



# Great Lakes Water Authority

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

## Meeting Minutes - Draft

### Board of Directors

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Wednesday, August 27, 2025

2:00 PM

Water Board Building 5th Floor  
and  
Zoom Telephonic Meeting

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#### Join Zoom Meeting:

<https://glwater.zoom.us/j/83377620411?pwd=uPTXOI8TojFbV5YA236VQp6BXC8VCr.1>

#### Join by Telephone

##### US Toll-Free:

888 788 0099; or 877 853 5247

Meeting ID: 833 7762 0411 Passcode: 995980

### 1. Call to Order

Chairperson Miller called the meeting to order at 2:01 p.m.

### 2. Quorum Call

**Present:** 5 - Chairperson Mark Miller, Vice-Chairperson John J. Zech, Director Brian Baker, Director Gary Brown, and Director Freman Hendrix

**Excused:** 1 - Secretary Jaye Quadrozzi

### 3. Consent Matters

William M. Wolfson, Deputy Chief Executive Officer, stated that the Legal Committee has requested to move New Business items 8. B. - D. to 3C. Consent Matters, where they will become items 3C. viii. - x.

There being no objections by the Board, the requested items were moved to 3C. Consent Matters.

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

i. [2025-269](#) July 23, 2025 Board of Directors Meeting Minutes (Draft)

**Sponsors:** Rechanda Willis

**Attachments:** [Minutes - July 23, 2025 Board of Directors Meeting](#)

Motion By: Brian Baker

Support By: Gary Brown

Action: Approved

The motion carried by a unanimous vote.

**B. Communications (Items for Consent)****i. [2025-266](#) Receipt of Correspondence**

**Attachments:** [memorandum - 20250801 - REQ-0005499 LHWTP Flocculator Improvements Emergency PO Response to Public Comment at BOD Meeting on 07.23.2025](#)

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

**C. New Business (Items for Consent)****i [2025-251](#) Requisition No. REQ-0005467  
Michigan Master Computing Program Contract (Hardware)  
O&M**

**Sponsors:** Jeffrey Small

**Indexes:** Information Technology

**Attachments:** [REQ-0005467 Procurement Board Report.docx](#)

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

**ii. [2025-252](#) Requisition No. REQ-0005464  
Michigan Master Computing Program Contract (Software)  
O&M**

**Sponsors:** Jeffrey Small

**Indexes:** Information Technology

**Attachments:** [REQ-0005464 Procurement Board Report](#)

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

- iii. [2025-253](#) **Proposed Amendment No. 2**  
**Contract No. 1904738/SCN-0000309**  
**Job Order Contract - Instrumentation and Controls Maintenance**  
**Services (WRRF & CSOs)**  
**O&M**

**Sponsors:** Navid Mehram

**Indexes:** Wastewater Operations

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

- iv. [2025-254](#) **Proposed Change Order No. 1**  
**Contract No. 2201762/SCN-0000301**  
**PS1 Rack and Grit HVAC Upgrade**  
**CIP #211011/ BCE Score: 77.50**

**Sponsors:** Navid Mehram

**Indexes:** Wastewater Operations

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

- v. [2025-256](#) **Requisition No. REQ-0002688**  
**2025 Task Order Engineering Services**  
**O&M**

**Sponsors:** Navid Mehram

**Indexes:** Wastewater Operations

**Attachments:** [REQ-0002688 Procurement Board Report](#)

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

- vi. [2025-257](#) **Proposed Change Order No. 2**  
**Contract No. 2201142/SCN-0000149**  
**Conveyance System Infrastructure Improvements: Sewer In-System**  
**Storage and Valve Remote Improvements**  
**CIP #260701/BCE Score: 60.10**

**Sponsors:** Navid Mehram

**Indexes:** Wastewater Operations

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

- vii. [2025-258](#) **Proposed Change Order No. 2**  
**Contract No. 2203675/SCN-0000228**  
**Conversion of Plumbing Shop to Satellite Warehouse Building 101**  
**CIP #260905 /BCE Score: 50.70**

**Sponsors:** Navid Mehram

**Indexes:** Wastewater Operations

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

- viii. [2025-264](#) **Proposed Amendment 2 to Legal Services Contract LS-2302751**  
**(Zausmer, P.C.)**

**Sponsors:** David W. Jones

**Indexes:** General Counsel

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

- ix. [2025-265](#) **Proposed Amendment No. 5 to Legal Services Contract LS-2103067  
(The Allen Law Group, P.C.)**

**Sponsors:** David W. Jones

**Indexes:** General Counsel

**Motion By:** Brian Baker

**Support By:** Gary Brown

**Action:** Approved

The motion carried by a unanimous vote.

