

BOARD OF PUBLIC WORKS  
MICHAEL E. KOBZA HALL OF JUSTICE  
A G E N D A  
APRIL 11, 2013  
4:00 P.M.

Call To Order.

- A. Roll.
- B. Approval of Agenda.
- C. Approval of Minutes.
- D. Public Comment (on an agenda item).
- E. Presentation – David Fisher, Drain Commissioner – 2012 Annual Report.
- F. Items for Consideration:
  - 1. Loan from Solid Waste (p. 8)
  - 2. Write Off Accounts Receivable Due From Cherry Blossom (p.11)
  - 3. Information Items:
    - a. Public Works Monthly Operations Report, March 2013.
    - b. Wastewater Monthly Operating Report, March 2013.
    - c. Muskegon County Regional Water System Policy Board Meeting Minutes – March 12, 2013 (draft).
- G. Old Business.
- H. New Business.
- I. Public Comment (on a new item).
- J. 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 <input type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
REQUESTING DEPARTMENT Public Works		COMMITTEE DATE April 11, 2013	REQUESTOR SIGNATURE 	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES) Approve the minutes of the meeting held March 14, 2013.				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES) I move to approve the minutes of the meeting held March 14, 2013.				
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>	

## MINUTES

Board of Public Works  
Michael E. Kobza Hall of Justice  
Muskegon, Michigan  
March 14, 2013

### CALL TO ORDER

The meeting was called to order by Chairman Terry Sabo at 3:30 p.m.

### ROLL

Present: Benjamin Cross; James Derezinski; Marvin Engle; David Fisher; Susie Hughes; Charles Nash; Terry Sabo; Robert Scolnik; Rillastine Wilkins, Kim Arter, Ex-officio Member.

Absent: Doug Kadzban, Ex-officio Members.

#### Staff

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

#### Others

Present: David Kieft, Muskegon Charter Township Supervisor.

### BPW-13-023 – APPROVAL OF AGENDA

Moved by Mr. Cross, seconded by Mr. Nash, to approve the agenda as presented.

Motion carried

### BPW-13-024 – APPROVAL OF MINUTES

Moved by Mr. Derezinski, seconded by Mr. Nash, to approve the minutes of the meeting held February 14, 2013.

Motion carried

BPW-13-025 – PUBLIC COMMENT ON AN AGENDA ITEM

Larry Houseman, Norton Shores, commented on item E-2 Award Purchase of GPS Equipment for Solid Waste/Wastewater.

BPW-13-026 – DIXON ENGINEERING AGREEMENT

Moved by Mr. Fisher, seconded by Ms. Hughes, to award the contract for the interior inspection of the elevated water storage tank at Michigan's Adventure to Dixon Engineering for their low quote of \$2,156 with costs being paid by the Regional Water System fund 5910-0546.

Roll call: Ayes – Cross; Derezinski; Engle; Fisher; Hughes; Nash; Sabo; Scolnik; Wilkins.

Nays – None.

Motion carried

BPW-13-027 – AWARD PURCHASE OF GPS EQUIPMENT FOR SOLID WASTE/WASTEWATER

Moved by Mr. Derezinski, seconded by Ms. Hughes, to award the purchase of GPS equipment for the Solid Waste compactor and dozer and Wastewater excavator (RFB-13-2054) to Geoshack North America for their low responsible bid of \$208,500 with \$154,000 being paid through Solid Waste fund 5710-0526 and \$54,500 being paid from Wastewater fund 5921-5061.

Roll call: Ayes – Derezinski; Engle; Fisher; Hughes; Nash; Sabo; Scolnik; Wilkins; Cross.

Nays – None.

Motion carried

BPW-13-028 – AMEND BOARD OF PUBLIC WORKS MEETING SCHEDULE

Moved by Mr. Nash, seconded by Mr. Cross, to amend the meeting schedule of the Board of Public Works for 2013 by moving the start time of the Board of Public Works meetings to 4:00 p.m. for the period commencing April 1, 2013 and terminating October 31, 2013.

Motion carried

Board of Public Works  
March 14, 2013  
Page Three

BPW-13-029 – AWARD RUDDIMAN CREEK INTERCEPTOR REHABILITATION PHASES II AND III PROJECT

Moved by Mr. Cross, seconded by Ms. Wilkins, to award the Ruddiman Creek Interceptor Rehabilitation Phases II and III project to Layne Inliner, LLC in the amount of \$798,430.00, per the specifications in RFB 13-2050 and authorize the Public Works Board Chairman to sign the contract to formalize the above actions.

A friendly amendment was offered by Ms. Hughes, seconded by Mr. Cross, to include that the City of Muskegon will reimburse the County for their project that was included in the RFB in the total amount of \$19,206.00. The friendly amendment was accepted.

Roll call: Ayes – Fisher; Hughes; Nash; Sabo; Scolnik; Wilkins; Cross; Derezinski; Engle.

Nays – None.

Motion carried as amended

BPW-13-030 – AWARD ALFALFA RFB 13-2056

Moved by Mr. Cross, seconded by Ms. Hughes, to award the alfalfa silage produced in field 13 at \$41.15 per ton for the next two years and field 19 at \$31.10 per ton for the next four years to John Van Den Brink, per the specifications in RFB 13-2056 and authorize the Public Works Board Chairman to sign the contract to formalize the above actions.

Roll call: Ayes – Nash; Sabo; Scolnik; Wilkins; Cross; Derezinski; Engle; Fisher; Hughes.

Nays – None.

Motion carried

BPW-13-031 – AWARD ALFALFA RFB 13-2063

Moved by Mr. Fisher, seconded by Mr. Nash, to award the alfalfa silage produced in fields 18, 21, 22 and 23 at \$33.77 per ton for the next four years to Den Dulk Dairy, LLC, per the specifications in RFB 13-2056 and authorize the Public Works Board Chairman to sign the contract to formalize the above actions.

Roll call: Ayes – Sabo; Scolnik; Wilkins; Cross; Derezinski; Engle; Fisher; Hughes; Nash.

Nays – None.

Motion carried

BPW-13-032 – AWARD CHEMICAL BIDS

Moved by Mr. Cross, seconded by Mr. Nash, to award the agricultural chemicals to the respective low bidder and Fierce as an approved alternate, per the specifications in RFB 13-2062.

Roll call: Ayes – Scolnik; Wilkins; Cross; Derezinski; Engle; Fisher; Hughes; Sabo.

Nays – None.

Commissioner Nash was not present at time of vote

Motion carried

BPW-13-033 – WASTEWATER SEWER USE ORDINANCE

Moved by Mr. Cross, seconded by Ms. Wilkins, to adopt the Wastewater “Sewer Use Ordinance” per the attached document.

Roll call: Ayes – Wilkins; Cross; Derezinski; Engle; Fisher; Hughes; Sabo; Scolnik.

Nays – None.

Commissioner Nash was not present at time of vote

Motion carried

BPW-13-034 – INFORMATION ITEMS

Moved by Mr. Derezinski, seconded by Ms. Hughes, that the following information items be received and placed on file:

1. Public Works Monthly Operations Report, February 2013.
2. Wastewater Monthly Operating Report, February 2013.
3. Muskegon Municipal Wastewater Management Committee Minutes – February 21, 2013 (draft).
4. Ceremonial Ground Breaking – Black Creek Filter Marsh.

Mark Eisenbarth, Wastewater Director, stated that the date for the ceremonial ground breaking for the Black Creek Filter Marsh may change.

Motion carried

Board of Public Works  
March 14, 2013  
Page Five

BPW-13-035 – OLD BUSINESS

A report on the wind project will be provided to the Board in the near future.

