



**CHARTER TOWNSHIP OF VAN BUREN  
WATER & SEWER COMMISSION  
Tuesday April 24,2018  
Van Buren Township Hall  
46425 Tyler Road**

The meeting was called to order at 6:25 p.m. in the Sheldon Room by Chairperson Rochowiak. Members present: Commissioner Rochowiak, Commissioner Partridge, Trustee Frazier, Commissioner Speaks absent excused. Also present, Director James Taylor, Superintendent Martin Ladd, Maria Sedki FTCH Engineer and Project Manager and Recording Secretary Pecsénye.

**APPROVAL OF AGENDA:**

Motion to approve the agenda as presented Commissioner Partridge, second Trustee Frazier, Motion Carried.

**APPROVAL OF MINUTES:**

Motion to approve the minutes of the March 27, 2018 meeting as presented Trustee Frazier Second Commissioner Partridge, Motion Carried.

**REPORTS:**

1. Monthly Operations Reports- Superintendent Ladd

a. April Activities

- Sewer Items- E.Q. basin repair odor control, calibrated air monitors and annual maintenance to dewater and recirculating pumps. Bi Annual cleaning of lift stations and wet wells Inspections were conducted at Harbor Club and Beckley Lift Station sites for wiring and grounding issues. Repair and raising of sanitary manholes in the township. Our field staff and Staff from our Engineering Company FTCH are continuing to inspect, assess and geographically record the manholes in the township for our asset management program under our SAW grant.
- Water Items –Yard restorations from winter water repairs have begun as well as cleaning around water and sewer utilities for access. The Parks department buildings have been DE winterized, meters installed and water turned on. Resolved an issue with a pressure reducing valve on Rawsonville road caused by valve repair done on GLWA system.

**NOTE-** SCADA operations were disrupted due to the weather event over the weekend of April 13<sup>th</sup> thru the 17<sup>th</sup>, there were no disruption in service or pressures due to the issue.

**MISSION STATEMENT**

*“The Van Buren Public Works Department is committed to a clean and safe environment, enhanced service delivery to its customers and protection of the significant public investment in the township’s buildings and grounds, and water distribution and sanitary collection systems.”*



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2. Administrative Report- Director James Taylor

- **Upcoming Sewer Projects;** Greenbriar Sanitary replacement scheduled for 2018 will begin soon the sanitary project on I-94 Service Dr (Crackerbarrel) originally scheduled for 2018 should be shovel ready by end of the year and will begin Spring of 2019. After further investigation the project slated for I-94 Service Dr, W of Belleville has been cancelled as no repairs were needed. The Harbor Club sanitary repair project however is more involved than originally thought so that project will be move to 2019 CIP.
- **Annual Tax Transfer-** Director Taylor presented graph showing how the amount of the tax transfer is directly impacted by the department doing or not doing water shut off's. The graphs show the amount is quite high again and because the township does not always recoup all the money transferred to taxes he will be presenting this to the Supervisor so that the department can begin doing shut off's again this month.  
**NOTE:** Our Department is very flexible with payment plans as allowed and will not shut water off to those individuals that make and keep those payment plans.
- **DUWA Definitive Transfer Agreement-** After several years and many meetings the transfer agreement of the sanitary system from Wayne County to the DUWA has been finalized. It was approved by our Board in April. The processes of establishing by-laws and service agreements have been in committees. A third party has been selected to take over operations at the plants.
- **SAW Project Update** – presented by FTCH Engineer Maria Sedki – Ms. Sedki gave a review of the Sanitary Asset Management grant, that is designed to build a database to account for and document the condition of the sanitary system, build a plan for cleaning, maintaining and proactive replacement program. She reported the progress so far and the plan moving forward. Some of the highlights include; 917 (36%) of the township's 2547 manholes have been documented, inspected and GPS located, the inspection and documentation process should be finished by Spring of 2019. We will also begin televising sewers in July.

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**PUBLIC COMMENT:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

**NON-AGENDA ITEMS:**

**NEXT MEETING:** May 22, 2018 (Sheldon Room)

**ADJOURNMENT:** Motion to adjourn Commissioner Partridge, second Trustee Frazier, motion carried meeting adjourned 7:17 p.m.

Respectfully Submitted by Karen E. Pecsénye

Approved Walter J. Rochowiak

Chairman- Walter Rochowiak

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