



# Great Lakes Water Authority

735 Randolph Street  
Detroit, Michigan 48226  
glwater.registar.com

## Meeting Minutes - Draft

### Board of Directors Workshop Meeting

---

Wednesday, December 14, 2022

1:00 PM

Water Board Building 5th Floor  
(subject to Capacity)

and

Zoom Telephonic:

[https://glwater.zoom.us/j/82598520960?](https://glwater.zoom.us/j/82598520960?pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09)  
[pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09](https://glwater.zoom.us/j/82598520960?pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09)

US Toll-Free:

877 853 5247; or 888 788 0099

Meeting ID: 825 9852 0960

Pass Code: 350713

---

Water Board Building 5th Floor

(subject to Capacity)

and

Zoom Telephonic:

[https://glwater.zoom.us/j/82598520960?](https://glwater.zoom.us/j/82598520960?pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09)  
[pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09](https://glwater.zoom.us/j/82598520960?pwd=MG1ZbmFGUGRFRzQ5QnZPNW5vU0FBQT09)

US Toll-Free:

877 853 5247; or 888 788 0099

Meeting ID: 825 9852 0960

Pass Code: 350713

#### 1. Call to Order

Chairperson Quadrozzi called the meeting to order at 1:00 p.m.

#### 2. Quorum Call

**Present:** 6 - Chairperson Jaye Quadrozzi, Vice-Chairperson Freman Hendrix, Secretary Brian Baker, Director Gary Brown, Director Beverly Walker-Griffea, and Director John J. Zech

### 3. Consent Matters

William M. Wolfson, Chief Administrative and Compliance Officer, stated that the Legal Committee met today and has requested that New Business (Items for Discussion) items 9.R. - 9.FF. be moved to 3.C. Consent Matters, and that the Operations and Resources Committee also met today and has requested to move New Business (Items for Discussion) items 9.G. - 9.Q. to the 3.C. Consent Matters.

Mr. Wolfson stated that if the Board is willing to move the requested items to the Consent Matters, items 9.G. - 9.Q. would become items 3.C. iv. - xiv., and items 9.R. - 9.FF. would become items 3.C. xv. - xxix.

Chairperson Quadrozzi asked if any Member of the Board objects to moving the requested items from the Legal Committee and the Operations and Resources Committee (New Business Items 9.G. - 9.FF.) to 3C. Consent Matters, to which there were no objections.

#### A. Approval of Minutes (Item for Consent)

- i. [2022-547](#) November 17, 2022 Board of Directors Workshop Meeting Minutes (Draft)

**Sponsors:** Rechanda Willis

**Attachments:** [November 17, 2022 Board of Directors Workshop Meeting Minutes](#)

Motion By: John J. Zech  
Support By: Brian Baker  
Action: Approved  
The motion carried by a unanimous vote.

#### B. Communications (Items for Consent)

- i. [2022-545](#) Receipt of Correspondence

**Attachments:** [Khan Habeamor Bey](#)  
[Letter from Carlos Castiglione Plumbers Local Union 98](#)

Motion By: John J. Zech  
Support By: Brian Baker  
Action: Received and Filed  
The motion carried by a unanimous vote.

ii. [2022-584](#) **CEO's KPI Report**

**Sponsors:** Suzanne Coffey and William Wolfson

**Indexes:** Office of the Executive

**Attachments:** [EUM Key Metrics Dashboard\\_221214\\_FINAL](#)  
[12-22 Red yellow green report](#)  
[Reso 22-584- Explanation of CEO Red and Yellow report](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Received and Filed  
The motion carried by a unanimous vote.

