



Great Lakes Water Authority

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

Meeting Minutes - Final

Board of Directors Workshop Meeting

Wednesday, December 11, 2024

1:00 PM

In-Person:
Water Board Building 5th Floor
and
Zoom Telephonic Meeting

Join by Zoom:

[https://glwater.zoom.us/j/84784075834?](https://glwater.zoom.us/j/84784075834?pwd=OUpWNk5RSVlvWWZFUk5xQmJCdjJSUT09)
pwd=OUpWNk5RSVlvWWZFUk5xQmJCdjJSUT09

Join by Telephone

US Toll-Free:

877 853 5247; or 888 788 0099

Meeting ID: 847 8407 5834 Passcode: 033069

1. Call to Order

Chairperson Baker called the meeting to order at 1:03 p.m.

2. Quorum Call

Present: 6 - Chairperson Brian Baker, Vice-Chairperson Mark Miller, Secretary John J. Zech, Director Gary Brown, Director Freman Hendrix, and Director Jaye Quadrozzi

Note: Director Hendrix joined the meeting at 1:17 p.m. during presentation of item 8A. 2024-398, Approval of Audit and Related Draft Financial Reports Pertaining to the Fiscal Year Ended June 30, 2024.

3. Consent Matters

William M. Wolfson, Deputy Chief Executive Officer, stated that the Operations and Resources Committee has requested to move New Business (Items for Discussion) 8. I. - S., to 3. C. Consent Matters, which would then be items 3C. iv. - xiv.

There being no objections by the Board, the requested items were moved to 3. C. New Business (Items for Consent).

A. Approval of Minutes (Item for Consent)

i. [2024-420](#) **November 21, 2024 Board of Directors Workshop Meeting Minutes
(Draft)**

Sponsors: Rechanda Willis

Attachments: [Minutes - November 21, 2024 Board of Directors Workshop Meeting.pdf](#)

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

B. Communications (Item for Consent)

i. [2024-419](#) **Receipt of Correspondence**

No Action Taken

C. New Business (Items for Consent)

i. [2024-397](#) **Proposed Change Order No. 3 - Extension of Time Only
SCN-0000189
Investment Advisor Services
PFM Asset Management, LLC contract extension**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7B1 PFM Asset Management Contract Extension.pdf](#)

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

ii. [2024-413](#) **Public Hearings on the Proposed FY 2026 & FY 2027 Biennial
Budget Request**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7C1 AC Memo FY 2026-27 Budget Public Hearing Request.pdf](#)
[7C3 Notice of Public Hearing for GLWA Proposed Biennial Budget.pdf](#)

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

iii. [2024-414](#) **Public Hearing on Proposed FY 2026 Schedule of Revenues and Charges**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [7D1 AC Memo FY 2026-27 Proposed FY 2026 Schedule of Revenues and Charges.pdf](#)
[7D3 Notice of Public Hearing for GLWA FY 2026 Water and Sewerage Service Charges.pdf](#)

Motion By: Gary Brown

Support By: John J. Zech

Action: Approved

The motion carried by a unanimous vote.

iv. [2024-405](#) **Proposed Change Order No. 2
Contract No. 1803312/SCN-0000170
West Service Center Reservoir, Pump House, and Division Valve
Replacements
CIP #132010 / BCE Score: 54.0**

Sponsors: Cheryl Porter

Indexes: Water Operations

Motion By: Gary Brown

Support By: John J. Zech

Action: Approved

The motion carried by a unanimous vote.

v. [2024-406](#) **Proposed Change Order No. 1
Contract No. 2201316/SCN-0000427
Reservoir Rehabilitation Phase II
CIP#170802/BCE Score: 91.0**

Sponsors: Cheryl Porter

Indexes: Water Operations

Motion By: Gary Brown

Support By: John J. Zech

Action: Approved

The motion carried by a unanimous vote.

