



## Regular Meeting Minutes April 20, 2022

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

Roll Call:      Brownstown – Absent                      Flat Rock – Justin Danosky  
                         Gibraltar – Scott Denison                      Huron – Jim Lancaster  
                         Van Buren – Todd Saums                      Woodhaven – Tim Neighbors  
                         S. Rockwood – Art Wenzel

Also present: Firooz Fath-Azam                      Randy Pentiuik, Attorney  
                         Sean Bellingham, Van Buren                      Mark Houle, Jacobs  
                         Andy Mechel, Jacobs                      Scott Mangold, Jacobs  
                         Noah Bednar, HRC                      Tim Sullivan, HRC  
                         Nathan Callison, Jacobs                      Michael Landis, Gibraltar  
                         Stacey Reeves, Plante Moran

**Agenda:**      As presented.

### **Minutes:**

Motion by S. Rockwood, second by Gibraltar, to approve the Meeting Minutes from the March 16, 2022, Monthly Board Meeting. All Communities are present besides Brownstown. Motion carried unanimously.

### **Expenditures:**

Motion by Van Buren, second by Flat Rock, to approve the February 2022 expenditures of \$3,757,196.19. All Communities are present besides Brownstown. Motion carried unanimously.

### **Trial Balance & Budget to Actual as of April 30, 2022**

Motion by Van Buren, second by Flat Rock, to receive the Trial Balance and Budget to Actual as of April 30, 2022. All Communities are present besides Brownstown. Motion carried unanimously.

#### MEMBER COMMUNITIES

Brownstown Township • City of Flat Rock • City of Gibraltar • Huron Township • City of Rotulus • Village of South Rockwood • Van Buren Charter Township • City of Woodhaven

**Jacobs Report:**

Nathan Callison reported that March was a busy month. Very extensive regulatory activities were conducted. This included completing and submitting: Stormwater Inspections, NPDES Permit Application, Air Emissions, Mercury Minimization Report, Annual IPP, EPA required monthly spill prevention and countermeasure, monthly plant and flow data, precipitation, Quala Wash, DMR, and MOR Data.

We received 2.16 inches of rain. The plant had been operating on two Biodeks until the 22nd of March and has been operating on three since then due to rain events and a backup of solids inventory in the plant. The plant started the Lystegro production on the 22nd of March and has been slowly ramping things up and running continuously, 24 hours per day. The first fecal results were zero. Jacobs will continue to sample to get Class A Biosolids classification. There will be no more landfilling moving forward.

Firooz Fath-Azam added that Lystek would land apply 12 months' worth of biosolids in a few weeks. Mr. Callison noted that the plant produces about 80 dry tons per week. Lystek staff is still on-site to assist with any issues/complications that may arise with running a new system. 12-hour coverage has continued without any problems. Page 59 of the packet shows the precipitation/phosphorus chart, and nothing out of the ordinary has been noted. All results for this month were under NPDES limits. Equipment failure at the contractor's facility resulted in six discharge monitoring report non-compliances. BOD testing is now being conducted in-house.

Flat Rock Metals, Flat Rock Ford Assembly, and Wayne Disposal were sampled for Industrial users. Flat Rock Metals, Flat Rock Ford Assembly, and Quala Wash were all inspected. Clean-up at Ford Flat Rock has been completed, with discharge being tested periodically. Mr. Houle added that Ford Flat Rock has been testing weekly. They will be operational and able to make connections soon.

Mr. Callison continued to report that electrical usage was a bit high this past month due to the running of three Biodecks and the amount of other equipment utilized.

Mark Houle noted that Mercury is listed as NA since testing is now done quarterly. Jacobs is within new guidelines and restrictions for sampling and reporting for Mercury.

Andy Mechel reported that the Outfall Inspection Report had been received. Trenton Arm clean-up is ongoing, with visitors touring tomorrow. Odette Station was turned over to HRC and Heaney for construction. Construction is continuing at the Plant. Maintenance activities include painting the influent piping, cleaning, and organizing the new HVAC equipment received yesterday. Jacobs will need to rerun an electrical line for the effluent flow meter. The Plant experienced some hypo system issues but is running well after being cleared out. Work orders and PMs are moving along, and cleaning continues. The Raw Sewage Pump #5 is now back in service. Mr. Houle added that they are strongly encouraged to get Pump #5 in By Michigan EGLE.

