

BOARD OF PUBLIC WORKS  
MICHAEL E. KOBZA HALL OF JUSTICE  
A G E N D A  
JANUARY 10, 2013  
3:30 P.M.

Call To Order.

- A. Roll.
- B. Approval of Agenda.
- C. Election of Officers.
- D. Approval of Minutes.
- E. Public Comment (on an agenda item).
- F. Items for Consideration:
  - 1. Permission to Bid Sale of Alfalfa Hay Tonnage.
  - 2. Information Items:
    - a. Public Works Monthly Operations Report, December 2012.
    - b. Wastewater Monthly Operating Report, December 2012.
- F. Old Business.
- G. New Business.
- H. Public Comment (on a new item).
- I. Adjourn.

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE  
MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY  
OF IT'S COMMITTEES OR SUBCOMMITTEES


The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signer for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling the following:

Muskegon County Administrator's Offices  
Michael E. Kobza Hall of Justice  
Fourth Floor; 990 Terrace Street; Muskegon, MI 49442  
(231) 724-6520

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Public Works		BUDGETED    NON-BUDGETED    PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Public Works	COMMITTEE DATE January 10, 2013	REQUESTOR SIGNATURE 	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
Election of Officers – Chair, Vice Chair, Secretary, Deputy Secretary			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u>	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO. <span style="float: right;">2</span>

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Public Works		BUDGETED    NON-BUDGETED    PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Public Works	COMMITTEE DATE January 10, 2013	REQUESTOR SIGNATURE 	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
Approve the minutes of the Special Meeting held December 3, 2012, and the regular meeting held December 13, 2012.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
I move to approve the minutes of the Special Meeting held December 3, 2012, and the regular meeting held December 13, 2012.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u>	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO. <span style="float: right; font-size: 1.5em;">3</span>

## MINUTES

Board of Public Works  
Special Meeting  
South Campus, Training Center  
Muskegon, Michigan  
December 3, 2012

### CALL TO ORDER

The meeting was called to order by Chairman Marvin Engle at 1:30 p.m.

### ROLL

Present: James Derezinski; Marvin Engle; David Fisher; Alan Jager; Scott Plummer; I. John Snider.

Excused: Lewis Collins; Benjamin Cross; Rillastine Wilkins.

### Staff

Present: John Warner, Director of Public Works; Mark Eisenbarth, Wastewater Director; Bonnie Hammersley, County Administrator; Ted Williams, Corporate Counsel; Karen Fisher, Secretary.

### Others

Present: David Kieft, Muskegon Township Supervisor  
Rod Siegel, Laketon Township  
Jerry Bartoszek, City of Norton Shores  
Commissioner Scolnik  
Deb Ackerman, Egelston Township Treasurer  
Board Chair Mahoney  
Susie Hughes, Commissioner Elect  
Jerry Sanders, Muskegon Township  
Attorney Mike Ortega  
Scott Huebler, City of Whitehall  
Chris Hall, Dalton Township Supervisor  
Attorney Dave Bossenbroek  
Kim Arter, Laketon Township Supervisor  
Sam St. Amour, Fruitland Township Supervisor  
Natasha Henderson, City of Muskegon Heights  
Mohammed Al-shatel, City of Muskegon  
Jim Reilly, Citizen  
Other Audience Members

Board of Public Works  
Special Meeting  
December 3, 2012  
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BPW-12-183 – PUBLIC COMMENT ON THE AGENDA ITEM

There were no public comments on the agenda item.

BPW-12-184– DISCUSSION ON MAKE UP OF THE BOARD OF PUBLIC WORKS

Chairman Engle and Drain Commissioner Fisher summarized the purpose of the meeting stating that Act 185 describes the membership of the Board of Public Works. This meeting is being held for public discussion on this issue.

Board members and the following audience members commented on the issue of membership of the Board of Public Works:

Jim Reilly, Deb Ackerman, Susie Hughes, David Kieft and Sam St. Amour.

BPW-12-185 – ADJOURN

Moved by Mr. Derezinski, seconded by Mr. Snider, to adjourn the meeting at 2:30 p.m.

Motion carried

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Marvin Engle, Chairman

kf

## MINUTES

Board of Public Works  
Michael E. Kobza Hall of Justice  
Muskegon, Michigan  
December 13, 2012

### CALL TO ORDER

The meeting was called to order by Chairman Marvin Engle at 4:35 p.m.