A future Public Works Board meeting will be scheduled to be held at Egelston Township Hall.

BPW-13-036 – NEW BUSINESS

Commissioner Hughes reported on the Muskegon Lake Watershed Partnership meeting.

Commissioner Hughes stated that there will be a shoreline cleanup on April 28. She would like the county to assist with the overflow of trash from this cleanup.

There is going to be an Earth Fair/Earth Week event. Information will be provided to the Commissioners.

BPW-13-037 – PUBLIC COMMENT ON A NEW ITEM

There were no public comments on any new item.

BPW-13-038 – ADJOURN

Moved by Mr. Cross, seconded by Ms. Hughes, to adjourn the meeting at 4:14 p.m.

Motion carried

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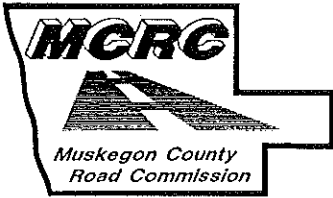
Terry J. Sabo, Chairman

kf

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Public Works		BUDGETED	NON-BUDGETED X	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Public Works		COMMITTEE DATE April 11, 2013	REQUESTOR SIGNATURE 	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>In Pioneer Park Campground, most of the roads are paved with asphalt. Many of these roads are raveling at the edges and are in major need of work. Other roads which are gravel are high maintenance items requiring regular grading and application of dust palliative. Fugitive dust in the campground is also a problem for campers with asthma and other breathing problems. Last fall, we inquired of the Muskegon County Road Commission what it would take to repair the existing pavement problems and pave the remaining gravel roads, thereby providing a higher quality road system which is also more environmentally friendly due to the reduction of fugitive dust. Reducing dust will also save on the cost of purchasing and applying dust palliative. With the aid of the Muskegon County Road Commission, the estimated cost of the overall project is \$107,218, which includes labor and materials for all 7 projects plus 5 site pads as detailed in the attached. Muskegon County Administration has recommended that project financing occur through an advance (loan) from the Solid Waste fund to the Equipment Revolving fund. The Equipment Revolving fund would then finance the project over 10 years with interest calculated at the current prime rate (3.25%). Once the Parks fund has completed the payment schedule, the advance to the Equipment Revolving fund would be returned to the Solid Waste fund along with applicable interest.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>I move to authorize the advance (loan) from the Solid Waste fund to the Equipment Revolving fund the funds necessary to finance the Pioneer Park Campground roadway restoration project estimated at \$107,218, including authorizing projects 1 through 5, the 5 site pads of project 6 and project 7 as detailed in the attached, with the Parks fund repaying the Equipment Revolving fund over 10 years with interest calculated at the current prime rate of 3.25%, and also authorizing the return of the advanced funds with all interest paid to the Solid Waste fund once the Parks fund has completed the Equipment Revolving fund project repayment schedule.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE &amp; MANAGEMENT ANALYSIS:</u>		
		Heath Kaplan concurs		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
Concur TW				
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO.	





# Muskegon County Road Commission

7700 East Apple Avenue  
Telephone (231) 788-2381

Muskegon, MI 49442-4999  
Fax (231) 788-5793

Jack E. Kennedy  
Chairman

Melvin L. Black  
Vice Chair

John J. DeWolf  
Commissioner

Lewis J. Collins  
Commissioner

Gerald J. Walter  
Commissioner

March 4, 2013

Mr. Jim Wood, Jr.  
Muskegon County Parks  
1563 N Scenic Drive  
Muskegon, MI 49445

Dear Jim,

Back in November of 2012, in response to your letter dated September 12, 2012 relating to the aging paved roads within the Pioneer Park campground, our Twin Lake Supervisor, Vern Rich reviewed those areas for the best fix for their repairs. Vern requested the assistance of our local paving company Asphalt Paving (API) for their assessments and asphalt costs. In a discussion with API, they are willing to keep their costs as estimated in November. These costs are separated by MCRC costs for their portion of the jobs of the repair of shoulders with gravel after paving, and cutting out bad spots in one area. API costs are the fine grading and paving part of the work. The page following are the updated material prices that include API's original estimates.

As discussed, these costs are now based on information that came in as a result of February 2013 material bids and shows some increase in our costs. Please remember that as these projects are being considered, API did propose in their quote that if the smaller jobs are done with one of the main streets, there would be a price deduct and if more than one site pad is done, there will be a deduct for additional pads.

Be advised that these cost estimates were developed based upon information available to me at the time. Conditions could occur that may increase the total project costs. All road projects must go before the Road Commission Board for evaluation and approval prior to work being performed.

If you have any questions, please contact Vern Rich at the Twin Lake Garage 231.828.6666 or his cell 231.557.9330.

Sincerely,

*Laurie Peterson*

Laurie Peterson  
Maintenance Superintendent

<b>Project #1...<u>Main Road – Pioneer County Park</u></b>	<b>\$38,450</b>
<b>MCRC: (Shoulders)</b>	<b>\$ 5,312</b>
...Labor/Fringe	907
...Equipment	2,031
...Material (22A Gravel)	1,575
...Overhead/Contingency	799
<b>API:</b>	<b>\$33,138</b>
...20'x1180'	
...Fine grade...Pave 2.5" one course	
<b>Project #2...<u>Cross Street – Pioneer County Park</u></b>	<b>\$ 7,965</b>
<b>MCRC: (Shoulders)</b>	<b>\$ 2,195</b>
...Labor/Fringe	418
...Equipment	856
...Material (22A Gravel)	591
...Overhead/Contingency	330
<b>API:</b>	<b>\$ 5,770</b>
...(2) 130'x10'; (2) 20' Radius	
...Fine grade...Pave 2.5" one course	
<b>Project #3...<u>HC Road – Pioneer County Park</u></b>	<b>\$26,143</b>
<b>MCRC: (Shoulders)</b>	<b>\$ 2,753</b>
...Labor/Fringe	480
...Equipment	1,022
...Material (22A Gravel)	837
...Overhead/Contingency	414
<b>API:</b>	<b>\$23,390</b>
...20'x826'	
...Fine grade...Pave 2.5" one course	
<b>Project #4...<u>Wedge Road (Site 157)</u></b>	<b>\$ 3,769</b>
<b>MCRC: (Cutting Bad Spots)</b>	<b>\$ 2,280</b>
...Labor/Fringe	1,156
...Equipment	781
...Overhead/Contingency	343
<b>API:</b>	<b>\$ 1,489</b>
...Patches	
...Wedge...Top Course	
<b>Project #5...<u>API: Leaf Area</u></b>	<b>\$ 2,515</b>
...20'x20'	
...(2) 20' radius	
<b>Project #6...<u>API: Site Pad</u></b>	<b>\$ 2,958</b>
...24'x24' w/12'x30' drive	
...Fine grade	
...Pave 2.5" one course	
<b>Project #7...<u>Shoulders</u></b>	<b>\$13,586</b>
<b>MCRC:</b>	<b>\$13,586</b>
...Five (5) horizontal roads	
...Three (3) vertical roads	

10

# REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Public Works		BUDGETED    NON-BUDGETED    PARTIALLY BUDGETED <div style="text-align: center;">X</div>	
REQUESTING DEPARTMENT Wastewater	COMMITTEE DATE April 11, 2013	REQUESTOR SIGNATURE Mark Eisenbarth	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>Cherry Blossom LLC/WRS, Williamsburg Michigan, went out of business in June 2009, owing the Wastewater Management System \$115,140, plus finance charges, for hauled waste. Corporate Counsel obtained a judgment against them in July 2009. Cherry Blossom filed Chapter 7 Bankruptcy in May 2010. Corporate Counsel had no success in collecting the amount due from the bankruptcy court (see attachment). Staff requests approval to write off the Accounts Receivable in the amount of \$115,140, plus all finance charges.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move to authorize Wastewater Staff to write off the Accounts Receivable amount due from Cherry Blossom, Williamsburg, Michigan, in the amount of \$115,140, plus all finance charges.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
HUMAN RESOURCES ANALYSIS:		FINANCE & MANAGEMENT ANALYSIS:	
CORPORATE COUNSEL ANALYSIS:		ADMINISTRATOR RECOMMENDATION:	
<i>Recommended approval JEP</i>		<i>approved BSTA</i>	
AGENDA DATE	AGENDA NO.		PAGE NO.    11

# WILLIAMS | HUGHES PLLC ATTORNEYS

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THEODORE N. WILLIAMS, JR.

