



Minutes

**YPSILANTI COMMUNITY UTILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING
Wednesday, March 6, 2024 – 3:00 p.m.
YCUA Administration Building
2777 State Road
Ypsilanti, MI 48198-9112**

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

Members Absent: Jon R. Ichesco.

1. **CALL TO ORDER:** Mr. Bodary called the meeting to order at 3:00 p.m.
2. **MINUTES OF THE PREVIOUS MEETING:** Motion by Doe to receive and file the minutes of the January 24, 2024, meeting as presented. Support by Ostrowski. In favor: Doe, Peterson, Ostrowski, and Bodary. Opposed: None. (Motion carried.)
3. **NEW BUSINESS:**
 - A. **Request to Approve – Annual Officer and Committee Member Appointments – Luther Blackburn**

Motion by Peterson to approve the Annual Officer and Committee Member Appointments. Support by Ostrowski.

Mr. Blackburn stated the YCUA Bylaws require the Board of Commissioners reestablish the Officer and Committee member appointments in February. Due to the delay in meetings, Mr. Blackburn requested appointments for Chairman, Vice Chairman and Secretary - Treasurer be completed today. Mr. Blackburn stated Mr. Ichesco had been in contact to advise he wasn't able to attend today's meeting and would like to offer his name for the position of Secretary - Treasurer. Mr. Blackburn invited the Board to discuss any proposed changes to the Officer positions.

Doe motioned for approval of all Officer positions as they currently stand (Bodary as Chair, Peterson as Vice Chair, and Ichesco as Secretary – Treasurer). Support by Ostrowski. In favor: Doe, Peterson, Ostrowski, and Bodary. Opposed: None. (Motion carried.)

Mr. Blackburn advised Board Commissioners also served on the Finance Committee (Doe and Peterson), the Personnel Committee (Bodary and Ostrowski) and as Hearing Officers (Ichesco and Doe). Bodary inquired for discussion on the committee member appointments. There was no discussion. Bodary motioned for the previous committee members be approved to maintain their current positions. Support by Peterson.

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

B. Request to Approve - Annual Comprehensive Financial Report for Fiscal Year 2022 – 2023 – Luther Blackburn

Doe stated the auditor was not present today due to illness and then motioned to table the audit presentation. Support by Ostrowski.

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

C. Request to Approve – Final Acceptance as Public re: Crystal Pond – Scott Westover

Motion by Peterson to approve Final Acceptance as Public re: Crystal Pond. Support by Ostrowski.

Mr. Westover stated in the packet there was a memo dated January 19, with an attached letter from OHM recommending acceptance. Mr. Westover advised this project has been ongoing for 20-25 years, and we are ready for this to be accepted as public.

Mr. Bodary inquired for further questions. Mr. Doe inquired how much work had to be redone after starting the project back up. Mr. Westover advised there were approximately a dozen areas with the sewer needing rework and that the water lines were mostly good at start up.

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

D. Request to Approve – HESCO Contract Extension re: Metering Program for Wastewater Billing in the Not-to-Exceed Amount of \$150,000. (O & M Expense Account No. 592-902-164.000) – Scott Westover

Motion by Doe to approve HESCO Contract Extension re: Metering Program for Wastewater Billing in the Not-to-Exceed Amount of \$150,000. Support by Peterson.

Mr. Westover stated in the packet there was a memo dated February 14, with an attached proposal from HESCO dated January 17. Mr. Westover stated that HESCO has preformed the operation maintenance in this

program for the entire ten-year period of this program. Mr. Westover recommended approval to extend the contract two years.

Mr. Bodary inquired for further questions. There were none.

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

E. Request to Approve – OHM Proposal re: Metering Program for Wastewater Billing in the Not-to-Exceed Amount of \$88,500 (O & M Expense Account No. 592-902-164.000) – Scott Westover

Motion by Peterson to approve OHM Proposal re: Metering Program for Wastewater Billing in the Not-to-Exceed Amount of \$88,500. Support by Ostrowski.

Mr. Westover stated that OHM is the firm that has taken all of the data collected by HESCO and manipulated the data into billing volumes for the contract communities. Mr. Westover stated the proposed budget was right in line with past bids. Mr. Westover recommended extending the contract for two years.

Mr. Bodary inquired for further questions. There were none.

