

PROPOSED AGENDA

**CHARTER TOWNSHIP OF BRIGHTON
UTILITIES COMMITTEE
4363 BUNO ROAD
BRIGHTON, MI 48114**

**March 18, 2025
SPECIAL MEETING
6:30 P.M.
(810) 229.0550**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. CALL TO THE PUBLIC
- E. APPROVAL OF THE AGENDA
- F. MINUTES - July 25, 2022
- G. Business
 - 1. Nomination and Election of Officers
 - 2. Sewer Rate Discussion
 - 3. Operator's Report
- I. CALL TO THE PUBLIC
- J. NEXT REGULAR SCHEUDLED MEETING - April 28, 2025
- K. ADJOURNMENT

The Charter Township of Brighton will provide necessary reasonable auxiliary aids and services such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting. Individuals should contact the Charter Township of Brighton by writing or contacting: Township Manager, 4363 Buno Road, Brighton, Michigan 48114. Telephone: (810) 229.0550.

MEMORANDUM

TO: BRIGHTON TOWNSHIP RESIDENTS
FROM: JOSEPH R. RIKER, CLERK
SUBJECT: UTILITIES COMMITTEE ELECTRONIC PACKETS
DATE: JANUARY 31, 2019

_packets for the Brighton Township Utilities Committee meetings posted to the website contain scanned original documents. These electronic packets are subject to change based on meeting material presented to the Utilities Committee throughout the course of the meeting. For a complete original packet following the Utilities Committee meeting contact the Clerk's Office at 810-229-0560 or via email: clerk@brightontwp.com

PROPOSED MINUTES

CHARTER TOWNSHIP OF BRIGHTON
UTILITIES COMMITTEE
4363 Buno Road
BRIGHTON, MI 48114

JULY 25, 2022
REGULAR MEETING
6:30 P.M.
(810) 229.0550

J. Dorset called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset
Absent: J. Panning

Also Present: B. Vick (Township Manager)

CALL TO THE PUBLIC

None

AGENDA

Motion to approve the agenda as written by B. Kittridge and supported by P. Lyon.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried.

MINUTES

Motion to approve November 22, 2021 minutes as written by P. Lyon and seconded by B. Kittridge.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried.

BUSINESS

1. Nomination and Election of 2022 Officers

a. Motion by B. Kittridge nominating J. Dorset as Chairman; supported by R. Drouillard.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried.

b. Motion by J. Dorset to nominate P. Lyon for Vice-Chair; supported by B. Kittridge.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried.

c. Motion by P. Lyon nominating B. Kittridge for Secretary; supported by J. Dorset.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried.

Manager Vick to be Recording Secretary.

2. REU Assignment Appeal -8137 Grand River, Parcel # (4712.19.100.037)

In 2020, during an administrative review of property files, it was revealed that the two-family housing unit located at 8137 Grand River was only assigned 1 sewer REU. Per the Township ordinance, each "single family residence" must be assigned one REU. Staff notified the property owner in July of 2020 of the requirement for a second REU to be purchased. As permitted in the ordinance, the property owner has appealed the assignment of the second REU to the Utilities Committee.

The property owner, Sean Conely, was joined by his attorney Fred Custer and his father John Conely, who was the immediate past owner. Chair Dorset invited the appellant to summarize the basis for their appeal. Mr. John Conely and / or Mr. Custer raised the following topics: original REU assignment; ownership history back to Mr. Myron Serbay; grinder pump easement; that the original REU assignment represented an agreement; the building use remains as a duplex; 8143 Grand River REU assignment; a deal was made between the Township and Serbay; this being similar to a contract;

Chair Dorset asked Manger Vick to give an overview of the appeal and the material that was in the packet.

Manager Vick informed the Utilities Committee that the Assessing Department made him aware of this clerical error during a periodic property review. Topics mentioned by Mr. Vick included: timeline of notifications to the property owner, history and impact of the Shoner / Potocki Class Action lawsuit; other properties with increased REU assignments; REU calculations by Township Engineer at system inception; O&M revenue lost to date due to error (over \$6,000); O&M was increased by one REU; (1) REU costs \$10,260; correspondence and appeal process; Township Attorney's confidential correspondence; SAD Assessment Roll; grinder pump;

The Chair opened the floor to the public for comment. No comments received.

P. Lyon, regarding REU appeal for 8137 Grand River, parcel ID #(4712.19.100.037), moves to affirm B. Vick's recommended assessment of 1 incremental REU for the duplex, for a total of 2 REU, one existing, one new, and to deny the appeal based upon fairness to the system, the owners and the users of the system in the community. B. Kittridge supports the motion.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Motion carried. Assignment will be 2 REUs.

B. Vick reminded the applicant of the appeal process and that once he receives the letter confirming the Utilities Committees decision, he must meet the submission deadline should he choose to appeal the Utilities Committees decision to the Township Board.

Motion by P. Lyon to adjourn the meeting; supported by R. Drouillard.

Ayes: J. Khan, P. Lyon, B. Kittridge, R. Drouillard, J. Dorset

Absent: J. Panning

Meeting adjourned at 7:49 pm.

Respectfully submitted,

John Dorset, Chairman

Bob Kittridge, Secretary

Brian P. Vick, Recording Secretary

**UTILITIES COMMITTEE
AGENDA NOTE**

MEETING DATE: March 18, 2025

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Nomination and Election of 2025 Officers
(Chair, Vice-Chair, Secretary, Recording Secretary)

EXPLANATION OF TOPIC:

At the first meeting each year, the Committee nominates and elects officers for the one- year term, typically aligning with the calendar year. Here is a list of names that the Township Board appointed to the Committee, with term expiration dates for your information.

	<u>Term Expiration</u>
Josh Khan	12/31/2026
Bob Kittridge	12/31/2025
John Dorset	12/31/2025
Rose Drouillard	11/20/2028 BT Liaison

The Township Manager has historically performed the Recording Secretary duties.

RECOMMENDATION: Accept nominations and elect officers.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to accept the slate of nominated officers: _____ for Chair, _____ for Vice-Chair and _____ for Secretary, for one-year terms.

ROLL CALL VOTE REQUIRED? No

**Utilities Committee
AGENDA NOTES**

MEETING DATE: March 18, 2025

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Sewer Rates

EXPLANATION OF TOPIC:

The Utilities Committee last recommended a rate increase in 2021. The rate increase, at the time, took many factors into consideration such as: impact of the Shoner / Potocki lawsuit, the original SAD, historical REU sales, and the results of the SAW grant analysis. The financial projections at that time forecasted the sale of 10 REUs per year. While this number was conservative, it was in line with the sales history during the six-year period around the "great recession." The reality is that REU sales exceeded estimates, averaging 132 per year between FYE 2020 and 2024. In the last 12 months, sales have dropped down to 8 REUs.

While the increase in REU sales assisted in paying off both sewer bonds, establishing a healthy Operations & Maintenance fund and seeding the capital replacement fund, it has become evident that the average inflation of 4.9% over the last four years necessitates a rate adjustment, as current rates will not be adequate to pre-fund capital replacements over the next fifteen years.