DOUGLAS M. HUGHES

SUSAN M. FRANKLIN

ERIC C. GRIMM\*\*

ENRIKA L.F. MCGAHAN

*Of Counsel:*

FRED C. CULVER, JR.

MICHAEL I. KLEAVELAND

L. JAMES LEMMEN, MD\*

DAVID B. MERWIN

\*Also Admitted in CO

\*\*Also Admitted in Texas, D.C.

March 6, 2013

Mr. Mark Eisenbarth  
Wastewater Management System Director  
698 North Maple Island Road  
Muskegon, MI 49442

RE: County of Muskegon v Cherry Blossom, L.L.C.

Dear Mr. Eisenbarth,

Although we obtained a judgment against Cherry Blossom, L.L.C. in July 2009, we were unable to collect on that judgment since the business had substantial debt and little to no assets. In fact, Cherry Blossom filed a Chapter 7 bankruptcy petition in May 2010. A Chapter 7 bankruptcy means that the business assets are gathered and sold. The funds are applied first to the costs of the bankruptcy. Priority claims are paid next, such as taxes and secured claims. Unsecured claims are paid last, if any money is remaining. The business is then closed after all money is distributed.

The schedule of creditors filed by the defendant showed its total debt to be \$2,304,383.46, with approximately \$300,000 of that amount being held by secured creditors. The petition filed by defendant showed its assets to be \$27.19, the amount held in a checking account. As a non-priority, unsecured creditor, we did not expect the County to receive any payment toward its judgment. Therefore, we believe there is little chance of collection on this delinquent account and we recommend that it be written off.

Please feel free to call me if you have any questions or concerns. I may be reached Monday through Friday, between 8:00 a.m. and 12:00 p.m., at 727-2115.

Regards,



Enrika L. F. McGahan

Assistant Corporate Counsel





MUSKEGON COUNTY  
MUSKEGON COUNTY TREASURER'S OFFICE  
173 EAST APPLE AVENUE  
SUITE 104  
MUSKEGON, MI 49442  
(231) 724-6261 (231) 724-6549 Fax

# STATEMENT

DATE: 03/25/2013

CURRENT	1,619.52
OVER 30	1,619.52
OVER 60	1,619.52
OVER 90	1,619.52
OVER 120	172,061.94

Customer No: 5920-700030

CHERRY BLOSSOM LLC/WRS

Invoice #	Date	Check Number	Charges	Pmts/Adjustments	Balance
0000108838	09/30/2008		18,642.74		18,642.74
	05/15/2009			12,855.60	5,787.14
0000108987	10/15/2008		16,050.59		21,837.73
0000109223	10/31/2008		64.50		21,902.23
0000109393	11/15/2008		64.50		21,966.73
0000109392	11/15/2008		17,277.68		39,244.41
0000109636	11/30/2008		193.50		39,437.91
0000109979	12/15/2008		13,443.09		52,881.00
0000110168	01/15/2009		12,942.22		65,823.22
0000110167	01/15/2009		100.00		65,923.22
0000110484	02/15/2009		12,440.77		78,363.99
0000001450	02/28/2009		507.15		78,871.14
	05/15/2009			70.16	78,800.98
0000110798	03/15/2009		9,443.61		88,244.59
0000111043	03/31/2009		166.65		88,411.24
0000001402	03/31/2009		632.20		89,043.44
0000111245	04/15/2009		66.65		89,110.09
0000111244	04/15/2009		8,264.06		97,374.15
0000001418	04/30/2009		753.52		98,127.67
0000111601	05/15/2009		10,542.80		108,670.47
0000111821	05/31/2009		83.85		108,754.32
0000001252	05/31/2009		1,539.71		110,294.03
0000111999	06/15/2009		8,945.63		119,239.66
0000111998	06/15/2009		121.50		119,361.16
0000001268	06/30/2009		895.86		120,257.02
0000112444	07/15/2009		66.65		120,323.67
0000001216	07/31/2009		993.93		121,317.60
0000001230	08/31/2009		1,079.06		122,396.66
0000001307	09/30/2009		1,079.68		123,476.34
0000001300	10/31/2009		1,079.68		124,556.02
0000001621	11/30/2009		1,079.68		125,635.70
0000001596	12/31/2009		1,079.68		126,715.38
0000001687	01/31/2010		1,079.68		127,795.06
0000001639	02/28/2010		1,079.68		128,874.74
0000001510	03/31/2010		1,079.68		129,954.42
0000001555	04/30/2010		1,619.52		131,573.94
0000002046	05/31/2010		1,619.52		133,193.46
0000002029	06/30/2010		1,619.52		134,812.98
0000002087	07/31/2010		1,619.52		136,432.50
0000001963	08/31/2010		1,619.52		138,052.02
0000001524	09/30/2010		1,619.52		139,671.54
0000002118	10/31/2010		1,619.52		141,291.06
0000001537	11/30/2010		1,619.52		142,910.58
0000001796	12/31/2010		1,619.52		144,530.10
0000002020	01/31/2011		1,619.52		146,149.62
0000001927	02/28/2011		1,619.52		147,769.14
0000002007	03/31/2011		1,619.52		149,388.66

13

0000002005	04/30/2011	1,619.52	151,008.18
0000001647	05/31/2011	1,619.52	152,627.70
0000001281	06/30/2011	1,619.52	154,247.22
0000000480	07/31/2011	1,619.52	155,866.74
0000000569	08/31/2011	1,619.52	157,486.26
0000000193	09/30/2011	1,619.52	159,105.78
0000000857	10/31/2011	1,619.52	160,725.30
0000000150	11/30/2011	1,619.52	162,344.82
0000000714	12/31/2011	1,619.52	163,964.34
0000000936	01/31/2012	1,619.52	165,583.86
0000000982	02/29/2012	1,619.52	167,203.38
0000000458	03/31/2012	1,619.52	168,822.90
0000001188	04/30/2012	1,619.52	170,442.42
0000000751	06/01/2012	1,619.52	172,061.94
0000000364	06/30/2012	1,619.52	173,681.46
0000001017	07/31/2012	1,619.52	175,300.98
0000000686	08/31/2012	1,619.52	176,920.50
0000000180	09/30/2012	1,619.52	178,540.02

# MUSKEGON COUNTY

M I C H I G A N

## BOARD OF PUBLIC WORKS

Terry J. Sabo  
Chair, District 8

Benjamin E. Cross  
Vice Chair, District 2

David S. Fisher  
Drain Commissioner  
Secretary

James J. Derezinski  
District 7

Marvin R. Engle  
District 5

Susie Hughes  
District 3


Charles Nash  
District 6

Robert Scolnik  
District 4

Rillastine R. Wilkins  
District 1

## MEMORANDUM

TO: Chairman Sabo and all Members of the Public Works Board

FROM: John K. Warner, Director of Public Works 

DATE: 01 April 2013

SUBJECT: Public Works Monthly Operations Report, March 2013

### Solid Waste

The landfill received approximately 6,723 tons in March 2013. The total tonnage for FY2013 to date is 48,634 tons which is 0.2% above the 48,528 tons for FY 2012 for the same time period. The revenue to date for FY 2013 is \$881,866 which is 11.4% below the \$995,776 for the same period in FY 2012 (see Figures 1 and 2). During March, Eagle Alloy used 3,826 MMBTU for an invoice amount of \$6,556. Sun Chemical used 3,721 MMBTU for an invoice amount of \$7,396. (see Figure 3).