### ROLL

Present: Lewis Collins; Benjamin Cross; James Derezinski; Marvin Engle; Alan Jager; Scott Plummer; I. John Snider; Rillastine Wilkins.

Excused: David Fisher.

#### Staff

Present: John Warner, Director of Public Works; Mark Eisenbarth, Wastewater Director; Bonnie Hammersley, County Administrator; Heath Kaplan, Director of Finance & Management; Jim Lemmen, Corporate Counsel; Karen Fisher, Secretary.

#### Others

Present: Commissioner Scolnik; Susie Hughes, Commissioner Elect; Terry Sabo, Commissioner Elect; Kim Arter, Laketon Township Supervisor; Sam St. Amour, Fruitland Township Supervisor.

### BPW-12-186 – APPROVAL OF AGENDA

There were no changes to the agenda.

### BPW-12-187 – APPROVAL OF MINUTES

Moved by Mr. Cross, seconded by Mr. Snider, to approve the minutes of the meeting held November 8, 2012.

Motion carried

BPW-12-188 – PUBLIC COMMENT ON AN AGENDA ITEM

There were no public comments on any agenda items.

BPW-12-189 – AUTHORIZATION TO BID – TRANSPORTATION & DISPOSAL SERVICES – HOUSEHOLD HAZARDOUS WASTE

Moved by Mr. Collins, seconded by Ms. Wilkins, to authorize staff to bid the transportation and disposal services for the household hazardous waste collection program for a 2-year contract with an option for a 3<sup>rd</sup> year with all costs being paid by Solid Waste Recycling fund, 5710-0527.

Motion carried

BPW-12-190 – PREIN & NEWHOF CONTRACT & AUTHORIZATION TO BID PHASES II AND III – RUDDIMAN CREEK INTERCEPTOR REHABILITATION SEWER PROJECT

Moved by Mr. Derezinski, seconded by Mr. Cross, to authorize the Public Works Board Chair to sign a contract with Prein & Newhof to perform the design services and provide oversight of installation work of the Ruddiman Creek Interceptor Rehabilitation Sewer project at a not-to-exceed price of \$39,300, per the attached Agreement and in addition, move to authorize staff to bid Phases II and III of the Ruddiman Creek Interceptor Rehabilitation Sewer Project.

Motion carried

BPW-12-191 – INFORMATION ITEMS

The following items were distributed for information:

1. Public Works Monthly Operations Report, November 2012.
2. Wastewater Monthly Operating Report, November 2012.

BPW-12-192 – OLD BUSINESS

There was no old business.

Board of Public Works  
December 13, 2012  
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BPW-12-193 – NEW BUSINESS

There was no new business.

BPW-12-194 – PUBLIC COMMENT ON A NEW ITEM

There were no comments on any new item.

BPW-12-195 – ADJOURN

Moved by Mr. Snider, seconded by Mr. Collins, to adjourn the meeting at 4:41 p.m.

Motion carried

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Marvin Engle, Chairman

kf



# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Public Works		BUDGETED    NON-BUDGETED    PARTIALLY BUDGETED X	
REQUESTING DEPARTMENT Wastewater	COMMITTEE DATE January 12, 2013	REQUESTOR SIGNATURE	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>Wastewater Staff seeks the Public Works Board's permission to bid the sale of the alfalfa hay tonnage from 635 acres that would be seeded in the spring of 2013. If the bids are not competitive with corn or soybean prices, part or all of the six fields will not be planted to alfalfa.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move to authorize Wastewater Staff to bid the sale of the alfalfa hay tonnage from eight fields, or about 635 acres that would be established in the spring of 2013.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS:  		
CORPORATE COUNSEL ANALYSIS:	ADMINISTRATOR RECOMMENDATION:		
AGENDA DATE	AGENDA NO.		PAGE NO. <span style="float: right;">9</span>

# MUSKEGON COUNTY

M I C H I G A N

## BOARD OF PUBLIC WORKS

Marvin R. Engle  
Chair, District 5

Scott Plummer  
Vice Chair, District 7

David S. Fisher  
Secretary  
Drain Commissioner

Lewis J. Collins  
District 6

Benjamin E. Cross  
District 10

James J. Derezinski  
District 4

Alan Jager  
District 2

I. John Snider II  
District 3

Rillastine R. Wilkins  
District 9

## MEMORANDUM

TO: Members of the Public Works Board

FROM: John K. Warner, Director of Public Works *JKW*

DATE: 02 January 2013

SUBJECT: Public Works Monthly Operations Report, December 2012

### Solid Waste

The landfill received approximately 7,315 tons in December 2012. The total tonnage for FY2013 to date is 29,233 tons which is 11.3% above the 26,262 tons for FY 2012 for the same time period. The revenue to date for FY 2013 is \$518,631 which is 5.3% below the \$547,808 for the same period in FY 2012 (see Figures 1 and 2). During December, Eagle Alloy used 2,789 MMBTU for an invoice amount of \$5,154. Sun Chemical had a meter malfunction so we could not get a read this month. (see Figure 3).

