



Minutes

**YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, July 26, 2023 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112**

Members Present: Michael Bodary, Larry J. Doe, Jon R. Ichesco, Gloria C. Peterson, and David Ostrowski.

Members Absent: None.

- 1. CALL TO ORDER:** Mr. Bodary called the meeting to order.
- 2. MINUTES OF THE PREVIOUS MEETING:** A motion was made and supported to accept the minutes from the meeting on June 28, 2023.

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

Please note, the first few minutes of the meeting did not record audio properly. Therefore, it is not possible to determine which Commissioners motioned and supported for approval of the minutes. Executive Director Luther Blackburn who was present at the meeting confirms the motion was made, supported, no discussion occurred, and all Commissioners voted in favor.

3. NEW BUSINESS:

- A. Request to Approve - Award of Contract re: Primary Clarifier #3 Mechanism Repairs in the Amount of \$99,000.00 (O & M Expense Account No. 550-815) – Scott D. Westover**

Motion by Ichesco to approve Request to Approve – Award of Contract re: Primary Clarifier #3. Support by Doe.

Mr. Westover explained three sealed bids were received and the Tabulation of Bids was completed on July 11, 2023. The low, responsible bid was received from Midwest Power Systems, Inc., of Milford, Michigan, in the amount of \$99,000. Mr. Westover stated that YCUA is very familiar with Midwest Power Systems, Inc. and recommended approval of the contract.

Mr. Bodary requested further discussions from the Commissioners and there was none.

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

B. Request to Approve – Award of Contract re: 2023 Road Repairs Phase 2 in the Amount of \$391,393.50 (O & M Expense Account No. 902-161) – Scott D. Westover

Motion by Ichesco to approve Request to Approve – Award of Contract re: 2023 Road Repairs Phase 2. Support by Ostrowski.

Mr. Westover explained three sealed bids were received and the Tabulation of Bids was completed on July 13, 2023. The low, responsible bid was received from Sommerset Paving Companies, LLC, of Whitmore Lake, Michigan, in the amount of \$391,393.50. Mr. Westover explained the Authority has worked with Sommerset Paving Companies in Phase 1 of 2022 and recommended approval of the contract.

Mr. Doe inquired to the final cost of the 2022 Phase 1 Road Repairs. Mr. Westover responded that he didn't have the final cost for Phase 1, but the unit prices appear to be slightly better than in Phase 1.

Mr. Bodary inquired as to whether he would consider Somerset Paving and Best Asphalt of equal quality. Mr. Westover explained that he would feel comfortable recommending a contract award with any of the 3 bidders.

Mr. Stetler explained the tornado sirens were going off and meeting participants needed to move to the basement for safety. Mr. Bodary placed the meeting on hold at 3:04 p.m.

Mr. Bodary welcomed the participants back to the meeting at 3:26 p.m. and announced the weather alert was over at this time.

Mr. Bodary requested further discussion for item B and there was none.

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

C. Request to Approve – Award of Bids re: Wastewater Treatment Plant (WWTP) Bulk Chemicals Purchase in the Approximate Amount of \$510,000 (O & M Expense Account No. 550-736) - Sreedhar Mullapudi

Motion by Doe to approve Request to Approve – Award of Bids re: Wastewater Treatment Plant (WWTP) Bulk Chemicals Purchase. Support by Ichesco.

Mr. Mullapudi explained seven sealed bids were received for the bulk chemicals purchase and the Tabulation of Bids was completed. Mr. Mullapudi recommended awarding the Aluminum Sulfate contract to the low bidder, Chemtrade Chemicals US, LCC., noting that they are also the current provider of Aluminum Sulfate. Mr. Mullapudi recommended awarding the Sodium Hypochlorite contract to the low bidder JCI Jones Chemicals, Inc., noting that the Authority has previously purchased sodium hypochlorite from JCI Jones Chemicals, Inc. Mr. Mullapudi recommended awarding the Sodium Hydroxide contract to the lowest bidder JCI Jones Chemicals Inc., noting that they are also the current provider of Sodium Hydroxide. Mr. Mullapudi explained the bid requested one-year contracts, but pricing was only provided for four months until December 31st.