The Township enlisted the assistance of Ken Palka from Pfeffer, Hanniford & Palka, CPA's, PC to create a rate forecast based upon our current financial situation and the projected expenses anticipated throughout the sewer system. Key element to Mr. Palka's analysis includes:

1. Increasing the Tap-In Fee, which is currently \$10,260.
2. Adding the Shoner / Potocki lawsuit DS/CC (currently \$3,459) into the "up-front" Tap-In Fee.
3. Decreasing the O&M rate (initially).
4. Implementing a new capital charge.
5. Growth projection reflects 150 remaining REU for the final phase of Encore (now Noble on the Lake) and zero growth afterwards.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- A. REU Sales History
- B. Capital Improvement Planning — Table (1) dated 10/18/24
- C. Consultant Spreadsheets (O&M, Capital Reserve, Summary)
 - a. Scenario 1A — Encore purchases 150 REU prior to rate increase
 - b. Scenario 2A — Encore purchases 150 REU after the rate increase

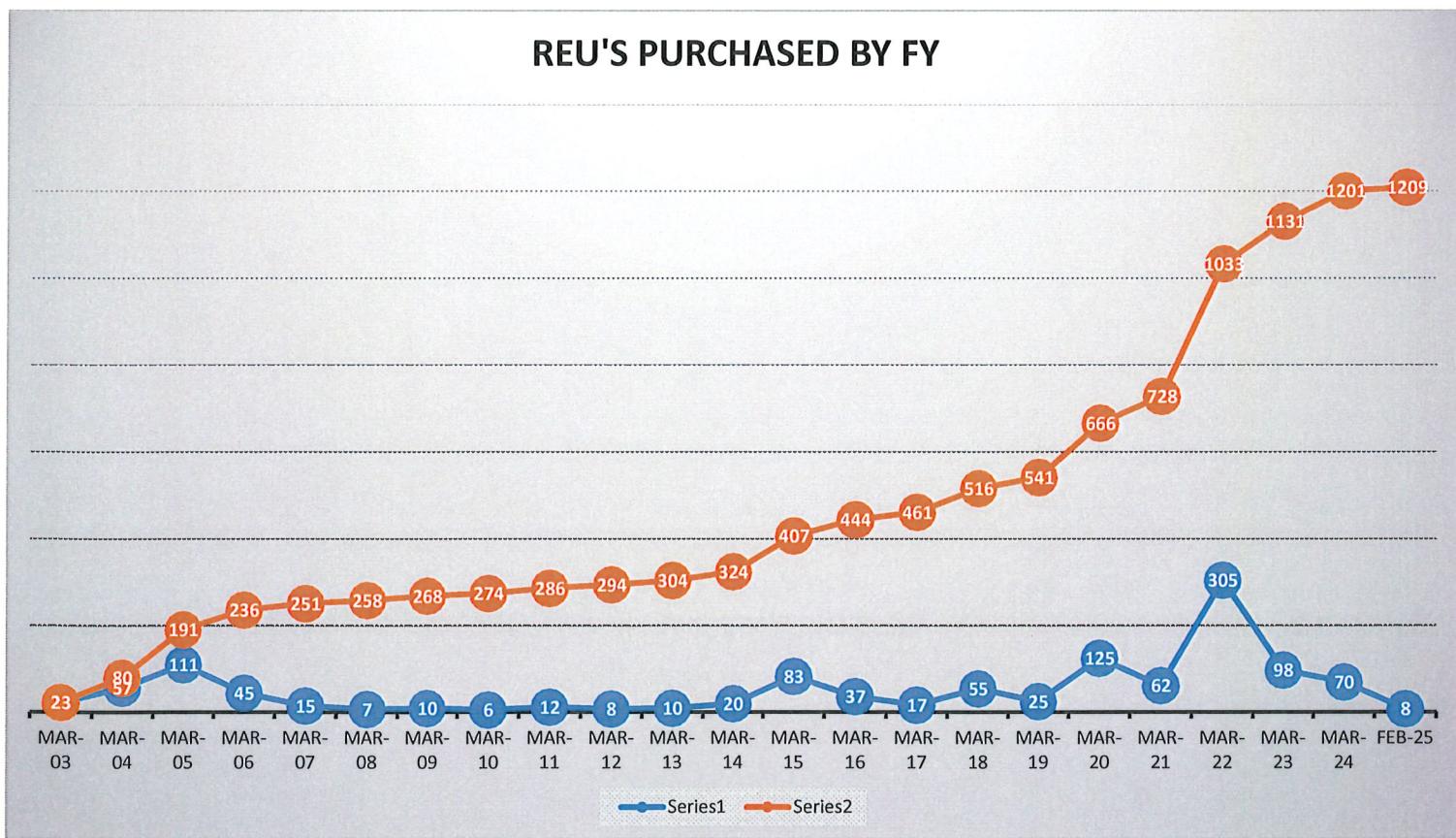
RECOMMENDATION: Following the presentation of the material by the consultants, the Utilities Committee should be prepared to provide a recommendation to the Board as to what the proposed quarterly O & M / Capital rate should be as well as the REU Tap fee.

SUGGESTED MOTION: Moved by, _____ seconded by, _____ to recommend to the Brighton Township Board a rate adjustment in accordance with the material submitted by Pfeffer, Hanniford & Palka, and adjust the rates as detailed on the summary page.

SUMMARY OF NEW REUS BY FY

Mar-03	23	23
Mar-04	57	80
Mar-05	111	191
Mar-06	45	236
Mar-07	15	251
Mar-08	7	258
Mar-09	10	268
Mar-10	6	274
Mar-11	12	286
Mar-12	8	294
Mar-13	10	304
Mar-14	20	324
Mar-15	83	407
Mar-16	37	444
Mar-17	17	461
Mar-18	55	516
Mar-19	25	541
Mar-20	125	666
Mar-21	62	728
Mar-22	305	1033
Mar-23	98	1131
Mar-24	70	1201
Feb-25	8	1209

REU'S PURCHASED BY FY



Charter Township of Brighton
Capital Improvement Planning

Table 1: Recommended Capital Improvements for WWTP and Lift Stations

Description	Anticipated Year of Replacement	Budget (2024 Dollars)	Budget (Inflated 4%/yr)
7-YEAR CIP PROJECTS			
Headworks Improvements	2025	\$480,000	\$500,000
Supernatant and WAS Improvements	2025	\$95,000	\$100,000
Disinfection Improvements	2025	\$1,300,000	\$1,350,000
Filter Media Replacement	2025	\$768,000	\$800,000
Clarifier Rehabilitation	2026	\$350,000	\$380,000
Pump Station 1 Improvements	2027	\$1,010,000	\$1,140,000
Pump Station 3 Improvements	2028	\$1,040,000	\$1,220,000
Pump Station 2 Improvements	2029	\$900,000	\$1,090,000
MCC Replacement	2030	\$720,000	\$910,000
Building Improvements	2031	\$600,000	\$790,000

Charter Township of Brighton
Sewer System - O & M and Capital Reserve Funds
Sewer Rate Analysis/Worksheets

Forecast of Revenues & Expenses

For The Years Ending 3/31/25 through 3/31/40	# of REU's for New Capital Rate	-	2,563	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	2,718	
	Capital Rate per REU (New)	\$	-	\$ 85.00	\$ 90.00	\$ 95.00	\$ 100.00	\$ 105.00	\$ 110.00	\$ 115.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
(Encore/Deerfield Dev - 150 REU's pay old Tap In Fee fye 3-31-25 & pay old Cap DS qtrly rate of \$80.50 over 11 years; Max total \$3,459 & -0- additional REU's)	# of REU's for Tap In Fees	155	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Tap In Fee per REU	\$	10,260	\$ 16,600	\$ 16,850	\$ 17,100	\$ 17,350	\$ 17,600	\$ 17,850	\$ 18,100	\$ 18,350	\$ 18,600	\$ 18,850	\$ 19,100	\$ 19,350	\$ 19,600	\$ 19,850	\$ 20,100	-	-	-	-	-