New electric scale pit heaters have been installed and are operational. They have an expected life of around 3 years.

On 8 January, we are having an auxiliary HVAC system installed in the scale room. This is necessary due to the number of times that the window is opened each day as the scale room will get very cold in the winter and very warm in the summer.

The landfill gas collection system expansion is complete with the exception of the seeding and mulching which will take place in the spring.

We have been having some oxygen issues in the landfill gas collection point OC-2 so we are asking the DEQ to modify our operating parameters for that collection point to bring us back into compliance.

The gas valves which are on the exterior of the gas compressor station were originally installed with pneumatic operators which were prone to freezing up in the winter due to moisture in the air. We recently replaced these pneumatic valves with electrically-actuated valves which will not be prone to winter freezing.

## Sustainability

We received 13 applications for the Sustainability Coordinator position. After the first round of interviews, we reduced the field to 5 candidates. The second round interviews will take place on 11 January 2013 and hopefully we will have a new Sustainability Coordinator on board by the first of February.

## Parks

Hall Electric will be installing a new emergency generator connection on the big bathroom at Pioneer Park so that we can keep that building in operation during power outages. Currently when the power is out, we have water there but no lights or septic system pumps.

Additionally, hour meters will be added to each septic system pump so that use can be monitored and we can be sure that the pumps are alternating correctly.

One new electric pedestal will be installed in the Pioneer Park campground in a location where two sites are rather far away from the pedestal intended for them and that causes problems for the campers.

Quotes have been received on the replacement of the commercial oven/range in the picnic lodge at Pioneer Park. The new unit will be ordered this winter and in place for the start of the 2013 season.

Staff has been working with the Muskegon County Road Commission on a plan for some much needed improvements to the asphalt roads in Pioneer Park and paving of some gravel roads. More to come on this item as it gets closer to spring.

## Regional Water System

The Northside and Eastside systems are running well. No issues to report.

The Whitehall Road line and elevated tank at Michigan's Adventure were flushed on 18 December 2012.

All meters located in pits on the Eastside from which we were getting no reads have been replaced. Now staff will start replacing the no-read meters within buildings. Our goal is to get down to zero no-read meters by the end of 2013.

## Soil Erosion

During 2012, a total of 77 permits were issued for Soil Erosion & Sedimentation

Control.

### **Facilities Management**

December saw the retirement of Diane Doenges, our Housekeeping Supervisor, with 23 years of service and Linda Neal, our first shift Housekeeper, with 18 years of service. We thank them both for their many years of service and wish them both well in their retirement.

### **Construction Projects**

At this point, Buck Construction is working on the punch list for the project. It is complete for the most part with some small issues outstanding. The District Court shelving has been installed. The office furniture and chairs for first and second floors have been ordered. The courtroom chairs have been delivered and set up in the second floor courtrooms. The quote for moving District Court has been received and the request for quote for the moving of Clerk's office should be going out soon. The final move is getting closer.

The Hall of Justice reroofing project is complete. We have a masonry contractor lined up to repair some flashing mistakes which were made in the original building construction and that will be taking place very soon as the improperly installed flashing could still allow water to leak into the building in spite of the roof repairs.

At Brookhaven, the project to install new fire suppression sprinkler system is moving along well.

