



# Minutes

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**YPSILANTI COMMUNITY UTILITIES AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
Wednesday, September 26, 2018 – 4:00 p.m.  
YCUA Administration Building  
2777 State Road  
Ypsilanti, MI 48198-9112**

**Members Present:** Michael Bodary, Jon R. Ichesco, Keith P. Jason, and Larry J. Doe.

**Members Absent:** Brenda L. Stumbo.

1. **CALL TO ORDER:** Mr. Bodary called the meeting to order at 3:59 p.m.
2. **MINUTES OF THE PREVIOUS MEETING:** Motion by Doe to receive and file the minutes of the August 22, 2018 meeting as presented. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)
3. **NEW BUSINESS:**
  - A. **Request to Approve - 2019 Michigan Municipal League Liability and Property Pool Director Election – Jeff Castro**

Motion by Ichesco to approve the 2019 Michigan Municipal League Liability and Property Pool Director Election. Support by Doe.

Mr. Castro advised the Board that YCUA belongs to the Michigan Municipal League Liability and Property Pool and, as such, receives a ballot for the election of their Board of Directors. He indicated that, currently, two incumbents are seeking re-election and are recommended by the MML nominating committee.

In favor: All. Opposed: None. (Motion carried.)
  - B. **Request to Approve – Authorization to Seek Bids re: 2018 Sanitary Sewer Chemical Root Treatment (O & M Expense Account No. 560-806) – Scott D. Westover**

Motion by Doe to provide Authorization to Seek Bids re: 2018 Sanitary Sewer Chemical Root Treatment (O & M Expense Account No. 560-806). Support by Jason.

Mr. Westover advised the Board that, in the last year or so, it has become apparent that this work needs to be done again. He indicated that he hopes to have a recommendation for award of contract at the October or November meeting.

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

**C. Request to Approve – Authorization to Seek OHM Design Phase Engineering Proposal re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398) – Scott D. Westover**

Motion by Jason to provide Authorization to Seek OHM Design Phase Engineering Proposal re: 2019 Bridge Road Pump Station Improvements (Restricted Funds Account No. 902-398). Support by Ichesco.

Mr. Westover advised the Board that this work will include the addition of two more VFDs this coming year. He indicated that staff is in the process of adding a second VFD, which should be completed within the next two months or so.

Mr. Westover explained that this is phase two of the ongoing pump replacement project and that hopefully the final two replacements will be completed next year, resulting in a completely up-to-date and energy-efficient facility.

Mr. Doe inquired as to the location of the pump station. Mr. Westover responded that this pump station is located near the old water treatment plant dam north of the bridge, in front of the two above-ground reservoirs south of the township park entrance.

Mr. Bodary inquired as to whether these improvements are for this fiscal year. Mr. Westover responded that two pumps will be allocated to the current fiscal year with the last two next year.

Mr. Bodary inquired as to the likely project cost. Mr. Westover responded that the total project cost will be around \$250,000.

Mr. Ichesco inquired as to the efficiency of the pumps versus the older models. Mr. Westover responded that he is anticipating similar energy savings to the 35% decrease experienced on the wastewater side.

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

**D. Request to Approve – Authorization to Seek Statements of Qualifications re: WWTP Incinerator Rehabilitation (Restricted Funds Account No. 902-173) – Scott D. Westover**

Motion by Doe to provide Authorization to Seek Statements of Qualifications re: WWTP Incinerator Rehabilitation (Restricted Funds Account No. 902-173). Support by Ichesco.

Mr. Westover advised the Board that staff is requesting to seek qualifications from firms interested in designing the WWTP improvements slated for this year using the state revolving fund (SRF) loan. He indicated that the qualifications process is a state requirement for that loan program that was instituted on October 1, 2014. Mr. Westover explained that this is YCUA's second time utilizing this process. He pointed out that a proposal will be brought to the Board for approval after this process is complete.

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

**E. Request to Approve – Authorization to Seek Statements of Qualifications re: WWTP West Tertiary Filter Improvements (Restricted Funds Account No. 902-175) – Scott D. Westover**

Motion by Jason to provide Authorization to Seek Statements of Qualifications re: WWTP West Tertiary Filter Improvements (Restricted Funds Account No. 902-175). Support by Doe.

Mr. Westover advised the Board that this is another SRF loan-eligible project that staff would like to complete during the current fiscal year. He indicated that this is a state requirement of that loan process. Mr. Westover explained that he hopes to have a proposal for the Board's consideration at the November meeting.

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

**F. Request to Approve – Award of Contract re: 2018 West Tertiary Filter Repairs in the Amount of \$97,300 (O & M Expense Account No. 901-550) – Scott D. Westover**

Motion by Jason to approve Award of Contract re: 2018 West Tertiary Filter Repairs in the Amount of \$97,300 (O & M Expense Account No. 901-550). Support by Ichesco.

Mr. Westover advised the Board that two bids were received on September 12th and YCUA staff is comfortable working with both firms. He indicated that the low bid was received from Process Paving & Equipment.

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

**G. Request to Approve – Award of Contract re: 2018 WTUA Influent Pipes Replacement in the Amount of \$139,500 (O & M Expense Account No. 550-815) – Scott D. Westover**

Motion by Doe to approve Award of Contract re: 2018 WTUA Influent Pipes Replacement in the Amount of \$139,500 (O & M Expense Account No. 550-815). Support by Ichesco.