We sent our annual underground storage tank financial assurance package to the MDEQ in March which is due by the end of March each year.

Our GPS equipment should be installed on our compactor and dozer in April and we should be ready to go, fully functional in May.

We are having our first large Saturday Household Hazardous Waste collection event on 28 April at the City of Muskegon DPW building, 1350 E. Keating Avenue.

We had some issues with the compressor lubrication system at the end of March but staff determined the problem and repaired it before any contractors had to be called in.

Staff is working on the Michigan Public Services Commission (MPSC) required O&M manual for the methane pipeline as it is due this year for a revision.

### Sustainability

MDEQ Pollution Prevention (P2) grant is moving along. Staff met with the MDEQ,

the consultant, the Employer's Association and WMSRDC to get updates on the status of the project. The draft Sustainability Plan is due to us on 4 April for review. The next SSC meeting will be held on 9 April at 1:30 in the Training Center to receive feedback from county employees. The Employers Association West Michigan Materials Exchange website is live although updates are still being made. WMSRDC has updated the MAP and is developing metrics by which to measure future progress. The County Sustainability Plan will be an annex to the MAP once complete.

On the Muskegon Area Medication Disposal Program Community Foundation grant project, nearly 10,000 pounds of medications were collected and properly disposed of since 2010 helping protect our water and public health. The final report was submitted to the Community Foundation on 28 March 2012.

HOJ recycling pilot program surveys were sent out to the employees of the fourth floor where the pilot program was run. We will be working with Knight to begin rolling recycling bins out on the first and second floors of the HOJ soon.

#### Upcoming Events:

We will have a booth at the Earth Fair on 27 April to promote the County Government's sustainability efforts along with Muskegon Area First who will be promoting the Wastewater Treatment Facility.

The first Household Hazardous Waste collection event of the year will be on 27 April which is being held in conjunction with the unused medication collection event.

On 28 April, there will be a Muskegon Lake shoreline cleanup event organized by the Muskegon Lake Watershed Partnership, Local UAW and the Muskegon Area Sustainability Coalition.

We will have a booth highlighting the County sustainability efforts at Twin Lake Park for the Free County Parks Day on 4 May.

#### Parks

Staff is gearing up for the Free Parks Day on 4 May at Pioneer and Twin Lake Parks.

Interviews are going on for the seasonal staff at the parks. Approximately half the positions have been filled by returning staff and the rest will be filled by new applicants.

All the paper products and cleaning supplies for the park have been ordered for the season and are being delivered.

Staff has installed an overhead mounted microwave oven at the Meinert Park cabin



which frees up some extra counter space in the kitchen.

We are awaiting delivery of 23 new picnic tables which were ordered this winter. We would like to get these assembled and on line for this camping season.

### **Regional Water System**

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

We flushed the Whitehall Road line and the elevated storage tank on the Northside on 25,26 and 27 March. The flush was done a little different this time as an experiment. One single hydrant was opened part-way and allowed to run for 2-1/2 days as opposed to the usual way we flush by opening two hydrants full blast for one day. The results appear to be about the same either way.

On 23 April, the Northside elevated water storage tank will be receiving it's 5-year inspection, both inside and out.

We will be taking quotes to powerwash the outside of the Northside elevated water storage tank and we will be attempting to get this work complete before Michigan's Adventure opens for the season.

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### **Soil Erosion**

This calendar year, 20 permits have been issued to date for Soil Erosion & Sedimentation Control. An additional 3 permits are pending approval.

### **Facilities Management**

No report received this month.

We do have one new employee in Facilities Management. Mark Carlson will be joining our staff on Monday, 8 April as the Housekeeping Supervisor. Mark brings many years of Facilities Management experience with him and will be a good addition to our staff. He replaces Diane Doenges who retired from the position on 12 December 2012.

### **Construction Projects**

The balancing of the heating system in the Hall of Justice has become a far bigger project than originally anticipated. Our balancing contractor, Kinetix, has brought Honeywell and Tower-Pinkster's mechanical designer back into the picture. It appears that assumptions were made on all of the designers parts and they never really

got together to find out what each other was doing as they were instructed by our staff to do during the design phase. Now we expect them to solve the problems at their cost, not ours. Consequently this will take longer to complete than we originally believed it would.

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

Bids are in for the fencing for Heritage Landing. The bid prices came in very good and a recommendation will be going to the Ways & Means Committee on 16 April.

