



Meeting Minutes - Final

Board of Directors Workshop Meeting

Wednesday, December 11, 2019

1:00 PM

Water Board Building 5th Floor

1. Call to Order

Chairman Baker called the meeting to order at 1:04 p.m.

2. Quorum Call

Present: 6 - Chairman Brian Baker, Vice Chairman Abe Munfakh, Director Gary Brown, Director Freman Hendrix, Director Jaye Quadrozzi, and Director Beverly Walker-Griffea

Note: Director Walker-Griffea attendance via teleconference.

3. Approval of Agenda

William M. Wolfson, Chief Administrative and Compliance Officer, stated that a Communications item (Annual Conflict of Interest Disclosure Form) has been added to the Agenda.

Motion By: Abe Munfakh

Support By: Jaye Quadrozzi

Action: Approved

The motion carried by a unanimous vote.

4. Approval of Minutes

A. [2019-447](#) November 13, 2019 Board of Directors Workshop Meeting Minutes.Draft

Sponsors: Rechanda Willis

Attachments: [November 13, 2019 Board of Directors Workshop Meeting Minutes](#)

Chairman Baker requested a Motion to approved the November 13, 2019 Board of Directors Workshop Meeting Minutes.

Motion By: Jaye Quadrozzi

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

5. Public Comment

There were no public comments.

6. Communications

A. [2019-449](#) Receipt of Correspondence

Attachments: [Annual Conflict Of Interest Disclosure Form Vendor List 12.11.19](#)

Motion By: Abe Munfakh
Support By: Gary Brown
Action: Received and Filed
The motion carried by a unanimous vote.

7. Old Business

None

8. New Business

A. [2019-445](#) Award Presentation

Sponsors: Sue F. McCormick

Indexes: Office of the Executive

No Action Taken - Award Presentation Only

Sue F. McCormick, Chief Executive Officer, presented a plaque GLWA received from the Leading Utilities of the World Network.

CEO McCormick stated that GLWA is the 49th utility invited to join this international group, which is a global network of the world's most successful and innovative water and wastewater utilities and that membership is a gold standard of utility performance.

With that being said, CEO McCormick congratulated the Board, GLWA Organization, and all of GLWA Member Partners, as what we (GLWA) are accomplishing, we are accomplishing together.

B. [2019-417](#) Election of Board Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Reso. 2017-214 Re Amendment of GLWA By-Laws](#)

Director Hendrix made a Motion to nominate Vice Chairman Munfakh to serve as Chair of the Great Lakes Water Authority Board of Directors.

Motion By: Freman Hendrix
Support By: Jaye Quadrozzi
Action: Approved
The motion carried by a unanimous vote.

C. [2019-418](#) **Election of Board Vice-Chairperson**

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Reso. 2017-214 Re Amendment of GLWA By-Laws](#)

Director Hendrix made a Motion to nominate Director Walker-Griffea to serve as Vice-Chair of the Great Lakes Water Authority Board of Directors

Motion By: Freman Hendrix

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

D. [2019-419](#) **Election of Board Secretary**

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Reso. 2017-214 Re Amendment of GLWA By-Laws](#)

Chairman Baker made a Motion to nominate Director Jaye Quadrozzi to serve as Secretary of the Great Lakes Water Authority Board of Directors.

Motion By: Brian Baker

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

E. [2019-420](#) **Discussion of 2020 Board Committee Assignments**

Sponsors: William Wolfson

Indexes: Administration & Compliance

Attachments: [2019 GLWA Committee Assignments with Staff Assignments.Revised.103119](#)
[2020 GLWA Committee Assignments with Staff Assignments](#)

No Vote Action - 2020 Committee Assignments Attached

F. [2019-395](#) **Proposed Change Order No. 4
GLWA CS-071
Staff Augmentation**

Sponsors: Jeffrey Small

Indexes: Information Technology

Motion By: Freman Hendrix
Support By: Abe Munfakh
Action: Approved
The motion carried by a unanimous vote.