- vi. [2024-407](#) **Proposed Amendment No. 2**
Contract No. 2301148/SCN-0000488
Water Transmission Main, Valve, Emergency and Other Urgent
Repairs
CIP #170602/BCE Score: 73.6
- Sponsors:** Cheryl Porter
- Indexes:** Water Operations
- Attachments:** [2301148 \(SCN-0000488\) Am No 2 CIP Program 170600 Attachment](#)
- Motion By:** Gary Brown
Support By: John J. Zech
Action: Approved
The motion carried by a unanimous vote.
- vii. [2024-408](#) **Contract No. 2401236/REQ-0000036**
Specialized Services-Staff Augmentation
O&M
- Sponsors:** Cheryl Porter
- Indexes:** Water Operations
- Attachments:** [2401236 \(REQ-0000036\) Procurement Board Report](#)
[2401236 \(REQ-0000036\) Cost Tabulation - Notice of Respondents](#)
- Motion By:** Gary Brown
Support By: John J. Zech
Action: Approved
The motion carried by a unanimous vote.
- viii. [2024-409](#) **Proposed Amendment No. 2**
Contract No. 1802170/SCN-0000140
Fleet Management Services
O&M
- Sponsors:** Cheryl Porter
- Indexes:** Water Operations
- Motion By:** Gary Brown
Support By: John J. Zech
Action: Approved
The motion carried by a unanimous vote.

- ix. [2024-410](#) **Contract No. 2305121
Fleet Management Services
O&M**
- Sponsors: Cheryl Porter
- Indexes: Water Operations
- Attachments: [2305121 Procurement Board Report](#)
[2305121 Vendor Response Follow-up](#)
[Financing Infographic Enterprise Fleet Management](#)
[2305121 GLWA Fleet Analysis Report](#)
[GLWA Vehicle Maintenance Board letter review](#)
- Motion By: Gary Brown**
Support By: John J. Zech
Action: Approved
 The motion carried by a unanimous vote.
- x. [2024-401](#) **Proposed Amendment No. 5
Contract No. 1802543/SCN-0000063
Rehabilitation of Ferric Chloride Feed System at PS-1 and Complex
B Sludge Lines
CIP#211008/BCE Score: 78.3**
- Sponsors: Navid Mehram
- Indexes: Wastewater Operations
- Motion By: Gary Brown**
Support By: John J. Zech
Action: Approved
 The motion carried by a unanimous vote.
- xi. [2024-402](#) **Proposed Change Order No. 6
Contract No. GLWA-CON-197/SCN-0000097
Modifications to Incinerator Sludge Feed Systems in Complex II at
WRRF
CIP #213007/BCE Score: 96.2**
- Sponsors: Navid Mehram
- Indexes: Wastewater Operations
- Motion By: Gary Brown**
Support By: John J. Zech
Action: Approved
 The motion carried by a unanimous vote.

- xii. [2024-403](#) **Proposed Change Order No. 6**
Contract No. GLWA-CS-060/SCN-0000212
Study/Design of the Upgraded Sludge Conveyance System and
Lighting Improvements at the Detroit Wastewater Treatment Plant
CIP #213007/BCE Score: 96.2

Sponsors: Navid Mehram

Indexes: Wastewater Operations

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

- xiii. [2024-434](#) **Proposed Change Order No. 2**
Contract No. 2201101
WRRF Incinerator #11 Rehabilitation
O & M

Sponsors: Navid Mehram

Indexes: Wastewater Operations

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

- xiv. [2024-433](#) **Requisition No.'s: REQ-0001999, REQ-0002136, REQ-0002137**
Sodium Hypochlorite
O&M

Sponsors: Navid Mehram

Indexes: Wastewater Operations

Attachments: [REQ-0001999 - Procurement Report.docx](#)
[Chemical Board Communication-Chemical Vendor Issues](#)
[12.6.24.docx](#)

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

4. Approval of Agenda

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

Motion By: Jaye Quadrozzi

Support By: Mark Miller

Action: Approved as Amended

The motion carried by a unanimous vote.

5. Approval of Consent Matters (Items 3A.i., 3B. i., and 3C. i. - xiv.)

Chairperson Baker requested a Motion to Approve the Consent Matters.

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

6. Public Comment

There were no public comments.

