



Great Lakes Water Authority

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

Meeting Minutes - Draft

Board of Directors

Thursday, December 17, 2020

2:00 PM

Zoom Telephonic

Zoom Telephonic Meeting

Public Call-In Number:

877 853 5247 US Toll-Free; or 888 788 0099 US Toll-Free

Meeting ID: 854 5205 0951

1. Call to Order

Chairperson Walker-Griffiea called the meeting to order at 2:00 p.m.

2. Quorum Call

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

Board Members' Zoom Meeting Location:

Chairperson Walker-Griffiea (Ohio Turnpike)

Vice-Chairperson Zech (Canton Township, Michigan)

Secretary Quadrozzi (Farmington Hills, Michigan)

Director Baker (Clinton Township, Michigan)

Director Brown (Detroit, Michigan)

Director Hendrix (Detroit, Michigan)

3. Consent Matters

A. Approval of Minutes (Item for Consent)

i. [2020-451](#) **November 25, 2020 Board of Directors Meeting Minutes.Draft**

Sponsors: Rechanda Willis

Attachments: [November 25, 2020 Board of Directors Meeting Minutes](#)

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

B. Communications (Item for Consent)

i. [2020-452](#) **Receipt of Correspondence**

Attachments: [November 2020 Member Outreach Requests Packet](#)

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Received and Filed

The motion carried by a unanimous vote.

C. New Business (Items for Consent)

i. [2020-395](#) **Contract No. 2002350
Preventative Maintenance and Repairs for Rotork Actuators
O&M**

Sponsors: Cheryl Porter and Terry Daniel

Indexes: Water Operations

Attachments: [2002350 Procurement Report](#)

[2002350 Contract Comparison for System Specialties](#)

[GLWA Contract 2002350 Rotork PM Response 11-16-2020 rev.1](#)

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

- ii. [2020-437](#) **Proposed Amendment No. 1
Contract No. 1904332
Commercial Janitorial Services
O&M**
- Sponsors:** Cheryl Porter
- Indexes:** Water Operations
- Motion By:** John J. Zech
Support By: Freman Hendrix
Action: Approved
The motion carried by a unanimous vote.
- iii. [2020-435](#) **Contract No.1900995
Preventive Maintenance and Repair of Electrical Equipment**
- Sponsors:** Navid Mehram and Cheryl Porter
- Indexes:** Wastewater Operations; Water Operations
- Attachments:** [1900995 Procurement Report](#)
[1900995 - Tabulation - Notice of Respondents2](#)
- Motion By:** John J. Zech
Support By: Freman Hendrix
Action: Approved
The motion carried by a unanimous vote.
- iv. [2020-436](#) **Contract No. 2001492 and 2002240
Crane Services and Inspections
O&M**
- Sponsors:** Navid Mehram and Cheryl Porter
- Indexes:** Wastewater Operations; Water Operations
- Attachments:** [2001492 2002240.CostTabulation](#)
[2001492 & 2002240 Procurement Board Report](#)
[2001492 & 2002240.VendorResponseFollowUpSolicitations](#)
- Motion By:** John J. Zech
Support By: Freman Hendrix
Action: Approved
The motion carried by a unanimous vote.

- v. [2020-440](#) **Contract No. 1902548
Heating, Ventilation, and Air Conditioning (HVAC) Building and
Mechanical Systems Inspection, Repair, and Preventative
Maintenance Services
O&M**

Sponsors: Navid Mehram and Cheryl Porter

Indexes: Wastewater Operations; Water Operations

Attachments: [1902548 Procurement Board Report](#)
[1902548.Cost Tabulation](#)

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

- vi. [2020-433](#) **Proposed Change Order No. 3
GLWA-CON-234
Conner Creek CSO Basin Emergency Rehabilitation
CIP No. 260603**

Sponsors: Navid Mehram

Indexes: Wastewater Operations

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

- vii. [2020-434](#) **Proposed Change Order No. 1
Contract No. PC-795
Pump Station No. 2 Pumping Improvements
CIP No. 211002**