Figure 1

### 2009 - 2011 Solid Waste Monthly Volume In Tons

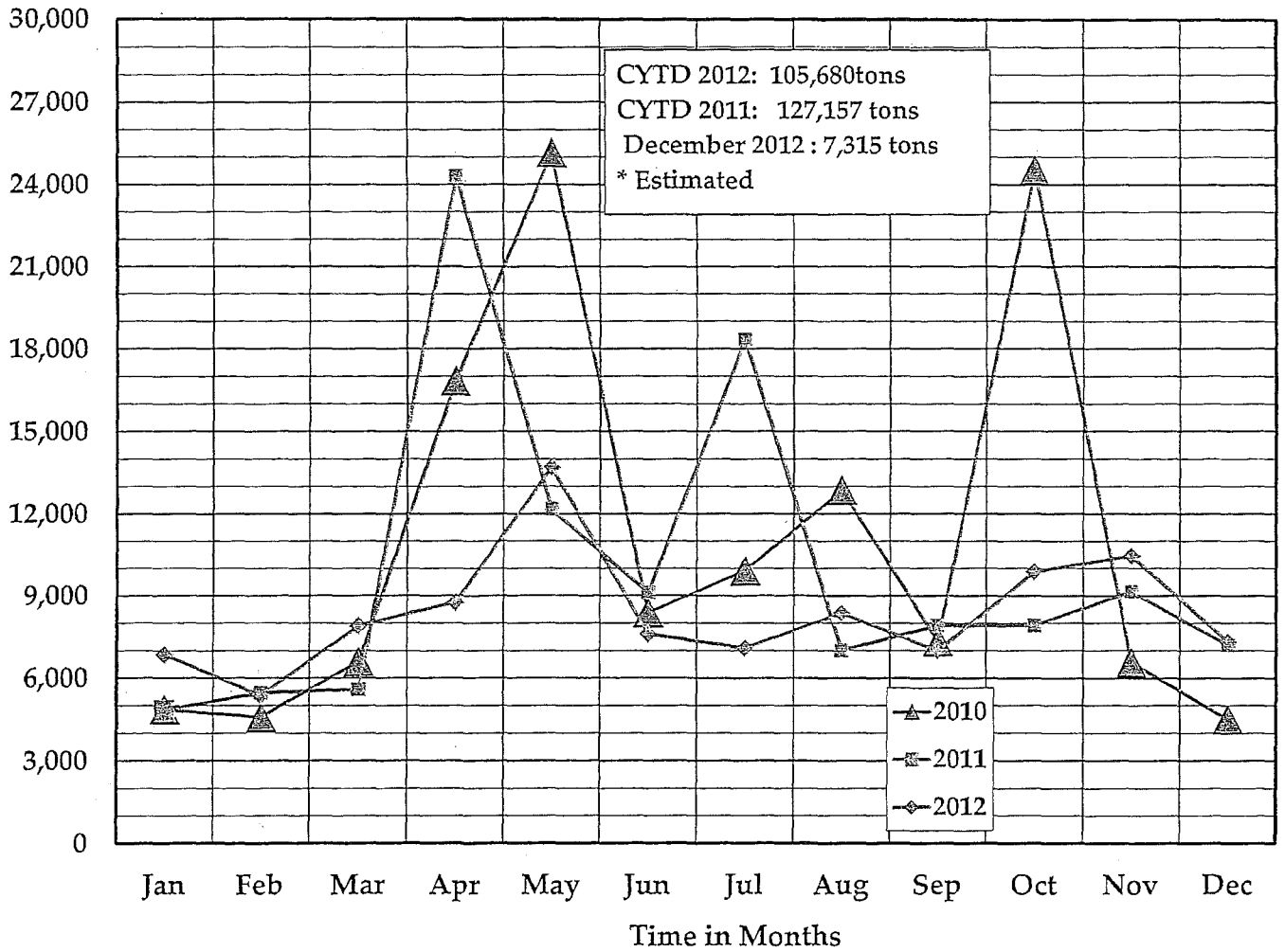


Figure 2

