

MUSKEGON COUNTY REGIONAL WATER SYSTEM POLICY BOARD
MUSKEGON CHARTER TOWNSHIP
1990 APPLE AVENUE
MUSKEGON, MICHIGAN 49442
JUNE 10, 2014
2:00 PM

A G E N D A

- A. Call To Order
- B. Roll
- C. Approval of Agenda
- D. Approval of Minutes (p. 2)
- E. Items for Discussion:
 - 1. Connection Fee Schedule. (p. 6)
- F. Information Items:
 - 1. New Meter Set List for May 2014 (p. 7)
 - 2. Local Fund Balance Sheet for May 2014 (p. 8)
- G. Reports:
 - 1. Water System Update (p. 9)
- H. Old Business
- I. New Business
- J. Audience Participation
- K. Adjourn

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Muskegon County Regional Water Policy Board		BUDGETED NON-BUDGETED PARTIALLY BUDGETED		
REQUESTING DEPARTMENT Public Works		COMMITTEE DATE 10 June 2014		REQUESTOR SIGNATURE
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
Approval of the minutes of the Muskegon County Regional Water System Policy Board meeting held on May 6, 2014.				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
I move to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on May 6, 2014.				
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				
				Date
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO. 2	

Muskegon County
Water System Policy Board
May 6, 2014
2:00 p.m.
Laketon Township
2735 W. Giles Road
Muskegon, MI 49445

Kim Arter, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Arter at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Chris Hall, Dalton Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Board Chair
Terry Sabo, Muskegon County Commissioner
Sam St. Amour, Fruitland Township Supervisor

Absent: None

Staff

Present: John Warner, Public Works Director
Tina Nash, DPW Departmental Clerk

Others

Present: Rod Siegel, Laketon Township Building Inspector
Jeffrey B Wood, Muskegon Township Treasurer
Jan L Deur, Fruitland Township Trustee

APPROVAL OF AGENDA

WSPB-14-030 Moved by Hall, seconded by Hughes, to approve the agenda amending Item E. to include item number 2. a motion to approve Contract Change Order #1 for the Creston Street Water Main Extension.

Motion carried

APPROVAL OF MINUTES

WSPB-14-031 Moved by Kieft, seconded by St Amour, to approve the minutes of the meeting held March 13, 2014 with the change to WSPB14-028 Audience Participation to read as follows:

Roger Jourden of Duck Creek RV thanked the Board and as he moves forward he will talk to the individual townships to try to make what appears to him to be an unfair situation correct.

Motion carried

ITEMS FOR CONSIDERATION:

Recommend modification to Appendix A of respective water ordinances to reflect the recently accepted changes to the connection fee schedule

WSPB-14-032 Moved by Mahoney, seconded by Hughes, to recommend to the Regional Water System member local units a modification to Appendix A of their respective water ordinances to reflect the recently accepted changes to the connection fee schedule (\$6,200 for the first REU, \$4,000 for the second REU, \$2,000 for the third REU, \$1,000 for the fourth REU and \$500 for the fifth and all subsequent REU's and fractions thereof) be in effect ONLY for those customers who opt to pay the entire connection fee at the time of connection and that for all customers who opt to take the time payment plan, the former connection fee of \$6,200 per REU for all REU's or fractions thereof remain in effect, with these modifications taking effect as of 01 July 2014.

Discussion followed.

Moved by Hughes, seconded by Kieft, to postpone item WSPB-14-032 to a later date.

Motion carried

Approve Contract Change Order #1 for the Creston Street Water Main Extension

WSPB-14-033 Moved by Hughes, seconded by Mahoney, to approve Contract Change Order #1 for the Creston Street Water Main Extension (RFB 14-2113) to West Michigan Dirt Works in the amount of an additional \$5,950 bringing the total contract cost to \$77,235.71 with all costs being paid from the Regional Water System Fund 5910-0552.