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

F. Request to Approve – Metering Program for Wastewater Billing re: Meter Dye Testing Contract Extension in the Amount of \$88,000 (O & M Expense Account No. 592-902-164.000) – Scott Westover

Motion by Peterson to approve Metering Program for Wastewater Billing re: Meter Dye Testing Contract Extension in the Amount of \$88,000. Support by Ostrowski.

Mr. Westover stated that this is the third piece of the metering program and is performed by ASI. Mr. Westover stated the dye testing calibrates the meters. Mr. Westover recommended approval of the two year contract extension.

Mr. Bodary inquired for further questions. There were none.

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

G. Request to Approve – Purchase of Sand, Stone, and Cold Patch in the Amount of \$94,725. (O & M Expense Account No. 592-560-806.000) – Sean Knapp

Motion by Peterson to approve Purchase of Sand, Stone, and Cold Patch in the Amount of \$94,725. Support by Doe.

Mr. Knapp stated that in the packet there is a memo dated February 14 recommending contract approval for the aggregate needs for backfill for sewer main and water main repairs for the 2024 year. Mr. Knapp recommended the contract be awarded to Dani's Transport (Rockwood, MI) who has previously provided this service to YCUA.

Bodary inquired for further questions. Bodary inquired if this cost was an increase from the 2023 costs. Mr. Knapp responded last year's annual cost was just under \$80,000. There were no further questions.

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

H. Fund Balance Report – Dwayne Harrigan

Informational only; no motion from the Board required.

I. Financial Report – Authority Net Assets – Dwayne Harrigan

Informational only; no motion from the Board required.

J. Usage Report – Consumption Report – Luther Blackburn

Mr. Blackburn advised the Board that the November month-to-month comparison shows water sales are down 2.8% and sewer sales are up 30.4%. Mr. Blackburn stated the year-to-date comparison shows water sales are down 3.5% and sewer sales are up 13.8%. Mr. Blackburn advised the sewer numbers are high based on the wet January and that January of 2023 was much colder and drier.

Informational only; no motion from the Board required.

K. Attorney's Report – Matthew T. Jane

Mr. Jane advised he had nothing to report.

L. Executive Director's Report – Luther Blackburn

Mr. Blackburn advised the Board that YCUA is moving forward with the Shadford Tower refinishing project. Mr. Blackburn stated Ypsilanti Schools will be updating their grizzly logo on the tower facing the football field.

Mr. Blackburn stated a consultant was hired to assist with the designs for the front facing side of Shadford Tower. Mr. Blackburn shared with the Board the five options that have been developed and sent to the Board. Mr. Blackburn stated he would like input from the Board.

Peterson inquired if the logo on concept 2 was the City's logo. Mr. Blackburn clarified to the Board members, that the Shadford Tower property is completely inside the boundaries of the City of Ypsilanti, paid

for by the City and only provides services to the City. Mr. Blackburn advised this water tower is only painted approximately every twenty five years.

Much discussion followed between the Board members over the potential designs including the appropriateness of branding including City and Township logos and the possible painting of logos on future projects in the Township such as the Bridge Rd ground storage tanks which will be inspected in the next few years. Mr. Blackburn recommended the concept 1 design which depicts information currently on the tower and is a significant improvement over the original proposal while representing all parties involved.

Peterson inquired if there could be a future conversation regarding the decision on the water tower design. Mr. Knapp advised that the Shadford Tower is the first project scheduled for the spring with sand blasting and painting beginning as soon as the weather breaks. Mr. Knapp advised once a design decision was made, the stencil for painting would need to be made by a gentleman in Ohio taking approximately two weeks. Mr. Knapp advised it would likely be mid to late April for painting to begin. Bodary advised that Board members could chose to bring up the discussion and design choices to their respective councils if needed.

Peterson motioned for the Board to have further discussions on the painting of the Shadford Tower and to make a final decision at the March 27, 2024 Board Meeting. Support by Doe. There were no further discussions.

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

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 Doe to pay the current month's bills in the amount of \$4,639,030.71. Support by Ostrowski.
In favor: Doe, Peterson, Ostrowski, and Bodary. 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 3:34 p.m. Support by Peterson. In favor: Doe, Peterson, Ostrowski, and Bodary. Opposed: None. (Motion carried.)

Respectfully submitted,

MICHAEL BODARY, Chair