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34001 W. Jefferson Ave, Brownstown Township, Michigan 48173

### **Regular Meeting Minutes December 18, 2024**

The Board meeting was called to order by Chairman Tim Neighbors at 10:01am at the Brownstown Township Hall.

Roll Call:	Brownstown – Roxie Fairchild	S. Rockwood – Art Wenzel
	Flat Rock – Eric Holtz	Gibraltar – Michael Blackburn
	Huron – Eric Scanland (Absent)	Van Buren - Sharry Budd
	Woodhaven – Tim Neighbors	

Also present:	Dan Alford	Randy Pentiuk, Attorney
	Andy Mechel, Jacobs	Noah Bednar, Jacobs
	Donald Kaminga, Jacobs	Mark Houle, Jacobs
	Bill Davis, HRC	Sean Bellingham, Van Buren
	Bill Miner, Van Buren	Bill Brickey, Plante Moran

**Agenda:** As presented.

#### **Minutes:**

Tim Neighbors noted that the November 20, 2024 Board meeting ended at 10:50am instead of 10:50pm, which was what was listed.

Motion by Flat Rock, second by Brownstown, to approve the Meeting Minutes from the November 22, 2024 Monthly Board Meeting. All Communities except Huron are present. Motion carried unanimously.

#### **Expenditures:**

Motion by S. Rockwood, second by Woodhaven, to approve the November 2024 expenditures of \$1,251,592.97. All Communities except Huron are present. Motion carried unanimously.

**Trial Balance and Budget to Actual as of December 31, 2024:**

Motion by Flat Rock, second by Brownstown to approve the Trial Balance and Budget to Actual as of December 31, 2024. All Communities except Huron are present. Motion carried unanimously.

**Jacobs Report:**

Mark Houle addressed that on November 21st there was an incident at the plant. Jacobs attempted to go down to two Biodecks on November 20th. Things were initially going well with room in the gravity thickeners but the afternoon on the next day solids from the Final Clarifiers went over the weirs. Jacobs was quick to take corrective actions yet it still resulted in a very high one day TSS of 445. The one-day violation lasts for seven violations of the 7-day concentration limit. The monthly limit was not exceeded and neither were loading limits. Jacobs was in contact with Mr. Alford as soon as they knew about the issue. Noah Bednar was also in contact with the State as soon as they knew about the issue. Once numbers came in, Mr. Bednar drafted a letter to be sent to EGLE by Mr. Houle. Jacobs and Mr. Alford have a meeting with EGLE this coming Friday to speak about the issue. A few ways that Jacobs can make sure this doesn't happen again is to monitor operations during maintenance activities within a 30-minute time frame and install a turbidimeter/TSS analyzer. Once the issue was stopped, effluent quality was back to normal in a little more than one hour. The analyzer is being covered by Jacobs. Mr. Houle added that this exact event will not happen again due to the corrective actions the Jacobs' team are taking. He assured the Board that this had nothing to do with being on 12-hr coverage.

Mr. Alford thanked Mr. Houle for bringing this to the Board's attention. Himself and Jacobs team strive to avoid these incidents at all costs. In the world of violations Jacobs had the best intentions trying to go from three Biodecks to two Biodecks to save energy and run efficiently. Mr. Alford has seen that new management tends to move conservatively and in wastewater often times a quick decision is necessary. Jacobs' commitment to train their new management team is commendable. In terms of environmental damage the effect is minimal. As permit violations go this may be a best case scenario. Mr. Houle added that cleaning the Primary Clarifiers and getting them running was also a cause of this incident. Mr. Neighbors inquired what the State's reaction might be on Friday. Mr. Houle is not quite sure but is expecting them to inquire if the incident was due to operating on 12-hr coverage. Mr. Houle expects a violation but doesn't believe there will be punitive damages as this is a first violation of its kind. Mr. Neighbors would like a short follow-up email to summarize Friday's meeting. Mr. Alford suspects EGLE will be much less fearful after hearing at the meeting that this was a poor execution of draining tanks too quickly.

Mr. Houle continued to report that he has shared final invoices for this year with Sean Bellingham. Jacobs is \$250,000 under the sludge budget, with collection system maintenance over budget and chemicals a bit under budget. Overall, Jacobs will be slightly under budget. Mr. Houle believes that they will consistently be coming under budget in biosolids going forward.