Roll call:

Ayes – Hall, Kieft, Mahoney, Sabo, Hughes, Arter

Nays – None

Abstain – St. Amour

Motion carried

INFORMATION ITEMS

WSPB-14-034 Moved by Kieft, seconded by Sabo, that the following information items be received and placed on file:

1. New Meter Set List for April 2014
2. Local Fund Balance Sheet for March 2014
3. Local Fund Balance Sheet for April 2014

Motion carried

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

Commissioner Hughes asked John Warner if he was being kept up to date on the Fruitport / Norton Shore system. Mr. Warner stated he is keeping up on it based on the information he can get.

OLD BUSINESS

Chris Hall requested permission to have the Water System Policy Board's attorney present at the next Dalton Township meeting on Monday, May 12, 2014.

WSPB-14-035 Moved by Hughes, seconded by Sabo, to have David Bossenbroek represent the Water System Policy Board at Dalton Township's next meeting.

Motion carried

NEW BUSINESS

David Kieft informed the Board that Muskegon Township at their May 5, 2013 meeting voted not to pay the System Maintenance Fee.

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:36 p.m.

Kim Arter, Chair

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

Brenda M. Moore
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

Kim Arter
Ex-Officio Member

Doug Kadzban
Ex-Officio Member

MEMORANDUM

TO: Chairwoman Arter and all Members of the Regional Water System Policy Board

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

DATE: 6 June 2014

SUBJECT: Connection Fee Schedule

At the Regional Water System Policy Board meeting of May 2014, the Board directed staff to reexamine the reduced connection fee schedule and bring back a less aggressive schedule for consideration. We have developed a new schedule for the Board's review which still reduces the costs but not to the extent that the original schedule did.

The new proposed schedule is:

1 st REU	\$6,200
2 nd REU	\$5,500
3 rd REU	\$5,000
4 th REU	\$4,500
5 th REU	\$4,000 also for each REU or fraction thereof beyond 5 REU

Also as previously recommended, the reduced connection fee schedule should be used only if the connection fee is being paid up front at the time of connection. For customers requesting the time payment, the cost would be \$6,200 for each REU and fraction thereof.

New Meters Set

Property Location	Customer Name		Installed	TWP	Size	REU
1230 SUMAC		RES	MUS	05/22/14	MUS	3/4 I 1.00

New Meters Set

Property Location	Customer Name		Installed	TWP	Size	REU
1954 MCLAUGHLIN		RES	W AND S	05/13/14	MUS	3/4 1.00

LOCAL FUND BALANCE SHEET
as of May 31, 2014

	YTD .05 PER UNIT OF WATER	YTD REU REIMBURSEMENT	CURRENT ACCOUNT BALANCE
DALTON TWP	\$ 145.27	\$ 679.02	\$ 7,962.12
FRUITLAND TWP	\$ 2.84	\$ -	\$ 0.74
LAKETON TWP	\$ 1,042.61	\$ -	\$ 5,552.86
MUSKEGON TWP	\$ 6,006.66	\$ 887.23	\$ 6,893.89

MUSKEGON COUNTY

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MEMORANDUM

TO: Chairwoman Arter and all Members of the Regional Water System Policy Board

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

DATE: 6 June 2014

SUBJECT: Regional Water System Monthly Operations Report, May 2014

Regional Water System

Northside Water

- Another round of quarterly DBP testing occurred in May.
- City water plant is trying to secure parts for water powered pump discharge valves at Giles P.S., the control valving for both pumps need seals replaced. Seals will be replaced as soon as parts are received.

Eastside Water

- Another round of quarterly DBP testing will occurred in May.
- The Creston Street watermain project was started and completed. Due to unknown septic tank fields encountered in front of two businesses, special bell joint clamps were required on pipe joints within 10' of any septic features. This was required to meet MDEQ requirements as the normally required 10' separation between potable water and sewer could not be maintained.
- A fan on Harvey VFD #3 quit working. A replacement fan was difficult to find as even the supplier for the VFD manufacturer, Rockwell, could not provide a replacement. Another source was found and two VFD fans will be ordered to have one as a spare.

Finalizing Emergency Response Plans for Northside and Eastside Water Systems.