Figure 3

### 2009 - 2011 Public Works Energy Proceeds - Landfill Gas

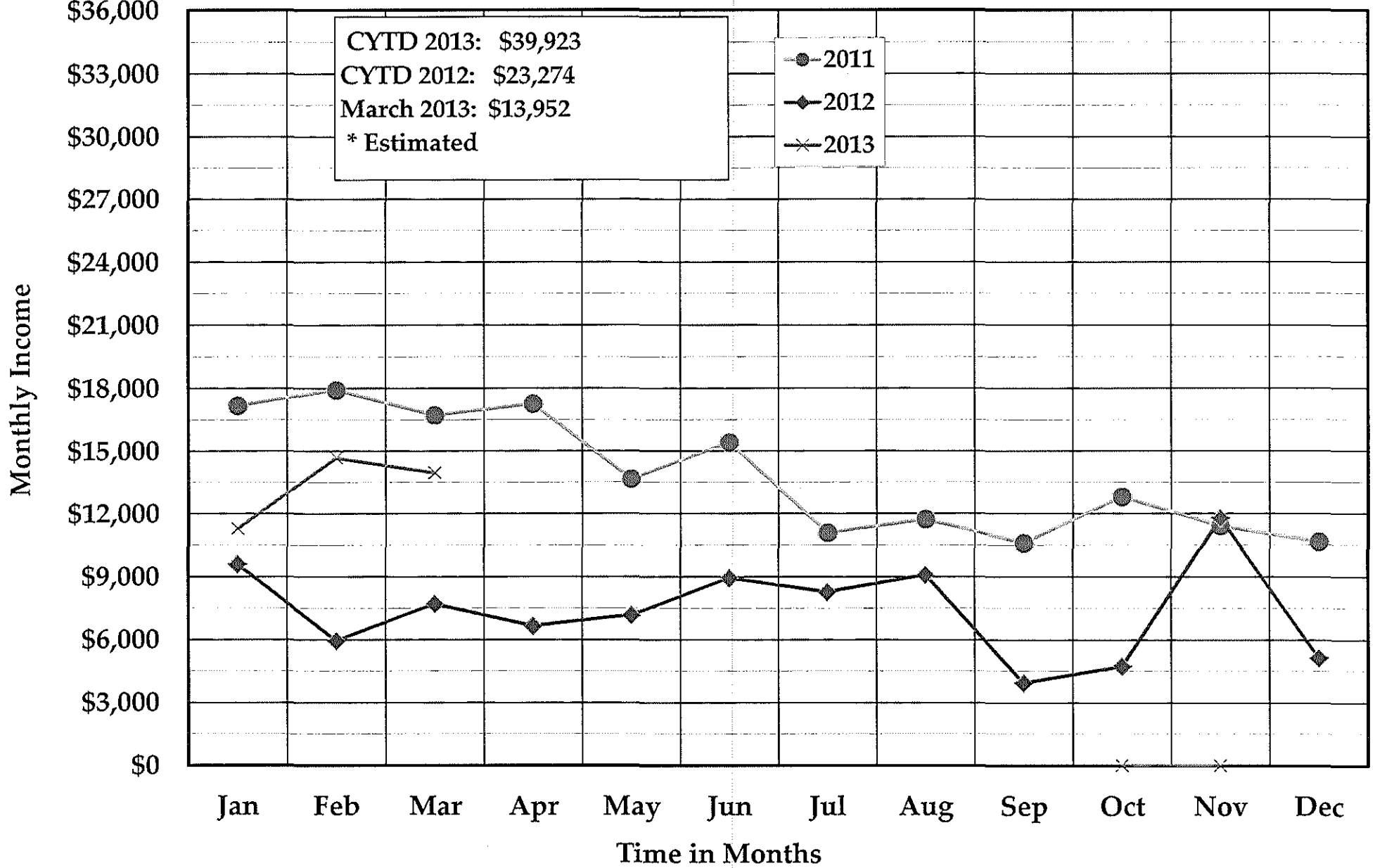


Figure 2

### 2009 - 2011 Solid Waste Monthly Income

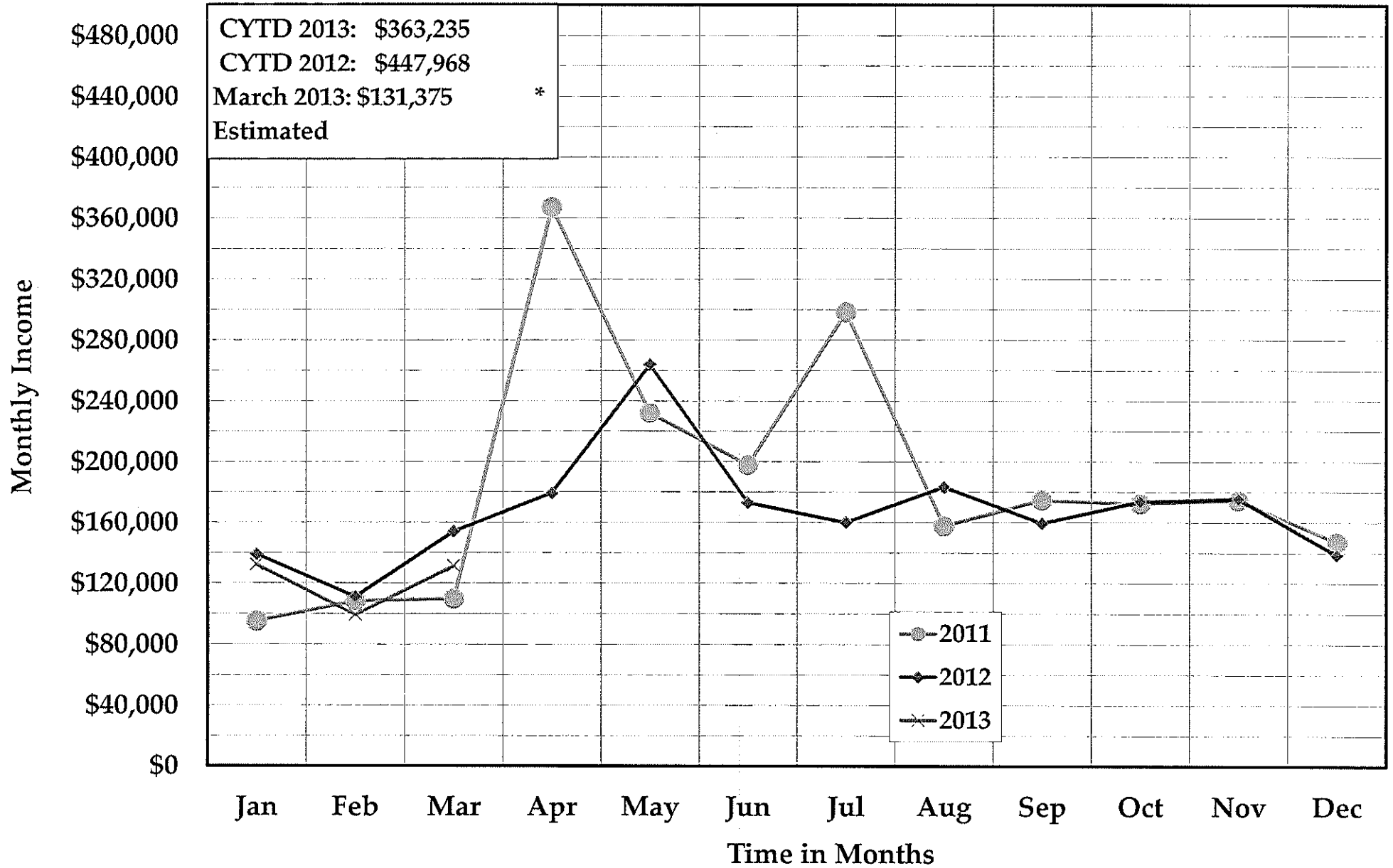
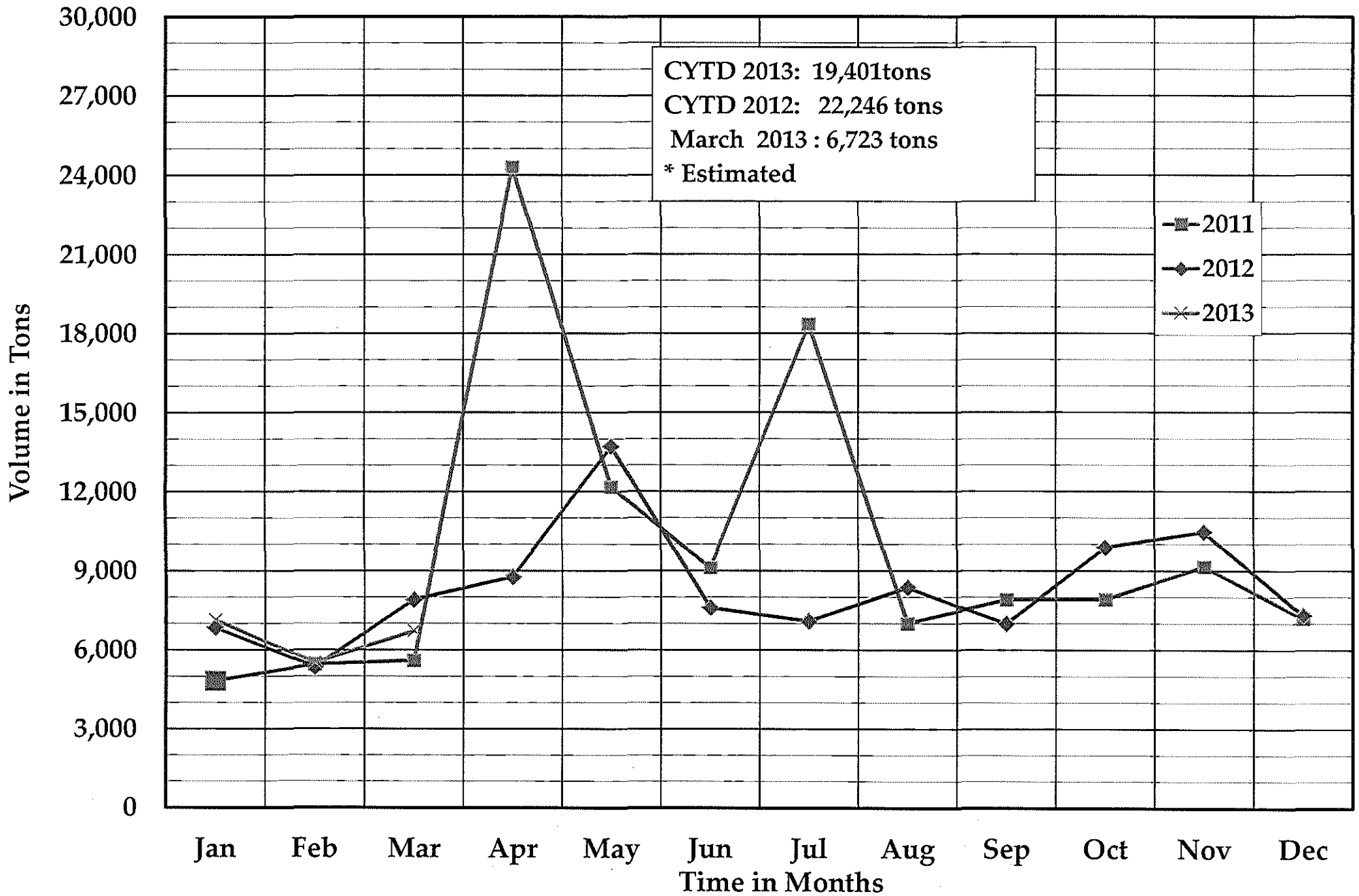


