



## Regular Meeting Minutes – December 15, 2021

The Board meeting was called to order by Chairman Tim Neighbors at 10:00 am at the Brownstown Township Hall.

Roll Call:      Brownstown – Bill Turner (Absent)      Flat Rock – Justin Danosky  
                         Gibraltar – Scott Denison                              Huron – Jim Lancaster  
                         Van Buren - Sharry Budd                              Woodhaven – Tim Neighbors  
                         S. Rockwood – Art Wenzel

Also present:      Firooz Fath-Azam                              Randy Pentiuik, Attorney  
                         Sean Bellingham, Van Buren                              Andy Mechel, Jacobs  
                         Alisha Watkins, Plante Moran                              Scott Mangold, Jacobs  
                         Noah Bednar, HRC                              Tim Sullivan, HRC  
                         Lauren Fath-Azam                              James Taylor, Van Buren  
                         Todd Saums, Van Buren                              Nathan Callison, Jacobs  
                         Mark Houle, Jacobs                              Michael Landis, City of Gibraltar

**Agenda:**      As presented.

### **Minutes:**

Motion by Huron, second by Flat Rock, to approve the Meeting Minutes from the November 17, 2021, Monthly Board Meeting. All Communities are present other than Brownstown. Motion carried unanimously.

### **Expenditures:**

Motion by Gibraltar, second by S. Rockwood, to approve the November 2021 expenditures of **\$1,572,530.61**. All Communities are present other than Brownstown. Motion carried unanimously.

**Trial Balance & Budget to Actual as of December 31, 2021**

Motion by Flat Rock, second by Huron, to approve the Trial Balance & Budget to Actual as of December 31, 2021. All Communities are present other than Brownstown. Motion carried unanimously.

**Jacobs Report:**

Nathan Callison reported that Jacobs has stayed busy regardless of the weather. The Chlorine Contact Chamber cleaning is complete. All NPDES permits were met this past month. Jacobs submitted MI-Waters inspections on November 8 and the 23rd with no issue. On November 29th and 30th, Jacobs performed their monthly spill prevention control and countermeasure inspections with no issues. Plant flow data, precipitation data, and Quala Wash data were submitted on December 3 to CDM Smith. On December 10, Jacobs submitted DMR and More data to MI-Waters. Over the month of November, the plant only received 1.82 inches of rain. The EQ Basin was not utilized. The plant ran on two Biodecks until November 4. Jacobs switched to two Biodecks from the 5th through the 19th. The 12-hour coverage has continued with no issues. All results were normal and under the NPDES limits for the month. Jacobs has begun in-house monitoring of total suspended solids, total phosphorus, and ammonia which will incur savings and a benefit when operating the plant. Regarding Industrial pretreatment, Jacobs has sampled Wayne Disposal, Ford Woodhaven, and FMC. Ford Flat Rock was inspected, and cleaning efforts continued.

Mark Houle added that in regard to Ford Flat Rock, Jacobs has visited every two weeks until things are back to normal.

Mr. Callison continued to report that in regard to chemical and energy usage, they spoke at the Innovation meeting about potentially achieving savings by chasing a higher concentration total. Dewatering continues, and there was no land application in November. Mr. Houle added that Jacobs is being frugal with the maintenance budget where they can because they do not want to mess with the Biosolids production.

Andy Mechel noted that inspections were completed by the end of November. Outfall inspection went well, and Jacobs has not seen the video as of now. Manhole inspections should be completed this month. The Pump Stations, Trenton Arm, and Odette have all been running well. Construction set up at Odette has begun. The insurance claim has been completed. Mr. Mechel has met with Michigan Elevator to discuss repairs. There is no more confusion as Michigan Elevator wants to replace the elevator, but Jacobs wants to update the part that is not working. There are no significant issues with PMs and corrective work orders. Jacobs continues to clean and organize the plant to make room for new equipment. Jacobs plans to finish up the cross-connections project for the industrial water system. The Chlorine Contact Chamber cleaning was finished. Filter changes throughout the plant will be done, and training has been continuous.

Mark Houle circled back to add that Bill Davis was contacted when the contractor for the MDOT project hit something in the Vreeland and Fort area. Mr. Houle is working with Taplin to make sure the section from Fort to Jefferson is televised first. Firooz Fath-Azam inquired about the new plant phone system. Mr. Houle added that everything is currently being programmed and will be updated by the end of the year. Andy Mechel added that it is required by January 2022 to

have an Emergency 911 system in place. This is a federal regulation, and a possible fine is associated if the plant does not comply.

**CDM Smith Billable Flow Report for November**

Motion by Huron, second by Flat Rock to receive the CDM Smith Billable Flow Report for November. All Communities are present other than Brownstown. Motion carried unanimously.

