



**Regular Meeting
Minutes July 20, 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 – Justin Danosky
 Gibraltar – Michael Landis Huron – Eric Scanland
 Van Buren - Sean Bellingham Woodhaven – Tim Neighbors
 S. Rockwood – Absent

Also present: Firooz Fath-Azam Randy Pentiuk, Attorney
 Mark Houle, Jacobs Noah Bednar, HRC
 Bill Davis, HRC Dan Alford
 Nathan Callison, Jacobs Andy Mechel, Jacobs
 Scott Mangold, Jacobs Roxie Fairchild, Brownstown
 Alisha Watkins, Plante Moran Brian Peters, Brownstown

Agenda: As presented.

Minutes:

Motion by Flat Rock, second by Gibraltar, to approve the Meeting Minutes from the June 15, 2022, Monthly Board Meeting. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Expenditures:

Motion by Van Buren, second by Gibraltar, to approve the June 2022 expenditures of **\$1,685,070.78**. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

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

Motion by Woodhaven, second by Van Buren, to file the Trial Balance and Budget to Actual as of July 31, 2022. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Jacobs Report:

Nathan Callison reported that all NPDES permit limits were met for June. Routine stormwater inspections were conducted from June 7th to the 21st. All required actions were completed to the satisfaction of EGLE and the Wayne County Health Department. All regulatory activities were performed. In June, an average of 2.2” of precipitation was received. The EQ Basin was utilized for the first time in 2022 from June 7th through the 10th. Over three million gallons were moved through the EQ Basin. 1.07” of rain was received on the 6th, and an additional 0.5” of rain was received on the 8th. The Plant went back to utilizing 2 Biodecks on June 4th. The 12-hour coverage has continued without any issues. Plants and lift stations are staffed as needed. We staffed the Plant for Biosolids removal for the Lystek system as often as needed. All laboratory results were under NPDES permit limits. Some issues have risen with the cBOD analysis, which was implemented in April, and are addressing them. Sampling was conducted at Arsenal Road Landfill, Wayne Disposal, Michigan Castings, Flat Rock Metals, Brose, and Quala Wash. Energy usage has decreased since Jacobs has been utilizing only 2 Biodecks.

Mark Houle reported that the two sludge storage cells in the Plant are nearing full. Jacobs has begun processing cell #3 over to Lystek and has put in place trucking and disposal of cake since the Plant will be full before Lystek can move any Biosolids out of the Plant. The goal is to get cell #4 emptied as quickly as possible and continue to process cell #3 so that contractors can make needed repairs in cell #4. Jacobs is doing their best, running 16 hours/day since trucking is not set up yet. Next week Jacobs plans to process 24 hours/day. The plan is to move 35 dry tons to the landfill and store the remainder. When storage becomes full, Jacobs may need to bring in additional trucking to keep up with the daily production. Mr. Houle has noticed biological activity even though results show no fecal matter when tested. Firooz Fath-Azam added that at some point, Lystek would need to take over the removal of LysteGro and Biosolids.

Mr. Fath-Azam also requested that Mr. Houle brief the Board regarding the three projects and associated letters in the packet and the overall approval process. Mr. Houle noted that he sent the project approval letter to Mr. Fath-Azam on behalf of Jacobs for the Authority. Jacobs only reviews capacities based on what the Plant can handle. In the future, the System Manager and Jacobs can work together, but Jacobs will not be responsible for giving capacity limits to the communities. Mr. Fath-Azam noted that the Plant should be rerated once construction is completed to increase the Plant capacity.

Mr. Houle added that in Lystek's defense, Lystek was under the assumption that the Plant was operating with four sludge cells instead of the current two. Due to the ongoing construction, the Plant can only utilize two of the four cells.

Andy Mechel reported that interceptors' inspections would begin this Fall. The setup for the new SCADA Computer has already started at Trenton Arm so that monitoring can be done remotely. Odette construction is ongoing. Primary clarifier #3 repairs are being conducted, and Jacobs is working on getting it back up and going. Work orders and PMs are going well, as usual. Jacobs is helping with the Lystek project as much as possible. Next month Jacobs plans to change filters, work on various Lystek items, run 15 new DCADA lines through the Admin Building, and the centrifuge will be set up for dewatering. Jacobs continues with training and sustainability. Mr. Mechel noted they received a scrap metal check for \$2,000 which will be turned over to the Authority.

In other news, Jacobs has received the 2nd place award for Operational Excellence. The Plant picnic hosted by Jacobs is planned for after the September Board meeting.

CDM Smith Billable Flow Report for June

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

System Manager Report

Jacobs MISS DIG 811 Proposal

Firooz Fath-Azam told the Board that he believes that the Board needs an official MISS DIG 811 tram/contractor. Mr. Fath-Azam also believes that Jacobs would be best suited to undertake this project. Jacobs' proposal for this work is included in the meeting packet. The work under this proposal is scheduled to begin in 2023.

SEMCOG Greenhouse Gas Inventory

Mr. Fath-Azam continued to report that SEMCOG sent us a questionnaire to create a baseline for the Greenhouse Gas Inventory for Southeast Michigan. Randy Petniuk and Mr. Fath-Azam agreed that participating would be beneficial. The questionnaire was filled out and submitted to SEMCOG by Jacobs's staff.