**C. New Business (Items for Consent)**

i. [2022-487](#) **Proposed Change Order No. 7**  
**Contract No. GLWA-CS-002**  
**Financial Advisor Services**

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

ii. [2022-556](#) **Approval of Audit and Related Draft Financial Reports Pertaining to the Fiscal Year Ended June 30, 2022**

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [7B 1 FY 2022 Annual Financial Audit Update Memo Dec 9 2022](#)  
[7B 1.2 GLWA Audit Presentation 2022](#)  
[7B8 - FY 2022 Key Takeaways - One Pager](#)  
[7B7 - FINAL FY 2022 Annual Audit & Financial Report Presentation](#)  
[7B2 Great Lakes Water Authority - ACFR - DRAFT for AC 12-5-2022](#)  
[7B3 GLWA SA REPORT DRAFT 11.29.22](#)  
[7B4 Great Lakes Water Authority - Audit Results - DRAFT 11.28.22](#)  
[7B5 GLWA Audit Follow Up Ltr 2022](#)  
[7B6 Great Lakes Water Authority AUD 06-30-2022 - Management representation letter](#)

**Motion By:** John J. Zech

**Support By:** Brian Baker

**Action:** Received, Filed, and Approved

The motion carried by a unanimous vote.

iii. [2022-557](#) **Public Hearings on Proposed FY 2024 Schedule of Revenues and Charges and FY 2024 & FY 2025 Biennial Budget Request**

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [7A1 AC Memo FY 2024-25 Budget & Charges PH Request](#)  
[7A3 Notice of Public Hearing for GLWA FY 2024 Charges](#)  
[7A4 Notice of Public Hearing for GLWA Proposed Biennial Budget](#)

**Motion By:** John J. Zech

**Support By:** Brian Baker

**Action:** Approved

The motion carried by a unanimous vote.

**Note:** Public Hearings on Proposed FY 2024 Schedule of Revenues and Charges and FY 2024 & FY 2025 Biennial Budget Request has been scheduled for Wednesday, February 22, 2023, at 2:00 p.m.

- iv. [2022-551](#) **Contract No. 2201041**  
**Rehabilitation of GLWA Sewers - Ashland Relief, Linwood, Lonyo,**  
**Second Avenue and Shiawassee**  
**CIP #260210 / BCE Score: N/A**

**Sponsors:** Cheryl Porter

**Indexes:** Water Operations

**Attachments:** [2201041 Procurement Report](#)  
[2201041 Cost Tabulation - Notice of Respondents](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- v. [2022-552](#) **Proposed Change Order No. 1**  
**Contract No. 2102859**  
**Conveyance System Infrastructure Improvements**  
**CIP #260701 / BCE Score: 60.10**

**Sponsors:** Cheryl Porter

**Indexes:** Water Operations

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- vi. [2022-553](#) **Proposed Amendment No. 1**  
**Contract No. 2100998**  
**East Avon Early Works Pipe Material Procurement for the 96-Inch**  
**Water Transmission Main Relocation Project**  
**CIP #122004 / BCE Score: 77.50**

**Sponsors:** Cheryl Porter

**Indexes:** Water Operations

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- vii. [2022-554](#) **Proposed Change Order No. 3**  
**Contract No. 1802745**  
**Water Transmission Main, Valve and Other Priority Repairs**  
**CIP #170503 / BCE Score: N/A**
- Sponsors:** Cheryl Porter
- Indexes:** Water Operations
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.
- viii. [2022-559](#) **Proposed Amendment No. 4**  
**Contract No. 1067**  
**Parts & Repair Service for Various Pumps and Grinders**  
**O&M**
- Sponsors:** Navid Mehram
- Indexes:** Wastewater Operations
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.
- ix. [2022-558](#) **Proposed Amendment No. 4**  
**Contract No. 1067-1**  
**Parts & Repair Service for Various Pumps and Grinders**  
**O&M**
- Sponsors:** Navid Mehram
- Indexes:** Wastewater Operations
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- x. [2022-560](#) **Proposed Amendment No. 2**  
**Contract No. GLWA-CS-299**  
**CSO Facilities Assessment Project**  
**O&M**
- Sponsors:** Navid Mehram
- Indexes:** Wastewater Operations
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.
- xi. [2022-561](#) **Proposed Change Order No. 1**  
**Contract No. 2100575**  
**CSO Facility Emergency Generator Improvements**  
**CIP #260622/BCE Score: N/A**
- Sponsors:** Navid Mehram
- Indexes:** Wastewater Operations
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.
- xii. [2022-562](#) **Contract No. 2200061**  
**Design Services of CSO Facilities Improvements**
- Sponsors:** Navid Mehram
- Indexes:** Wastewater Operations
- Attachments:** [2200061.ProcurementBoardReport-RFP](#)  
[2200061.CostTabulation](#)  
[2200061.VendorResponseFollow-up](#)
- Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- xiii. [2022-555](#) **Proposed Amendment No. 1**  
**Contract No. 2000274-2**  
**Enterprise Resource Planning System Subscription Services**  
**O&M**