### 2009 - 2011 Solid Waste Monthly Income

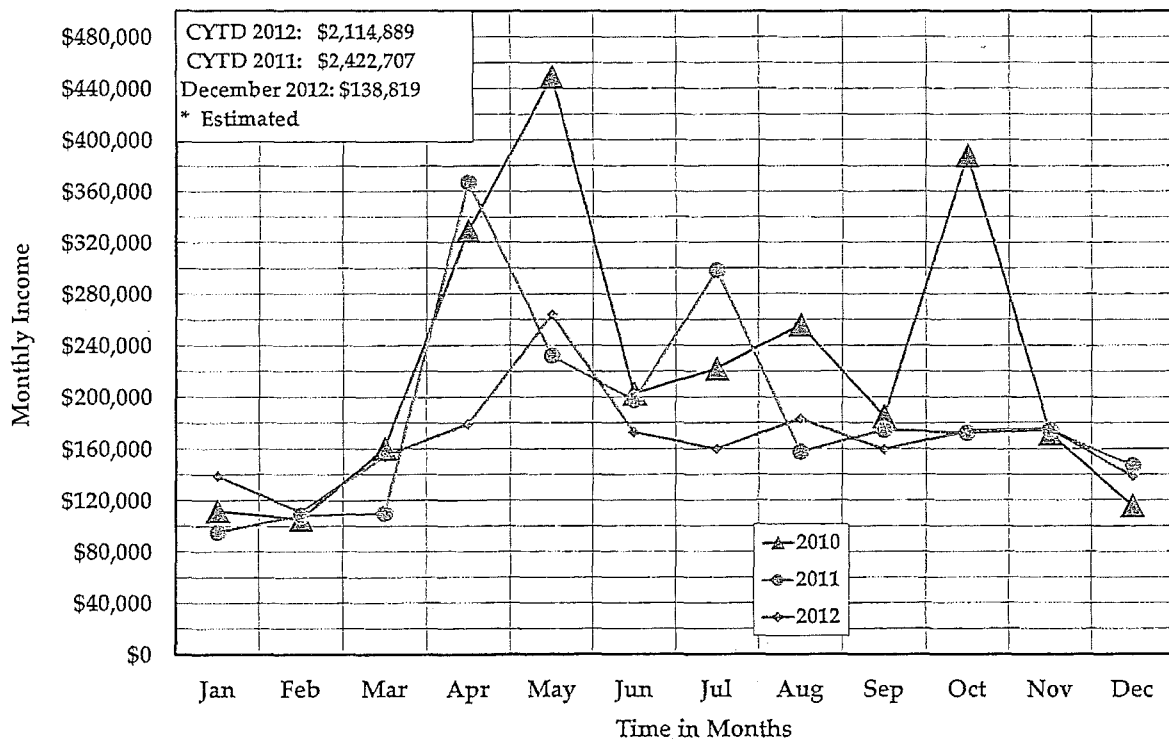
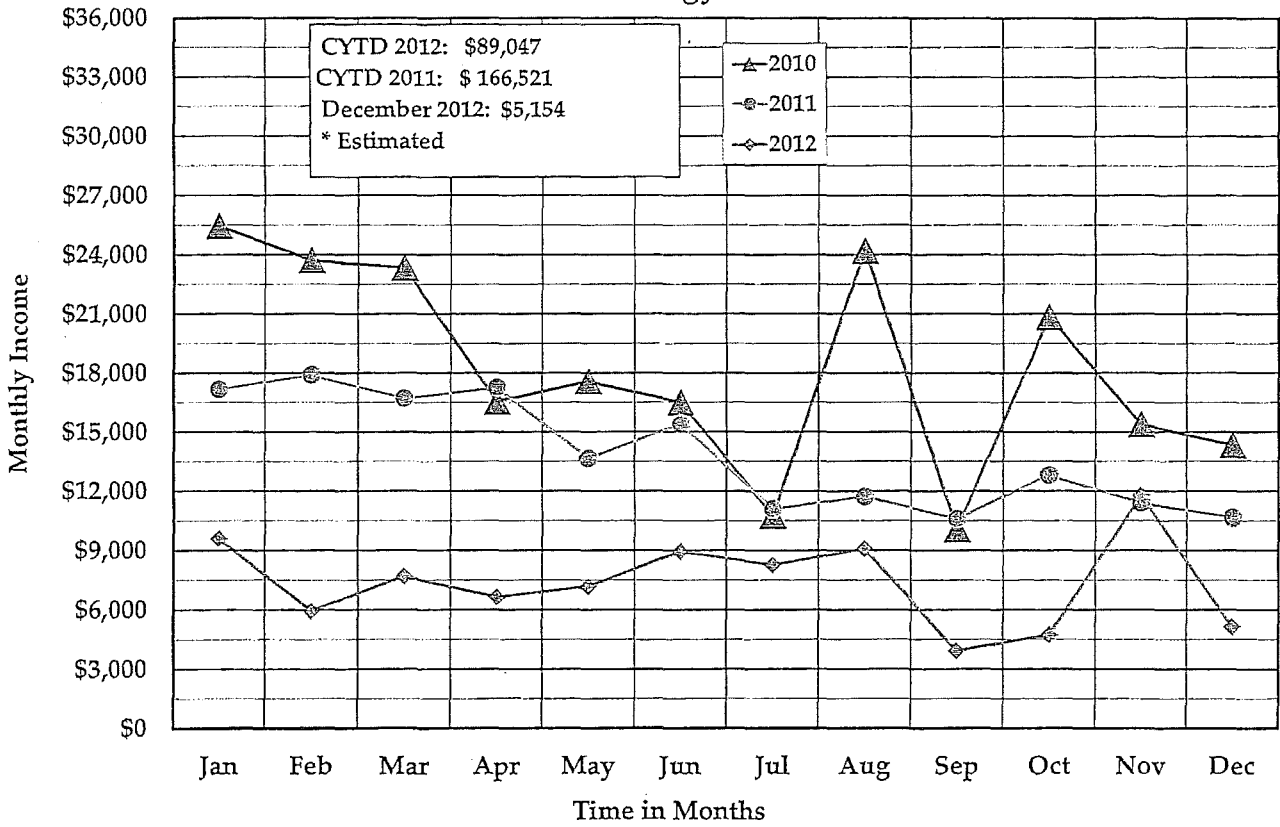