Figure 1

# 2009 - 2011 Solid Waste Monthly Volume In Tons



# MUSKEGON COUNTY

M I C H I G A N

## MEMORANDUM

### BOARD OF PUBLIC WORKS

Terry J. Sabo  
Chair, District 8

Benjamin E. Cross  
Vice Chair, District 2

David S. Fisher  
Secretary  
Drain Commissioner

James J. Dereziński  
District 7

Marvin R. Engle  
District 5

Susie Hughes  
District 3

Charles Nash  
District 6

Robert Scolnik  
District 4

Rillastine R. Wilkins  
District 1

TO: Mr. Terry Sabo, Chairman, and  
Members of the Board of Public Works

FROM: Mark Eisenbarth, Wastewater Director *MEE*

DATE: April 3, 2013

SUBJECT: Wastewater Monthly Operating Report – March 2013

### Operations & Maintenance

The volume and elevation of the Metro storage lagoons are shown in Figure 1. At the end of March, the volume in the lagoons was 3,588 MG, 166 MG lower than it was last year at this time. The wastewater flow received at the treatment site was 13.1 MGD, up 2.3% from the 12.8 MGD received last year (see Figure 2). The plant received 1.7 MG of hauled waste, down 45.2% from the 3.1 MG received last year (see Figure 3).

C Station has two communitors that are installed to shred the debris coming in with the wastewater. Both the communitors need to be rebuilt. Until then there is no screening of the debris coming in.

The colder than normal weather this month has enabled the operation to use less aeration equipment and save about \$13,000 in electrical costs compared to last year. Currently there are 5 aerators and 8 mixers running.

### Laboratory

#### Analytical

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

The Laboratory welcomes Julie DeWald to its team of lab technicians. Julie brings valuable experience from a private environmental laboratory. Equally important, she brings a positive, energetic attitude to the team. Since hiring her, we have received some unsolicited good reports about her character. This makes us confident that we selected an excellent candidate for the position.

**Laboratory – (Cont.)**

Julie is replacing Mark Gatrell who worked as a lab tech for almost six years. Mark's wholehearted contribution to the lab tech team was invaluable. His initiative and diligence will be greatly missed as he begins his new position in Operations Maintenance.

The Whitehall facility's NPDES permit renewal application was submitted to the DEQ. The permit expires on October 1 of this year, but the DEQ requires the permit renewal application six months in advance of the expiration date.

**Industrial Pretreatment Program (IPP)**

The Metro System Annual Report for IPP was submitted to the DEQ. The report states that IPP has oversight of 377 industrial users. Of the 377 users, 178 were evaluated for meeting the criteria of Significant Non-compliance (SNC). Of the 178 users evaluated, 13 met the criteria of being SNC (7%). On March 18, 2013, the list of users who met the SNC criteria for the year 2012 was published in the Muskegon Chronicle. The SNC publication is an annual public notice event and covers a 15-month period (i.e., October of one year through December of the following year).

The annual Mercury Minimization Status Report was submitted to the DEQ. This report details the progress in reducing the mercury loading to the sewer system. Most of our efforts to this end are focused on working with the dentists in our service area.

On April 1, 2013, the revised Sewer Use Ordinance (SUO) went into effect. This represents a major achievement on behalf of the IPP staff in bringing the County's SUO in alignment with new Federal rules and new local limits for industrial dischargers. The revised ordinance also makes less burdensome the process by which an industrial user obtains an alternate discharge limit and seeks to clarify terms. The SUO was approved by the Michigan Department of Environmental Quality on March 12, 2013, the Board of Public Works on March 14, 2013, and by the full Board on March 26, 2013.

Over the previous twenty-seven days, twenty-four samples from businesses were collected. Of those samples, four were from hauled waste.

**Laboratory – (Cont.)**

During this reporting period the following enforcement actions were taken:

User Name	Violation(s)	Action(s)
Bayer CropScience, LP - Muskegon	Failure to comply with its daily maximum and monthly average limit for Copper and Total Cyanide. Failure to comply with its monthly average limit for Biochemical Oxygen Demand.	Notice of Violation
Metal Finishing Technologies	Failure to comply with the sampling requirements of its permit.	Notice of Violation

**Administration**

**Financial**

As of February 28, 2013, the unaudited total working capital for the Wastewater Operating Fund 5920, after 5 months of the FY13 budget year, has increased \$118,825 from the January month-end total of \$3,947,669 to \$4,066,494, including bond proceeds. This increase is primarily due to an increase in total revenues. The Sludge Removal account's adjusted balance for FY13 is \$2.2M. Operating expenditures for 5 months of the fiscal year are \$2,723,497 or 22.9% of the FY13 budget. Revenues for the same period are \$6,046,143, or 50.8% of the budget. There were no Capital Expenditures for February. Total Capital Expenditures to date are \$193,580. The Wastewater Capital Construction Fund 4911 costs for 5 months of the fiscal year are \$0. The Equipment Revolving Fund 5921 net current assets are \$3,387,697.

**Electronics**

The servers at Wastewater are in the process of being virtualized. The physical boxes should be shut down in the near future. VDI appliances have been installed at the Farm Headquarters. The open database connectivity (ODBC) is being configured to allow access to the hauled waste scale data through VDI.

**Safety & Security**

There was one accident this month in which an employee slipped on ice at C Station. The incident was captured on surveillance video. One week of light duty was required. Two outdoor security cameras were installed at Operations Maintenance, and one was installed in the garage at C Station. Carpet replacement for the Administration Building is scheduled to begin April 15. Several site tours are scheduled for this spring.



**Special Projects**

**Wind Turbine Project**

Gamesa continues to record wind data and work on the purchase power agreement.

**Marsh Project**

During the month of March, Wastewater staff began excavating sand along the ditch near Laketon Avenue. Jackson-Merkey began excavating the new ditch going west of Swanson Road. Reminder: The groundbreaking ceremony is scheduled for next Tuesday, April 9, at 10 AM, next to the wetland. (Directions: Take Apple Avenue east to Swanson Road, south to Laketon Avenue, and west to the marsh site.)