Lystek Media Release Regarding SHVUA Project

Since the Lystek project is substantially complete, Lystek has sent SHVUA a Media Release. Mr. Fath-Azam noted that he and Mr. Pentiuk edited and approved the Media Release. It is on page 92 of the Board meeting packet.

Summerfield Township LysteGro Land Application

Mr. Fath-Azam continued to report that Lystek approached SHVUA about working with a farmer in Summerfield Township regarding the LysteGro land application. The Township has a current ban that would prohibit the land application of LysteGro. Mr. Pentiuk and Mr. Fath-Azam believe it is in SHVUA's best interest not to get involved in this matter.

HRC Report

Priority 1 & 2 Plant Improvement Project

Noah Bednar updated the Board on the progress of the Capital Improvement project. Regarding construction, HRC is currently supporting more process and mechanical questions during this time. Biweekly meetings continue as well as reviewing any critical paths. Odette is still under bypass. Heaney assured HRC they would not be bypassing by the end of the week. Mr. Fath-Azam clarified that they are only bypassing from upstream of the Pump Station to downstream, and flow is NOT being bypassed to the environment.

Mr. Bednar continued to report that the parts for the first final clarifier had arrived onsite. After meeting with HRC, Heaney, and Jacobs, they have determined that construction on the final clarifier should not start until the launders have been shipped. In theory, Mr. Bednar should know when the launders should arrive before the next Board meeting. The HVAC building renovations are finishing up this week.

Heaney's change order number three will be presented at the next board meeting. Regarding Heaney, HRC believes the overall project is about 35-40% completed. Offsite work is 80% done, 30% done with structural repair work, 50% done with work regarding the Haag Tank, and SCADA upgrades are about 80% completed.

Lystek Substantial Completion

The final change order has been received, and the final completion is upcoming. Mr. Fath-Azam inquired as to the official date for substantial completion. Mr. Bednar continued to report that Lystek's final completion was from earlier this month but would need to be confirmed.

Lystek Change order No. 3

Mr. Bednar detailed the change order #3 for Lystek, which is documented on Pages 95 and 96 of the packet as follows:

1. Supply and Install Building P-Trap and Vents for the Building Drain = \$6,875.00
2. Paint Lystek Building Overhead Doors and Man Doors = \$4,555.00
3. Supply and install an additional shunt trip beacon above the North Man Door = \$2,211.54
4. Overhead Door Changes = \$11,625.00
5. Additional Disconnect at the Grinder = \$2,625.00
6. Manlift rental for the Painting work = \$3,030.00
7. Lystek Credit for Sludge Clean-up = -(\$4,000)
8. Lystek Credit for Concrete and grass seeding = -(\$2,653.85)
9. Liquidated Damages Waiver Agreement

Motion by Woodhaven, second by Flat Rock, to approve an increase to Lystek's total construction contract amount by \$24,567.69 from the current contract amount of \$5,748,807.01 to the new amount of \$5,773,374.70 and the Chairman to execute it on behalf of the Authority. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Motion by Gibraltar, second by Woodhaven, to authorize upon recommendation from the System Manager that the Chair be authorized to sign allowance adjustments on an as-needed basis. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Attorney Comments

Randy Pentiuk reported that the FOG ordinance and the elevator insurance claim are in the works. Other Communities seemed to have followed suit in the PFAS Action Act of 2021 adopted at the Board meeting. Mr. Pentiuk and his team continue to work with HRC on any issues regarding the construction at the Plant.

Below two motions were adopted by the Board following Mr. Pentiuk's explanation and request.

The System Attorney's New Rate Proposal

Motion by Woodhaven, second by Van Buren to approve an increase to the System Attorney's hourly rate from \$165 to \$175. The new hourly rate will be subject to an annual Consumer Price Index for all Urban Consumers: Water and Sewer and Trash Collection Services (CUUR0000SEHG01). The annual adjustment shall not exceed 4% nor be less than 1.5%. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

The System Accounting/Finance's New Rate Proposal

Motion by Woodhaven, second by Flat Rock, to approve an adjustment to the Accounting/Finance Manager's annual compensation from \$20,000 to \$30,000. Starting in 2024, the amount will be subject to an annual Consumer Price Index for all Urban Consumers: Water and Sewer and Trash Collection Services (CUUR0000SEHG01). The annual adjustment shall not exceed 4% nor be less than 1.5%. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Other Business

Brian Peters, Township Manager of Brownstown, added that Bill Turner recently stepped down from his position. They are in the process of replacing him and will be sure to have someone present at the next board meeting.

Adjournment:

There being no further business to come before the Authority, the meeting was adjourned at 11:03 a.m.

Motion by Gibraltar, second by S. Rockwood. All Communities are present besides Brownstown and S. Rockwood. Motion carried unanimously.

Respectfully submitted,

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

Firooz Fath-Azam
System Manager

Attachments:

- a. Minutes from the June 15, 2022, SHVUA Board Meeting
- b. Expenditures for June 2022
- c. Trial Balance & Budget to Actual as of June 30
- d. Jacobs Monthly Operating Report for June 2022
- e. CDM Smith Billable Flow Report for June 2022
- g. HRC Report