G. [2019-399](#) **Contract No. 1900134
Springwells Water Treatment Plant Low Lift Suction Gate
Replacement
CIP# 114002/ BCE 69.2**

Sponsors: Cheryl Porter and Grant Gartrell

Indexes: Water Operations

Attachments: [RFP 1900134 Procurement Report](#)
[RFP 1900134 Cost Tabulation](#)
[CIP 114002](#)

Motion By: Abe Munfakh
Support By: Gary Brown
Action: Approved
The motion carried by a unanimous vote.

H. [2019-400](#) **Proposed Amendment No. 1
GLWA-CS-187
Raw Water Condition Assessment**

Sponsors: Cheryl Porter and Grant Gartrell

Indexes: Water Operations

Motion By: Jaye Quadrozzi
Support By: Brian Baker
Action: Approved
The motion carried by a unanimous vote.

I. [2019-401](#) **Proposed Change Order No. 1**
Contract No. 1803483
Design Build Roof Replacement at Various Water Facilities
CIP#: 171500

Sponsors: Cheryl Porter and Grant Gartrell

Indexes: Water Operations

Attachments: [CIP 171500](#)

Motion By: Abe Munfakh
Support By: Jaye Quadrozzi
Action: Approved
The motion carried by a unanimous vote.

J. [2019-428](#) **RESOLUTION APPROVAL PROPOSED UNDERWRITING TEAM FOR
2020 REFUNDING AND POTENTIAL NEW MONEY TRANSACTIONS**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7B3 Appendix A Underwriter Selection Procurement Report.pdf](#)
[7B4 Appendix B Comparable Transaction Takedowns.pdf](#)

Pursuant to the Board's request, Motion 5 will be amended to the following:

5) Request that staff develop and present a policy for current and future underwriter selection; and

Chairman Baker requested a Motion to approve Resolution 2019-428 as Amended.

Motion By: Gary Brown
Support By: Abe Munfakh
Action: Approved as Amended
The motion carried by a 5/1 vote.

K. [2019-446](#) **CEO's KPI Report**

Sponsors: Sue F. McCormick and William Wolfson

Indexes: Office of the Executive

Attachments: [EUM Key Metrics Dashboard 191211 FINAL](#)
[12-19 Red, Yellow, Green Report](#)
[Reso 2019-446 Explanation of CEO Red and Yellow Report](#)

Motion By: Abe Munfakh
Support By: Brian Baker
Action: Received and Filed
The motion carried by a unanimous vote.

The Board will also discuss such other matters.

9. Reports

None

10. Remarks

A. Chairperson's Remarks

Chairman Baker made inquiries regarding Highland Park; gave an update regarding Counsel to the Board for the Make-up Benefit; and also made an inquiry regarding GLWA audit review.

B. Board Members' Remarks

Vice Chairman Munfakh thanked staff for all the hard work and wished everyone Happy Holidays.

Director Brown gave remarks regarding the presentation GLWA presented to Mayor Duggan regarding the reroute and repurposing of the Northeast station, and stated that staff did an outstanding job.

11. Closed Session

A. [2019-450](#) Closed Session Request - Attorney-Client Communication

Sponsors: Randal Brown

Indexes: General Counsel

William M. Wolfson, Chief Administrative and Compliance Officer, stated that Member Brown has indicated he will excuse himself from the Closed Session and that we have indicated to Member Brown, and we would also like to advise the public as well, that we do not anticipate any action after the Closed Session, other than Adjournment.

Chairman Baker requested a Motion and Roll Call Vote to enter into Closed Session at 2:42 p.m., followed by a short recess.

Motion By: Jaye Quadrozzi

Support By: Abe Munfakh

Action: Approved

The motion carried by the following vote:

Aye: 5 - Chairman Baker, Vice Chairman Munfakh, Director Hendrix, Director Quadrozzi, and Director Walker-Griffea

Excused: 1 - Director Brown

Note: Director Brown excused himself and did not participate in the Closed Session.

Entered Closed Session at 2:46 p.m.

Returned from Closed Session at 3:00 p.m.

12. Adjournment

Chairman Baker requested a Motion to Adjourn.

Motion By: Abe Munfakh

Support By: Jaye Quadrozzi

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 3:00 p.m.