- x. [2025-279](#) **Purchase of Property Necessary for the Concord and Nevada  
Control Valve Project**

**Sponsors:** David W. Jones

**Indexes:** General Counsel

**Motion By:** Brian Baker

**Support By:** Gary Brown

**Action:** Approved

The motion carried by a unanimous vote.

#### **4. Approval of Agenda**

Chairperson Miller 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., 3B.i., and 3C. i. - x.)**

Chairperson Miller requested a Motion to Approve the Consent Matters.

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

## 6. Public Comment

Davis Smith, representing Phoenix Environmental, came before the Board regarding bid protest relating to item 2025-209, Requisition No. REQ-0000030, Fuel Maintenance Services.

Rhonda Grayer, President of WT Stevens Construction, Inc., came before the Board with an introduction of WT Stevens Construction, Inc., which is a woman-owned firm doing underground utilities, and has recently completed a project for DWSD (Detroit Water and Sewerage Department), and looking for an opportunity to provide value and services to the Great Lakes Water Authority.

Ms. Grayer also introduced WT Stevens Construction's new partner, NTS Engineering, a 28-year old engineering firm which has recently initiated operations in Michigan, serving infrastructure of water and wastewater.

Teffani Dupot Anderson addressed the Board regarding GLWA's relationship to DWSD and DWSD's Lifelong Program.

## 7. Old Business

### A. [2025-209](#) Requisition No. REQ-0000030 Fuel Maintenance Services O&M

**Sponsors:** Cheryl Porter

**Indexes:** Water Operations

**Attachments:** [REQ-0000030 Procurement Board Report](#)  
[REQ-0000030 Cost Tabulation](#)  
[REQ-0000030 Vendor Response Follow-up](#)  
[REQ 0000030 Bid Award Protest Letter 7.22.25](#)  
[Procurement Response - Phoenix Enviromental Inc. Bid Protest](#)  
[Notice to BOD related to Phoenix Environmental Inquiry](#)

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

## 8. New Business (Items for Discussion)

**A. [2025-267](#) Enterprise Risk Management Fiscal Year 2025 Update**

**Sponsors:** William Wolfson and Keiano Vanzant

**Indexes:** Administration & Compliance

**Attachments:** [ERM FY 2025 Board Presentation](#)

**Motion By:** John J. Zech

**Support By:** Gary Brown

**Action:** Received and Filed

**The motion carried by a unanimous vote.**

**A. Chairperson's Remarks**

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

**B. Board Members' Remarks**

**There were no Board Members' remarks.**

**11. CEO's Report****A. [2025-278](#) CEO Report - August 27, 2025**

**Sponsors:** Suzanne Coffey

**Indexes:** Office of the Executive

**Attachments:** [CEO Report - August 27, 2025 \(Final\) withAttachment.pdf](#)

**Motion By:** Freman Hendrix

**Support By:** Brian Baker

**Action:** Received and Filed

**The motion carried by a unanimous vote.**

**12. Other Matters**

**William M. Wolfson, Deputy Chief Executive Officer, reminded Members of the Board that the Board will meet, as scheduled, on October 8, 2025, at 1:00 p.m. (Board of Directors Workshop) and the meeting will focus on the Annual Financial Plan Update.**

**Mr. Wolfson also advised members of the public that the Board is not expected to take action following today's Closed Session.**

**13. Closed Session**

**A. [2025-268](#) Closed Session Request - Attorney-Client Communication(s)**

**Sponsors:** David W. Jones and William Wolfson

**Indexes:** General Counsel

Entered Closed Session at 3:07 p.m.

Returned from Closed Session at 3:21 p.m.

The only matters discussed were attorney-client communications.

**14. Adjournment**

Chairperson Miller requested a Motion to Adjourn.

Motion By: Gary Brown

Support By: Brian Baker

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 3:22 p.m.