



*Serving Downriver Communities  
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34001 W. Jefferson Ave, Brownstown Township, Michigan 48173

## **Regular Meeting Minutes January 21, 2026**

The Board meeting was called to order by Chairman Tim Neighbors at 10:03am at the Brownstown Township Hall.

Roll Call:      Brownstown – Justin Danowsky                      S. Rockwood – Art Wenzel (Absent)  
                         Flat Rock – Eric Holtz                                      Gibraltar – Rick Cox  
                         Huron – Eric Scanland                                      Van Buren - Sean Bellingham  
                         Woodhaven – Tim Neighbors

Also present: Dan Alford    Randy Pentiuk, Attorney  
                         Mark Houle, Jacobs    Noah Bednar, Jacobs  
                         Jon Csont, Gibraltar    Bill Davis, HRC  
                         Lauren Fath-Azam

**Agenda:**      As presented.

### **Minutes:**

Motion by Flat Rock, second by Van Buren, to approve the Meeting Minutes from the December 17, 2025 monthly Board meeting. All Communities are present besides S. Rockwood. Motion carried unanimously.

### **December 2025 Expenditures:**

Motion by Brownstown, second by Flat Rock to approve the December 2025 Expenditures totaling \$496,242.98. All Communities are present besides S. Rockwood. Motion carried unanimously.

### **Trial Balance and Budget to Actual as of December 31st, 2025:**

Motion by Brownstown, second by Woodhaven to receive and file the trial balance and budget to actual as of December 31st, 2025. All Communities are present besides S. Rockwood. Motion carried unanimously.

Dan Alford highlighted that unlike our normal Board meetings where we look at the current month, the trial balance and budget to actual as of December 31st, 2025 for informational purposes as only a few invoices have been received thus far for January.

**Jacobs Report:**

Mark Houle reported this year marks Jacobs' 8th contractual year. Collection system inspections have been completed. Clean up will be done in 2026. Inspections will need to be uploaded to Dragonfly. The upcoming Innovation Workshop will take place next Tuesday at the Woodhaven Holiday Inn Express. The meeting runs from 8:30am till 4pm. The plant is operating well. Currently Jacobs is sampling for domestic background for possible changes to local limits. Mr. Houle is working with the State on the IPP review process that's required with our NPDES permit. February's IPP progress report deadline is approaching, which will include PFAS.

Noah Bednar reported that there were no NPDES exceedances this month. Jacobs is still waiting for a response from EGLE regarding compliance communications received and responded to in August. Jacobs has reached out to the EGLE SE Michigan Supervisor requesting they receive a revised response before the State's next visit. The service area received an average of 1.84 inches of precipitation this month. In conjunction with higher flows, a third clarifier was brought into service on the 29th. The plant continued to operate with two biodecks and three final clarifiers into January. Jacobs continues to monitor influent total phosphorus and ferric chloride usage closely. 12-hour coverage continues with no issues. Exhibit 1 showcases the mirroring of influent flow to precipitation. Phosphorus peaked slightly in conjunction with precipitation events. Exhibit 2 shows ferric was more utilized during the beginning of the month and was lowered towards the end of the month. Exhibit 3 showcases results for the NPDES compliance limits. Jacobs continues with the IPP program as required. Three odor complaints from two sources were received in December. Chemical and energy usage for December is down. Mr. Bednar is enthusiastic for having all chemicals and energy usage in the right direction. Lystek production totaled 136,433 gallons for the month of December. Tim Neighbors inquired if the high ferric usage during November enabled us to utilize a lower amount in December. Mr. Bednar explained that in December ferric was only utilized as a background dosage level, around 50-60 gallons per day. Mr. Houle added that ferric can act as a precipitant and as a nutrient. A minimum dose helps with biology. Jacobs then utilizes ferric to control orthophosphorus when there is a rain event or is needed at larger doses as required. Mr. Bednar states no biosolids were removed in December as land application was finished in October.

Mr. Alford emphasized that as an Authority we want to be transparent and responsive to residents as it relates to odors. SHVUA should convey to residents that there is an acceptable amount of odor which will come from any well operated wastewater treatment plant. To obtain zero odors would be next to impossible and would require an extreme amount of community funding.