Scenario 1A

Capital Reserve Fund	Year Ending March 31, 2025	Year Ending March 31, 2026	Year Ending March 31, 2027	Year Ending March 31, 2028	Year Ending March 31, 2029	Year Ending March 31, 2030	Year Ending March 31, 2031	Year Ending March 31, 2032	Year Ending March 31, 2033	Year Ending March 31, 2034	Year Ending March 31, 2035	Year Ending March 31, 2036	Year Ending March 31, 2037	Year Ending March 31, 2038	Year Ending March 31, 2039	Year Ending March 31, 2040
Revenues																
Capital Charge (prior DS Charge \$3,459) (Non Encore/Deerfield)	\$ 285,341	\$ 267,072	\$ 252,903	\$ 240,365	\$ 210,883	\$ 202,683	\$ 187,177	\$ 160,105	\$ 103,561	\$ 32,172	\$ 2,134	\$ -	\$ -	\$ -	\$ -	
Capital Charge (prior DS Charge \$3,459) (150 REU's for Encore/Deerfield)	-	48,300	48,300	48,300	48,300	48,300	48,300	48,300	48,300	48,300	48,300	35,850	-	-	-	
Capital Charge (New)	-	871,420	978,480	1,032,840	1,087,200	1,141,560	1,195,920	1,250,280	1,304,640	1,304,640	1,304,640	1,304,640	1,304,640	1,304,640	1,304,640	1,304,640
Capital Charge Late Fees	4,280	17,077	18,471	19,098	19,471	20,164	20,746	21,156	21,123	20,052	19,602	19,570	19,570	19,570	19,570	
Tap In Fees	1,590,300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfer In From O & M Fund	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
REU Payment Over Time - Principle	20,315	20,315	20,315	20,315	20,315	20,315	20,315	8,310	2,770	-	-	-	-	-	-	
REU Payment Over Time - Interest	6,159	5,806	5,072	3,603	2,869	2,133	1,399	665	172	-	-	-	-	-	-	
Interest Income - Banks	53,935	59,193	55,188	60,772	62,286	64,331	50,422	35,865	32,285	24,095	24,488	25,736	32,702	42,206	52,865	63,631
Other	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenues	2,010,830	1,289,684	1,379,229	1,425,793	1,451,825	1,499,985	1,524,780	1,525,180	1,513,351	1,429,759	1,399,664	1,386,296	1,357,411	1,366,916	1,377,575	1,388,340
Expenses																
Headworks Improvements	250,000	250,000	-	-	-	-	-	-	200,000	-	-	-	-	-	-	
Supernatant & WAS Improvements	50,000	50,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	
Disinfection Improvements	675,000	675,000	-	-	-	-	-	-	150,000	-	-	-	-	-	-	
Filter Media Replacement	400,000	400,000	-	-	-	-	-	-	420,000	420,000	-	-	-	-	-	
Clarifier Rehabilitation	-	190,000	190,000	-	-	-	-	-	200,000	200,000	-	-	-	-	-	
Pump Station #1 Improvements	-	-	570,000	570,000	-	-	-	-	-	125,000	125,000	-	-	-	-	
Pump Station #3 Improvements	-	-	-	610,000	610,000	-	-	-	-	130,000	130,000	-	-	-	-	
Pump Station #2 Improvements	-	-	-	-	545,000	545,000	-	-	-	300,000	-	-	-	-	-	
MCC Replacement	-	-	-	-	-	455,000	455,000	-	-	-	-	-	-	-	-	
Building Improvements	-	-	-	-	-	-	395,000	395,000	-	-	-	-	-	-	-	
Sludge Storage	-	-	-	-	-	-	1,431,114	1,431,114	-	-	-	-	-	-	-	
Pump Station #4	-	-	-	-	-	-	245,569	245,569	-	-	-	-	-	-	-	
Pump Station #5	-	-	-	-	-	-	233,071	233,071	-	-	-	-	-	-	-	
Ox Ditch	-	-	-	-	-	-	-	1,115,628	1,115,628	-	-	-	-	-	-	
Pump Station #6	-	-	-	-	-	-	-	248,895	248,895	-	-	-	-	-	-	
Pump Station #7	-	-	-	-	-	-	-	-	163,552	163,552	-	-	-	-	-	
Pump Station #8	-	-	-	-	-	-	-	-	-	261,865	261,865	-	-	-	-	
Reject Pump	-	-	-	-	-	-	-	-	-	376,827	376,827	-	-	-	-	
Pump Station #9	-	-	-	-	-	-	-	-	-	-	278,714	278,714	-	-	-	
Pump Station #2A	-	-	-	-	-	-	-	-	-	-	-	622,467	-	-	-	
Engineering	41,250	46,950	22,800	35,400	34,650	80,300	82,793	52,311	64,786	38,623	35,413	19,161	11,305	8,361	8,361	18,674
Contingency Improvements/Replace	68,750	78,250	38,000	59,000	57,750	133,834	137,988	87,185	107,976	64,372	59,021	31,935	18,841	13,936	13,936	31,123
Total Expenses	1,485,000	1,690,200	820,800	1,274,400	1,247,400	2,890,818	2,980,534	1,883,195	2,332,285	1,390,443	1,274,850	689,787	406,973	301,011	301,011	672,264
Revenues over (under) expenses	525,830	(400,516)	558,429	151,393	204,425	(1,390,832)	(1,455,755)	(358,014)	(818,934)	39,317	124,814	696,509	950,438	1,065,904	1,076,563	716,076
Beginning Equity	5,393,493	5,919,323	5,518,807	6,077												

Charter Township of Brighton
 Sewer System - O & M and Capital Reserve Funds
 Sewer Rate Analysis/Worksheets
 Forecast of Revenues & Expenses
 For The Years Ending 3/31/25 through 3/31/40

(Encore/Deerfield Dev - 150 REU's start
 paying O & M rate in fy 3-31-2027 & -0-
 additional REU's after Encore/Deerfield)

