



Minutes

**YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, October 24, 2018 – 4:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112**

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

Members Absent: None.

1. **CALL TO ORDER:** Ms. Stumbo called the meeting to order at 3:59 p.m.
2. **MINUTES OF THE PREVIOUS MEETING:** Motion by Jason to receive and file the minutes of the September 26, 2018 meeting as presented. Support by Bodary. In favor: All. Opposed: None. (Motion carried.)
3. **NEW BUSINESS:**
 - A. **Informational Item - Michigan Municipal League Liability and Property Pool Dividend Distribution** – Kevin M. Welch

Mr. Welch advised the Board that YCUA has been a member of the Michigan Municipal League Liability and Property Pool and Workers' Compensation fund for a long time. He indicated that, each year, the pool evaluates the surplus and determines whether they will issue a dividend check. Mr. Welch explained that checks have been issued the past few years and this year's check is in the amount of \$26,452, which offsets the cost of the Authority's general liability insurance.

Informational only; no motion from the Board required.
 - B. **Request for Consideration – Changes to YCUA Board of Commissioners' 2019 Meeting Schedule re: Thanksgiving and Christmas Holidays** – Jeff Castro

Motion by Jason to approve the Changes to YCUA Board of Commissioners' 2019 Meeting Schedule re: Thanksgiving and Christmas Holidays. Support by Ichesco.

Motion by Doe to make a friendly amendment to change the YCUA Board of Commissioners' 2019 Meeting Schedule start time to 3 p.m. Support by Jason.

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

C. Request to Approve - Authorization to Seek Bids re: Willow Run Pump Station Generator Replacement (O & M Expense Account No. 901-555) – Scott D. Westover

Motion by Jason to provide Authorization to Seek Bids re: Willow Run Pump Station Generator Replacement (O & M Expense Account No. 901-555). Support by Bodary.

Mr. Westover advised the Board that Tetra Tech has completed the design of the improvements and staff is requesting permission to obtain bids.

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

D. Request to Approve – Award of Contract re: 2018 Sanitary Sewer Chemical Root Treatment in the Amount of \$29,887.50 (O & M Expense Account No. 560-806) – Scott D. Westover

Motion by Doe to approve the Award of Contract re: 2018 Sanitary Sewer Chemical Root Treatment in the Amount of \$29,887.50 (O & M Expense Account No. 560-806). Support by Bodary.

Mr. Westover advised the Board that these bids were favorable and slightly less than when the project was done four years ago. He indicated that the low bidder, Duke's Root Control, did the work two contracts ago in 2012 and their work was satisfactory.

Mr. Bodary inquired as to whether any dangerous chemicals will be used in the process. Mr. Westover responded that the chemicals used do no harm to the wastewater treatment plant or the environment. He added that MDEQ approved this.

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

E. Request to Approve – Change Order No. 1 re: 2018 Road Repairs Phase 1 in the Amount of \$17,537.74 (O & M Expense Account No. 902-161) – Scott D. Westover

Motion by Doe to approve Change Order No. 1 re: 2018 Road Repairs Phase 1 in the Amount of \$17,537.74 (O & M Expense Account No. 902-161). Support by Bodary.

Mr. Westover advised the Board that this is an increase to the contract and an extension of time attributable to six locations that were added to the project after it was bid.

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

F. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.

G. Financial Report – Authority Net Assets – Dwayne Harrigan

Informational only; no motion from the Board required.

H. Usage Report – Consumption Report – Jeff Castro

Informational only; no motion from the Board required.

I. Attorney’s Report – Thomas E. Daniels

Mr. Daniels advised the Board that a new lawsuit was commenced by YCUA and Ypsilanti Township the day previous regarding breach of a sewer main by Trenchless Solutions. He then outlined the litigation in more detail.

J. Human Resources Report – Kevin M. Welch

Mr. Welch advised the Board that there were four safety-related training programs conducted in the month of September. He indicated that Operations D Test training as also conducted.

Mr. Welch explained that there were two new groundskeeper / custodians hired this month, so the Authority now has a full complement of groundskeepers. He pointed out that the mechanic position is still open and was re-posted earlier that day.

Mr. Welch also explained that a tentative agreement has been reached with the Teamsters union that will be presented at the November Board meeting.

He further advised that Health and Safety Manager Don Nichols just finished securing his Level I OSHA General Industry Certificate as well as his Construction Certificate. Mr. Welch stated that this is quite an accomplishment for Mr. Nichols and for YCUA.

K. Director’s Report - Jeff Castro

Mr. Castro advised the Board that YCUA staff continues to attend the MDEQ Lead and Copper training. He indicated that the new Lead and Copper Rule will affect the Authority effective immediately.

Mr. Castro explained that YCUA is currently taking 13 samples every three years and that this will be increasing to annual sampling. He pointed out that the next sampling will take place June through September of 2019 in order to comply with MDEQ and EPA requirements. Mr. Castro also explained that YCUA will be required to establish and maintain a minimum of 30 sample sites to be approved by MDEQ and another 40 by the first of the year 2020. He further advised that YCUA plans to send about 75 sites as redundancy.

Mr. Castro stated that the hope is that the Authority will stay below the action level and, therefore, can revert to the 30 annual sample sites going forward.

He acknowledged that MDEQ is also requiring new sampling procedures for the Bacti sample sites, increasing them from 20 samples per month to 60 samples per month. Mr. Castro confirmed that Bacti sampling is a check for coliform bacteria at three sampling sites: one main, one upstream and one downstream.

He explained that the new lead and copper rule is very difficult to understand and that normally, a sampling for a lead and copper site is one draw and now it could be up to five sample vials. Mr. Castro pointed out that MDEQ has offered to allow YCUA to take the samples on homeowners' behalf. He also stated that he will keep the Board posted as things move forward.

Ms. Stumbo inquired as to how many lead and copper sites are in the area. Mr. Castro responded that the number is yet to be determined. He advised that YCUA doesn't know what customers have unless services between the main and the property line were replaced during road construction projects. He indicated that recommendations were made beginning in the 1990s to replace lead service lines when such work was done but that customers may have done the work themselves.

Mr. Castro explained that this is a trying time attempting to identify all these services and that meter and Service Center staff have been documenting services home-by-home for the last year or two, including taking photos and entering the information into an electronic database. He pointed out YCUA will submit this data to MDEQ in a preliminary inventory on January 1, 2020. He pointed out that that MDEQ will then determine which services should be replaced based on whether sampling results are in excess of the action level.

Mr. Castro also explained that the Authority has a rule in place that will be submitted to MDEQ that YCUA will maintain the water services from the property line to the water main.

He further advised that, during this time, YCUA will be establishing a Lead and Copper Advisory Committee at the direction of MDEQ that will meet at least once per year and will discuss moving forward under the new lead and copper rule. Mr. Castro stated that every utility with a population of 50,000 or more is being required to establish such a committee by recruiting individuals from the general public that have shown interest in the lead and copper rule. He acknowledged that he has had 30 or 40 customers express initial interest.

Mr. Bodary asked for more information on the coliform testing, which Mr. Castro then explained.

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 \$3,734,742.07. 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 Bodary. In favor: All. Opposed: None. (Motion carried.)



Respectfully submitted,

A handwritten signature in blue ink, which appears to read "Jon R. Ichesco". The signature is written in a cursive style and is positioned above a horizontal line.

JON R. ICHESCO, Secretary - Treasurer