Mr. Westover advised the Board that this is for replacement of portions of the two influent pipes at the headworks. He indicated that two bids were received on September 12<sup>th</sup> with the low bid from Midwest Power Systems, with whom YCUA is comfortable working. Mr. Westover explained that WTUA is responsible for these costs but because the pipes are located within YCUA's plant site, it made sense for YCUA to issue the bid. He point out that, as such, this is contingent upon approval from WTUA as well.

Mr. Jason inquired as to whether these pipes are above or below ground. Mr. Westover responded that they are both but that the section that will be replaced is the above-ground portion, which has been exposed to corrosive weather conditions over the years.

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

**H. Request to Approve – Authorization to Seek Bids re: Sand, Stone, and Cold Patch Purchase (O & M Expense Account No. 560-806) – Bob Fry**

Motion by Jason to provide Authorization to Seek Bids re: Sand, Stone, and Cold Patch Purchase (O & M Expense Account No. 560-806). Support by Doe.

Mr. Fry advised the Board that these are materials that are kept onsite at the Service Center in order to complete excavation backfilling until a permanent repair can be done. He indicated that this is an annual purchase.

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

**I. Request to Approve – Purchase of Forklift in the Amount of \$26,165.68 (Restricted Funds Account No. 901-597) – Stacey L. Reynolds**

Motion by Jason to approve Purchase of Forklift in the Amount of \$26,165.68 (Restricted Funds Account No. 901-597). Support by Ichesco.

Mr. Reynolds advised the Board that seven sealed bids were received on August 8<sup>th</sup> but two did not meet specifications and another three were eliminated due to price. He indicated that the final two bids were from Alta Equipment and Fraza Forklifts. Mr. Reynolds explained that the Alta bid is being recommended because, even though it is \$500 more, the equipment is American made. He pointed out that the existing forklift is 35 years old and is in need of replacement.

Mr. Doe inquired as to what will be done with the current forklift. Mr. Reynolds responded that it will be sold on MITN.

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

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

Informational only; no motion from the Board required.

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

Informational only; no motion from the Board required.

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

Mr. Castro advised the Board that the year-to-date comparisons show that water sales are up 2.6% and sewer sales up 8.7%.

Informational only; no motion from the Board required.

**M. Attorney's Report – Thomas E. Daniels**

There was no Attorney's Report for the month.

**N. Environmental Report – Sreedhar Mullapudi**

Mr. Mullapudi advised the Board that YCUA has initiated wide-ranging efforts to identify probable PFAS sources within its service area; conducting sampling at potential sources and further evaluating the quality of the WWTP effluent water. He indicated that the Authority has identified certain potential sources with PFOS exceeding the Water Quality Standard (WQS). Mr. Mullapudi explained, however, that recent testing of the effluent indicated that the levels of PFOS and PFOA are well below the Water Quality Standards (Michigan Rule 57 Values). He pointed out that, notwithstanding the recent testing, YCUA continues to identify other possible sources, work on source reduction and thereby eliminate or minimize the presence of these emerging contaminants in the influent received by the Authority, and enhance the quality of plant effluent water and support the aquatic organisms in the receiving waters.

Mr. Castro interjected that the PFAS drinking water quality standard is 70 parts per trillion and 12 parts per trillion for wastewater. The matter was then discussed further.

Mr. Mullapudi also explained that YCUA's NPDES Permit requires Whole Effluent Toxicity (WET) testing. He further advised that the Authority conducted the WET testing in August 2018, which indicated "0 toxic units", evidence that YCUA's fully-treated plant effluent water supports the survival, growth, and reproduction of aquatic organisms in the receiving waters.

Mr. Mullapudi stated that, as part of NPDES permit requirements, YCUA conducted a Local Limit Reevaluation on toxic pollutants. He acknowledged that a draft report was submitted to the MDEQ and that the Authority is in the process obtaining additional data to further evaluate the local limits for certain toxic pollutants.

Mr. Mullapudi confirmed that the Relative Accuracy Test Audit of YCUA's continuous emissions monitoring system (CEMS) was conducted on August 21, 2018. He explained that the audit was successful for O2 and SO2 but was unsuccessful for Carbon Monoxide. Mr. Mullapudi pointed out that the Authority continues to evaluate the CEMS analyzer and plans reschedule the required testing.

**O. Human Resources Report – Kevin M. Welch**

Mr. Welch advised the Board that 17 different training sessions were held over the last two months, including active shooter training and hot weather safety. He indicated that extensive wastewater operator training will be taking place in October with the tests in November and will occur again in the spring.

Mr. Welch explained that, in the last month, one new groundskeeper was hired and that there are three other openings to be filled in the near future – one mechanic and two more groundskeepers.

He pointed out that transfers and promotions include one employee that transferred to wastewater operator and one to hydrant staker.

Mr. Welch also explained that five employees secured advanced certifications or licenses beyond those required for employment.

He further advised that these are all very good signs for YCUA.

**P. Director's Report - Jeff Castro**

Mr. Castro advised the Board that PFAS is a common topic of inquiry from customers and neighbors these days. He indicated that a lot of the

information out there is misunderstood and can cause undo alarm. Mr. Castro explained that a lot of education needs to be distributed from EPA and MDEQ in order to fully explain what exactly is in the environment and what has occurred over the last 50 years.

Mr. Bodary requested that YCUA keep the public informed online as much as possible, particularly in an easily accessible area such as the main page of the Authority's website.

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 Ichesco to pay the current month's bills in the amount of \$5,839,664.55. 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 4:25 p.m. Support by Ichesco. In favor: All. Opposed: None. (Motion carried.)



Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jon R. Ichesco", is written over a horizontal line.

JON R. ICHESCO, Secretary - Treasurer