7. Old Business

None

8. New Business (Items for Discussion)

A. [2024-398](#) Approval of Audit and Related Draft Financial Reports Pertaining to the Fiscal Year Ended June 30, 2024

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [6A 1 FY 2024 Annual Audit Financial Update.pdf](#)
[6A 1.2 Baker Tilly Audit Presentation 2024 by Jodi Dobson.pdf](#)
[6A 1.3 GLWA FY 2024 Reporting and Insights Audit Results - Draft 12.3.24.pdf](#)
[6A 1.4 GLWA Informal Management Comments Summary FY2024.pdf](#)
[6A 1.6 FY 2024 Annual Audit & Financial Results.pdf](#)
[6A 1.7 FY 2024 Key Takeaways - One Pager.pdf](#)
[6A 1.8 GLWA FY 2024 ACFR DRAFT 12.2.24.pdf](#)
[6A 1.9 GLWA Single Audit 6.30.2024 - DRAFT 12.2.24.pdf](#)

Note: Director Hendrix joined the meeting at 1:17 p.m. during discussion of item 2024-398.

Motion By: Jaye Quadrozzi

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

B. [2024-435](#) 2024 Government Relations Update

Sponsors: William Wolfson

Indexes: Office of the Executive

Attachments: [4906-3112-5509.1 - GLWA Legislative Outlook and Political Update.pptx](#)

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

C. [2024-374](#) Discussion of Resolution 2017-214 Regarding Board Officers

Sponsors: William Wolfson

Indexes: Board of Directors

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

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

D. [2024-375](#) Review of Committee Assignments

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214 RE Board Officers](#)
[2024 GLWA Board of Directors Committee Assignments.pdf](#)

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

Note: There were no changes to committee assignments.

E. [2024-376](#) Election of Board Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

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

Secretary Zech made a Motion to nominate Mark Miller to serve as Chairperson of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2025.

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

F. [2024-377](#) Election of Board Vice-Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

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

Vice-Chairperson Miller made a Motion to nominate John J. Zech to serve as Vice-Chairperson of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2025.

Motion By: Mark Miller

Support By: Jaye Quadrozzi

Action: Approved

The motion carried by a unanimous vote.

G. [2024-378](#) Election of Board Secretary

Sponsors: William Wolfson

Indexes: Board of Directors

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

Secretary Zech made a Motion to nominate Jaye Quadrozzi to serve as Secretary of the Great Lakes Water Authority Board of Directors for a term ending December 31, 2025.

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

H. [2024-379](#) **Update of Annual Conflict of Interest Disclosure**

Sponsors: William Wolfson and Nicolette Bateson

Indexes: Administration & Compliance; Finance

No Action Taken

T. [2024-432](#) **Presentation**

Sponsors: Suzanne Coffey and William Wolfson

Indexes: Office of the Executive

Attachments: [RESOLUTION 2024-432 Baker and Brown 10 years of service recognition.docx](#)

William M. Wolfson, Deputy Chief Executive Officer, read into the record Resolution 2024-432 recognizing Board Members Brian Baker and Gary Brown for ten years of service as inaugural Members of GLWA's Board of Directors.

Suzanne R. Coffey, Chief Executive Officer, presented Board Members Baker and Brown with an Award in recognition and appreciation of ten years of commitment, dedication and service to the people of Southeast Michigan as a Member of the GLWA Board of Directors, followed with remarks by Board Members Brown and Baker.

Vice-Chairperson Miller requested a Motion to Approve Resolution 2024-432.

**Motion By: Freman Hendrix
Support By: Jaye Quadrozzi
Abstain By: Brian Baker and Gary Brown
Action: Approved
The motion carried by a unanimous vote.**

The Board will also discuss such other matters.

9. Reports

None

10. Remarks

A. Chairperson's Remarks

There were no Chairperson's remarks.

B. Board Members' Remarks

Director Hendrix wished everyone Happy Holidays.

Secretary Zech gave remarks regarding two major changes that staff worked on this year, Workday and NEXGEN, as well as the audit, which were all really well done.

Vice-Chairperson Miller gave remarks regarding his first year as a GLWA Board Member, his appreciation for the culture created in this environment, and wished everyone and their families a safe and Happy Holiday Season.

11 Other Matters

William M. Wolfson, Deputy CEO, stated that this is the last Board Meeting for Calendar Year 2024, and on behalf of CEO Coffey, the Executive Team, and the entire Team at the Great Lakes Water Authority, wished everyone the Happiest of Holiday Seasons.

12. Adjournment

Chairperson Baker requested a Motion to Adjourn.

Motion By: Mark Miller

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 2:27 p.m.