Scenario 1A	# of REU's	2,558		2,563		2,718		2,718		2,718		2,718		2,718		2,718		2,718		2,718		2,718		2,718		2,718						
		\$	132.50	\$	103.00	\$	103.00	\$	104.00	\$	106.00	\$	108.00	\$	113.00	\$	118.00	\$	124.00	\$	133.00	\$	136.00	\$	136.00	\$	138.00	\$	142.00	\$	146.00	\$
O & M Fund		Year Ending March 31, 2025	Year Ending March 31, 2026	Year Ending March 31, 2027	Year Ending March 31, 2028	Year Ending March 31, 2029	Year Ending March 31, 2030	Year Ending March 31, 2031	Year Ending March 31, 2032	Year Ending March 31, 2033	Year Ending March 31, 2034	Year Ending March 31, 2035	Year Ending March 31, 2036	Year Ending March 31, 2037	Year Ending March 31, 2038	Year Ending March 31, 2039	Year Ending March 31, 2040															
Revenues																																
Sewer Billings - operations		\$ 1,355,740	\$ 1,055,956	\$ 1,119,816	\$ 1,130,688	\$ 1,152,432	\$ 1,174,176	\$ 1,228,536	\$ 1,282,896	\$ 1,348,128	\$ 1,445,976	\$ 1,478,592	\$ 1,478,592	\$ 1,500,336	\$ 1,543,824	\$ 1,587,312	\$ 1,652,544															
Sewer Billings - Late Charges		20,336	15,839	16,797	16,960	17,286	17,613	18,428	19,243	20,222	21,690	22,179	22,179	22,505	23,157	23,810	24,788															
Revenue - Other		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000															
Interest from banks		7,730	10,831	10,980	11,685	12,149	12,469	12,632	12,857	13,279	13,974	14,661	15,238	15,858	16,227	16,521	16,744															
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-															
Total Revenues		1,403,806	1,102,626	1,167,593	1,179,334	1,201,868	1,224,257	1,279,596	1,334,996	1,401,629	1,501,640	1,535,432	1,536,009	1,558,699	1,603,208	1,647,643	1,714,076															
Expenses																																
Hourly full time		4,425	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Fica		300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Medicare		100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
DB Pension		300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Health Care Savings Plan		400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Supplies		600	618	637	656	675	696	716	738	760	783	806	831	855	881	908	935															
Administration Fees		4,800	4,944	5,092	5,245	5,402	5,565	5,731	5,903	6,080	6,263	6,451	6,644	6,844	7,049	7,260	7,478															
Audit services		4,800	4,900	5,000	5,100	5,200	5,300	5,400	5,500	5,600	5,700	5,800	5,900	6,000	6,100	6,200	6,300															
Consulting		5,000	5,150	5,200	5,250	5,300	5,350	5,400	5,500	5,600	5,650	5,700	5,750	5,800	5,850																	
Bank Fees		100	100	120	140	160	180	200	220	240	260	280	300	320	340	360	380															
Legal		1,000	1,050	1,100	1,150	1,200	1,250	1,300	1,400	1,450	1,500	1,550	1,600	1,650	1,700	1,750																
Worker's comp		50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Postage		3,000	3,090	3,183	3,278	3,377	3,478	3,582	3,690	3,800	3,914	4,032	4,153	4,277	4,406	4,538	4,674															
Computer Support Services		10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048	13,439	13,842	14,258	14,685	15,126	15,580															
Engineering Services		1,000	1,030	1,061	1,093	1,126	1,159	1,194	1,230	1,267	1,305	1,344	1,384	1,426	1,469	1,513	1,558															
Supplies		45,000	46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,005	58,715	60,476	62,291	64,159	66,084	68,067	70,109															
Small Equipment		390	402	414	426	439	452	466	480	494	509	524	540	556	573	590	608															
Gas & Oil		750	773	796	820	844	869	896	922	950	979	1,008	1,038	1,069	1,101	1,134	1,168															
Contracted Services - Fixed		350,000	362,250	374,929	388,051	401,633	415,690	430,239	445,298	460,883	477,014	493,710	510,989	528,874</td																		

Sewer Analysis

Summary of Recommended Rates - Scenario 1A

For The Years Ending March 31, 2025 through March 31, 2040

Fiscal Year Ending	(All Customers Connected) O & M Rate	(Previous Customers) Old Capital Rate	(Previous & New Customers) New Capital Rate	Total Qrtly Rate for Previous Customers Until \$3,459	Total Qrtly Rate for New Customers	One Time Tap Fee
	Per REU	Per REU	Per REU	is Paid	NA	10,260.00
March 31, 2025 (current)	132.50	80.50	-	213.00		
March 31, 2026	103.00	80.50	85.00	268.50	188.00	16,600.00
March 31, 2027	103.00	80.50	90.00	273.50	193.00	16,850.00
March 31, 2028	104.00	80.50	95.00	279.50	199.00	17,100.00
March 31, 2029	106.00	80.50	100.00	286.50	206.00	17,350.00
March 31, 2030	108.00	80.50	105.00	293.50	213.00	17,600.00
March 31, 2031	113.00	80.50	110.00	303.50	223.00	17,850.00
March 31, 2032	118.00	80.50	115.00	313.50	233.00	18,100.00
March 31, 2033	124.00	80.50	120.00	324.50	244.00	18,350.00
March 31, 2034	133.00	80.50	120.00	333.50	253.00	18,600.00
March 31, 2035	136.00	80.50	120.00	336.50	256.00	18,850.00
March 31, 2036	136.00	80.50	120.00	336.50	256.00	19,100.00
March 31, 2037	138.00	-	120.00	258.00	258.00	19,350.00
March 31, 2038	142.00	-	120.00	262.00	262.00	19,600.00
March 31, 2039	146.00	-	120.00	266.00	266.00	19,850.00
March 31, 2040	152.00	-	120.00	272.00	272.00	20,100.00

Previous customers consist of those who paid \$10,260 Tap Fee plus \$80.50 per REU per quarter until \$3,459 is paid.

New customers consist of all customers buying REU's and connecting after March 31, 2025.

Charter Township of Brighton
Sewer System - O & M and Capital Reserve Funds
Sewer Rate Analysis/Worksheets
Forecast of Revenues & Expenses
For The Years Ending 3/31/25 through 3/31/40

Scenario 2A

(Encore/Deerfield Dev - 150 REU's start
paying O & M rate in fy 3-31-2028 & -0-
additional REU's after Encore/Deerfield)