**Laketon Meter Project**

The construction work for the Laketon Township Meter Project is complete, and restoration work will be completed in the spring.

Figure 1

# 2011 - 2013 Metro Lagoon Average Elevation in Feet

26

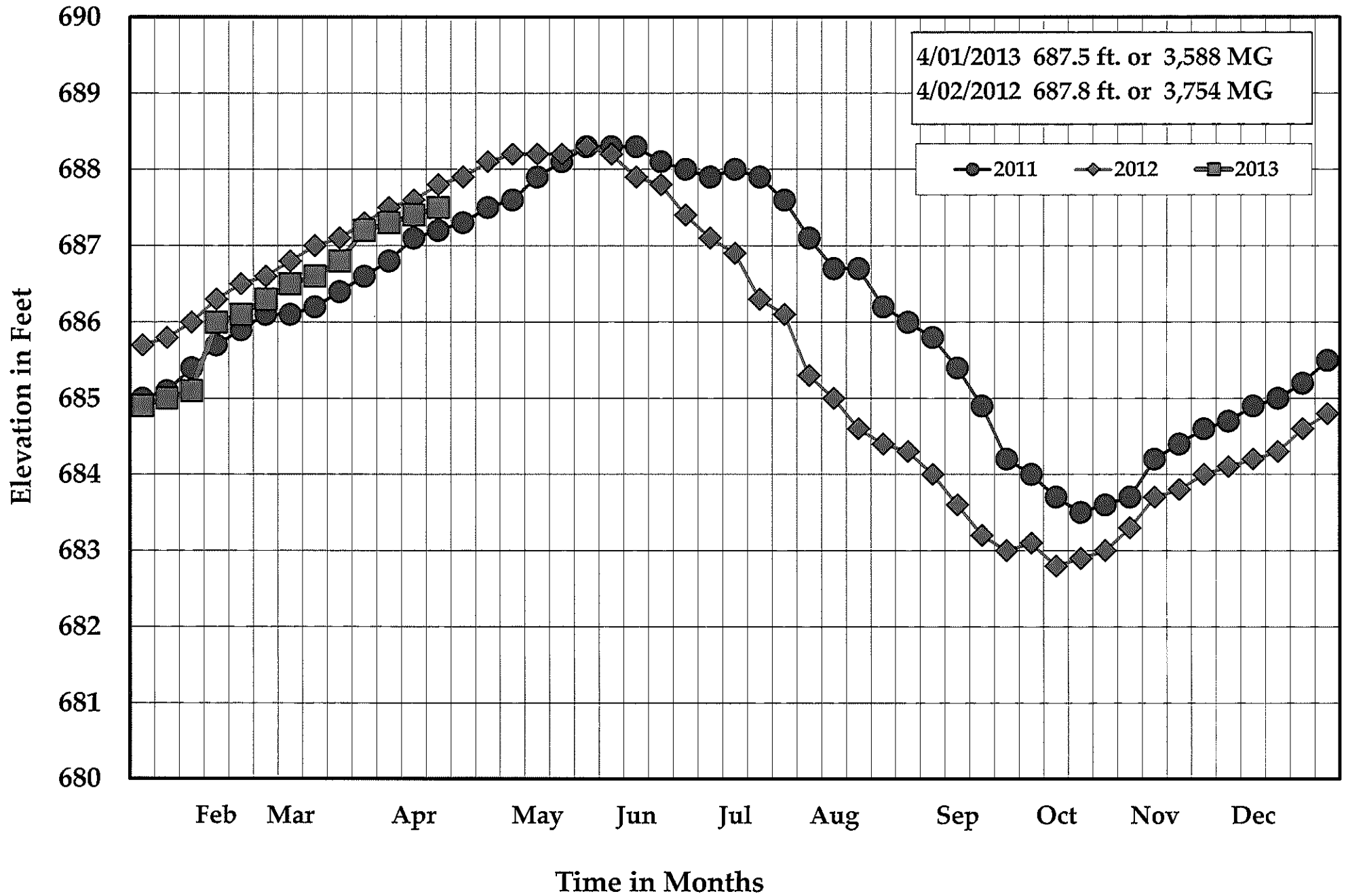


Figure 2

# 2011 - 2013 Total Wastewater Monthly Flow in MGD

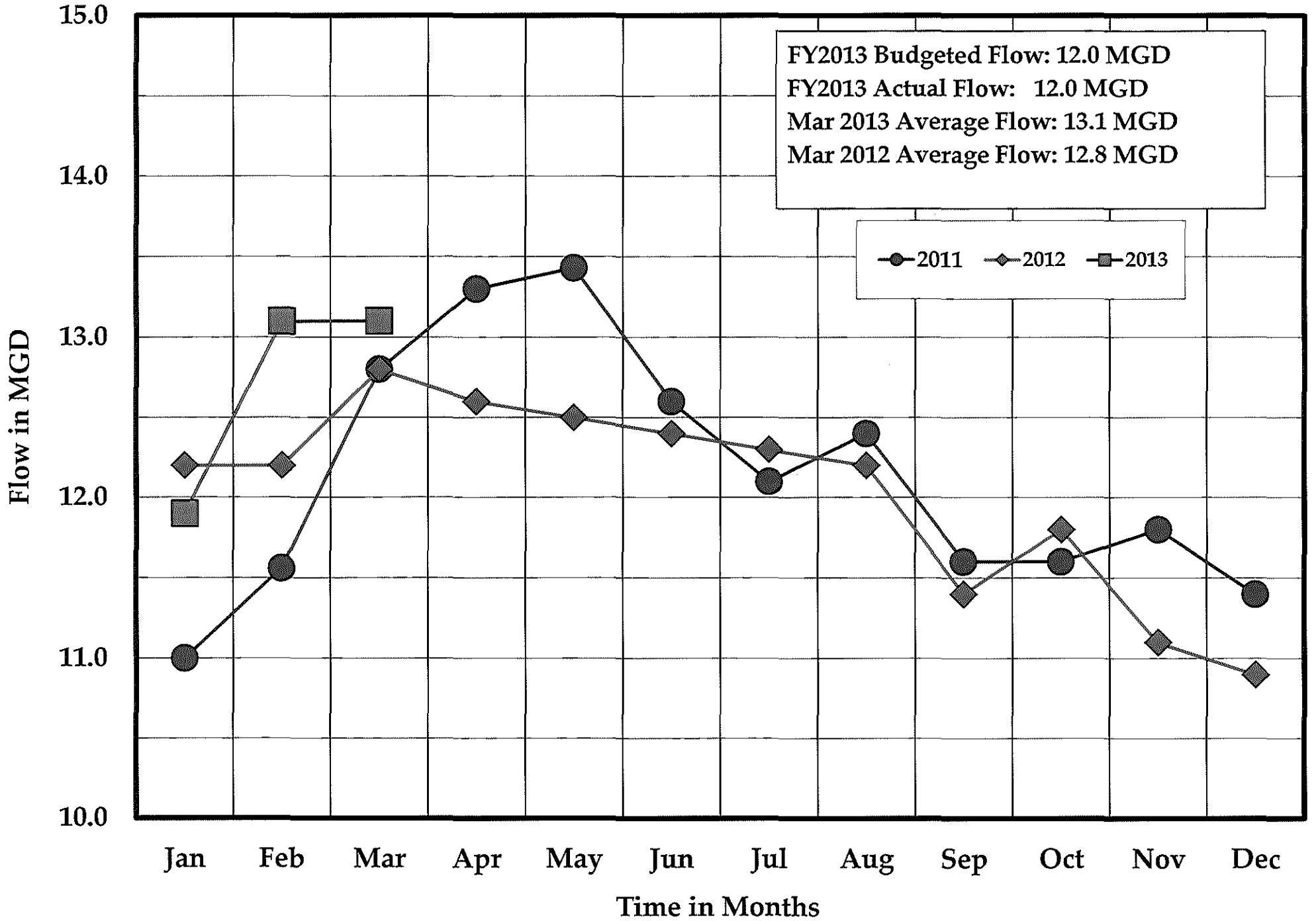
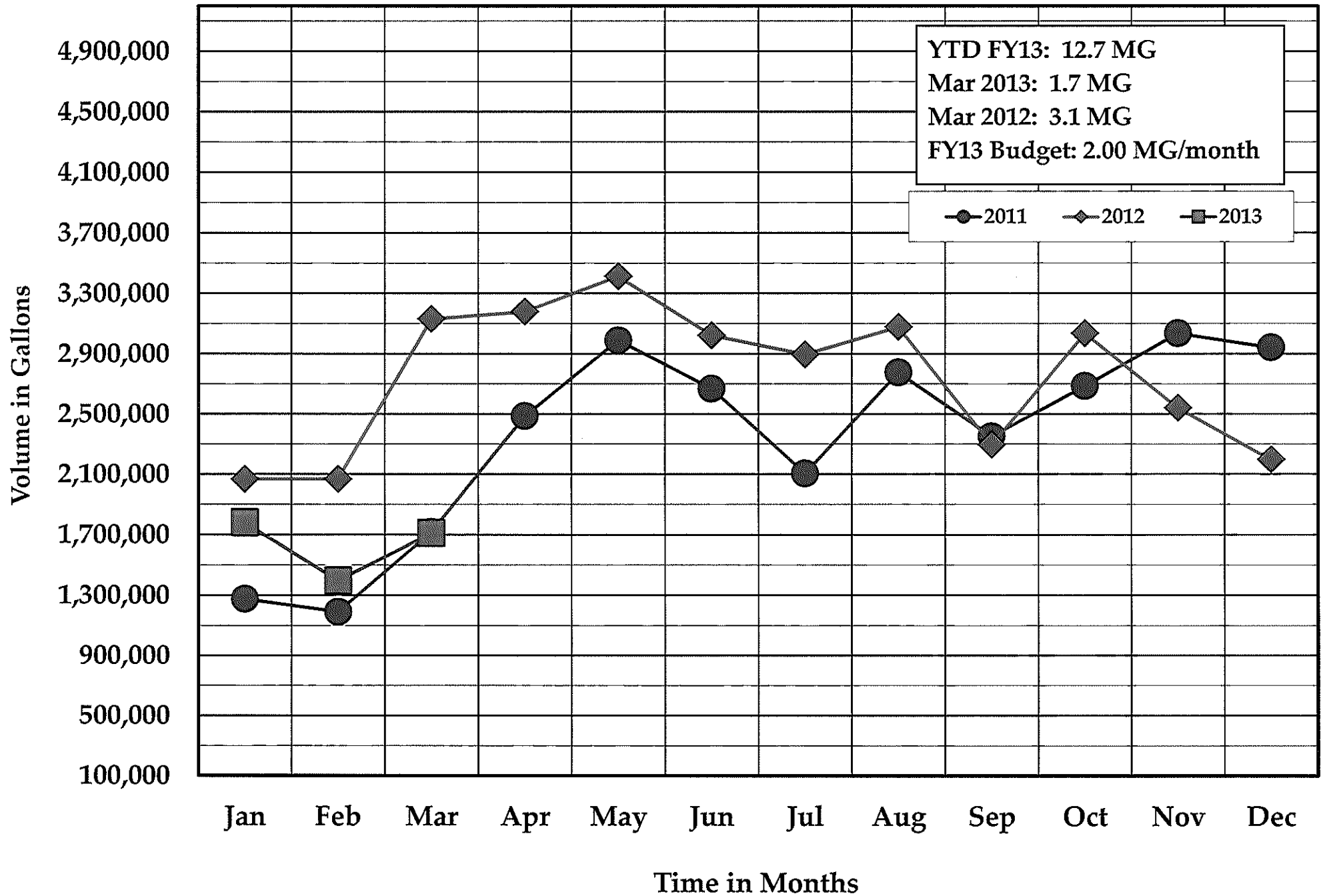


Figure 3

# 2011 - 2013 Hauled Waste Monthly Volume in Gallons



## MINUTES

Muskegon County Regional  
Water System Policy Board  
Board of Commissioners Room  
Michael J. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, Michigan  
March 12, 2013

### CALL TO ORDER

The meeting was called to order by Chairman Sam St. Amour at 2:00 p.m.

### ROLL

Present: Kim Arter, Laketon Township  
Elizabeth Jenkins, Dalton Township  
Jerry Sanders, Muskegon Charter Township  
Kenneth Mahoney, County Commissioner  
Susie Hughes, County Commissioner  
Sam St. Amour, Fruitland Township  
Terry Sabo, County Commissioner

Excused: Chris Hall, Dalton Township  
David Kieft, Muskegon Charter Township

#### Staff

Present: John Warner, County DPW  
Karen Fisher, County DPW

#### Others

Present: David Bossenbroek, Attorney  
Rod Siegel, Laketon Township  
Jan Deur, Fruitland Township  
Dave Smith, City of Muskegon

### WSPB-13-010 – APPROVAL OF MINUTES

Moved by Susie Hughes, seconded by Kim Arter, to approve the minutes of the meeting held January 8, 2013.

Motion carried

WSPB-13-011 – DIXON ENGINEERING CONTRACT

Moved by Terry Sabo, seconded by Jerry Sanders, to concur with staff and recommend to the Board of Public Works to award the contract for the interior inspection of the elevated water storage tank at Michigan's Adventure to Dixon Engineering for their low quote of \$2,150 with costs being paid by the Regional Water System fund 5910-0546.