Figure 3

2009 - 2011 Public Works Energy Proceeds - Landfill Gas



# MUSKEGON COUNTY

M I C H I G A N

## MEMORANDUM

### BOARD OF PUBLIC WORKS

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TO: Mr. Marve Engle, Chairman, and  
Members of the Board of Public Works

FROM: Mark Eisenbarth, Wastewater Director *MCE*

DATE: January 2, 2013

SUBJECT: Wastewater Monthly Operating Report – December 2012

### Operations & Maintenance

The volume and elevation of the Metro storage lagoons are shown in Figure 1. At the end of December, the volume in the lagoons was 2,098 MG, 386 MG lower than it was last year at this time. The wastewater flow received at the treatment site was 11.0 MGD, down 3.5% from the 11.4 MGD received last year (see Figure 2). The plant received 2.2 MG of hauled waste, down 24.1% from the 2.9 MG received last year (see Figure 3).

PLC programming is being reconfigured at A Station and B Station to make them consistent with the rest of the collection system. Two pumps at C Station are being repaired, and a pump at Q Station requires a new shaft. One of the pumps at A Station has a recurring problem with debris plugging the impeller. One potential solution being tested by the manufacturer is to retrofit the pump with a cutter replacement kit.

### Farm

With essentially all of the fall tillage work completed in November and almost no snow, most of the month was spent doing preventive maintenance work on the irrigation rigs and the farm equipment.



**Laboratory**

**Analytical**

The November NPDES report submitted to the DEQ had no instances of noncompliance for the Muskegon Metro facility or the Whitehall facility.

**Industrial Pretreatment Program (IPP)**

The IPP unit has issued two wastewater discharge permits. One of those permits was a renewal and one was a modification. Over the previous twenty days, twenty samples from businesses were collected. Of those samples, six were from hauled waste. During this reporting period the following enforcement actions were taken:

User Name	Violation(s)	Action(s)
Burdick & Jackson, LLC	Failure to submit Self-Monitoring Report by its due date.	Notice of Violation
Metal Finishing Technology	Failure to comply with its daily maximum limit for Zinc.	Notice of Violation

IPP staff completed the 2012 3rd quarter compliance evaluation of its users. Five users met the criteria for significant non-compliance (SNC) during the 3rd quarter.

The DEQ has given permission to public notice the revised sewer use ordinance and new local limits for industrial dischargers. We will be public noticing jointly with the DEQ.

**Administration**

**Financial**

As of November 30, 2012, the unaudited total working capital for the Wastewater Operating Fund 5920, after 2 months of the FY13 budget year, has decreased \$1,915,986 from the October month-end total of \$6,523,574 to \$4,607,588, including bond proceeds. This decrease is primarily due to FY12 year-end adjustments to the various bond funds. The Sludge Removal account's adjusted balance for FY13 is \$1.9M. Operating expenditures for 2 months of the fiscal year are \$1,139,938 or 9.6% of the FY13 budget. Revenues for the same period are \$3,929,657, or 39.9% of the budget. Capital Expenditures for October were to Resurface White Road (\$490). Total Capital Expenditures to date are \$490. The Wastewater Capital Construction Fund 4911 costs for 2 months of the fiscal year are \$0. The Equipment Revolving Fund 5921 net current assets are \$3,052,514.

**Administration** - (Cont.)

**Electronics**

The VDI system has experienced sporadic outages. Staff from ISI also continues working to resolve outstanding issues from the conversion.