**Sponsors:** Jeffrey Small

**Indexes:** Information Technology

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- xiv. [2022-563](#) **Proposed Amendment No. 3**  
**Contract No. GLWA-CS-216**  
**Third Party Facilitators - Customer Outreach Program**  
**O&M**

**Sponsors:** Jody Caldwell

**Indexes:** Planning Services

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

- xv. [2022-569](#) **Proposed Amendment No. 7 to Water Service Contract with City of**  
**Northville**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Northville Water Contract Am 7 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xvi. [2022-570](#) **Proposed Amendment No. 5 to Water Service Contract with Charter Township of Shelby**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Shelby Twp Water Contract Am 5 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xvii. [2022-571](#) **Proposed Amendment No. 8 to Water Service Contract with Township of Bruce**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Bruce Twp Water Contract Am 8 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xviii. [2022-572](#) **Proposed Amendment No. 1 to Water Service Contract with Greenwood Township**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Greenwood Twp Water Contract Am 1 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xix. [2022-573](#) **Proposed First Amended and Restated Water Service Contract with City of Wayne**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Wayne First Amended and Restated Water Contract 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xx. [2022-574](#) **Proposed Amendment No. 1 to Water Service Contract with City of Inkster**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Inkster Water Contract Am 1 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxi. [2022-575](#) **Proposed Amendment No. 4 to Water Service Contract with Huron Charter Township**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Huron Twp Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxii. [2022-576](#) **Proposed Amendment No. 4 to Water Service Contract with City of Westland**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Westland Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxiii. [2022-577](#) **Proposed Amendment No. 4 to Water Service Contract with Village of Romeo**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Romeo Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxiv. [2022-578](#) **Proposed Amendment No. 4 to Water Service Contract with City of Livonia**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Livonia Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxv. [2022-579](#) **Proposed Amendment No. 4 to Water Service Contract with Charter Township of Canton**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Canton Twp Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxvi. [2022-580](#) **Proposed Amendment No. 4 to Water Service Contract with Charter Township of Redford**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Attachments:** [Redford Twp Water Contract Am 4 2022 Ex B](#)

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxvii. [2022-586](#) **Maximum Allowable Flow Limit/Capital Contribution Agreement with Evergreen-Farmington Sanitary Drain Drainage District**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxviii. [2022-587](#) **Wastewater Disposal Services Contract with Evergreen-Farmington Sanitary Drain Drainage District**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

xxix. [2022-581](#) **Lease of 36336 Eight Mile Road, Farmington, Michigan by GLWA to Brian Connolly**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Motion By:** John J. Zech  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

#### 4. Approval of Agenda

Chairperson Quadrozzi requested a Motion to Approve the Agenda as Amended.

**Motion By:** Brian Baker  
**Support By:** Freman Hendrix  
**Action:** Approved as Amended  
The motion carried by a unanimous vote.

#### 5. Approval of Consent Matters (3A. i., 3B. i. - ii., and 3C. i. - xxix.)

Chairperson Quadrozzi requested a Motion to Approve the Consent Matters.

A motion was made by Director Zech, seconded by Secretary Baker, to approve the Consent Matters. The motion carried unanimously.

#### 6. Public Comment

There were no public comments.

#### 7. Communications

A. [2022-546](#) **Receipt of Correspondence**

No Action Taken

#### 8. Old Business

None

## 9. New Business

### A. [2022-506](#) Discussion of GLWA 2022 Outreach Scorecard

**Sponsors:** Jody Caldwell

**Indexes:** Planning Services

**Attachments:** [2022 Scorecard Survey Report\\_GLWA Board\\_2022.12.14](#)

**Motion By:** John J. Zech  
**Support By:** Beverly Walker-Griffea  
**Action:** Received and Filed  
The motion carried by a unanimous vote.

