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 4:01 p.m.

2. **MINUTES OF THE PREVIOUS MEETING:** Motion by Doe to receive and file the minutes of the October 23, 2013 meeting as presented. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)

3. **NEW BUSINESS:**
   
   A. **Request to Approve - YCUA Resolution No. 13-18 re: Retirement for Perry M. Thomas** – Jeff Castro

   Mr. Castro advised the Board that Mr. Thomas is the Director of Wastewater / Compliance for the Authority and, having completed 35 years and 5 months of service, has requested retirement as of December 27, 2013. He indicated that this resolution announces Mr. Thomas’s retirement and commends him for his service to YCUA. Mr. Castro explained that, having joined the Authority in 1978, Mr. Thomas witnessed the YCUA facility being built and put online in 1982. He pointed out that Mr. Thomas is respected and very well-liked by everyone at the Authority. Mr. Castro personally thanked Mr. Thomas for his outstanding efforts on behalf of YCUA and wished him the best in his retirement.

   Mr. Castro’s comments met with applause from those in attendance.

   Motion by Cameron to approve YCUA Resolution No. 13-18 re: Retirement for Perry M. Thomas. Support by Bodary. In favor: All. Opposed: None. (Motion carried)
Mr. Thomas addressed the Board and expressed enjoyment of his job and affection for his co-workers. He indicated that he is a licensed homebuilder and plans to build a house in his free time. Mr. Thomas thanked the Board for the resolution and indicated that he will miss everyone.

B. Request for Consideration – Changes to YCUA Board of Commissioners’ 2014 Meeting Schedule – Jeff Castro

Motion by Doe to approve the Changes to YCUA Board of Commissioners’ 2014 Meeting Schedule. Support by Cameron. In favor: All. Opposed: None. (Motion carried)

C. Request to Approve – Advanced Disposal Services Landfill Contract – Perry M. Thomas

Motion by Doe to approve the Advanced Disposal Services Landfill Contract. Support by Jason.

Mr. Thomas advised the Board that this current YCUA significant industrial user is located on Six Mile Road in Salem Township and discharges to the Northville Township wastewater collection system. He indicated that, in the sewer use ordinances applicable to all of YCUA’s contract communities, there is a prohibited discharge section that indicates that landfill leachate is not permitted unless authorized by a written contract within the Authority’s full discretion.

Mr. Thomas explained that, if approved, this contract will be in effect for 20 years. He pointed out that this landfill is under industrial permit, with which it is in compliance along with Northville Township’s sewer use ordinance. Mr. Thomas also explained that the contract contains some additional assurances, which he outlined in detail.

Ms. Stumbo inquired as to whether additional landfill space was negotiated. Mr. Thomas responded that the original landfill space was specified in cubic yards and has been changed to tons, the latter of which is more verifiable.

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

D. Request to Approve – Purchase of a Replacement Schwing Pump Feed Auger Set in the Amount of $36,256.24 (Wastewater Treatment Plant Fund Expense Account No. 901-555) – Kevin G. Dupuis

Motion by Doe to approve the Purchase of a Replacement Schwing Pump Feed Auger Set in the Amount of $36,256.24 (Wastewater Treatment Plant Fund Expense Account No. 901-555). Support by Cameron.

In Mr. Dupuis’s absence, Scott D. Westover advised the Board that this is a sole-source item for one of the four Schwing pumps in the solids process building. He indicated that one of the original pumps installed during the
expansion project was replaced recently with a smaller unit. Mr. Westover explained that, as part of that replacement, the pump’s screw feed auger was replaced as well. He pointed out that the feed augers that support the other three pumps are in need of replacement as well.

Mr. Westover also explained that this quote will replace one of these three feed augers and that another bid request will come to the Board in the near future to replace its accompanying pump.

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

**E. Request to Approve - YCUA Resolution No. 13-19 re: SAW Grant Funding** – Scott D. Westover

Motion by Cameron to approve YCUA Resolution No. 13-19 re: SAW Grant Funding. Support by Bodary.

Mr. Westover reminded the Board about the details of the SAW Grant program, which has been discussed beginning with the June Board meeting. He indicated that staff has recently learned that the cap includes $2 million in grant funds with local matches above and beyond.

Mr. Westover explained that the total project cost for the grant items being requested by YCUA come to a total $1,945,281 with a local match of $426,000. He pointed out that, if approved by the Board, the grant application will be submitted to the state by the December 2nd deadline. Mr. Westover also explained that notification should be received in the first quarter of 2014.

Ms. Stumbo inquired as to whether the work will be done in house. Mr. Westover responded that there will be a mixture of staff involvement as well as the consulting engineers. He further advised that included in this grant request is the wastewater billing metering equipment purchase being presented later in this meeting along with some asset management hardware, software, and training.

Mr. Westover stated that, if the grant application is approved by the state, the various project proposals will come before the Board for their approval.

Mr. Bodary inquired as to whether it is possible that the Authority will be awarded an amount less than what is being requested. Mr. Westover responded that, based on past grant experience, that is not anticipated.

Ms. Stumbo inquired as to whether there will be a penalty if the Authority does not complete the projects as planned. Mr. Westover responded that as long as the significant progress stipulation within the three-year grant period is met, there should be no concern of needing to pay back the money with interest.

In favor: All. Opposed: None. (Motion carried)
F. **Request to Approve - Change Order No. 1 (Final) re: 2013 Road Repairs Phase 2 in the Deduct Amount of $8,587.17 (O & M Expense Account No. 902-161)** – Scott D. Westover

Motion by Doe to approve Change Order No. 1 (Final) re: 2013 Road Repairs Phase 2 in the Deduct Amount of $8,587.17 (O & M Expense Account No. 902-161). Support by Jason.