**CDM Smith Billable Flow Report for February**

Motion by Flat Rock, second by Gibraltar, to receive the CDM Smith Billable Flow Report for March. All Communities are present besides Brownstown. Motion carried unanimously.

**SHVUA 2021 Audit, Financial Statement, and Equity Reports**

Stacey Reeves presented the SHVUA 2021 Audit, Financial Statements, and Equity Reports to the Board. She noted that page 1 lists an unmodified, clean opinion. Mrs. Reeves continued to expand on what was included in the report. Activity remained stable as there were no changes to the footnote disclosures. The Audit went very well. Plante Moran appreciates the assistance they received for their questions during the process.

Motion by Huron, second by Gibraltar to approve the 2021 SHVUA Audit, Financial Statement, and Equity Reports. All Communities are present besides Brownstown. Motion carried unanimously.

**System Manager Report**

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

Firooz Fath-Azam noted that the deadline for submitting proposals for the new System Manager was April 13th. Three Proposals were received, which included two firms and one individual. The Executive Committee, the System Attorney, and the System Manager are reviewing the proposals. Interviews will be conducted on May 11th with a recommendation to the Board at the June board meeting.

**HRC Report**

**Priority 1 & 2 Plant Improvement Project**

Noah Bednar presented to the Board that HRC provided their standard administration work. Some claims have still not been resolved. Many RFIs have been received in the past month. Many of which focus on the job at Odette and updating the Plant's Administration Building. Biweekly progress meetings are still being conducted. Heaney reported that the final construction dates had not been finalized. HRC does not believe it will affect the critical path. Current outstanding long-lead items include the loading platform and the grit system, which are close to being ordered. The HVAC renovations are expected to take around two weeks to complete. The HVAC equipment for the headworks building should be put on next week. Odette is still in the demo process. The pipe assembly is coming together, and the expected completion date is the 2nd week of May.

Mr. Bednar reviewed Heaney's change order number 1 and shared it with all Board members. It includes a change for the substantial completion of Odette and Final Clarifiers. The credit which was agreed upon is \$319,378.31 is listed under item 1.

Motion by Gibraltar, second by Woodhaven, to approve Heaney's change order number 1 and authorize Chairman Tim Neighbors to sign on the Board's behalf. All Communities are present besides Brownstown. Motion carried unanimously.

Mr. Fath-Azam inquired about the status of the working relationship with Heaney. Mr. Bednar stated that things are the same, but Heaney's administrative situation seems to have stabilized. Mr. Houle added that Heaney has reached out to him instead of Mr. Bednar at times and will direct their inquiries back to HRC.

**Lystek Process Completion**

Mr. Bednar continued to report that Lystek is fully operational. Still, HRC has not signed off on substantial completion as there are items they would like to make sure are in working order beforehand. HRC expects to have Lystek/s final change order at the next Board Meeting.

**Attorney Comments**

Randy Pentiuk noted that they are focused on the transition process for the System Manager. Mr. Pentiuk inquired about progress with the Elevator. Mr. Mechel is still hoping to hear back from Toledo Elevator.

Motion by S. Rockwood, second by Woodhaven to elect Mayor Scott Denison as the Vice-Chair by acclamation. All Communities are present besides Brownstown. Motion carried unanimously.

**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 10:48 am.

Respectfully submitted,



Firooz Fath-Azam  
System Manager

**Attachments:**

- a. Minutes from the March 16, 2022, SHVUA Board Meeting
- b. Expenditures for March 2022
- c. Trial Balance & Budget to Actual as of April 30th
- d. Jacobs Monthly Operating Report for March 2022
- e. CDM Smith Billable Flow Report for March 2022
- f. Approval of 2021 Lookback Report and Calculations
- g. HRC Report