Sponsors: Navid Mehram

Indexes: Wastewater Operations

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

- viii. [2020-444](#) **Contract No. 2002946
Environmental Health and Safety Compliance Services
O&M**

Attachments: [2002946 Procurement Board Report-RFP](#)
[2002946 Rates Analysis](#)

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

- ix. [2020-423](#) **Proposed Change Order No. 3 GLWA Contract No. CON-223
Facilities Maintenance Services Contract**

Sponsors: Randal Brown and Navid Mehram

Indexes: General Counsel; Wastewater Operations

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

- x. [2020-432](#) **Continued Delegation of Additional Authority to CEO During COVID-19
Emergency**

Sponsors: William Wolfson

Indexes: Office of the Executive

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

4. Approval of Agenda

William M. Wolfson, Chief Administrative and Compliance Officer, requested to add three additional items to the Agenda that were referred from the Legal Committee at today's (December 17, 2020) committee meeting:

Item 9. I. Resolution 2020-464 (Approval of a Memorandum of Understanding between Evergreen Farmington Sanitary District and GLWA)

Item 9. J. Resolution 2020-465 (Approval of a Memorandum of Understanding between Detroit Water and Sewerage Department and GLWA)

Item 9. K. Resolution 2020-466 (Purchase of 1001 Clairpointe, Detroit, MI (East Lake Baptist Church))

Chairperson Walker-Griffa requested a Motion to Approve the Agenda as Amended.

Motion By: John J. Zech

Support By: Gary Brown

Action: Approved as Amended

The motion carried by a unanimous vote.

5. Approval of Consent Matters

(Items 3Ai, 3Bi, and 3C. i. - x.)

Chairperson Walker-Griffa requested a Motion to approve the Consent Matters.

A motion was made by Vice-Chairperson Zech, seconded by Director Hendrix, to approve the Consent Matters. The motion carried unanimously.

6. Public Comment

William M. Wolfson, Chief Administrative and Compliance Officer, read public comments submitted by Cindy Darrah and Saulius Simoliunas, which are attached under Item 7A. Communications.

7. Communications

A. [2020-454](#) Receipt of Correspondence

Attachments: [C. Darrah Public Comment, December 17, 2020](#)
[S. Simoliunas Public Comment to GLWA Board Meeting, Dec. 17, 2020](#)

8. Old Business

None

9. New Business (Items for Discussion)**A. [2020-438](#) Approval of Audit and Related Draft Financial Reports Pertaining to the Fiscal Year Ended June 30, 2020**

Sponsors: Nicolette Bateson

Indexes: Finance

Attachments: [6 GLWA BOD CAFR Memo and Support](#)
[6A FY 2020 Annual Financial Audit Update Memo 12-4-2020](#)
[6A6 FY 2020 CAFR Highlights](#)
[6A2 GLWA Audit Presentation 12-4-2020](#)
[6A3 GLWA Audit Results Draft 12-4-2020](#)
[6A1 GLWA CAFR Draft as of 12-2-2020](#)
[6A5 Great Lakes Water Authority SA 6-30-20 Final 11-6-2020](#)
[6A4 Draft Management Letter](#)

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

B. [2020-407](#) Review of Resolution 2017- 214; RE: Board Officers

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214](#)

No Action Taken - Review and Discussion Only

C [2020-404](#) Election of Board Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214](#)

Director Baker made a Motion to nominate Vice-Chairperson John J. Zech as Chairperson of the Great Lakes Water Authority Board of Directors for the term of January 1, 2021 through December 31, 2021.

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

D. [2020-405](#) Election of Board Vice-Chairperson

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214](#)

Director Hendrix made a Motion to nominate Secretary Jaye Quadrozzi as Vice-Chairperson of the Great Lakes Water Authority Board of Directors for the term of January 1, 2021 through December 31, 2021.