Randy Pentiuik appreciates Jacobs' efforts in keeping the engagement going with residents as it relates to odors.

**CDM Smith Billable Flow Report for December 2025:**

**Capacity Exceedances**

Dan Alford informed the Board that there were no capacity exceedances this past month.

Motion by Van Buren, second by Brownstown to receive the CDM Smith Billable Flow Report for December. All Communities are present besides S. Rockwood. Motion carried unanimously.

**HRC Report:**

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

Bill Davis reported that December was a quiet month. HRC has monitored the four outstanding warranty claims. There has been no new progress on them. They involve the coating that's chipped in the grit tanks, and the final clarifier 4 concrete sealing that needs to be completed once the weather warms up. HRC is moving forward to obtain replacement grit touchscreens and scum arm spare parts. Mr. Bednar is working with the supplier and the local representative to obtain the spare parts. Mr. Bednar has tried to find a correlation as to when the grit touchscreens were working or not, but found none. Mr. Davis will continue to follow up on that issue. HRC has issued their last bill for the Priority 1 and 2 Improvements project. Rick Cox inquired if there is anything the Board can do so that parts can be received. Mr. Bednar communicated that the grit system manufacturer needs to diagnose the root cause of the issue since the touchscreens have been replaced before.

**Haag Tank Improvements Project**

Mr. Davis continued to report information was received from Mr. Pentiuik regarding the grant funding for this project. A draft work plan will be put together with a budget for grant requirements. Mr. Davis noted shrub clearing for site access was completed. A geotechnical investigation was authorized for the sub consultant to complete. Soil borings are scheduled to be done on January 26th. A kickoff meeting is scheduled for this Friday with Jacobs to coordinate the project at the plant. The design for the tank repairs are straightforward. The repair requires two retaining walls, which is why a geotechnical investigation and soil borings are being obtained to prevent further movement and deterioration. In mid-February a 50% design submittal is expected with the basis of design for the retaining wall. Mr. Neighbors inquired if Mr. Davis will be able to give a plan of attack at the next Board meeting. Mr. Davis confirmed that he will be able to discuss development of 50% of the plan. The next progress submission will include the design of the retaining wall.

Mr. Alford thanked HRC and Mr. Davis for their efforts to complete the Priority 1 & 2 Plant Improvements Project as it wasn't an easy construction job.

**System Manager Report:**

**SHVUA Board Alternate Representative from Gibraltar**

Dan Alford announces that Jon Csont has been appointed the alternate representative to the South Huron Valley Utility Authority for the City of Gibraltar.

Mr. Alford forwarded the updated SHVUA Board contact list to everyone.

**Michigan Water Environment Association (MWEA) Article Featuring SHVUA WWTP**

Mr. Alford expressed his appreciation to Jacobs in assisting MWEA in their utility spot light article about SHUVA. The article encompasses a broad overview of the wastewater treatment plant.

Mr. Alford said that the Innovation Workshop will be Tuesday, January 27th.

SHVUA began engagement with CDM last year to complete the model update for the SHVUA collection system. Community maps have been analyzed for up-to-date connections into the SHVUA system. Communications have been sent out to all municipalities. Five responses have come back with two remaining. Mr. Alford noted that it makes sense to provide accurate information for this study, since this new model will be utilized for the next 10 years or so.

Mr. Neighbors asked if Mr. Alford can forward a link to the MWEA spot light article to the whole Board so that it may be shared with others.

**Attorney Comments:**

Randy Pentiuk communicated that Andy Mechel at Jacobs was helpful in submitting a claim to the insurance agency for the bleach tanks. Mr. Pentiuk pointed out that we have an advocate at the table as it relates to EGLE's Part 41 rule changes. Mr. Alford is on the Municipal Certification Board for the State of Michigan. Mr. Alford noted that he plans to advocate for the Communities in this new position.

**Other Business:**

Sean Bellingham noted that we received our Annual Michigan Municipal league dividend check totaling \$13,500, which totals around 8% of our premium.

No other business is to be presented at this time.

**Adjournment:**

Motion by Huron, second by Gibraltar to adjourn the monthly SHVUA board meeting at 10:38 am. All Communities are present besides S. Rockwood. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "Dan Alford". The signature is written in a cursive style with a large, stylized initial "D".

Dan Alford, PE  
System Manager