### B. [2022-524](#) Review of Committee Assignments

**Sponsors:** William Wolfson

**Indexes:** Board of Directors

**Attachments:** [Resolution 2017-214 RE Board Officers](#)  
[2022 GLWA Board of Directors Committee Assignments](#)

**No Action Taken**

### C. [2022-525](#) Election of Board Chairperson

**Sponsors:** William Wolfson

**Indexes:** Board of Directors

**Attachments:** [Resolution 2017-214 RE Board Officers](#)

**Director Walker-Griffea made a Motion to nominate Freman Hendrix to serve as Chairperson of the Great Lakes Water Authority Board of Directors.**

**Motion By:** Beverly Walker-Griffea  
**Support By:** Brian Baker  
**Action:** Approved  
The motion carried by a unanimous vote.

**D. [2022-526](#) Election of Board Vice-Chairperson**

**Sponsors:** William Wolfson

**Indexes:** Board of Directors

**Attachments:** [Resolution 2017-214 RE Board Officers](#)

Director Zech made a Motion to nominate Brian Baker to serve as Vice-Chairperson of the Great Lakes Water Authority Board of Directors.

**Motion By:** John J. Zech

**Support By:** Freman Hendrix

**Action:** Approved

The motion carried by a unanimous vote.

**E. [2022-527](#) Election of Board Secretary**

**Sponsors:** William Wolfson

**Indexes:** Board of Directors

**Attachments:** [Resolution 2017-214 RE Board Officers](#)

Vice-Chairperson Hendrix made a Motion to nominate Beverly Walker-Griffea to serve as Secretary of the Great Lakes Water Authority Board of Directors.

**Motion By:** Freman Hendrix

**Support By:** Brian Baker

**Action:** Approved

The motion carried by a unanimous vote.

**F. [2022-528](#) Update of Annual Conflict of Interest Disclosure**

**Sponsors:** William Wolfson and Nicolette Bateson

**Indexes:** Administration & Compliance; Finance

**No Action Taken - Discussion Only**

**The Board will also discuss such other matters.**

**10. Reports**

**None**

**11. Remarks**

A. Chairperson's Remarks

**There were no Chairperson's remarks.**

B. Board Members' Remarks

Vice-Chairperson Hendrix gave remarks regarding Chairperson Quadrozzi's leadership and commitment in serving as Chairperson of the Board of Directors this year.

Director Zech also complimented and thanked Chairperson Quadrozzi for her Chairmanship on the Board.

12. Other Matters

William M. Wolfson, Chief Administrative and Compliance Officer, on behalf of Ms. Coffey, himself and the entire Executive Leadership Team, thanked Members of the Board for their service, and wished the Board a very Happy Holiday Season.

13. Closed Session

A. [2022-582](#) **Closed Session Request - Pending Litigation - DWSD v HIGHLAND PARK, WCCC No. 14-001974-CK; GLWA V HIGHLAND PARK, WCCC No. 20-011589-CB**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

Chairperson Quadrozzi requested a Motion and Roll Call Vote to enter into Closed Session at 1:35 p.m.

**Motion By:** Freman Hendrix

**Support By:** Gary Brown

**Action:** Approved

**The motion carried by the following vote:**

**Aye:** 6 - Chairperson Quadrozzi, Vice-Chairperson Hendrix, Secretary Baker, Director Brown, Director Walker-Griffea, and Director Zech

B. [2022-583](#) **Closed Session Request - Attorney-Client Communications**

**Sponsors:** Randal Brown

**Indexes:** General Counsel

**Motion By:** Beverly Walker-Griffea

**Support By:** Gary Brown

**Action:** Approved

**The motion carried by the following vote:**

**Aye:** 6 - Chairperson Quadrozzi, Vice-Chairperson Hendrix, Secretary Baker, Director Brown, Director Walker-Griffea, and Director Zech

Entered Closed Session at 1:36 p.m.

Returned from Closed Session at 2:11 p.m.

The only matters discussed were pending litigation - DWSD v Highland Park, WCCC No. 14-001974-CK; GLWA v Highland Park, WCCC No. 20-011589-CB; and Attorney-Client Communications.

#### 14. Adjournment

Chairperson Quadrozzi requested a Motion to Adjourn.

Motion By: John J. Zech

Support: Beverly Walker-Griffea

Action: Approved

The motion carried unanimously.

There being no further business, the meeting was adjourned at 2:12 p.m.