



# **Detroit Water and Sewerage Department Meeting Minutes - Final Finance Committee**

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Wednesday, October 4, 2023

1:00 PM

To attend by phone call one of these numbers:  
+1 301 715 8592, +1 312 626 6799, +1 267 831 0333  
Use Meeting ID: 815 7263 5118  
Use Passcode: 482262021

To attend online: <https://cityofdetroit.zoom.us/j/81572635118>  
Use Passcode: 482262021

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## **Finance Committee Meeting will be held virtually**

### **1. CALL TO ORDER**

Chairperson Forte called the meeting to order at 1:00 p.m.

### **2. ROLL CALL**

**Present:** 3 - Chairperson Linda Forte, Commissioner Lane Coleman and Commissioner Michael Einheuser

### **3. APPROVAL OF AGENDA**

Chairperson Forte requested approval of the agenda.

**A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that the agenda be approved. The motion carried by a unanimous vote.**

### **4. APPROVAL OF MINUTES**

Chairperson Forte requested approval of the minutes of September 6, 2023.

**A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that the minutes be approved. The motion carried by a unanimous vote.**

### **5. PUBLIC PARTICIPATION (3 minutes per speaker)**

There was none.

### **6. COMMUNICATIONS**

There were none.

### **A. [2023-210](#) Receipt of Correspondence**

**Sponsors:** Welch

**Attachments:**     [BOWC Memo](#)  
[Contracts & Purchase Orders \\$5,000-\\$25,000 October 2023](#)  
[BOWC Sept ECS Report Approved By Director Brown in October 2023](#)

**This Communication or Report was received and filed.**

**7.        UNFINISHED BUSINESS**

There was none.

**8.        NEW BUSINESS**

**A.        [2023-211](#)        Finance Policies Presentation**

**Sponsors:**        Pospiech

**Attachments:**     [Finance Policies Presentation-Corp Card Travel P Card Deduct Meters](#)

**This Communication or Report was received and filed.**

**B.        [2023-212](#)        Resolution approving Amendments to Finance Policies**

**Sponsors:**        Pospiech

**Attachments:**     [Amended Corporate Card Policy w redline](#)  
[Amended Purchasing Card Policy w redline](#)  
[Amended Business Travel and Training Expense Policy w redline](#)  
[Finance Policies - Presentation -Corp Card, Travel, P Card, Deduct Meters](#)

**A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Resolution, BOWC be recommended for approval. The motion carried by a unanimous vote.**

**C.        [2023-213](#)        Resolution approving Deduct Meters Policy**

**Sponsors:**        Pospiech

**Attachments:**     [200-FIN-Deduct Meters Policy](#)

**A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Resolution, BOWC be recommended for approval. The motion carried by a unanimous vote.**

**D.        [2023-214](#)        The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to approve DWSD Contract No. 6005746 with Morgan Site Services, Inc. aka Morgan Engineering Systems, Inc. a Piggyback Contract of CoD #6005286, for As-Needed Crane & Hoist Maintenance, Service, Parts and Repairs, for a total contract amount**

**not-to-exceed \$100,000.00 and a term of 3 years and 6 months.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

**Sponsors:** Welch

**A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that this Contract be recommended for approval. The motion carried by a unanimous vote.**

**E. [2023-215](#)**

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve Amendment No. 1 to DWSD Contract No. 6005464 with Melmac Co., Inc. d/b/a Motor City Pipe & Supply Co., for Various Gate Box Parts, by adding \$119,480.50, for a total amount not-to-exceed \$430,159.35. No change to the terms, conditions or contract period (through 7/20/2024).** The BOWC also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

**Sponsors:** Welch

**A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Contract Amendment be recommended for approval. The motion carried by a unanimous vote.**

**F. [2023-216](#)**

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve Amendment No. 5 to DWSD Contract 6002695 (PS-1847) for a personal services contract with Mathew Kannanthanam; adding \$125,000 in funding for a total amended not-to-exceed amount of \$450,000 and extending the term by 1 year, for a new term ending 2/28/2025.** The BOWC also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

**Sponsors:** Welch

**A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that this Contract Amendment be recommended for approval. The motion carried by a unanimous vote.**

**G. [2023-217](#)**

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve DWSD Contract No. 6005683 with Somat Engineering, Inc. for As-Needed Engineering Services, for a total contact amount not-to-exceed \$1,500,000.00 and a term of three years.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

**Sponsors:** Welch

**A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Contract be recommended for approval. The motion carried by a unanimous vote.**

- H. [2023-218](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve DWSD Contract No. 6005722 with Decima, LLC for Project Design and Building Renovation Services for a total contract amount not-to-exceed \$850,000.00 and a term of 1 year and 4 months.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.
- Sponsors:** Welch
- A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that this Contract be recommended for approval. The motion carried by a unanimous vote.**
- I. [2023-219](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve DWSD Purchase Order 3068580 to provide (1) one John Deere 644P Wheel Loader and Attachments with AIS Construction Equipment Corporation, for a total purchase order amount not-to-exceed \$369,994.00.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.
- Sponsors:** Welch
- A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Contract be recommended for approval. The motion carried by a unanimous vote.**
- J. [2023-224](#) **Finance Committee Review**
- Sponsors:** Rahman
- Attachments:** [Finance Committee Presentation - Oct 2023 Meeting \(June Results\) v 23.09.18](#)
- This Communication or Report was received and filed.**
- K. **Planning Calendar (17-0024)**
- June 2023 YTD Financial Review
9. **OTHER MATTERS**
- There were none.
10. **NEXT MEETING**
- November 1, 2023
11. **ADJOURNMENT**
- Chairperson Forte requested a motion to adjourn.
- A motion was made by Commissioner Michael Einheuser, seconded by**

Commissioner Lane Coleman that the meeting be adjourned. The motion carried by a unanimous vote.

There being no further business, the meeting adjourned at 1:55 p.m.

#### **How to Make a Request for Public Comment**

You may provide your public comment via Zoom link:

<http://cityofdetroit.zoom.us/j/81572635118>

During the public comment section for each committee meeting, raise your hand using the Zoom hand icon on your desktop or mobile device, or if calling into the meeting by phone, press \*9 to raise your hand (press \*6 to unmute when called upon)

We respectfully request that you maximize your three minutes by sharing all your comments/questions at one time. You will only be called upon once for public comment during the same committee meeting, full board meeting, or hearing.

Once the Chair closes public comment, there will be no other public comments accepted and all the attendees will remain muted for the duration of the meeting