

MUSKEGON COUNTY REGIONAL WATER SYSTEM POLICY BOARD
MICHAEL E. KOBZA HALL OF JUSTICE
990 TERRACE STREET
BOARD OF COMMISSIONERS ROOM, 4TH FLOOR
07 May 2013
2:00 P.M.

A G E N D A

- A. Call To Order.
- B. Roll.
- C. Approval of Minutes.
- D. Action Items
 - 1. Authorization to bid fire hydrant painting
- E. Information Items:
 - 1. Discussion of Water System History
 - 2. New Meters Set List. (to be distributed at the meeting)
 - 3. Local Fund Balance Sheet.
- F. Reports:
 - 1. Water System Update.
- G. Old Business.
- H. New Business.
- I. Audience Participation.
- J. Adjourn.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE M.C. Regional Water System Policy Board		BUDGETED	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Public Works	COMMITTEE DATE 07 May 2013	REQUESTOR SIGNATURE 		
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
Approve the minutes of the meeting held on 12 March 2013.				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
I move to approve the minutes of the meeting held on 12 March 2013				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee				None
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO.	

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
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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

Sam St. Amour, Chair

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE M.C. Regional Water System Policy Board		BUDGETED	NON-BUDGETED X	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Public Works		COMMITTEE DATE 07 May 2013		REQUESTOR SIGNATURE 
<p>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</p> <p>Between the Northside and Eastside sections of the Regional Water System, we have approximately 1100 fire hydrants. Many of these hydrants have not been painted in many years and are looking very poor. Paint not only makes the hydrants look good but also protects them from rusting and makes them highly visible. Staff requests authorization to solicit bids for the painting of all system hydrants which are in need of repainting. This may be a 3-5 year project depending on how the costs come in and we will be prepared to make a recommendation once we see the bids. Costs for such work would be paid from the Regional Water System fund, 5910.</p>				
<p>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</p> <p>I move to authorize staff to solicit bids for the repainting of fire hydrants in the Regional Water System.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee:				None
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO. 6	

LOCAL FUND BALANCE SHEET

as of March 31, 2013

	YTD .05 PER UNIT OF WATER	YTD REU REIMBURSEMENT	CURRENT ACCOUNT BALANCE
DALTON TWP	\$ 80.69	\$ -	\$ 6,340.39
FRUITLAND TWP	\$ 0.42	\$ -	\$ 1,717.04
LAKETON TWP	\$ 685.46	\$ -	\$ 31,299.73
MUSKEGON TWP	\$ 3,896.69	\$ 100.00	\$ 3,996.69

LOCAL FUND BALANCE SHEET
as of APRIL 30, 2013

	YTD .05 PER UNIT OF WATER	YTD REU REIMBURSEMENT	CURRENT ACCOUNT BALANCE
DALTON TWP	\$ 120.95	\$ 125.80	\$ 6,506.44
FRUITLAND TWP	\$ 0.64	\$ -	\$ 0.00
LAKETON TWP	\$ 955.41	\$ 100.00	\$ 31,569.68
MUSKEGON TWP	\$ 5,402.71	\$ 200.00	\$ 5,602.71

MUSKEGON COUNTY

M I C H I G A N

BOARD OF PUBLIC WORKS

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District 1

MEMORANDUM

TO: Chairman St. Amour and all Members of the Water System Policy Board

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

DATE: 01 May 2013

SUBJECT: Water System Monthly Operations Report, April 2013

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

We took quotes on the pressure washing of the elevated water storage tank at Michigan's Adventure. The tank will be cleaned before the start of Michigan's Adventure's season.

The supervisor of the City of Muskegon Water Treatment Plant will be leaving in May. The Lead Operator will be filling in in the interim so we should notice no changes in the way things are operated.

With the nice weather returning, we are getting back out to do large-scale meter replacements.

We will be going out for bids on fire hydrant painting very soon. We have many hydrants out there which are desperately in need of a coat of paint and we do not have in-house resources to make this happen.

An interesting tid-bit of information: we have a squirrel who has somehow moved into the Giles Road pump station. The squirrel would not let anyone go inside the building. We have engaged a pest control company to remove the squatter from our premises. Once the squirrel is gone, we will find the place where it gained access and seal it up. We did find it rather humorous that a squirrel would chase us out of our own building.