



Regular Meeting Minutes May 18, 2022

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

Roll Call: Brownstown – Absent Flat Rock – Absent
 Gibraltar – Scott Denison Huron – Eric Scanland
 Van Buren - Sean Bellingham Woodhaven – Tim Neighbors
 S. Rockwood – Art Wenzel

Also present: Firooz Fath-Azam Randy Pentiuik, Attorney
 Mark Houle, Jacobs Jim Hollandsworth, Huron
 Andy Mechel, Jacobs Scott Mangold, Jacobs
 Noah Bednar, HRC Nathan Callison, Jacobs
 Scott Mangold, Jacobs Bill Davis, HRC
 Alisha Watkins, Plante Moran Michael Landis, Gibraltar

Agenda: As presented.

Minutes:

Motion by Gibraltar, second by S. Rockwood, to approve the Meeting Minutes from April 20, 2022, Monthly Board Meeting. All Communities are present besides Brownstown and Flat Rock. Motion carried unanimously.

Expenditures:

Motion by Gibraltar, second by Woodhaven, to approve the April 2022 expenditures of \$2,383,709.16. All Communities are present besides Brownstown and Flat Rock. Motion carried unanimously.

Trial Balance & Budget to Actual as of May 31, 2022

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

Motion by Van Buren, second by Flat Rock, to file the Trial Balance and Budget to Actual as of May 31, 2022. All Communities are present besides Brownstown and Flat Rock. Motion carried unanimously.

Jacobs Report:

Nathan Callison reported that all permit limits were met. One cBOD sample was analyzed out of hold time, resulting in three violations. The Influent, effluent, and percent removal numbers were all affected, but Michigan EGLE required no action. This was the first month of conducting all cBOD analyses in-house.

Firooz Fath-Azam inquired if this would affect the cBOD 7-day average. Mr. Callison reported that it did not affect the 7-day average as the plant has been drastically below the limits for some time now.

Storm Water inspections were conducted on the 14th and 22nd of April. Jacobs's staff submitted the Dental Facility Certification letter on the 20th. On the 29th, Jacobs submitted the required monthly Spill Prevention Control and Countermeasure Inspections. IPP profile submitted to MiWaters on May 5th. On May 6th monthly plant flow data, precipitation flow data, and Quala Wash data were submitted to CDM Smith. On the 10th, PFAS sampling was submitted to MiWaters. The April DMR and MOR data were submitted on the 12th. For April, an average of 2.19 inches of precipitation was received. The EQ Basin was not utilized. Three Biodecks were used for the entire month. The 12-hour Plant coverage has continued without issues, with the Plant and Pump Station staffed accordingly as needed. Jacobs has returned to a 24-hour/5-day/week operation schedule of the Lystek process as there has been some delay in Biosolids production.

Flat Rock Metals has been sampled. Clean-up efforts are complete for the Ford Flat Rock spill. The overall harm to the environment was minimized. As Lystegro production ramped up, the plant produced a total of 234,000 gallons in the past month. Lab results for Lystegro have been excellent, with low molybdenum levels and fecal counts at 0 for the last six weeks. No hauling or landfilling was done in the past month, while cell #1 rapidly filled with Lystegro. Cells #3 and #4 are still out of service, but Jacobs plans to clear out the cells soon.

Mr. Fath-Azam inquired about the immediate future Lystek operation schedule. Mr. Callison noted that the plant is trying to operate 24-hour/day, 5days/week. Jacobs intends to go to a 10-hours/day after the plant has caught up. Minor issues have popped up, limiting Jacobs from moving to the new plan.

Andy Mechel reported that Jacobs had not had a chance to thoroughly review the Interceptor and Outfall video footage. Trenton Arm has been operating without any issues. The Odette project is moving along, but he is unaware of the completion date. Cleaning and painting continue. Jacobs has been working through some problems on the Sludge Transfer Pump #104 for Lystek. The Raw Sewage Pump #5 was switched out last month and sent out for rebuild. Jacobs continues to work with HRC and Heaney to move ongoing construction along. Activities this month include cross-connections maintenance, filter changes, and assisting with Lystek as needed. Training is ongoing. The rebuild quote for the influent pump was received from Kennedy and seemed a bit higher than usual.