Noah Bednar reported that there were no other issues from a regulatory standpoint. Jacobs will be utilizing the new operational flexibility for Biodecks and Final Clarifiers due to the construction improvements that were made and will be able to operate with more Final Clarifiers than Biodecks at any time. This should limit the increase of solids in each final clarifier with staff monitoring every 30 minutes. The last Final Clarifier was put into service yesterday. The plant is now at 100% capacity. 12-hr coverage continues. In the exhibits you can see when Jacobs first started cleaning the Primary Tanks as there was an influent spike as well as a phosphorus spike. On exhibit 2 you can see that ferric dosage changes in correlation so that phosphorus levels stay down. Six odor complaints were received in the month of November. Some land application was done in November. Total disposal for the year came to just under three million gallons. Jacobs is working with HRC on which tank to transfer LysteGro into so that inspections can be completed on cells 3 and 4. Mr. Alford inquired if there was a schedule for inspections of the Haag Tanks. Mr. Bednar noted that a schedule has yet to be made but plans to have one before the end of the year.

Randy Pentiuk inquired if we are getting closer to resolving the fact that an odor complaint may have come from another source. Mr. Bednar along with a lab supervisor went out upon receiving the complaint but when arrived the odor had dispersed. This complainant is across the street from one of Brownstown's pump stations. Mr. Houle knows that the plant is a source of odors but there also may be other factors at play. Mechanical and electrical work has been done and Jacobs plans to conduct a 1-month trial for odor control for the Haag Tanks. 8 pumps have been ordered for the other 2 odor control systems at the plant. Jacobs is taking steps to minimize these odor complaints. Mr. Pentiuk inquired how many of the odor complaints were made by a single residence. Mr. Houle noted that a single residence made 5 out of 6 of the complaints. Mr. Alford added that Jacobs is following their contractual obligations as it relates to mitigating odors.

Andy Mechel introduced Donald Kaminga as the new Maintenance Manager at the plant. He has been at the plant for a few weeks.

Mr. Mechel reported that all scheduled Interceptor cleaning and televising was completed this year. Videos for the past 2 years and 3 sections were submitted to Dragonfly for evaluation and findings will be presented at the Innovation meeting. Mr. Houle added that the cost for the three sections are being covered by Jacobs as they were ahead of the budget but in 2025 the cost will be passed through as part of the collections system. Mr. Mechel continued to report that the Trenton Arm ethernet lines are all connected and programmed. A main water break occurred on Pump #4 at Trenton Arm, which will be repaired. Odette is running well. Jacobs continues to clean and paint. Primary #2 and #3 have been cleaned out so that repairs can be made. Primary #3 repairs should be completed by the end of the following week at the latest. The LysteGro transfer pump VFD input line reactor was replaced as it was corroded by H<sub>2</sub>S. Biodeck 2 diffusers were replaced due to damage. The water line in the Blower Building that froze and broke was replaced. Water Tower inspections were completed but a report has not yet been received. Work orders and PM's have been completed as scheduled. Jacobs continues to work with HRC and Heaney to complete all punch list items. Activities for this month include the continuation of clarifier evaluations, repairs, and the installation of the sump pump in the Elevator shaft. Mr. Mechel continued, after speaking with Sean Bellingham, we are ok to pay the Elevator company so that they can proceed on the additional repairs that arose. Jacobs may or

may not need to make Haag tank exhaust fan adjustments as the temporary odor control system has been sized for full speed on the blower. Mr. Alford added that the VFD will still need to be installed for study purposes to determine the loading rate of odor. Mr. Alford also inquired what type of guarantee the Elevator company made as far as having the Elevator up and running. Mr. Mechel reassured the Board that he knows the Technician personally. This Technician was the one who went through and put together the final invoice list of what was fully needed to get the elevator up and running. Much of the additional quote was due to not analyzing the needed repairs thoroughly; as well as things being discovered like rust that could not be identified up front. The elevator is older and needs different repairs than the newer versions. Other items that Jacobs plans to complete this month include marking all of the remaining manhole covers on Streicher Rd. Jacobs continues to work on heating unit issues to avoid water breaks. The extra money from being under budget was used to clean the Primary Tanks, the TSS sensor and other items. Jacobs now has access to all four Primary Clarifiers. The rain gauge at Huron will be replaced. In regard to MissDig, the ticket numbers have been consistent. Tickets total 334 for the year. Staff training is as usual and Licenses will arrive shortly for Jacob's staff.

Mr. Pentiuk circled back to the elevator and is wondering how the additional cost will mesh with SHVUA's insurance claim. Mr. Mechel noted that all of the additional work is included in the final quote.

