

Muskegon County  
Board of Public Works  
March 16, 2017  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Chair Hughes at 4:01p.m.

**ROLL**

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Jerry Bartoszek, Ex-officio Member

Excused: Kim Arter, Ex-officio Member

**Staff**

Present: Beth Dick, Assistant Administrator & Finance Director  
Benjamin E. Cross, Board of Commissioners Chairman  
Susan Franklin, Corporate Counsel  
Tina Nash, DPW Departmental Clerk  
Matt Farrar, Public Works Director  
Dave Johnson, Wastewater Director  
Christine Morris, Wastewater Secretary

**BPW-17-036 APPROVAL OF THE AGENDA**

Moved by Commissioner Nash, seconded by Commissioner Mahoney to approve the revised agenda as presented.

VOICE VOTE: **Motion carried**

**BPW-17-037 APPROVAL OF MINUTES**

Moved by Commissioner Mahoney, seconded by Commissioner Foster, to approve the minutes of the Board of Public Works meeting held on February 16, 2017.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-17-038 Solicit Bids for the Brown's Pond Dam Improvements Project**

Moved by Commissioner Mahoney, seconded by Commissioner Engle, to authorize staff to request bids for the Brown's Pond dam improvements project.

VOICE VOTE: **Motion carried**

**BPW-17-039 Authorize the Purchase of a Used 2014 Volvo A30G off-road Dump Truck**

Moved by Commissioner Engle, seconded by Commissioner Snider, to authorize the purchase of the used 2014 Volvo A30G off-road dump truck in the amount of \$249,000 from Alta Equipment Company and to amend the budgets accordingly.

Roll call:

Yes –Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Hughes

No – None

**Motion carried**

**BPW-17-040 Renew Litter Cleanup Services Contract**

Moved by Commissioner Engle, seconded by Commissioner Foster, to forgo the purchasing process and to renew the litter cleanup services contract with Field Technology Services, per the proposal dated March 1, 2017, and authorize the Chair to sign the proposal.

Roll call:

Yes – Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No – None

**Motion carried**

**BPW-17-041 Award Landfill Gas Pipeline Operation and MPSC Compliance Services / RFP 17-2250**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to award landfill gas pipeline operation and MPSC compliance services to Utility Safety & Design, Inc., authorize the Chair to sign the agreement when complete, and to amend the budget accordingly.

Roll call:

Yes –Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Hughes

No – None

**Motion carried**

Commissioner Snider requested a comprehensive report on the landfill gas. Matt Farrar agreed to prepare that for the commissioners.

**BPW-17-042 Purchase 2010 Caterpillar 826H**

Moved by Commissioner Engle, seconded by Commissioner Snider, to forgo the purchasing policy and purchase the rental 2010 Caterpillar 826H from Marcel Equipment with trade in of the 2004 Caterpillar 826G, for the quoted price of \$139,445.

Roll call:

Yes –Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Snider, Hughes

No – None

**Motion carried**

**BPW-17-043 Reject Forestry Service Consultant Bid / RFB 17-2244**

Moved by Commissioner Engle, seconded by Commissioner Foster, to reject the bid for RFB 17-2244, Forestry Service Consultant.

VOICE VOTE: **Motion carried**

**BPW-17-044 Authorize the Services of Randy Kuipers for Wastewater's Forest and Wildlife Management Plan**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to authorize the Wastewater Department to utilize the services of Michigan Registered Forester Randy Kuipers to execute their Forest and Wildlife Management Plan for five Years with a 14% commission of timber sales.

Drain Commissioner Moore asked if it was possible for the Drain office to collaborate with Wastewater on this regarding the County drains. Dave Johnson explained this was more for timber stand improvement.

Roll call:

Yes – Foster, Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Hughes

No – None

**Motion carried**

**BPW-17-045 Award the Sale of Alfalfa and Wheat Straw / RFB 17-2252**

Moved by Commissioner Nash, seconded by Commissioner Engle, to award the alfalfa silage produced in fields 1, 2, 27, 30, 31A, 46S, and 52 from 2017-2020 and the wheat straw produced in fields 44 and 51N in 2017 to den Dulk Dairy, LLC, at the above prices per the specifications in RFB 17-2252, and I further authorize the Public Works Board Chair to sign the contracts to formalize the above actions.

VOICE VOTE: **Motion carried**

**BPW-17-046 Authorize a Building to Cover the Farm's Fertilizer Bay**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize the Wastewater Department to have the farm's fertilizer bay covered by M. Miller Builders, LLC, for \$10,300.00.

Roll call:

Yes – Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No – None

**Motion carried**

**BPW-17-047 Award the Agriculture Fertilizers & Chemicals Bid / RFB 17-2254**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to award the Agriculture Fertilizers & Chemicals bid as presented in the above summary.

Roll call:

Yes – Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No – None

**Motion carried**

**BPW-17-048 Approve Change Order No. 1 to the Cell No. 2 Improvements Contract**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve Change Order No. 1 to the contract Cell No. 2 Improvements with Grand River Construction, which increases the contract cost by \$775,892.70 from \$4,478,186.80 to \$5,254,079.50, and I authorize the Board Chair to sign same.

Roll call:

Yes –Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Hughes

No – None

**Motion carried**

**BPW-17-049 Informational Items:**

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

1. Public Works Monthly Operations Report, February 2017.
2. Wastewater Monthly Operating Report, February 2017.
3. Muskegon County Regional Water Policy Board Minutes, February 2017(draft)

VOICE VOTE: **Motion carried**

**OLD BUSINESS**

Commissioner Scolnick asked Dave Johnson for an update on the Farm Manager position. Dave Johnson stated March 24, 2017 will be Joel Arends last day. Dave Johnson informed the board that Ted Costigan will start on March 20, 2017.

Commissioner Scolnick suggested to Dave Johnson that a video be made to inform the public of Wastewater operations. Dave Johnson stated he would discuss this with Jonathan Wilson.

**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 4:29 p.m.

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Susie Hughes, Chair