

Muskegon County
Board of Public Works
January 14, 2016
3:00 p.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Muskegon, MI 49442

Benjamin Cross, Chair

Marvin Engle, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Cross at 3:00 p.m.

ROLL

Present: Benjamin Cross, Muskegon County Commissioner
Marvin Engle, Muskegon County Commissioner
Susie Hughes, Muskegon County Commissioner
Ken Mahoney, Muskegon County Commissioner
Brenda Moore, Drain Commissioner
Robert Scolnik, Muskegon County Commissioner
Kim Arter, Ex-officio Member
Jerry Bartoszek, Ex-officio Member

Excused: Jeff Lohman, Muskegon County Commissioner
Charles Nash, Muskegon County Commissioner
Rillastine Wilkins, Muskegon County Commissioner

Staff

Present: Mark Eisenbarth, Muskegon County Administrator
Beth Dick, Assistant Administrator & Finance Director
John Warner, Public Works Director
David Johnson, Wastewater Director
Doug Hughes, Corporate Counsel
Tina Nash, DPW Departmental Clerk

ELECTION OF OFFICERS

Chair Cross opened nominations for Chair of the Muskegon County Board of Public Works.

Moved by Commissioner Hughes, seconded by Commissioner Engle to nominate Commissioner Cross for Chair.

There were no other nominations for Chair.

BPW-16-001 Moved by Commissioner Mahoney, seconded by Commissioner Hughes to close the nominations for Chair and a unanimous ballot be cast.

VOICE VOTE: Motion carried

Commissioner Cross was elected by unanimous vote as Chair to the Muskegon County Board of Public Works. Commissioner Cross assumed the Chair.

Chair Cross presiding.

Chair Cross opened nominations for Vice Chair of the Muskegon County Board of Public Works.

Moved by Commissioner Hughes, seconded by Drain Commissioner Moore to nominate Commissioner Engle for Vice Chair.

There were no other nominations for Vice Chair.

BPW-16-002 Moved by Commissioner Mahoney, seconded by Commissioner Hughes to close the nominations for Vice Chair and a unanimous ballot be cast.

VOICE VOTE: Motion carried

Commissioner Engle was elected by unanimous vote as Vice Chair of the Muskegon County Board of Public Works. Commissioner Engle assumed the position as Vice Chair.

Chair Cross opened nominations for Secretary of the Muskegon County Board of Public Works.

Moved by Commissioner Hughes, seconded by Commissioner Mahoney to nominate Drain Commissioner Moore for Secretary.

There were no other nominations for Secretary.

BPW-16-003 Moved by Commissioner Mahoney, seconded by Commissioner Hughes to close the nominations for Secretary and a unanimous ballot be cast.

VOICE VOTE: Motion carried

Drain Commissioner Moore was elected by unanimous vote as Secretary of the Muskegon County Board of Public Works.

Drain Commissioner Moore assumed the position as Secretary.

Chair Cross opened nominations for Deputy Secretary of the Muskegon County Board of Public Works.

Moved by Commissioner Hughes, seconded by Drain Commissioner Moore to nominate John Warner for Deputy Secretary.

There were no other nominations for Deputy Secretary.

BPW-16-004 Moved by Commissioner Hughes, seconded by Commissioner Engle to close the nominations for Deputy Secretary and a unanimous ballot be cast.

VOICE VOTE: **Motion carried**

John Warner was elected by unanimous vote as Deputy Secretary of the Muskegon County Board of Public Works. John Warner assumed the position as Deputy Secretary.

BPW-16-005 APPROVAL OF MINUTES

Moved by Commissioner Engle, seconded by Commissioner Hughes, to approve the minutes of the Board of Public Works meeting held on December 10, 2015.

VOICE VOTE: **Motion carried**

BPW-16-006 APPROVAL OF AGENDA

Moved by Drain Commissioner Moore, seconded by Commissioner Engle, to approve the agenda as presented.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW-16-007 Free Dump Day

Moved by Commissioner Engle, seconded by Commissioner Hughes, to approve the "Free Dump Day" program for municipalities for 2016 from the Muskegon County Solid Waste Management System.

VOICE VOTE: **Motion carried**

BPW-16-008 Bid the Sale of Alfalfa

Moved by Commissioner Engle, seconded by Drain Commissioner Moore, to authorize the Purchasing Department to seek bids for the sale of the 2016 alfalfa crop in fields 10, 12, 29, 30A/31, 41 and 42.

VOICE VOTE: **Motion carried**

BPW-16-009 Bid Irrigation Rigs & Pivot Pads

Moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize the Purchasing Department to advertise for bids to replace the irrigation rigs and pivot pads in fields 5, 6, 7, 8, 15 and 15A with trade and/or sale of the used irrigation rigs currently in those fields.

VOICE VOTE: **Motion carried**

BPW-16-010 Bid Engineering Services

Moved by Commissioner Hughes, seconded by Drain Commissioner Moore, to authorize the Purchasing Department to advertise for bids for engineering services to extend the Wastewater Fleet Maintenance Building so that two divisions can be efficiently managed from one base.

VOICE VOTE: **Motion carried**

BPW-16-011 Sell Used Equipment

Moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize the Wastewater Department sell the used equipment listed above.

VOICE VOTE: **Motion carried**

BPW-16-012 Award RFB 16-2208 T&L Irrigation Center Pivot Parts

Moved by Commissioner Engle, seconded by Commissioner Hughes, to accept the proposed discounted prices on irrigation rig parts offered by Zirk Welding for five years.

Roll call:

Yes – Scolnik, Engle, Hughes, Mahoney, Moore, Cross

No – None

Excused – Lohman, Nash, Wilkins

Motion carried

BPW-16-013 Authorize Sale of Parcel

Moved by Commissioner Engle, seconded by Commissioner Hughes, to authorize the Chairman of the Board of Public Works to execute closing documents and related closing costs on parcel number 61-10-015-200-0030-00.

Roll call:

Yes – Mahoney, Moore, Scolnik, Engle, Hughes, Cross

No – None

Excused – Lohman, Nash, Wilkins

Motion carried

BPW-16-014 Create Wastewater Scale Attendant Position

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize the Wastewater Department to eliminate vacant Pretreatment Technician position W27503 and create a new position of Wastewater Scale Attendant.

Roll call:

Yes – Engle, Hughes, Mahoney, Moore, Scolnik, Cross

No – None

Excused – Lohman, Nash, Wilkins

Motion carried

BPW-16-015 Informational Items:

Moved by Commissioner Engle, seconded by Commissioner Mahoney, that the following informational items be received and placed on file:

1. Public Works Monthly Operations Report, December 2015.
2. Wastewater Monthly Operating Report, December 2015.
3. Muskegon County Regional Water Policy Board Minutes, December 2015 (draft)

VOICE VOTE: **Motion carried**

OLD BUSINESS

Dave Johnson informed the Board that Wastewater was awarded the Corn Marketing Program of Michigan grant.

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

None

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 3:18 p.m.

Benjamin E. Cross, Chair