



Minutes

**YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, May 23, 2018 – 4:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112**

Members Present: Michael Bodary, Jon R. Ichesco, and Larry J. Doe.

Members Absent: Brenda L. Stumbo and Keith P. Jason.

1. **CALL TO ORDER:** Mr. Bodary 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 April 25, 2018 meeting as presented. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)
3. **NEW BUSINESS:**
 - A. **Request to Approve - YCUA Resolution No. 18-4 re: Retirement for Keenen Crump – Jeff Castro**

Motion by Doe to approve YCUA Resolution No. 18-4 re: Retirement for Keenen Crump. Support by Ichesco.

Mr. Castro advised the Board that this is the latest of many retirements that have occurred since 2012. He indicated that Mr. Crump is a Service Center T & D Supervisor for the Authority who has completed 35 years and five months of service and has requested retirement as of July 18, 2018. Mr. Castro explained that Mr. Crump has been a very valuable member of the YCUA staff and that this resolution is fitting at this time.

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

B. Request to Approve - Authorization to Seek Bids re: 2018 Road Repairs Phase 2 (O & M Expense Account No. 902-161) – Jeff Castro

Motion by Ichesco to provide Authorization to Seek Bids re: 2018 Road Repairs Phase 2 (O & M Expense Account No. 902-161). Support by Doe.

Mr. Castro advised the Board that this project will include locations that were excavated primarily between December 2017 and May 31, 2018. He indicated that these excavations were necessary to operate, maintain, and repair water supply and wastewater infrastructure in various locations in the city and township. Mr. Castro explained that the Washtenaw County Road Commission and MDOT require that all asphalt paving must occur between May and November 15th of each year.

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

C. Request to Approve - Authorization to Seek Engineering Proposal re: Willow Run Pump Station Generator Replacement (O & M Expense Account No. 901- 555) – Stacey L. Reynolds

Motion by Doe to provide Authorization to Seek Engineering Proposal re: Willow Run Pump Station Generator Replacement (O & M Expense Account No. 901- 555). Support by Ichesco.

Mr. Reynolds advised the Board that the existing generator and automatic transfer switch were installed in the 1980s when the pump station was originally constructed. He indicated that the generator recently failed during a catastrophic rain event, causing a spill that was discussed at the April Board meeting.

Mr. Reynolds explained that, as a result of this event, the pumps and other associated devices at the station have been replaced. He pointed out that design engineering services are needed in order to obtain permits and bids for the projects.

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

D. Request to Approve - OHM Construction Engineering Proposal re: Bridge Road Pump Station Improvements in the Not-to-Exceed Amount of \$28,400 (Restricted Funds Account No. 902-398) – Stacey L. Reynolds

Motion by Ichesco to approve OHM Construction Engineering Proposal re: Bridge Road Pump Station Improvements in the Not-to-Exceed Amount of \$28,400 (Restricted Funds Account No. 902-398). Support by Doe.

Mr. Reynolds advised the Board that, due to the fact that OHM completed the design phase engineering for this project, it is felt that they are the best option for providing engineering services during the upcoming construction.

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

E. Request to Approve - Award of Contract re: Bridge Road Pump Station Improvements in the Amount of \$175,189 (Restricted Funds Account No. 902-398) – Stacey L. Reynolds

Motion by Ichesco to approve Award of Contract re: Bridge Road Pump Station Improvements in the Amount of \$175,189 (Restricted Funds Account No. 902-398). Support by Doe.

Mr. Reynolds advised the Board that the proposed work involves replacing the programmable logic controller (PLC) that runs the station along with an additional variable frequency drive (VFD) to offer more efficient pump control and flexibility. He indicated that there were 15 prospective bidders that attended the pre-bid conference and two bids were received with the lowest bid from J. Ranck Electric, Inc.

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

F. Request to Approve - Purchase of Replacement Aeration Mixers in the Amount of \$51,825 (Restricted Funds Account No. 550-727) – Stacey L. Reynolds

Motion by Ichesco to approve Purchase of Replacement Aeration Mixers in the Amount of \$51,825 (Restricted Funds Account No. 550-727). Support by Doe.

Mr. Reynolds advised the Board that pass No. 6 was just taken offline for maintenance. He indicated that the five currently online have the new energy-efficient mixers that were installed last fall. Mr. Reynolds explained that these five units have resulted in substantial energy savings to the Authority, so it is prudent to purchase another three mixers to swap out the remaining passes as they are taken down for scheduled maintenance.

He pointed out that, with each new mixer installed, YCUA is spending an estimated \$539.61 per year for energy compared to \$4,337.90 for the older style mixers. Mr. Reynolds also explained that staff recommends staying with the current mixer type as each time a style of mixer is changed, the mounting assembly and wiring has to be changed, which is labor intensive and limits which mixers can work in each pass.

He further advised that, in order to stay with the same style mixer, Kennedy is a sole source provider and that the cost of their mixers is comparable to the nearest competitor as is evidenced by a quote from KSB fall of 2017 for their closest model.

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

- G. Request to Approve - Purchase of Backwash Drain Pump in the Amount of \$19,551 (Restricted Funds Account No. 550-727) – Stacey L. Reynolds**

Motion by Doe to approve Purchase of Backwash Drain Pump in the Amount of \$19,551 (Restricted Funds Account No. 550-727). Support by Ichesco.

Mr. Reynolds advised the Board that there are currently three backwash drain pumps on the west filter, which are proving to be of concern during high flows. He indicated that all of the pumps on site are 35-year-old original equipment and are in need of replacement. Mr. Reynolds explained that, after this purchase, the remaining pumps will be evaluated for cost effectiveness of repair versus replacement. He pointed out that this is a sole source purchase.

