



Minutes

**YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, January 25, 2023 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112**

Members Present: Michael Bodary, Keith P. Jason, Jon R. Ichesco, and Gloria C. Peterson.

Members Absent: Larry J. Doe.

1. **CALL TO ORDER:** Mr. Bodary called the meeting to order at 3:16 p.m.
2. **MINUTES OF THE PREVIOUS MEETING:** Motion by Jason to receive and file the minutes of the December 21, 2022 meeting as presented (Open & Closed Sessions). Support by Ichesco. In favor: Bodary, Jason, Ichesco, and Peterson. Opposed: None. (Motion carried.)
3. **NEW BUSINESS:**
 - A. **Request to Approve - Change Order No. 1 re: 2022 Road Repairs Phase 1 in the Amount of \$26,856.75 (O & M Expense Account No. 902-161) – Scott D. Westover**

Motion by Jason to approve Request to Approve - Change Order No. 1 re: 2022 Road Repairs Phase 1 in the Amount of \$26,856.75 (O & M Expense Account No. 902-161). Support by Peterson.

Mr. Westover advised the board of Change Order Number 1, dated December 12, 2022, for the referenced project. The Change Order includes a deduction of almost \$27,000 and reflects actual quantities installed by the contractor.

In favor: Bodary, Jason, Ichesco, and Peterson. Opposed: None. (Motion carried.)

B. Request to Approve - Change Order No. 1 re: 2022 WWTP North Ash Lagoon Embankment Repairs in the Amount of \$37,138.00 (O & M Expense Account No. 550-815) – Scott D. Westover

Motion by Jason to approve Request to Approve - Change Order No. 1 re: 2022 WWTP North Ash Lagoon Embankment Repairs in the Amount of \$37,138.00 (O & M Expense Account No. 550-815). Support by Ichesco.

Mr. Westover advised the board of Change Order Number 1, dated December 14, 2022, for the referenced project. The Change Order includes a deduction of just over \$37,000 and reflects adjustments made in the field.

Mr. Bodary requested that future change orders resulting in deductions should be noted as such in the agenda which was acknowledged by Mr. Blackburn.

In favor: Bodary, Jason, Ichesco, and Peterson. Opposed: None. (Motion carried.)

C. Request to Approve – Purchase of Sand, Stone, and Cold Patch in the Amount of \$93,525.00 (O & M Expense Account No. 560-806) – Michael Shaffer

Motion by Jason to approve Request to Approve – Purchase of Sand, Stone, and Cold Patch in the Amount of \$93,525.00 (O & M Expense Account No. 560-806). Support by Peterson.

Mr. Blackburn advised the Board that Mr. Shaffer was not in attendance and would be presenting this agenda item. Mr. Blackburn noted that Keith Shock and Sean Knapp were present from the Service Center and available for any technical questions. Mr. Blackburn reminded the Board that Mr. Shaffer received approval during last month's board meeting to seek bids for these items. Sand, stone, and cold patch are used to backfill excavations from water and sewer repairs. The lowest responsible bidder was Farmer Underwood of Belleville, MI. YCUA has worked with Farmer Underwood in the past and has a good working relationship with them. Mr. Blackburn recommended approval of a contract to obtain these materials in the amount of \$93,525.00.

In favor: Bodary, Jason, Ichesco, and Peterson. Opposed: None. (Motion carried.)

D. Request to Approve – Purchase of 2023 Caterpillar Backhoe in the Amount of \$133,275.00 (O & M Expense Account No. 901-597) – Michael Shaffer

Motion by Jason to approve Request to Approve – Purchase of 2023 Caterpillar Backhoe in the Amount of \$133,275.00 (O & M Expense Account No. 901-597). Support by Ichesco.

Mr. Blackburn noted that Keith Shock and Sean Knapp were present from the Service Center and available for any technical questions. Mr. Blackburn reminded the Board that Mr. Shaffer received approval during last month's board meeting to seek bids for the replacement of our 1997 front-end loader/ backhoe combination unit. Mr. Shaffer went through the MiDeal Program, which provides state contract purchase pricing, and identified a loader in the amount of \$133,275.00. Mr. Blackburn advised the Board that this is the 3rd of such units.

Mr. Bodary inquired as to whether this deal includes a trade-in. Mr. Blackburn responded that the purchase does not include a trade-in. Mr. Bodary then inquired as to whether the other unit would be sold. Mr. Blackburn responded that Mr. Shaffer plans to sell the 1997 unit through a state auction. Mr. Bodary responded that such an approach usually provides a good return.

Ms. Peterson inquired about the details of the 6-month warranty with the mileage. Mr. Shock responded that he was unsure, but believes it is limited by time and hours. Ms. Peterson responded that it appears there is extended coverage on powertrain and hydraulics. Mr. Bodary stated that he would agree with Mr. Shock and the warranty appears to be standard for such equipment.

Mr. Jason acknowledged the work of the maintenance staff to keep the existing unit running well past its useful life.

Mr. Bodary then inquired as to who is the vendor for this purchase. Mr. Shock responded that it would be purchased from Michigan CAT. Mr. Bodary then inquired as to whether any additional accessories would be needed or different size buckets. Mr. Shock responded that a specific bucket was purchased to meet the preferences of the operators, and bucket size is not as important as the actual nature of excavation along with the use of trench boxes.