Mark Houle added that the Pump House spare pump is the one that is currently being rebuilt. Community involvement continues through tours of the plant. Jacobs is having the FOG language reviewed.

Mr. Mechel added that an Elevator Company is scheduled to come out this Friday to look at the Elevator.

CDM Smith Billable Flow Report for April

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

SHVUA 2021 Audit, Financial Statement, and Equity Reports

Alisha Watkins noted that the Board had finalized a copy of the SHVUA 2021 Audit, Financial Statements, and Equity Reports.

Motion by Gibraltar, second by Van Buren to approve and file the 2021 final Audit Report, Financial Statement, and Equity Reports. All Communities are present besides Brownstown and Van Buren. Motion carried unanimously.

System Manager Report

Selection/Hiring of a New System Manager Process Update

Firooz Fath-Azam reported that two of the three proposals the board received for hiring the System Manager were shortlisted. Interviews were conducted with the two shortlisted candidates. The Board will move into a closed session at the end of the regular Board meeting to discuss the next steps in selecting and hiring the new System Manager.

Chemical Purchases for the Plant

Mr. Fath-Azam continued to report that upon reviewing Jacobs invoices, he noticed that the Michigan sales tax paid on chemical purchases was over \$2,600 for April. Mr. Fath-Azam contacted Sean Bellingham to inquire whether he would mind paying these invoices directly. Mr. Bellingham had no issue paying some of the chemical purchase invoices directly.

Mr. Mangold added that after speaking with Jacobs's chemical vendors, by transferring the chemicals to SHVUA's name and being billed directly, they might not be able to receive the same discount as Jacobs.

Mr. Fath-Azam noted that they would continue investigating this matter as the Authority would save more than \$30,000/year in Michigan sales taxes by paying the chemicals vendors directly.

Alternate Representative for Van Buren

The alternate representative for Van Buren, Todd Samms, has moved on. Sean Bellingham will now be the alternate representative for Van Buren.

HRC Report

Priority 1 & 2 Plant Improvement Project

Noah Bednar updated the Board on the progress of the Capital Improvement project. Standard administrative work continues with more RFIs. Meetings are conducted biweekly. Work at Odette is expected to continue for the next month. Odette is past substantial completion. Outstanding long lead items include the loading platform. The HVAC system in the Headworks building is planned to be installed next week. Air conditioning renovations in the Administration building are underway.

Lystek Process Completion

Mr. Bednar continued to report that Lystek is fully operational. HRC has not signed off on substantial completion as there are items they would like to ensure are in working order beforehand. Part of the hold-up is building commissioning. A City inspector will be out in the following week. Mr. Bednar expects the final change order at the next Board meeting.

Mr. Fath-Azam inquired about the cost of change order #2 for Heaney. Mr. Bednar believes it should be around \$200,000 or less.

Mr. Houle added that Jacobs can still utilize the loading stations to get the product out. Jacobs is always concerned about producing and getting Lystegro out quickly.

Attorney Comments

Randy Pentiuik noted that he has nothing to add at this time.

Other Business

No other business was presented at this time.

Adjournment

Motion by Gibraltar, second by S. Rockwood, to adjourn into a closed session at 10:48 am to discuss hiring the new System Manager. All Communities are present besides Brownstown and Flat Rock. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "Firooz Fath-Azam". The signature is written in a cursive style with a large initial 'F'.

Firooz Fath-Azam
System Manager

Attachments:

- a. Minutes from April 20, 2022, SHVUA Board Meeting
- b. Expenditures for April 2022
- c. Trial Balance & Budget to Actual as of May 31st
- d. Jacobs Monthly Operating Report for April 2022
- e. CDM Smith Billable Flow Report for April 2022
- f. SHVUA 2021 Final Audit Report
- g. HRC Report