	# of REU's	2,558	2,563	2,568	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723	2,723
	Operating Rate per REU	\$ 132.50	\$ 103.00	\$ 103.00	\$ 105.00	\$ 107.00	\$ 109.00	\$ 113.00	\$ 118.00	\$ 124.00	\$ 133.00	\$ 136.00	\$ 136.00	\$ 138.00	\$ 142.00	\$ 146.00	\$ 146.00	\$ 152.00	
O & M Fund		Year Ending March 31, 2025	Year Ending March 31, 2026	Year Ending March 31, 2027	Year Ending March 31, 2028	Year Ending March 31, 2029	Year Ending March 31, 2030	Year Ending March 31, 2031	Year Ending March 31, 2032	Year Ending March 31, 2033	Year Ending March 31, 2034	Year Ending March 31, 2035	Year Ending March 31, 2036	Year Ending March 31, 2037	Year Ending March 31, 2038	Year Ending March 31, 2039	Year Ending March 31, 2040		
Revenues																			
Sewer Billings - operations	\$ 1,355,740	\$ 1,055,956	\$ 1,058,016	\$ 1,143,660	\$ 1,165,444	\$ 1,187,228	\$ 1,230,796	\$ 1,285,256	\$ 1,350,608	\$ 1,448,636	\$ 1,481,312	\$ 1,481,312	\$ 1,503,096	\$ 1,546,664	\$ 1,590,232	\$ 1,655,584			
Sewer Billings - Late Charges	20,336	15,839	15,870	17,155	17,482	17,808	18,462	19,279	20,259	21,730	22,220	22,220	22,546	23,200	23,853	24,834			
Revenue - Other	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		
Interest from banks	7,730	10,831	10,980	11,058	11,647	12,094	12,386	12,631	13,075	13,793	14,505	15,108	15,755	16,150	16,473	16,725			
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Revenues	1,403,806	1,102,626	1,104,866	1,191,873	1,214,573	1,237,130	1,281,644	1,337,166	1,403,943	1,504,159	1,538,037	1,538,640	1,561,397	1,606,014	1,650,558	1,717,143			
Expenses																			
Hourly full time	4,425	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Stipend ends in 2026
Fica	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Stipend ends in 2026
Medicare	100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Stipend ends in 2026
DB Pension	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Stipend ends in 2026
Health Care Savings Plan	400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Stipend ends in 2026
Supplies	600	618	637	656	675	696	716	738	760	783	806	831	855	881	908	935	935	Increase 3% per year	
Administration Fees	4,800	4,944	5,092	5,245	5,402	5,565	5,731	5,903	6,080	6,263	6,451	6,644	6,844	7,049	7,260	7,478	7,478	Increase 3% per year	
Audit services	4,800	4,900	5,000	5,100	5,200	5,300	5,400	5,500	5,600	5,700	5,800	5,900	6,000	6,100	6,200	6,300	6,300	Increase \$100 per year	
Consulting	5,000	5,150	5,200	5,250	5,300	5,350	5,400	5,450	5,500	5,550	5,600	5,650	5,700	5,750	5,800	5,850	5,850	Increase \$50 per year	
Bank Fees	100	100	120	140	160	180	200	220	240	260	280	300	320	340	360	380	380	Increase \$20 per year	
Legal	1,000	1,050	1,100	1,150	1,200	1,250	1,300	1,350	1,400	1,450	1,500	1,550	1,600	1,650	1,700	1,750	1,750	Increase \$50 per year	
Worker's comp	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Sewer stipend ends 2026	
Postage	3,000	3,090	3,183	3,278	3,377	3,478	3,582	3,690	3,800	3,914	4,032	4,153	4,277	4,406	4,538	4,674	4,674	Increase 3% per year	
Computer Support Services	10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048	13,439	13,842	14,258	14,685	15,126	15,580	15,580	Increase 3% per year	
Engineering Services	1,000	1,030	1,061	1,093	1,126	1,159	1,194	1,230	1,267	1,305	1,344	1,384	1,426	1,469	1,513	1,558	1,558	Increase 3% per year	
Supplies	45,000	46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,005	58,715	60,476	62,291	64,159	66,084	68,067	70,109	70,109	Increase 3% per year	
Small Equipment	390	402	414	426	439	452	466	480	494	509	524	540	556	573	590	608	608	Increase 3% per year	
Gas & Oil	750	773	796	820	844	869	896	922	950	979	1,008	1,038	1,069	1,101	1,134	1,168	1,168	Increase 3% per year	
Contracted Services - Fixed	350,000	362,250	374,929	388,051	401,633	415,690	430,239	445,298	460,883	477,014	493,710	510,989	528,874	547,385	566,543	586,372	586,372	Increase 3.5% per year	
Contract Services - non routine	30,000	31,050	32,137	33,262	34,426	35,631	36,878	38,168	39,504	40,887	42,318	43,799	45,332	46,919	48,561	50,260	50,260	Increase 3.5% per year	
Contract Services - Sludge Removal	33,180	35,005	36,930	38,961	41,104	43,365	45,750	48,266	50,921	53,722	56,676	59,793	63,082	66,552	70,212	74,074	74,074	Increase 5.5% per year	
Telephone	730	752	774	798	822	846	872	898	925	952	981	1,010	1,041	1,072	1,104	1,137	1,137	Increase 3% per year	
Utilities	130,000	133,900	137,917	142,055	146,316	150,706	155,227	159,884	164,680	169,621	174,709	179,950	185,349	190,909	196,637	202,536	202,536	Increase 3% per year	
Grounds maint & repair	3,000	3,090	3,183	3,278	3,377	3,478	3,582	3,690	3,800	3,914	4,032	4,153	4,277	4,406	4,538	4,674	4,674	Increase 3% per year	
Building repair & maint	23,000	25,000	5,000	5,000	5,000	5,000	5,000	15,000	10,000	7,500	65,000	65,000	15,000	15,000	15,000	17,500	18,000	19,000	Garage Door and Roof, misc
Building security alarm	700	721	743	765	788	811	836	861	887	913	941	969	998	1,028	1,059	1,091	1,091	Increase 3% per year	
Equipment maint & repair	32,000	35,000	30,300	31,209	32,145														

Capital Reserve Fund	Year Ending March 31, 2025	Year Ending March 31, 2026	Year Ending March 31, 2027	Year Ending March 31, 2028	Year Ending March 31, 2029	Year Ending March 31, 2030	Year Ending March 31, 2031	Year Ending March 31, 2032	Year Ending March 31, 2033	Year Ending March 31, 2034	Year Ending March 31, 2035	Year Ending March 31, 2036	Year Ending March 31, 2037	Year Ending March 31, 2038	Year Ending March 31, 2039	Year Ending March 31, 2040
Revenues																
Capital Charge (prior DS Charge \$3,459) (Non Encore/Deerfield)	\$ 285,341	\$ 267,072	\$ 252,903	\$ 240,365	\$ 210,883	\$ 202,683	\$ 187,177	\$ 160,105	\$ 103,561	\$ 32,172	\$ 2,134	\$ -	\$ -	\$ -	\$ -	
Capital Charge (prior DS Charge \$3,459) (150 REU's for Encore/Deerfield)	-	871,420	924,480	980,280	1,034,740	1,089,200	1,143,660	1,198,120	1,252,580	1,307,040	1,307,040	1,307,040	1,307,040	1,307,040	1,307,040	
Capital Charge (New)	-	4,280	17,077	17,661	18,310	18,684	19,378	19,963	20,373	20,342	20,088	19,638	19,606	19,606	19,606	
Capital Charge Late Fees	4,280	17,077	17,661	18,310	18,684	19,378	19,963	20,373	20,342	20,088	19,638	19,606	19,606	19,606	19,606	
Tap In Fees	51,300	83,000	2,611,750	-	-	-	-	-	-	-	-	-	-	-	-	
Transfer in From O & M Fund	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
REU Payment Over Time - Principle	20,315	20,315	20,315	20,315	20,315	20,315	8,310	2,770	-	-	-	-	-	-	-	
REU Payment Over Time - Interest	6,159	5,806	5,072	3,603	2,869	2,133	1,399	665	172	-	-	-	-	-	-	
Interest Income - Banks	53,935	43,803	39,991	70,510	71,105	72,222	57,378	41,876	37,344	28,194	28,169	28,996	35,659	45,217	55,931	
Other	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenues	471,830	1,308,994	3,872,672	1,333,883	1,359,096	1,406,431	1,430,391	1,429,950	1,417,269	1,387,994	1,357,481	1,356,141	1,362,805	1,372,363	1,383,077	1,393,897
Expenses																
Headworks Improvements	250,000	250,000	-	-	-	-	-	-	200,000	-	-	-	-	-	-	
Supernatant & WAS Improvements	50,000	50,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	
Disinfection Improvements	675,000	675,000	-	-	-	-	-	-	150,000	-	-	-	-	-	-	
Filter Media Replacement	400,000	400,000	-	-	-	-	-	-	420,000	420,000	-	-	-	-	-	
Clarifier Rehabilitation	-	190,000	190,000	-	-	-	-	-	-	200,000	200,000	-	-	-	-	
Pump Station #1 Improvements	-	-	570,000	570,000	-	-	-	-	-	125,000	125,000	-	-	-	-	
Pump Station #3 Improvements	-	-	-	610,000	610,000	-	-	-	-	130,000	130,000	-	-	-	-	
Pump Station #2 Improvements	-	-	-	-	545,000	545,000	-	-	-	300,000	-	-	-	-	-	
MCC Replacement	-	-	-	-	-	455,000	455,000	-	-	-	-	-	-	-	-	
Building Improvements	-	-	-	-	-	-	395,000	395,000	-	-	-	-	-	-	-	
Sludge Storage	-	-	-	-	-	-	1,431,114	1,431,114	-	-	-	-	-	-	-	
Pump Station #4	-	-	-	-	-	-	245,569	245,569	-	-	-	-	-	-	-	
Pump Station #5	-	-	-	-	-	-	-	233,071	233,071	-	-	-	-	-	-	
Ox Ditch	-	-	-	-	-	-	-	-	1,115,628	1,115,628	-	-	-	-	-	
Pump Station #6	-	-	-	-	-	-	-	-	248,895	248,895	-	-	-	-	-	
Pump Station #7	-	-	-	-	-	-	-	-	-	163,552	163,552	-	-	-	-	
Pump Station #8	-	-	-	-	-	-	-	-	-	261,865	261,865	-	-	-	-	
Reject Pump	-	-	-	-	-	-	-	-	-	376,827	376,827	-	-	-	-	
Pump Station #9	-	-	-	-	-	-	-	-	-	-	-	278,714	278,714	-	-	
Pump Station #2A	-	-	-	-	-	-	-	-	-	-	-	-	-	622,467	Per disc. w/ oper/engr.	
Engineering	41,250	46,950	22,800	35,400	34,650	80,300	82,793	52,311	64,786	38,623	35,413	19,161	11,305	8,361	18,674	
Contingency Improvements/Replace	68,750	78,250	38,000	59,000	57,750	133,834	137,988	87,185	107,976	64,372	59,021	31,935	18,841	13,936	31,123	
Total Expenses	1,485,000	1,690,200	820,800	1,274,400	1,247,400	2,890,818	2,980,534	1,883,195	2,332,285	1,390,443	1,274,850	689,787	406,973	301,011	301,011	672,264
Revenues over (under) expenses	(1,013,170)	(381,206)	3,051,872	59,483	111,696	(1,484,387)	(1,550,143)	(453,245)	(915,016)	(2,449)	82,631	666,354	955,832	1,071,352	1,082,065	721,633
Beginning Equity	5,393,493	4,380,323	3,999,117	7,050,989	7,110,471	7,222,167	5,737,780	4,187,638	3,734,392	2,819,377	2,816,928	2,899,558	3,565,912	4,521,744	5,593,096	6,675,161
Ending Equity	4,380,323	3,999,117	7,050,989	7,110,471	7,222,167	5,737,780	4,187,638	3,734,392	2,819,377	2,816,928	2,899,558	3,565,912	4,521,744	5,593,096	6,675,161	7,396,794
Recommended Equity - Maintain \$2m minimum in fund																

