 4:23 p.m. Support by Cameron. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

ANDREW CAMERON, Secretary - Treasurer