



Regular Meeting Minutes – May 19, 2021

The Board meeting conference call was called to order by Chairman Jim Gorris at 10:00 am.

Roll Call: Brownstown – Bill Turner Flat Rock – Justin Danosky
 Gibraltar – Jim Gorris Huron – Jim Lancaster
 Van Buren - Sharry Budd Woodhaven – Tim Neighbors
 S. Rockwood – Absent

Also present: Firooz Fath-Azam Randy Pentiuk, Attorney
 Sean Bellingham Stacey Reeves, Plante Moran
 Scott Mangold, Jacobs Mark Houle, Jacobs
 Andy Mechel, Jacobs Nekeeita Harris, Jacobs
 Jim Taylor, Van Buren Tim Sullivan, HRC
 Lauren Fath-Azam

Agenda: As presented.

Minutes:

Motion by Brownstown, second by Flat Rock, to approve the Meeting Minutes from April 21, 2021, Monthly Board Meeting. All Communities are present besides S. Rockwood. Motion carried unanimously.

Expenditures:

Motion by Brownstown, second by Flat Rock, to approve the April 2021 expenditures of **\$820,168.39**. All Communities are present besides S. Rockwood. Motion carried unanimously.

Trial Balance as of May 31, 2021, & Budget to Actual as of May 9, 2021

Motion by Van Buren, second by Gibraltar, to receive and file the Trial Balance as of May 31, 2021, and the Budget to Actual as of May 9, 2021. All Communities are present besides S. Rockwood. Motion carried unanimously.

Jacobs Report:

Mark Houle reported that April was a good month. All limits were met. Jacobs ran into a couple of power issues with no NPDES impacts or sewer system backup impacts. All reports were submitted. An approval letter was provided regarding sewer work in Brownstown. During April's power outage, 3.6 million gallons were stored in the EQ Basin. The plant was without power from 8:50 pm to 11:50 am the following morning. April 2021 was one of the driest spring months. Suspended solids have been analyzed in-house with no issue. Pretreatment is on schedule with inspections and sampling. Jacobs has provided Sean Bellingham surcharge letters for the first quarter. An IPP audit was conducted by Michigan EGLE. All went well, with only minor findings, at this time. Jacobs is below energy usage from the prior year. Biosolids are on track, with the full date being early August.

Andy Mechel reported that the Outfall inspection is scheduled for this Fall. Air conditioning units have been received for Trenton Arm Pump Station. Some modifications will have to be made due to their smaller size but should not be an issue. Handrails were addressed around the contact chamber. The plant should operate fully on LED lighting by the end of 2021. Regarding the Power Outage, Mr. Mechel is waiting to hear about the status from DTE. PMs have been moving along with ease. For the upcoming month, Jacobs will continue to focus on housekeeping. Jacobs staff have been working with HRC on the CIP and have been reviewing project bids and will move forward with the breaker repair project. Primary Clarifiers are in the process of determining parts and conditions.

Mr. Houle continued to report that training is ongoing. A new maintenance staff member is being trained to bring them up to speed. Nekeita Harris reported that Jacobs is still collecting cans and currently donates the money to the community. They have also installed beehives and birdhouses to give back to the community where they can.

Jacobs Staffing Plan Proposal

Scott Mangold added that the staffing plan in the packet is slightly different than the one recommended in February. Jacobs is recommending Mark Houle as the Project Manager. Separate Managers are now being recommended for the Maintenance and Operations departments. Jacobs is recommending Andy Mechel for the Maintenance Manager, and for the Operations Manager, Jacobs is proposing Nathan Callison.

Motion by Gibraltar, second by Van Buren, to concur and accept the proposed staffing plan, per the SHVUA-Jacobs Operations, Maintenance and Management Services Agreement of 2018. All Communities present besides S. Rockwood. Motion carried unanimously.

CDM Smith Billable Flow Report for April

Motion by Woodhaven, second by Huron to receive the CDM Smith Billable Flow Report for March. All Communities are present besides S. Rockwood. Motion carried unanimously.

Mr. Gorris added that Gibraltar's percentage of the total flow has seemed to decrease due to the decrease in lake levels. Additionally, Gibraltar has started relining many of its sanitary sewer mains.

Approval of 2020 Lookback Report and Calculation

Motion by Flat Rock, second by Woodhaven to approve the 2020 Lookback Report and Calculation. All Communities are present besides S. Rockwood. Motion carried unanimously.

HRC Report

Priority 1 & 2 Improvement Project

Tim Sullivan reported that HRC had received a total of six bids. Heaney General Contracting is the lowest bidder currently but still overall over the target bond goal of \$20 million. All current bids have over \$1 million contingencies. Although Heaney is the current lowest bidder, they have the least amount of wastewater experience and self-perform very little work. As HRC continues to evaluate bids, they will bring a recommendation to the Technical Committee before bringing it to the Board.

Lystek Design-Build Update

Mr. Sullivan continued to report that HRC is meeting with Lystek every other day or as needed. Delivery times are predominantly the issue currently.

Mr. Gorris inquired as to what the tentative start of construction was going to be. Mr. Sullivan is not aware as to what date that would be.

System Manager Report

Firooz Fath-Azam reported that the bond proceeds were around \$30 million, \$6 million of that is for Lystek, and another \$4 million for HRC design services, leaving about \$20 million for the construction of the project. As a result, approximately 20% of the project will need to be cut at this time so that we stay within budget. We will eliminate only the items that can be delayed without affecting the operation. A recommendation for the award of the construction contract will be brought to the June Board meeting.

Attorney Comments

Randy Pentiuk reported that many little things are going on. Big picture items include the Tax Exemption Application, which is still being reviewed by Michigan EGLE. Mr. Pentiuk inquired as to if the city of Brownstown is meeting in person at this time. Bill Turner noted that he

believes that the state of emergency declaration for Brownstown Township is in effect until the end of June. Mr. Pentiuk added that the Board should keep the next meeting remote unless they hear otherwise. Mr. Gorris agreed that that is an acceptable plan.

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 10:50 am and went into a closed session upon adjournment.

Respectfully submitted,



Firooz Fath-Azam
System Manager

Attachments:

- a. Minutes from April 21, 2021, SHVUA Board Meeting
- b. Expenditures for April 2021
- c. Trial Balance as of May 31, 2021, & Budget to Actual as of May 9, 2021
- d. Jacobs Monthly Operating Report for April 2021
- e. Jacobs Staffing Plan Proposal
- f. CDM Smith Billable Flow Report for April 2021
- g. Approval of 2020 Lookback Report and Calculation
- g. HRC Report
- h. System Manager Report
- i. Attorney Comments