Motion By: Freman Hendrix

Support By: John J. Zech

Action: Approved

The motion carried by a unanimous vote.

E. [2020-406](#) Election of Board Secretary

Sponsors: William Wolfson

Indexes: Board of Directors

Attachments: [Resolution 2017-214](#)

Director Baker made a Motion to nominate Director Freman Hendrix as Secretary of the Great Lakes Water Authority Board of Directors for the term of January 1, 2021 through December 31, 2021.

Motion By: Brian Baker

Support By: Jaye Quadrozzi

Action: Approved

The motion carried by a unanimous vote.

F. [2020-456](#) Discussion of 2021 Board Committee Assignments

Sponsors: William Wolfson

Indexes: Administration & Compliance

Attachments: [2020 GLWA Committee Assignments with Staff Assignments.Revised.06.26.20](#)
[2021 GLWA Board of Directors Committee Assignments.12.17.20](#)

Effective January 1, 2021:

Member Quadrozzi will switch from the Capital Planning Committee to the Audit Committee;

Member Zech will switch from the Audit Committee to the Operations and Resources Committee; and

Member Brown will switch from the Operations and Resources Committee to the Capital Planning Committee.

Note: Calendar Year 2021 Committee Assignments are attached.

G. [2020-455](#) Proposed Schedule of GLWA Board Meetings for 2021

Sponsors: William Wolfson

Indexes: Administration & Compliance

Attachments: [2021 GLWA Board of Directors Meeting Schedule](#)

Motion By: Brian Baker

Support By: Jaye Quadrozzi

Action: Adopted

The motion carried by a unanimous vote.

H. [2020-457](#) Discussion Regarding Annual Conflict of Interest Disclosure

Sponsors: William Wolfson

Indexes: Administration & Compliance

No Action Taken - Discussion Only

I. [2020-464](#) Approval of a Memorandum of Understanding between Evergreen Farmington Sanitary District and GLWA

Sponsors: Suzanne Coffey and Randal Brown

Indexes: Planning Services; General Counsel

Motion By: Gary Brown

Support By: Jaye Quadrozzi

Action: Approved

The motion carried by a 5/1 vote.

J. [2020-465](#) **Approval of a Memorandum of Understanding between Detroit Water and Sewerage Department and GLWA**

Sponsors: Suzanne Coffey and Randal Brown

Indexes: Planning Services; General Counsel

Motion By: Jaye Quadrozzi

Support By: John J. Zech

Action: Approved

The motion carried by a 5/1 vote.

K. [2020-466](#) **Purchase of 1001 Clairpointe, Detroit, MI (East Lake Baptist Church)**

Sponsors: Randal Brown

Indexes: General Counsel

Motion By: John J. Zech

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

The Board will also discuss such other matters.

10. Reports

None

11. Remarks

A. Chairperson's Remarks

Chairperson Walker-Griffea gave kudos to GLWA Leadership and the Financial Services Team regarding the audit report presented at today's meeting.

B. Board Members' Remarks

Vice-Chairperson Zech also gave kudos to everyone involved in completing the audit report, especially under the COVID-19 restrictions.

Director Brown gave kudos to the Great Lakes Water Authority and the Board for all the great work its done in representing and serving the people of this region.

Director Hendrix made inquiries regarding the BID (Business Inclusion and Diversity) Program.

12. CEO's Report

A. [2020-453](#) CEO's Report - December, 2020

Sponsors: Sue F. McCormick

Indexes: Office of the Executive

Attachments: [CEO Report - December 17, 2020 and General Counsel Report](#)

Motion By: John J. Zech

Support By: Brian Baker

Action: Received and Filed

The motion carried by a unanimous vote.

13. Other Matters

There were no other matters.

14. Adjournment

Chairperson Walker-Griffea requested a Motion to Adjourn.

Motion By: Jaye Quadrozzi

Support By: Freman Hendrix

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 3:50 p.m.