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

- H. Request to Approve - Computer System Upgrades in the Amount of \$38,938.05 (O & M Expense Account No. 901-590) – Stewart Carroll**

Motion by Ichesco to approve Computer System Upgrades in the Amount of \$38,938.05 (O & M Expense Account No. 901-590). Support by Doe.

Mr. Carroll advised the Board that the last time that YCUA upgraded all of its computer systems was in 2013, at which time the understanding was that subsequent upgrades would be done in three-year cycles. He indicated that the first phase of the most recent upgrade was done last year and that this request is for the second portion.

Mr. Carroll explained that one-third of the computers will be replaced, including 24 desktops and two notebooks. He pointed out that this purchase is being done through the Michigan's MiDEAL master computing program.

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

- I. Request to Approve - Authorization to Seek Bids re: Wastewater Treatment Plant Bulk Chemicals Purchase (O & M Expense Account No. 550-736) – Sreedhar Mullapudi**

Motion by Doe to provide Authorization to Seek Bids re: Wastewater Treatment Plant Bulk Chemicals Purchase (O & M Expense Account No. 550-736). Support by Ichesco.

Mr. Mullapudi advised the Board that staff is requesting authorization to seek sealed bulk chemical bids for sodium hydroxide, sodium hypochlorite, and aluminum sulfate. He indicated that Authority's wastewater treatment plant uses sodium hydroxide for odor control and sulfur dioxide removal, sodium hypochlorite for odor control and disinfection, and aluminum sulfate to supplement phosphorus removal.

Mr. Mullapudi explained that YCUA currently has one year purchase agreements in place for these chemicals, which will expire on August 31, 2018 and that, in order to fully evaluate all pricing options, the wastewater department plans to request bids on multiple term agreements and will also be changing future expiration dates to better correlate with departmental budgeting.

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

J. Request to Approve - Award of Contract re: Incinerator Granular Activated Carbon Adsorber (GACA) Media and Cassettes in the Amount of \$215,875 (O & M Expense Account No. 550-727) – Sreedhar Mullapudi

Motion by Ichesco to approve Award of Contract re: Incinerator Granular Activated Carbon Adsorber (GACA) Media and Cassettes in the Amount of \$215,875 (O & M Expense Account No. 550-727). Support by Doe.

Mr. Mullapudi advised the Board that this request is for the purchase of incinerator granular activated carbon adsorber (GACA) media from Suez Treatment Solutions (Suez) in the amount of \$90,000 and cassettes from Carbon Process and Plant Engineering (CPPE) in the amount of \$125,875 for a total of \$215,875.

He indicated that, as noted in the initial request for approval to seek bids approved in February of 2017, due to the critical nature of the application of these materials, bids for the media were solicited from two suppliers. Suez Treatment Solutions (Suez) and Carbon Process and Plant Engineering (CPPE) provided quotes for the media whereas only CPPE, a sole source provider for the cassettes, provided the quote for the cassettes.

Mr. Mullapudi explained that YCUA is required by the Environmental Protection Agency to replace the media within 90 days of determining that the mercury removal capacity has been reduced to 20% of its original capacity. He pointed out that YCUA staff believes that acquiring these materials well in advance of replacement is necessary due to the critical

nature of the incinerator's operation and the time frame required for properly reviewing replacement materials.

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

K. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.

L. Financial Report – Authority Net Assets – Dwayne Harrigan

Informational only; no motion from the Board required.

M. Usage Report – Consumption Report – Jeff Castro

Informational only; no motion from the Board required.

N. Attorney's Report – Thomas E. Daniels

There was no Attorney's Report for the month.

O. Director's Report - Jeff Castro

There was no Director's Report for the month.

4. OLD BUSINESS: There was no Old Business for the month.


5. OTHER BUSINESS: Mr. Mullapudi advised the Board that MDEQ did not issue an enforcement after the recent historic rain event resulted in a sanitary sewer overflow at the Willow Run pump station. Mr. Bodary inquired as to whether there is an update on Bemis Road project. Mr. Castro responded that it is taking a couple of days longer than expected but the final phase should be completed in one day.

6. STATEMENTS AND CHECKS: Motion by Ichesco to pay the current month's bills in the amount of \$2,524,138.26. 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 4:20 p.m. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)

Respectfully submitted,



JON R. ICHESCO, Secretary - Treasurer



**YCUA RESOLUTION NO. 18-4 ANNOUNCING
THE RETIREMENT OF KEENEN CRUMP AND
COMMENDING HIM FOR HIS SERVICE**

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 23rd day of May 2018 at 4:00 o'clock p.m., prevailing Eastern Time.

PRESENT: Commissioners Michael Bodary, Jon R. Ichesco, and Larry J. Doe.

ABSENT: Commissioners Brenda L. Stumbo and Keith P. Jason

The following preamble and resolution were offered by Commissioner Doe and supported by Commissioner Ichesco.

WHEREAS, Keenen Crump, 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, Keenen Crump has requested retirement as of July 18, 2018.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Ypsilanti Community Utilities Authority commends Keenen Crump 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 Keenen Crump 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 Michael Bodary, Jon R. Ichesco, and Larry J. Doe.

NAYS: Commissioners None.

RESOLUTION DECLARED ADOPTED.



JON R. ICESCO, 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 23rd day of May 2018 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.





JON R. ICHESCO, Secretary - Treasurer