Mr. Bodary inquired how long the current contract lasted. Mr. Mullapudi explained the current contract ends August 31 and the new contracts will begin September 1, 2023. Mr. Bodary then inquired as to what would happen if the costs changed. Mr. Mullapudi explained that he would come back to the Board to request approval to seek bids for the remaining fiscal year.

Mr. Doe requested the cost for chemicals last year. Mr. Mullapudi responded the cost of Sodium Hypochlorite and Sodium Hydroxide is the same as last year while the cost of Aluminum Sulfate has risen 7.5 percent. Mr. Doe then inquired as to what the expected increase in rates would be in December. Mr. Mullapudi explained since the pandemic began, the cost of chemicals has been volatile and unpredictable. Mr. Doe then requested if there was a program in place to reduce the usage of these chemicals. Mr. Mullapudi advised that hydroxide is used for sulfur dioxide emissions and odor control whereas hypochlorite is used as a disinfectant and for odor control. Mr. Mullapudi indicated that more opportunities exist with biological phosphorus removal which could reduce aluminum sulfate usage.

Mr. Bodary inquired if chemical costs were already reduced due to the AO process. Mr. Mullapudi explained that costs are reduced, but higher usage occurs during the summer months (May-August) due to the tighter limit on phosphorus.

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

D. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.

E. Financial Report – Authority Net Assets – Dwayne Harrigan

Informational only; no motion from the Board required.

F. Usage Report – Consumption Report – Luther Blackburn

Mr. Blackburn advised the Board that the month-to-month comparison shows water consumption is up 18.3% and sewer consumption is down 7.5%. Mr. Blackburn indicated the year-to-date comparison shows water consumption is up 0.6% and sewer consumption is down 10.4%. Mr. Blackburn noted this was the best June in the past ten years for water consumption.

Informational only; no motion from the Board required.

G. Attorney’s Report – Jeremy C. Kennedy

Mr. Kennedy explained that he did not have any reports for public information.

Mr. Bodary requested Mr. Kennedy hold over for the closed session later in the meeting.

Informational only; no motion from the Board required.

H. Executive Director’s Report – Luther Blackburn

Mr. Blackburn stated a new Executive Administrative Assistant will be onboarding on July 31, 2023, and the new assistant should be at the meeting next month to meet the Board.

Mr. Blackburn explained that the photo opportunity at Stone Tower for this evening would be rescheduled due to the current weather conditions.

4. OLD BUSINESS:

Mr. Doe motioned to remove the motion from the table reference the Appointment of a Vice Chair from the June 28, 2023, meeting. Support from Ichesco.

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

Mr. Blackburn recapped the discussion from the June 28, 2023, meeting by explaining when Mr. Jason resigned from the Board per the Bylaws the Vice Chair position must be filled by another Board member for an appointment to last until February 2024. Mr. Blackburn consulted with Mr. Jane to determine if the Bylaws, Public Act 233, or other founding documents would allow the Vice Chair and Secretary-Treasurer position to be held by the same Commissioner. Mr. Blackburn shared with the Board per Mr. Jane there are no further restrictions on the appointment of a Vice Chair.

Mr. Doe commented he would prefer to have more Board members in different positions and then motioned to have Gloria Peterson appointed to the position of Vice Chair.

Mr. Bodary inquired if Ms. Peterson was willing to take the position. Ms. Peterson advised she was willing to be the Vice Chair. Support from Ichesco.

Mr. Bodary requested further discussion and there was none.

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

Mr. Bodary announced Ms. Peterson as the new Vice Chair and congratulated her on the new position.

Mr. Bodary inquired for additional Old Business and there was none.

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 \$ 3,568,022.64. Support by Doe.

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

7. PUBLIC COMMENTS: There were no Public Comments for the month.

8. CLOSED SESSION:

Mr. Bodary requested a motion for a closed session to meet with legal counsel pursuant to section 8(h) of the Open Meetings Act and section 3(1)(g) of the Freedom of Information Act, to discuss a privileged and confidential written opinion from our legal counsel.

Ms. Peterson motioned to have a closed session. Support from Doe.

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

8. ADJOURNMENT:

After returning from the Closed Session, motion by Doe to adjourn the meeting. Support by Ichesco.

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

Respectfully submitted,

MICHAEL BODARY, Chair