Summary of Rates

O & M Rate	\$ 132.50	\$ 103.00	\$ 103.00	\$ 103.00	\$ 105.00	\$ 107.00	\$ 109.00	\$ 113.00	\$ 118.00	\$ 124.00	\$ 133.00	\$ 136.00	\$ 136.00	\$ 138.00	\$ 142.00	\$ 146.00	\$ 152.00
Capital Rate (New Starting 4/1/25)	-	85.00	90.00	90.00	95.00	100.00	105.00	110.00	115.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00
Total Rate on customers who have paid off old rate of \$3,459	\$ 132.50	\$ 188.00	\$ 193.00	\$ 195.00	\$ 202.00	\$ 209.00	\$ 218.00	\$ 228.0									

Sewer Analysis
 Summary of Recommended Rates - Scenario 2A
 For The Years Ending March 31, 2025 through March 31, 2040

Fiscal Year Ending	(All Customers Connected)	(Previous Customers)	(Previous & New Customers)	Total Qrtly	Total Qrtly	One Time Tap Fee
	O & M Rate Per REU	Old Capital Rate Per REU	New Capital Rate Per REU	Rate for Previous Customers Until \$3,459 is Paid		
March 31, 2025 (current)	\$ 132.50	\$ 80.50	\$ -	\$ 213.00	NA	\$ 10,260.00
March 31, 2026	103.00	80.50	85.00	268.50	188.00	16,600.00
March 31, 2027	103.00	80.50	90.00	273.50	193.00	16,850.00
March 31, 2028	105.00	80.50	90.00	275.50	195.00	17,100.00
March 31, 2029	107.00	80.50	95.00	282.50	202.00	17,350.00
March 31, 2030	109.00	80.50	100.00	289.50	209.00	17,600.00
March 31, 2031	113.00	80.50	105.00	298.50	218.00	17,850.00
March 31, 2032	118.00	80.50	110.00	308.50	228.00	18,100.00
March 31, 2033	124.00	80.50	115.00	319.50	239.00	18,350.00
March 31, 2034	133.00	80.50	120.00	333.50	253.00	18,600.00
March 31, 2035	136.00	80.50	120.00	336.50	256.00	18,850.00
March 31, 2036	136.00	-	120.00	256.00	256.00	19,100.00
March 31, 2037	138.00	-	120.00	258.00	258.00	19,350.00
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March 31, 2040	152.00	-	120.00	272.00	272.00	20,100.00

Previous customers consist of those who paid \$10,260 Tap Fee plus \$80.50 per REU per quarter until \$3,459 is paid.

New customers consist of all customers buying REU's and connecting after March 31, 2025.

Utilities Committee
AGENDA NOTES

MEETING DATE: March 18, 2025

PERSON PLACING ITEM ON AGENDA: Manager

AGENDA TOPIC: Operator's Report

EXPLANATION OF TOPIC:

The Township Board entered into a contract effective April 1, 2024 with F&V Operations to be the day-to-day manager of the waste water treatment plant and collection system. Prior to April 1, 2024, the system had been operated by Infrastructure Alternatives, who had been the operator since the system was built (2002). With one year under their belt, I have asked Brandon Damon, Project Manager, to attend the meeting, provide an update and answer any questions about their activities over the past year. I have attached a copy of their last three monthly reports for reference.

The Township is also in the process of undertaking two large capital projects, replacing the stationary generator and upgrading the UV disinfection units. I am providing material that was previously submitted to the Township Board for their action, and therefore, does not require Utilities Committee action. Staff and our consultant will be able to update you on the projects' progress, as well as answer any questions you may have about future projects.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- A. F&V Monthly Operator Reports (Dec 24, Jan 25 and Feb 25)
- B. Capital Projects Currently in Progress
 - a. WWTP Generator (Township Board excerpt June 18, 2024)
 - b. Disinfection Improvements (Township Board excerpt March 17, 2025)

SUGGESTED MOTION: No Action needed.

This agenda item is for information and discussion.



December 17, 2024

Brighton Township
4363 Buno Rd,
Brighton, MI 48114

**SUBJECT: Brighton Township Monthly Operation and Maintenance Report
November 2024**

Dear: Mr. Brian Vick

Please find attached the Monthly Operation and Maintenance Report for the Brighton Township Wastewater Treatment Plant (WWTP) and wastewater collection systems. This report is intended to provide a brief explanation of the activities related to the operation and maintenance of the facilities. All information and data used to compile this report is available for your review upon request.

All required and routine monitoring of the wastewater treatment plant was performed in accordance with the NPDES discharge permit during this period. Copies of the Final Effluent data from the November Discharge Monitoring Reports (DMRs) are available upon request.

If you have any questions regarding the contents of this report or our operational activities, please contact me at your convenience at 517.673.9369, or by email at bdamon@fv-operations.com.

Sincerely,
F&V Operations and Resource Management

A handwritten signature in black ink, appearing to read "Brandon Damon".

Brandon Damon
Project Manager

Enclosures:
Operations & Maintenance Highlights

BRIGHTON TOWNSHIP WWTP & COLLECTION SYSTEM REPORT

Wastewater Treatment Plant (WWTP)

- An exceedance in the monthly average for phosphorus, the cause of the violation is unknown currently, we are investigating possible causes.
- 11/19/2024 at 4:02PM FVOP received an emergency call out for the wastewater treatment plant for a power outage staff arrived to find that power was restored. Staff preformed a walk though to make sure all equipment was operating properly and found that the reject pumps needed to be reset.

Collection System

- 11/23/2024 at approximately 1:30AM FVOP received calls for communications failure on the KISM Lift station SCADA system. This was investigated and it was found that Version wireless that KISM uses for the communications went down. Even though there were no communications the lift stations keep working like they were supposed to and after about 3 hours version communications were restored.
- 11/6/2024 lift station seven lost power staff hooked up the portable generator and contacted DTE. DTE restored power the fallowing day.