**System Manager Report**

**Lystek Change Order**

Firooz Fath-Azam reported that he does not know precisely when Lystek will be fully operational. Mr. Fath-Azam explained that a change order is needed for the Lystek project due to some unforeseen conditions. The total cost of the change order is \$94,000. The contingency fund will be used to pay for this change order. There is still over \$1 million left for unseen conditions in the contingency fund.

Motion by Flat Rock, second by Huron, to approve an increase to Lystek's total construction contract amount by \$94,057.01 from the original contract amount of \$5,596,000.00 to the new amount of \$5,690,57.01 and the Chairman to execute it on behalf of the Authority. All Communities are present other than Brownstown. Motion carried unanimously.

**SHVUA Website Update (shvua.org)**

Mr. Fath-Azam added that the website is currently being worked on. If there are any changes that need to be made, please notify him by Friday. Randy Petniuk inquired if there was a way to share account/login information. Mr. Fath-Azam confirmed that they could figure something out so that someone other than himself has login information.

**Letter of Appointment from Van Buren Supervisor**

Todd Saums is now officially the alternate representative to Sharry Budd for Van Buren. Mr. Fath-Azam noted that the Board still needs a letter from the city of Gibraltar regarding their alternate representative on the Board to Mayor Denison.

**Selection/Hiring of a New System Manager**

Mr. Fath-Azam revisited the fact that he plans to retire at the end of 2022. He has shared all the documents which were used to recruit and hire the current System Manger with the Board members.

Randy Pentiuk thought about using the officers as members of the committee to search for the New System Manager along with Mr. Fath-Azam and himself.

## **HRC Report**

### **Priority 1 & 2 Plant Improvement Project**

Noah Bednar updated the Board regarding the construction. HRC is responding to submittals, meetings, etc. The amount for this period is low as Heaney did not turn in a pay app for this past month, so it will be added to the following month. There were no RFQ updates or changes. Outbound Technologies has reached out to substitute some items. Twenty-five Requests for information have been made. There is an alternate product that is being considered for the concrete, which has a faster cure time. Weekly and biweekly meetings with the contractors continue. They are reviewing critical paths and submittals as they come in. They are waiting on a final updated schedule from the contractor. The Bypass plan is in place in case something was to happen. Cell 1 from the Haag sludge storage tanks was not fully cleaned after the previous meeting. That work should be completed after this week. This will not affect the overall project date but may affect Jacobs's ability to store sludge.

### **Lystek Design-Build Update**

Lystek claims that they will be ready in January. HRC is doing everything in its power to expedite things and find alternate solutions. Mr. Bednar added that HRC continues to work with Lystek on submittals. DTE gas upgrade is ongoing. DTE has come out twice to make changes and has not brought the right equipment to make the correct changes. Weekly construction meetings are still taking place. Currently, Lystek is 17 weeks behind schedule. The second week of January is the expected completion date. There was an issue with the existing main electric breaker. A newly refurbished breaker has been ordered.

Since Lystek is 15-17 weeks behind schedule, Mr. Fath-Azam inquired if the Authority has any reasons to assess any delay damages. Tim Sullivan added that Lystek has a completion end date which will not be met. Mr. Bednar noted that there is the potential damage of approximately \$200,000. These would need to be brought up with Attorney Pentiuk to see if this list of damages is reasonable. Mr. Fath-Azam noted that HRC needs to figure out the list of damages and assign delay times that each has created. Tim Sullivan added that Lystek had done an exceptional job managing this project. Mr. Pentiuk believes they should have an internal discussion about the delayed damages. Mr. Fath-Azam and Mr. Pentiuk would like the minutes of the Lystek construction Meetings.

Mr. Fath-Azam added that Mr. Sullivan from HRC will be retiring at the end of the year. There needs to be a discussion about how the Board could keep Mr. Sullivan on the construction project to follow it until completion. After a lengthy discussion, the following resolution was offered.

Motion by Gibraltar, second by Huron to authorize and direct the Executive Committee and the Professional Team to evaluate the possibility and, if feasible, negotiate a proposed independent contractor agreement with Mr. Tim Sullivan to provide senior engineering oversight on the pending capital projects for the Board to consider at its January Board Meeting. All Communities are present. Motion carried unanimously.

**Attorney Comments**

**Misc. Issues**

Randy Pentiuik had no other items to report at this time.

**Other Business**

No other business was presented at this time.

**Adjournment:**

There being no further business to come before the Authority, the meeting was adjourned at 10:55 am.

Respectfully submitted,



Firooz Fath-Azam  
System Manager

Attachments:

- a. Minutes from the November 17, 2021, SHVUA Board Meeting
- b. Expenditures for November 2021
- c. Trial Balance & Budget to Actual as of December 31, 2021
- d. Jacobs Monthly Operating Report for November 2021
- e. CDM Smith Billable Flow Report for November 2021
- f. HRC Report