**CDM Smith Billable Flow Report for November:**

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

**HRC Report:**

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

Bill Davis reported that construction has moved forward. The leak on Final Clarifier #2 has been fixed and put back in service. The 7-day testing period has begun for the Clarifiers. The structural repairs were also completed and all of the Primary Influent Channel is available due to those repairs being completed. All four Primary Tanks are available for service. Punch list items are now being worked on. A punch list was put together after the December 3rd walk-through. Mr. Davis believes that the punch list will be completed in January at the latest. Other items of note include some issues with the Grit System. There was a communication issue where the manufacturing tech needed to come out but now the Grit System is back up and running. A few punch list items with the Grit System are being worked through. Overall the major construction items are now complete. The Contractor has demobilized and has committed to come back in the Spring to touch up any ground restoration items. The claim that the contractor has submitted is the next major item of concentration on getting the project wrapped up. On December 6th Mr. Davis and Mr. Alford met with Heaney. Heaney presented and went through their claim. There was no additional information that was presented. A response will be formulated by HRC, then presented to the System Manager and System Attorney.

### **Heaney Change Order No. 17**

Mr. Davis reported the newly installed SFE pumps included pneumatic valves and the air pressure was causing the valves to close harder than they would like, causing a water hammer issue and breaking the new SFE drain line pipes. Three new air valves and a pressure regulator were installed to solve the issue and the work has been completed.

Motion by Flat Rock, second by Woodhaven to approve an increase to Heaney General Contracting, Inc.'s total construction contract amount by \$7,993.65 from the current contract amount of \$21,039,042.71 to the new amount of \$21,047,036.36 and for the Chairman to execute it on behalf of the Authority. All Communities except Huron are present. Motion carried unanimously.

Dan Alford pointed out that it has been a struggle getting to final substantial completion and it is exciting to finally be here. Mr. Alford is thankful for Mr. Davis, HRC and the Jacobs team for their hard work on helping us cross the finish line. Tim Neighbors hopes all goes according to plan for the 7-day testing period.

### **System Manager Report:**

#### **Board Representative from Gibraltar**

Dan Alford reported that the City of Gibraltar appointed Michael Blackburn as their primary SHVUA representative.

### **2024 and 2025 Activities**

Mr. Alford presented accomplished activities for 2024 and upcoming activities for 2025. 2024 accomplished activities include: construction oversight, O&M oversight, meter oversight, community project grant award, permit renewal, odor control, and IPP program fees adjustment, community build out sewer capacity discussion with the Technical Committee, and managing the SHVUA website.

2025 activities include:

1. A primary focus for 2025 is Construction, O&M, and metering oversight. Mr. Alford believes that we should strive to improve that quality and efficiency of work from SHVUA's contractors.
2. For the Community Project grant design; once the Haag tank exhaust fan VFD is in we can get the rest of the parameters that HRC needs to quantify the odor components. After we finish up the study and the Board approves the design scope we will be able to move forward with the design bid and construction.
3. In regard to approved increased plant capacity from EGLE we will need the Primary Tanks running in top condition to collect data to build a case for EGLE to agree to additional capacity. Mr. Alford hopes to be able to start collecting data by next Summer.
4. SHVUA files and document management: There are various paper records stored throughout the plant that can be digitized. Mr. Alford believes that purchasing cloud storage for SHVUA would be ideal for \$150/year. He will be bringing this suggestion to the Board at a later date. He will look into obtaining prices for scanning services to get this done.

5. State revolving fund (SRF) project plan update: In order to receive funding from the State of Michigan a project plan needs to be completed and is only valid for 5 years once submitted. This year our 2019 SRF project plan expired. After speaking with Mr. Davis, we would like to update the project plan this year.

**Attorney Comments:**

Randy Pentiuk noted that SHVUA's Innovation session is scheduled for January 14th. Mr. Pentiuk wanted to mention that there are many items that take place behind the scenes, including getting funding from the Federal Government. Mr. Pentiuk thanked Mr. Neighbors for his effort to get that funding. Mr. Pentiuk looks forward to the future as we are now in a proactive state with an excellent team to work with.

**Other Business:**

Tim Neighbors thanked the Board for having himself as Chair for 2025. He hopes that anyone who is interested can make the Innovation Workshop on January 14th at the Holiday Inn in Woodhaven, MI.

No other business is to be presented at this time.

**Adjournment:**

Motion by Flat Rock, second by Brownstown to adjourn the monthly SHVUA Board meeting at 11:08 am. All Communities except Huron are present. Motion carried unanimously.

Respectfully submitted,



Dan Alford, PE  
System Manager