In favor: Bodary, Jason, Ichesco, and Peterson. Opposed: None. (Motion carried.)

E. Informational Item – Special Alternate Limits Surcharge Program – Sreedhar Mullapudi

Mr. Mullapudi advised the Board that the board packet includes materials related to this item and the restructuring of the existing surcharge program. The existing program is based on a uniform allocation methodology. The restructuring would allow variable limits to capture unused surcharge capacity with industrial users. Mr. Mullapudi advised the Board that the proposal has been submitted to the state for their approval. The surcharge program does not include toxic pollutants. Essentially, implementation will allow higher limits to be offered to industries that need a higher capacity.

Mr. Bodary inquired as to whether there was another way to explain this program. Mr. Blackburn responded that the treatment plant is designed to treat compatible pollutants. Compatible pollutants include such pollutants as solids and phosphorus. If these pollutants were thought about like a “pie” and our treatment plant was designed to treat, for example, 100 lbs. of phosphorus, a portion or piece of pie would be carved out for the residential background and another piece of “pie” would be allocated to a safety factor. The amount of “pie” left under the current program is allocated uniformly to industrial/commercial users, therefore all industries receive the same limits. The problem with such an approach is that some pollutants are specific to a certain type of industry, such as phosphorus to a metal finisher or solids to a landfill. This program will essentially take a piece of the “pie” and place it on the shelf for special allocations in situations where such capacity is needed. The adoption of such a program is considered the most business-friendly allocation that YCUA can adopt.

Mr. Mullapudi stated that the goal of the restructuring is to re-capture some of the treatment capacity that industries are holding due to uniform allocation. YCUA will review from time to time how the industries are utilizing the allocations.

Informational only; no motion from the Board required.

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 – Luther Blackburn

Mr. Blackburn advised the Board that the month-to-month comparison shows that water sales are up 2.1 % and sewer sales are down 17.7%. He

indicated that the year-to-date comparison shows that water sales are down 2.6% and sewer sales are down 23.5%.

Mr. Bodary inquired as to whether there was anything unusual usage to report. Mr. Blackburn explained that it has been fairly dry which has limited I & I.

Informational only; no motion from the Board required.

I. Attorney's Report – Matthew T. Jane

Mr. Jane advised the Board that he has nothing to report.

Informational only; no motion from the Board required.

J. Human Resources Report – Debra Kinde

There was no Human Resources Report for the month.

H. Executive Director's Report – Luther Blackburn

Mr. Blackburn recognized Sree and Wastewater Department and Lab for their work with the Michigan Dept of Health and Human Services. YCUA recently received an award for their work on wastewater surveillance for epidemiology. Wastewater surveillance for COVID, SARS, and other viruses is an emerging field. Mr. Blackburn noted that Sree has led and coordinated such efforts with U of M and Washtenaw County Public Health which is a great tool for public health and great that YCUA is out in front working on these issues.

Mr. Jason acknowledged and thanked the staff for their work. Mr. Jason asked whether such monitoring includes opioids. Mr. Mullapudi responded that such monitoring exists but YCUA samples are not being used for such monitoring.

Mr. Knapp then provided an update on the Everbridge Platform. YCUA launched its first incident on December 12th as a practice run. Every job, water, or sewer that impacts service or traffic, results in a public advisory message being sent through the platform. The message is sent via email, text, or an alert if the individual has the app on their phone. Mr. Knapp then provided an example situation and further discussed how updates on the job are communicated. Mr. Knapp also noted that signing up for the app allows the customers to stay up to date on happenings in their neighborhood from the Washtenaw County Sheriff's Department.

Mr. Bodary then asked if we are sending invitations to sign up through the Township Board and City Manager's Office. Mr. Knapp responded that YCUA has included the invitation on the last two cycles of water bills.

Mr. Blackburn then noted that flyers were finished today and have been forwarded to the City and Township for posting and distribution.

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 \$4,412,694.78. Support by Jason. In favor: Jason, Ichesco, Peterson, and Bodary. Opposed: None. (Motion carried.)
7. **PUBLIC COMMENTS:** There were no Public Comments for the month.
8. **CLOSED SESSION:** Ms. Peterson recommended adjourning the open session and calling to order a closed session in order to discuss non-union union employment agreements. Support by Jason.

By roll call vote: Ayes: Jason, Peterson, Ichesco, and Bodary. Nays: None. (Motion carried)

(The Board then met in closed session at 3:48 p.m.)

9. **RETURN TO OPEN SESSION AND ADJOURNMENT:** Motion by Peterson to return to open session. Support by Ichesco. In favor: Jason, Ichesco, Peterson and Bodary. Opposed: None. (Motion carried.)

Motion by Jason to approve the Non-Union Employment Agreements of Scott Westover and Tamatha Muccino. Support by Peterson. In favor: Jason, Ichesco, Peterson and Bodary. Opposed: None. (Motion carried.)

Motion by Ichesco to adjourn the meeting at 3:564 p.m. Support by Jason. In favor: Jason, Ichesco, Peterson, and Bodary. Opposed: None. (Motion carried.)



Respectfully submitted,

MICHAEL BODARY, Chair