



Detroit Water and Sewerage Department Meeting Minutes - Final Board of Water Commissioners

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Wednesday, September 20, 2017

2:00 PM

5th Floor Board Room, Water Board Building

Regular Meeting

1. CALL TO ORDER

Chairman Einheuser called the meeting to order at 2:00 p.m.

2. ROLL CALL

Present: 6 - Commissioner Linda Forte, Commissioner John Henry Davis, Commissioner Michael Einheuser, Commissioner Lane Coleman, Commissioner Jane Garcia and Commissioner Mary Blackmon

Absent: 1 - Commissioner Pamela Rodgers

3. APPROVAL OF AGENDA

Chairman Einheuser requested approval of the agenda.

A motion was made by Commissioner Mary Blackmon, seconded by Commissioner Lane Coleman that this Agenda be approved. The motion carried by an unanimous vote.

4. APPROVAL OF MINUTES

Chairman Einheuser requested approval of the minutes of August 16, 2017.

5. PUBLIC COMMENTS (3 minutes per speaker)

Adam Chaczyk came before the Board about the cancelled drainage workshop, not properly noted and to request the previous meeting minutes. Dr. Cooper, Chief Customer Service Officer provided Mr. Chaczyk with information regarding his concerns.

2. Fredia Butler, 8286 Normile, and community activist, provided communication to the Board expressing her concerns.

3. Michelle George with the National Action Network came to advocate for residents with large water bills.

4. Carrie Echols of 8091 Freda St. came before the board to dispute her water bill. Ms. Echols was referred to the customer care group.

6. ITEMS FROM THE COMMISSIONERS

Committee Updates

Commissioner Forte - The finance committee met on September 11, 2017 and recommended approval of the items on today's agenda.

7. UNFINISHED BUSINESS

BOWC Technical Advisor

Commissioner Davis - An adhoc committee recommended renewal of the annual contract for the board's technical advisor; the mayor agreed to a technical advisor with a robust oversight of the board activities; the HR committee recommended approval for a technical advisor; the director would solicit an RFP;

Commissioner Blackmon - there seems to be a misunderstanding about the role of the technical advisor and the compliance officer.

Commissioner Einheuser - There appears to be some divergence as to how we establish a direct reporting relationship to the board. There is a desire to hire a compliance officer to review and audit RFP's and contracts. The misunderstanding is whether there will be one person who reports to the board or if the RFP would provide a variety of skillsets based on the need. The RFP has been written and distributed.

Director Brown - The intent of the RFP was to hire a firm to write policy procedures on finance and regulatory matters. It would also give the board the flexibility of hiring a person with several different disciplines. The RFP has been solicited with a direct report to the board and a dotted line to the director.

Commissioner Forte - I 'm confused about the process.

Chairman Einheuser - Suggest the boardmembers review the RFP and the technical advisor description to see if the needs are met.

Commissioner Davis - I would prefer to not delay the process and move forward.

A motion was made by Commissioner Davis, seconded by Commissioner Blackmon that the board move forward with the HR committee's recommendation for the technical advisor position.

Commissioner Blackmon - We can move to recommend and the particulars can be worked out within the framework.

Commissioner Coleman - Is the board voting on a firm or an individual? Chairman Einheuser said the department has moved forward with soliciting a firm. The HR committee and some colleagues prefer a firm and a person. I am uncomfortable moving forward with no specifications and reporting mechanism.

Attorney Pospiech - In order to provide the proper job posting, the board should meet and establish the qualifications. The RFP process should be vetted by the HR committee first before presenting to the full body. We can propose a format of the RFP for the HR committee to review. Chairman Einheuser stated, in addition to the services mentioned by the HR committee the RFP can be amended to add the functions of the technical advisor.

Attorney Pospiech -There is a pre-bid meeting on Friday. Proposals are due next Friday, September 29. Not able to amend the RFP. If the purpose of the technical advisor is to ensure oversight, the RFP covers those duties.

Deputy Director Mobley, P.E. - The engineering functions are primarily related to watermains and sewers. DWSD does not operate any facilities. Many of the technical nature no longer exist. She ask that the board be mindful of the functions existing within DWSD when crafting any engineering related duties.

Commissioner Forte - There are certain elements in the job description that are not applicable and should be modified.

Commissioner Garcia - Did the board approve the technical advisor position. Chairman Einheuser replied, no, but the HR committee recommended for approval.

Chairman Einheuser suggested the board take another month to review all material a make a determination. There will be a vote at the next meeting.

Motion removed from the table.

8. NEW BUSINESS

[17-0140](#)

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **enter into Contract No. DWS-903 “Inspection and In-Place Rehabilitation of Existing Sewers in the City of Detroit with Inland Waters Pollution Control (Contractor) at a cost not to exceed \$60,000,000.00 for a duration of 1095 calendar days**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Mobley

A motion was made by Commissioner Lane Coleman, seconded by Commissioner Jane Garcia that this Contract be approved. The motion carried by an unanimous vote.

[17-0144](#)

The Board of Water Commissioners for the City of Detroit Water and Sewerage Department authorizes **the sale of certain real property owned by the Detroit Water and Sewerage Department to Michigan Department of Transportation at a purchase price of Two Million Seven Hundred Seventy-One Thousand Five Hundred Twenty and 00/100 Dollars (\$2,771,520.00)**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Pospiech

Attachments: [TPAIJ Agreement](#)

A motion was made by Commissioner Jane Garcia, seconded by Commissioner Lane Coleman that this Contract, Real Estate (Other), be approved. The motion carried by an unanimous vote.

9. DIRECTOR'S METRICS[17-0149](#)**Director's Metrics**

Sponsors: Brown

Attachments: [Board Report - Metrics - 09202017 - One Page](#)

This Communication or Report was received and filed.

10. COMMENTS BY COMMISSIONERS

Commissioner Davis requested information on DWSD's non-residential lawsuits and non-residential customers in shut-off status.

Commissioner Blackmon asked for an update on the inclining block rate structure. Director Brown reported the very earliest it could get implemented in our system is July of next year.

Commissioner Blackmon suggested a BOWC retreat.

Commissioner Garcia asked for an update on bilingual employees. Director Brown will forward that information.

11. COMMENTS BY THE CHAIR

There were none.

12. OTHER MATTERS

Monica Conyers came before the board seeking a permit to install a service line for her property. Ms. Conyers was referred to Deputy Director Mobley, P.E. for assistance.

13. ADJOURNMENT

Chairman Einheuser requested a motion to adjourn.

A motion was made by Commissioner Lane Coleman, seconded by Commissioner Jane Garcia that this Meeting be adjourned. The motion carried by an unanimous vote.

There being no further business, the meeting adjourned at 3:12 p.m.