



**MEETING MINUTES
FARMINGTON HILLS WATER SYSTEM ADVISORY COUNCIL
VIA TELECONFERENCE
November 12, 2020 – 1:00 p.m.
Approved on March 2, 2021**

1. Call to Order
 - A. The meeting was called to order at 1:05 p.m.
2. Roll Call
 - A. Members Present:
 - I. Tony Drautz, Oakland County Health Division; Pontiac MI
 - II. Tammy Gushard, FH WSAC Chair; Farmington Hills MI
 - III. Mike Pucher, FH WSAC Vice-Chair, Oakland County; Pontiac MI
 - IV. Erin Quetell, Farmington Hills Resident; Farmington Hills MI
 - V. Connie Sims, FH WSAC Secretary, OCWRC Water Systems Engineering; Lake Orion MI
 - B. Members Absent:
 - I. NONE
 - C. Attendees:
 - I. Amy Ploof, WRC Water Systems Engineering;
 - II. Teresa Newman, WRC Consultant;
3. Approval of Agenda
 - A. Tony Drautz motion to adopt; support by Connie Sims.
4. Approval of Jan. 29, 2020 Minutes
 - A. Tammy Gushard motion to adopt; support by Michael Pucher.
5. Public Comment
 - A. No public comment was received.
6. Unfinished Business
 - A. State of Michigan EGLE WSAC Update
 - I. The State Drinking Water Advisory Council (SDWAC) continues to meet. They have announced funding designed to provide assistance to develop public information materials. Mike asked if grants are available to communities? Connie believes the grant



is for water systems and based on criteria.

B. Farmington Hills Public Education and Awareness

- I. An infographic for water customers related to maintaining water quality in the home was distributed via customer bills in April and will be sent annually. It is on the WRC website as well as a video. Farmington Hills provides a link on their website to WRC.
- II. The Farmington Hills Consumer Confidence Report has a section that identifies methods for maintaining water quality in the home.
- III. Roundtable discussion regarding develop and distribute water quality information
 1. Methods to develop and distribute information to vulnerable populations:
 - a. Work with elementary schools so that students bring the information home to share with the household.
 - b. Provide information to Oakland County staff to hand out during immunizations and while providing other County services. The County home improvement program tests for lead at every job and hand out pamphlets about lead.
 - c. Work with the Farmington Hills Public Information Officer to distribute messaging via email, social media, public events. The magnet distributed by WRC was used as an example of a quick visual guide for identifying lead in the home.
 - d. Develop a water quality program that reminds residents to clean aerators, change filters, etc. as an annual event similar to changing smoke alarm batteries when Daylight Savings Time ends.
 - e. Use the FH activities guide to reach older and younger populations.
 - f. Set up a booth at the annual Farmington Hills open house.
 - g. Engage faith communities and community centers.
 - h. Great Lakes Water Authority (GLWA) is a good resource as well and they share with member partners.
 - i. Erin reminded that dissemination in multiple languages is important.



C. Approval of WSAC Bylaws

- I. The timeline leading to the approval of the WSAC Bylaws was provided by Tammy.
 1. 12/2018 – Farmington Hills City Council established the WSAC as a temporary council as discussions regarding a regional WSAC was being explored. In the end, EGLE didn't allow regional WSACs.
 2. 10/2019 – City Council approved the enactment of an ordinance change to establish the WSAC.
 3. 1/2020 -- City Attorney attended the FH WSAC Meeting to review the Bylaws and Rules of Procedure. The WSAC adopted the Bylaws and Rules of Procedure at that meeting.
 4. 3/2020 - FH City Council approved the WSAC Bylaws and Rules of Procedure. They are on file with FH City Clerk's office. Copies were distributed to WSAC members.

7. New Business

A. Appointment of Chairperson, Vice-Chairperson and Secretary

- I. Tammy Gushard provided a timetable for appointment of Officers per the Bylaws.
 1. The Bylaws identifies the election of Chair, Vice-Chair and Secretary to serve a one-year term. Each year, the officers shall be chosen by a vote of the WSAC members. Officers cannot serve more than two successive years as the elected officer. WSAC members are appointed or re-appointed by City Council for a term of 3 years. At the end of January or beginning of February, the Mayor and City Manager submit their annual appointments to City Council. Thirty days following these appointments, the WSAC must elect its officers. There are no reappointments of the WSAC members planned until 2022 unless there is a retirement or other reason for vacancy. In late February or early March, the WSAC must elect officers to conform with the Bylaws. Tammy suggested a process of rotating through the offices, where a member holds a position for two years and then moves up through the offices. New members must be appointed



to the WSAC prior to election of officers. If member is an officer and leaves the WSAC, another member is appointed in the interim. An appointment can be presented to City Council at any time. A minimum of five members is required with no maximum limit.

- B. Approval of Regular Meeting Schedule for 2021
 - I. Motion by Tony Drautz for the 2021 meeting schedule: March 2, 2021 at 1:00 p.m. and November 2, 2021 at 1:00 p.m. at Farmington Hills City Hall Community Room or held electronically if authorized under the Open Meetings Act. Support by Erin Quetell.
 - II. Motion carried unanimously.
- C. Farmington Hills Lead and Copper Compliance Sampling for 2020
 - I. There were 30 water samples collected in Farmington Hills. All sample results were non-detect for lead. The range of copper results were 10 parts per billion (ppb) to 190 ppb. The action level for copper is 1300 ppb.
 - II. Compliance sampling occurs annually from June to September.
- D. Proposed EPA Lead and Copper Rule
 - I. The Rule is on the docket as a final rule but is not yet available in the public register.
 - II. Schools and daycares have been added to the sampling requirements (20% per year with 5 samples in each facility).
 - III. Water systems must comply with the most stringent of rules set by the State and EPA.
- E. Lead Action Level Exceedances in Other Communities
 - I. Tony Drautz, Oakland County Health Division (OCHD), explained that OCHD is working with two communities in Oakland County with Lead Action Level Exceedances (ALE). OCHD distributed pitcher, tap filter, replacements filters and held virtual town hall meetings in:
 - 1. City of Hazel Park (ALE in June)
 - 2. City of Ferndale (ALE in October)
 - II. It was noted that Royal Oak Township is expected to also have ALE that will be reported soon.
 - III. Q: Where is the sampling done? A: The Cities have established annual sampling sites



based on the population served. Communities with ALEs are sampled every 6 months.

8. Next Steps

- A. The next WSAC meeting is scheduled on March 2, 2021 –1:00 pm to 3:00 pm at Farmington Hills City Hall Community Room or virtually if necessary.
- B. Tammy will discuss distribution of public information materials with the FH Public Information Officer and provide their feedback to the group.
- C. Connie to reach out to SDWAC regarding what public information is available and let them know what the WSAC is looking for.
- D. Tony will make an inquiry into the OC Health Education Unit to determine the necessary translation of the materials to be distributed to the community.
- E. Teresa will contact GLWA Public Affairs regarding the water quality information currently available.
- F. Connie will share updates to the EPA Rule to WSAC members via email.
- G. Tammy will publish the 2021 meetings on the City website.

9. Adjournment

- A. Chairperson Gushard adjourned the meeting at 2:35 p.m.