GRINDER EMERGENCY						
date	personal	Reason for Work	address	Work order #	Hours worked	
11/2/2024	1	alarm	9480 kerrington	24-000256	2	
11/3/2024	1	alarm	9078 northpoint	24-000257	3	
11/16/2024	1	alarm	2801 parklawn dr	24-000264	3	

			Collection Emergencies		
date	personal	Reason for Work	Description	Work order #	Hours worked
10/29/2024	1	alarm	LS7 high wet well	24-000253	6
10/29/2024	1	alarm	LS10 low wet well	24-000254	6
11/4/2024	1	alarm	Replaced Breaker at ls5	24-000268	4
11/6/2024	1	alarm	LS 7 power fail	24-000269	4

			WWTP emergencies		
date	personal	Reason for Work	Description	Work order #	Hours worked
11/19/2024	1	Alarm	WWTP lost power	24-000265	3

During Work Hours Grinder Pump emergency's				
Date	personal	Reason for Work	Description	Work order #
11/11/2024	1	alarm	9480 Kerrington Ct	24-000259
11/15/2024	1	alarm	10087 Skeman Rd	24-000263



January 16, 2024

Brighton Township
4363 Buno Rd,
Brighton, MI 48114

**SUBJECT: Brighton Township Monthly Operation and Maintenance Report
December 2024**

Dear: Mr. Brian Vick

Please find attached the Monthly Operation and Maintenance Report for the Brighton Township Wastewater Treatment Plant (WWTP) and wastewater collection systems. This report is intended to provide a brief explanation of the activities related to the operation and maintenance of the facilities. All information and data used to compile this report is available for your review upon request.

All required and routine monitoring of the wastewater treatment plant was performed in accordance with the NPDES discharge permit during this period. Copies of the Final Effluent data from the December Discharge Monitoring Reports (DMRs) are available upon request.

If you have any questions regarding the contents of this report or our operational activities, please contact me at your convenience at 517.673.9369, or by email at bdamon@fv-operations.com.

Sincerely,
F&V Operations and Resource Management

A handwritten signature in black ink, appearing to read "Brandon Damon".

Brandon Damon
Project Manager

Enclosures:
Operations & Maintenance Highlights

BRIGHTON TOWNSHIP WWTP & COLLECTION SYSTEM REPORT

Wastewater Treatment Plant (WWTP)

- During December, there were no callouts for the wastewater treatment plant. I am pleased to report that there were no violations, and the plant is operating efficiently. Additionally, FVOP is working on coordinating a meeting with the manufacturer of the influent screen and effluent filters to obtain pricing for general maintenance parts.

Collection System

- **12/1/2024:** Callout to LS10 for a high wet well alarm. Both pumps lost prime due to a failing gasket on pump #1. The gasket was replaced, and the pumps were reprimed and placed back into normal operation. Additionally, operators discovered that the transducer was giving false readings due to condensation buildup. We cleaned the condensation, which temporarily resolved the issue. The transducer's manufacturer, Vega, was contacted, and they assisted us in adjusting the transducer's parameters to prevent future false readings.
- **12/4/2024:** FVOP met with Dubois Cooper at LS5 to pull pump #2 to determine why a seal failure alarm was present. The inspection revealed that the seal between the motor and the pump had failed allowing water to get into the motor. Dubois Cooper has determined that the repairs will be covered under warranty. The pump was sent to the factory for repairs.
- **12/15/2024:** Callout to LS6 for a high float alarm. It was determined that the float had failed. The float was replaced, and the station returned to normal operations.

GRINDER EMERGENCY						
date	personal	Reason for Work	address	Work order #	Hours worked	
11/26/2024	1	alarm	9925 Spencer Rd	24-000267	1.5	

Collection Emergencies						
date	personal	Reason for Work	Description	Work order #	Hours worked	
12/2/2024	1	call out	LS10 for high float adjusted float to prevent in future	24-000273	3	
12/15/2024	1	call out	LS6 investigated high float alarm replaced float on later date	24-000276	1	

During Work Hours Grinder Pump emergency's						
Date	personal	Reason for Work	Description	Work order #		
12/2/2024	1	alarm	8632 Hilton Rd	24-000271		



February 14, 2025

Brighton Township
4363 Buno Rd,
Brighton, MI 48114

**SUBJECT: Brighton Township Monthly Operation and Maintenance Report
January 2025**

Dear: Mr. Brian Vick

Please find attached the Monthly Operation and Maintenance Report for the Brighton Township Wastewater Treatment Plant (WWTP) and wastewater collection systems. This report is intended to provide a brief explanation of the activities related to the operation and maintenance of the facilities. All information and data used to compile this report is available for your review upon request.

All required and routine monitoring of the wastewater treatment plant was performed in accordance with the NPDES discharge permit during this period. Copies of the Final Effluent data from the January Discharge Monitoring Reports (DMRs) are available upon request.

If you have any questions regarding the contents of this report or our operational activities, please contact me at your convenience at 517.673.9369, or by email at bdamon@fv-operations.com.

Sincerely,
F&V Operations and Resource Management

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Brandon Damon
Project Manager

Enclosures:
Operations & Maintenance Highlights

BRIGHTON TOWNSHIP WWTP & COLLECTION SYSTEM REPORT

Wastewater Treatment Plant (WWTP)

- **1/21/2025:** Found an issue with the UV system. After investigation, it was determined that one of the bulb wires was broken, causing a dead short. This was remedied by replacing the bulb.

Collection System

• Lift Station 10

- **1/12/2025:** Callout to LS10 for a high wet well alarm. Both pumps lost prime. Pump 2 was able to be reprimed, while Pump 1 was found to be leaking from the seal. Pump 1 was put out of service until it could be repaired.
- **1/13/2025:** Pump 1 was disassembled for inspection, revealing that the mechanical seal had failed. Parts were ordered. In the evening, pump 2 lost prime, but operators were able to reprime the pump.
- **1/26/2025:** Callout to LS10 for a high wet well alarm. It was determined that Pump 2 had lost prime.
- **1/29/2025** a new mechanical seal was installed on Pump 1, and the pump was put back in service.

• Lift Station 2

- **1/25/2025:** Callout to Lift Station 2 (LS2) for a high wet well alarm. Upon staff arrival, it was found that both main breakers had tripped. Operators were unable to determine what caused both main breakers to trip. The breakers were reset and the lift station returned to normal operations.
- **1/26/2025:** A second callout to lift station 2 for a high wet well alarm. Both breakers had tripped again. Operators worked with Kennedy on what was causing the motor starters to trip. It was determined that the PLC was switching between "in auto" and "not in auto," causing the pump motor starters to rapidly cycle on and off. Kennedy removed the "not in auto" condition from the program and replaced the PLC input card on Monday, 1/27/2025.
- **1/29/2025:** At lift station 2, both pump air release valves (ARV) were found to be leaking. This was resolved by replacing the ARV with rebuilt relief valves that were on hand. The damaged ARV's were disassembled and inspected before being rebuilt. One of the ARV was found to be damaged beyond repair, but the second was successfully rebuilt and placed on the shelf as a spare. Currently we are acquiring quotes to replace the damaged ARV with a new replacement.