Roll call: Ayes – Arter; Jenkins; Sanders; Mahoney; Hughes; St. Amour; Sabo.

Nays – None.

Motion carried

WSPB-13-012 – INFORMATION ITEMS

The following information items were received and placed on file:

1. New Meters Set List (January and February 2013).
2. Local Fund Balance Sheet (January and February 2013).

WSPB-13-013 – REPORTS – WATER SYSTEM UPDATE

The Water System Update was distributed for information.

Moved by Ken Mahoney, seconded by Susie Hughes, to suspend the rules and allow audience participation.

Motion carried

Dave Smith, City of Muskegon, 1350 E. Keating, addressed the Board. He stated the City of Muskegon is working on valve turning on the water system.

Muskegon County Regional  
Water System Policy Board  
March 12, 2013  
Page Three

WSPB-13-013 – REPORTS – WATER SYSTEM UPDATE CONT'D

Moved by Susie Hughes, seconded by Ken Mahoney, to return to the regular agenda.

Motion carried

WSPB-13-014 –OLD BUSINESS

Commissioner Hughes thanked Mr. Warner for the information packet on the Regional Water System.

WSPB-13-015 – NEW BUSINESS

Chairman St. Amour stated a communication has been received from Bendzinski & Co. regarding water bond refinancing.

Commissioner Sabo stated this information has been forwarded to County Administrator Bonnie Hammersley and Finance & Management Director Heath Kaplan for their review.

WSPB-13-016 – AUDIENCE PARTICIPATION

There was no audience participation.

WSPB-13-017 – ADJOURN

Moved by Susie Hughes, seconded by Jerry Sanders, to adjourn the meeting at 2:21 p.m.

Motion carried

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Sam St. Amour, Chair

kf