**Safety & Security**

There were no accidents this month. Training for safe use of overhead cranes has begun and continues as employee scheduling allows. Our SCBA Air Paks were tested for proper flow function this period. Carpet replacement quotations for the Administration Building have been received and are being reviewed. A tour was conducted for Ravenna Middle School. The GIS department set us up for data editing so we can refine and add to the site utility mapping.

**Special Projects**

**Wind Turbine Project**

Gamesa is working on commercial relationships, reviewing the US FWS requirements regarding avian & bats, and continuing to collect wind data from the three met towers.

**Marsh Project**

Ducks Unlimited held a preconstruction meeting on January 3<sup>rd</sup>. The contractor, Jackson-Merkey will begin work in January and continue as weather permits.

**Laketon Meter Project**

The construction work for the Laketon Township Meter Project is complete, and we will begin measuring flow in January. Restoration work will be completed in the spring.

Figure 1

### 2010 - 2012 Metro Lagoon Average Elevation in Feet

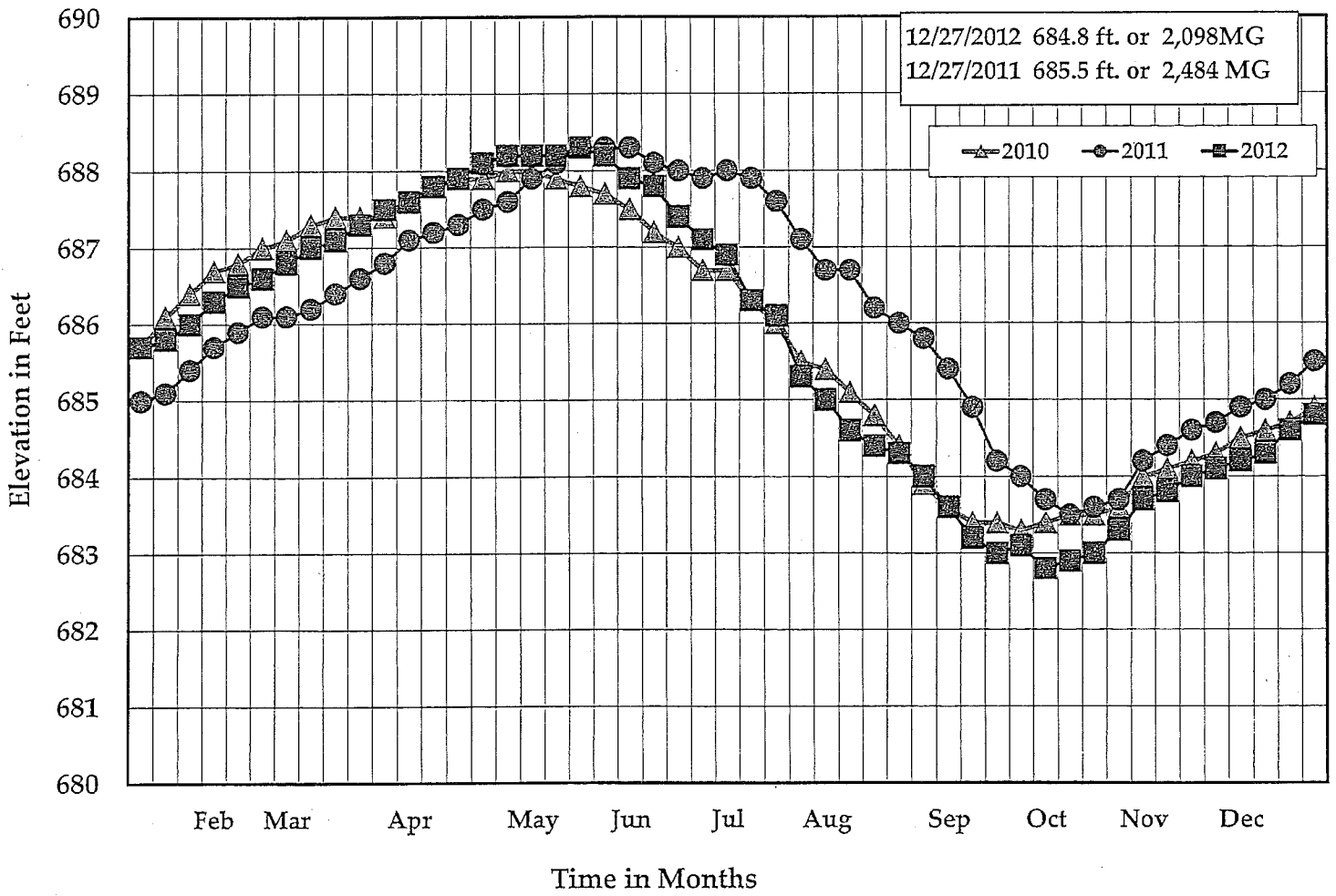


Figure 2

### 2010 - 2012 Total Wastewater Monthly Flow in MGD

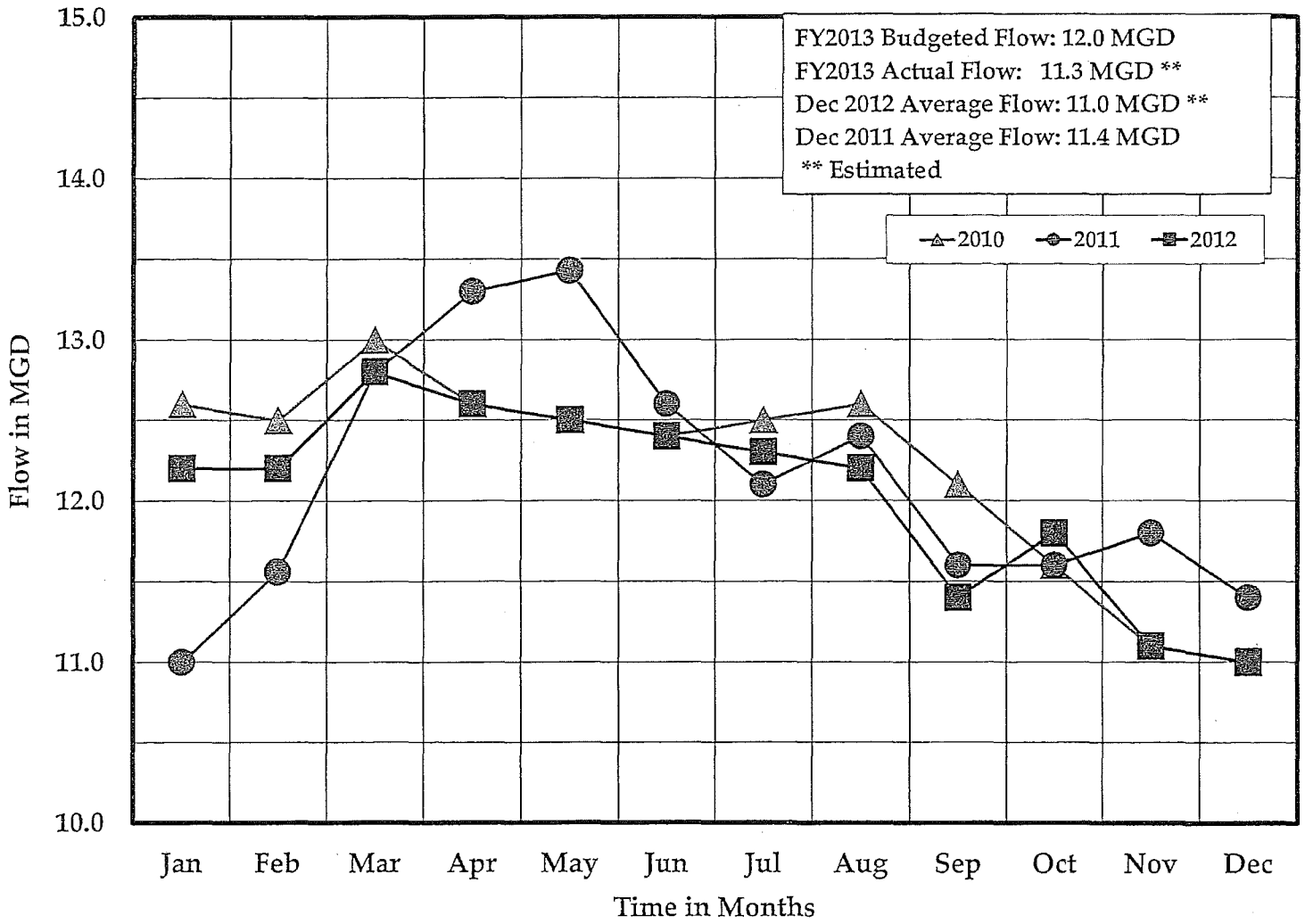


Figure 3

### 2010 - 2012 Hauled Waste Monthly Volume in Gallons