Ms. Stumbo commented that Best Asphalt did a great job. Mr. Westover concurred.

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

G. **Request to Approve - Change Order No. 2 (Final) re: Smokler-Textile Subdivision Water Supply Improvements in the Deduct Amount of $11,926.17 (O & M Expense Account No. 902-389)** – Scott D. Westover

Motion by Doe to approve Change Order No. 2 (Final) re: Smokler-Textile Subdivision Water Supply Improvements in the Deduct Amount of $11,926.17 (O & M Expense Account No. 902-389). Support by Bodary.

Ms. Stumbo commended OHM for the unexpectedly complicated work. Mr. Westover responded that the contractor did a great job on the water main but that customer service was a bit lacking and that OHM did a great job picking up the slack.

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

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

Informational only; no motion from the Board required.

I. **Financial Report** – Authority Net Assets – Dwayne Harrigan

Informational only; no motion from the Board required.

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

Informational only; no motion from the Board required.

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

There was no Attorney’s Report for the month.

L. **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 then provided an update on the Authority’s mercury minimization program, which was discussed at length.

He indicated that incineration emissions testing is taking place the following day, the details of which he outlined further.
M. **Director’s Report** - Jeff Castro

Mr. Castro advised the Board that Teamsters negotiations are continuing and will hopefully conclude soon.

4. **OLD BUSINESS:**

   N. **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 (Tabled Item)

   Motion by Doe to remove this item from table. Support by Bodary. In favor: All. Opposed: None. (Motion carried)

   Motion by Doe 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). Support by Cameron.

   Mr. Westover advised the Board that a great deal of investigation was done on this matter since the last meeting. Ms. Stumbo interjected that the information was self-explanatory and very helpful and thanked Mr. Westover for his efforts.

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

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 $2,741,678.83. 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 Doe to adjourn the meeting at 4:28 p.m. Support by Jason. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

ANDREW CAMERON, Secretary - Treasurer
YPHYSILANTI COMMUNITY UTILITIES AUTHORITY

Minutes of a meeting of the Board of Commissioners of the Ypsilanti Community Utilities Authority, County of Washtenaw, Michigan, held in the Authority, on the 20th day of November 2013 at 4:00 o’clock p.m., prevailing Eastern Time.

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

ABSENT: Commissioners None.

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

WHEREAS, Perry M. Thomas, an employee of the Ypsilanti Community Utilities Authority, has completed thirty-five (35) years and five (5) months of service to the Authority; and

WHEREAS, Perry M. Thomas has requested retirement as of December 27, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Perry M. Thomas 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 Perry M. Thomas 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, Andrew Cameron, Larry J. Doe, and Keith P. Jason

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.

ANDREW CAMERON, 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 meeting held on the 20th day of November 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.

ANDREW CAMERON, Secretary - Treasurer
YCUA RESOLUTION 13-19

Ypsilanti Community Utilities Authority of County of Washtenaw

Resolution Authorizing the SAW Grant Agreement

Minutes of the regular meeting of the Board of Commissioners of the Ypsilanti Community of Utilities Authority County of Washtenaw, State of Michigan, (the “Municipality”) held on November 20, 2013.

PRESENT: Members: ______________________________________________
_______________________________________________________
________________________________________________________

ABSENT: Members: _____________________________________________
________________________________________________________

Member __________ offered and moved the adoption of the following resolution, seconded by Member______________________.

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (“Part 52”), provides at MCL 324.5204e that the Michigan Finance Authority (the “MFA”) in consultation with the Michigan Department of Environmental Quality (the “DEQ”) shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2012 PA 511, which provides grants to municipalities for sewage collection and treatment systems or storm water or nonpoint source pollution control; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "SAW Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204e, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to establish a(n) (select one or more) ☒ asset management plan, ☐ stormwater management plan, ☐ plan for wastewater/stormwater, ☐ design of wastewater/stormwater, ☐ innovative technology, or ☐ for disadvantaged community construction activities (up to $500,000).

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed $1,945,281.00 (“Grant”) be requested from the MFA and the DEQ to pay for the planning and/or design activities; and

THE FORM WILL NOT BE ACCEPTED IF IT HAS BEEN EDITED, ALTERED, RETYPED, OR CONVERTED TO ANY OTHER FORMAT.

Brenda L. Stumbo, Michael Bodary, Andrew Cameron, Larry J. Doe, and Keith Jason.

None.

Rev. October 8, 2013
WHEREAS, the Municipality shall obtain this Grant by entering into the SAW Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Director __________________________ (title of the designee’s position), a position currently held by Jeff Castro __________________________ (name of the designee), is designated as the Authorized Representative for purposes of the SAW Grant Agreement.

2. The proposed form of the SAW Grant Agreement between the Municipality, the MFA and DEQ (attached hereto as Appendix I) is hereby approved and the Authorized Representative is authorized and directed to execute the SAW Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.

3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if the Municipality is unable to, or decides not to, proceed with constructing the project or implementing the asset management program for which the funding is provided within 3 years of the Grant award.

4. The Grant, if repayable, shall be a first budget obligation from the general funds of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.

5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees that are unrelated to the project.

6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.

7. The Municipality acknowledges that the SAW Grant Agreement is a contract between the Municipality, the MFA and the DEQ.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.
YEAS: Members:  Brenda L. Stumbo, Michael Bodary, Andrew Cameron, Larry J. Doe, and Keith Jason.

NAYS: Members:  None.

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners of the Ypsilanti Community of Utilities Authority County of Washtenaw, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

[Signature]

Name  ANDREW CAMERON
Secretary-Treasurer of Board of Commissioners, Clerk
Ypsilanti Community of Utilities Authority County of Washtenaw