GRINDER EMERGENCY					
date	personal	Reason for Work	address	Work order #	Hours worked
1/11/2025	1	Call out	9485 Sheltering Oaks Dr	25-000008	3.5

Collection Emergencies					
date	personal	Reason for Work	Description	Work order #	Hours worked
1/19/2025	1	Callout	Emergency Miss Dig	2025011800064-000	2
1/10/2025	1	Callout	Call out LS10 Loss of Prime	25-000009	1
1/12/2025	1	Callout	Call out LS10 Loss of Prime	25-000010	6
1/13/2025	1	Callout	Call out LS10 Loss of Prime	25-000011	3.5
1/25/2025	1	Callout	call out to LS2 fro high wet well	25-000033	4

ut of scope invoice					
During Work Hours Grinder Pump emergency's					
Date	personal	Reason for Work	Description	Work order #	
1/2/2025	1	alarm	1181 Scenic Pointe Ct	25-000001	
1/2/2025	1	alarm	8303 Hilton Rd	25-000002	
1/9/2025	1	alarm	9799 Lake Edge Dr	25-000004	
1/11/2025	1	alarm	9485 Sheltering Oaks Dr	25-000008	
1/20/2025	1	alarm	2989 Old US 23	25-000023	
1/20/2025	1	alarm	9773 Medinah Ct	25-000024	
1/20/2025	1	alarm	2724 Cades Cove	25-000025	
1/21/2025	1	alarm	3416 Hilton Pointe Ct	25-000026	
1/21/2025	1	alarm	9058 Ridgefield Dr	25-000027	
1/22/2025	1	alarm	9058 Ridgefield Dr	25-000028	
1/22/2025	1	alarm	2724 Cades Cove	25-000029	
1/23/2025	1	alarm	9430 Sheltering Oaks Dr	25-000030	
1/23/2025	1	alarm	3416 Hilton Pointe Court	25-000031	
1/26/2025	1	alarm	2872 Cady dr	25-000036	

AGENDA NOTES

MEETING DATE: June 18, 2024

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Wastewater Treatment Plant Generator Replacement

EXPLANATION OF TOPIC:

The Township has solicited bids for the replacement of the stationary generator at the wastewater treatment plant. Fleis & Vandenbrink (F&V), the Township's engineer, put together the bid package. The scope of the work includes a new generator, removal of the old generator, inclusion of a temporary generator during the work, upgrading certain electrical controls and SCADA elements, and upgrading the monitoring system for the diesel storage tank that supplies the generator. The bid results are summarized in the table on the next page.

There is a significant cost difference between each bid in spite of the fact that all bidders proposed Generac units with the same power of 400kW. F&V has had conversations with the low bidder, Cyr Electric, after the bid opening to confirm that they understand the scope of the work. F&V has also provided a proposal for construction administration services in an amount of \$48,300.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Fleis & Vandenbrink Bid Summary and Recommendation Letter
- Draft Agreement with Cyr Electric
- Fleis & Vandenbrink Proposal dated June 10, 2024

RECOMMENDATION: Approve the Cyr Electric bid and the proposal from F&V

SUGGESTED MOTION:

Motion by _____, supported by _____ to authorize the Township Supervisor and Township Clerk to sign the agreement with Cyr Electric, LLC for the wastewater treatment plant generator project with a do-not-exceed amount of \$311,850, which includes a 10% contingency. Additionally, to authorize the Township Manager to sign the Fleis & Vandenbrink proposal dated June 10, 2024 as presented.

ROLL CALL VOTE REQUIRED? Yes



Charter Township of Brighton

WWTP Generator Replacement

F&V Project No.: 863000

BID SUMMARY

BID OPENING: THURSDAY, MAY 16, 2024, AT 11:00 AM

Bidder (listed below from low to high)	Bid Amount
1. Cyr Electric LLC	\$283,500.00
2. Innovated Energy Controls, LLC	\$337,710.00
3. J. Ranck Electric, Inc.	\$378,636.00
4. Comprehensive Contracting, LLC	\$498,500.00

AGENDA NOTES

MEETING DATE: March 17, 2025

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Disinfection Improvements for the Wastewater Treatment Plant

EXPLANATION OF TOPIC:

The Township has been working with the Township's engineer, Fleis & Vandenbrink (F&V), for many months to upgrade the wastewater treatment plants disinfection units per the asset management plan for the sanitary sewer system. The Township has finally received bids for the project, which are summarized on the next page. The bids are considerably less than the original expectations were for the cost of the project. CSM Mechanical has done work for the Township's wastewater treatment plant for some years and has done work for disinfection unit projects.

The lead time for the actual disinfection unit themselves is about 18 weeks. It's anticipated that construction would begin October, 2025. F&V will provide a proposal for construction administration services for the project at the April meeting. The engineer and staff are not recommending accepting the alternate.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Fleis & Vandenbrink Bid Tabulation (dated 2/26/2025)
- Engineer's Opinion of Probable Cost
- Project Drawings
- Proposed Agreement

RECOMMENDATION: Award the contract to CSM Mechanical

SUGGESTED MOTION:

Motion by _____, supported by _____ to award the contract to CSM Mechanical and to authorize the Township Supervisor and Township Clerk to sign the agreement with a project budget of \$683,905 (which includes a 15% contingency).

ROLL CALL VOTE REQUIRED? Yes



Charter Township of Brighton
WWTP Disinfection System Improvements
Bid Tabulations

Job: 860331

Date: 2/26/2025

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	CSM Mechanical		Lee Contracting, Inc. DBA Midwest Power Systems, Inc.		Sorensen Groos Company LLC	
				BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT
1	Lump Sum Bid Price for Base Bid	LSUM	1	\$584,700.00	\$584,700.00	\$760,844.00	\$760,844.00	\$823,000.00	\$823,000.00
2	SCADA	LSUM	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
				Total: \$594,700.00		Total: \$770,844.00		Total: \$833,000.00	
				As-Read: \$594,700.00		\$770,844.00		\$823,000.00	
				Difference: \$0.00		\$0.00		-\$10,000.00	

Denotes an error in Contractor's Bid Amount

Bid Alternate No. 1

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY						
				BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT
A1	Alternate No.1 [Add] [Deduct]	LSUM	1	-\$17,000.00	-\$17,000.00	-\$19,475.00	-\$19,475.00	\$2,743.00	\$2,743.00
				Total: -\$17,000.00		Total: -\$19,475.00		Total: \$2,743.00	



Engineer's Opinion of Probable Project Cost ⁽¹⁾

Project:	Charter Township of Brighton WWTP	Project No.	860331
Basis for Estimate:	[] Conceptual [] Basis of Design [X] Final	Estimator:	NRS
Work:	<u>UV Disinfection Improvements</u>	Date:	Nov-24
		ENR-CCI:	13632.39

Item	Description	Unit	Qty.	Unit Price	Amount
1	Equipment and Piping Demolition	LS	1	\$20,000	\$20,000
2	24" Effluent Sewer Structures and Piping	LS	1	\$84,000	\$84,000
3	Concrete Sidewalk	SF	200	\$18	\$4,000
4	Site Restoration (Top Soil, Seed, Fertilizer, Mulch)	SYD	600	\$20	\$12,000
5	Temporary UV Disinfection System	WK	4	\$12,000	\$48,000
6	Bypass Pumping	WK	4	\$10,000	\$40,000
7	Silt Fence	LF	110	\$5	\$1,000
8	UV Disinfection Equipment	LS	1	\$306,000	\$306,000
9	UV Disinfection Equipment Installation	LS	1	\$153,000	\$153,000
10	Process Piping and Valves	LS	1	\$163,000	\$163,000
11	Effluent Flow Meter	LS	1	\$12,000	\$12,000
12	Electrical, Instrumentation, and Controls	LS	1	\$77,000	\$77,000
13	SCADA Integration	LS	1	\$5,000	\$5,000
14	General Conditions, Mobilization, OH&P				\$167,000
15	Subtotal (2025 Construction)				\$1,100,000
16	Construction Contingency			10%	\$110,000
17	Engineering, Legal, Financial & Administration			20%	\$220,000
					Total Project Budget: \$1,430,000

Notes:

(1) The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at the time of bid.

