

Muskegon County  
Board of Public Works  
May 11, 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 4:00p.m.

**ROLL**

Present:       Marvin Engle, Muskegon County Commissioner  
                  Gary Foster, Muskegon County Commissioner  
                  Susie Hughes, 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  
                  Kim Arter, Ex-officio Member

Excused:       Ken Mahoney, Muskegon County Commissioner  
                  Jerry Bartoszek, Ex-officio Member

**Staff**

Present:       Matt Farrar, Public Works Director  
                  Dave Johnson, Wastewater Director  
                  Tina Nash, DPW Departmental Clerk  
                  Mark Eisenbarth, County Administrator  
                  Beth Dick, Assistant Administrator & Finance Director  
                  Doug Hughes, Corporate Counsel  
                  Jonathan Wilson, Economic Development Coordinator

**BPW-17-056 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-17-057 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on April 13, 2017.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-17-058 Award Water Cost of Service & Rate Study / RFP 17-2257**

Moved by Commissioner Engle, seconded by Commissioner Snider, to award the Water Rate Study, as specified in County RFP 17-2257 to Municipal Analytics for a not-to-exceed cost of \$36,900.

Kim Arter informed the Board the Water System Policy Board recommended Municipal Analytics and stated she has been on the Water System Policy Board since the end of 2008 and a rate study hasn't been completed since she became a member.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**BPW-17-059 Easement Agreement – State of Michigan**

Moved by Commissioner Nash, seconded by Commissioner Foster, to approve the easement agreement between the Board of Public Works and the State of Michigan and I authorize the Board Chair to sign same, with both approval and signing conditional upon review of the agreement by Corporate Counsel.

VOICE VOTE: **Motion carried**

**BPW-17-060 Easement Agreement – Cedar Fair LLC/Michigan’s Adventure**

Moved by Commissioner Engle, seconded by Drain Commissioner Moore, to approve the easement agreement between the Board of Public Works and Cedar Fair LLC/ Michigan’s Adventure and I authorize the Board chair to sign same.

VOICE VOTE: **Motion carried**

**BPW-17-061 Purchase Argo Frontier 8X8 Responder S All-Terrain Vehicle**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the Wastewater Department’s purchase of an Argo Frontier 8X8 Responder S all-terrain vehicle for \$24,990.20 to be leased to the Moorland Township Fire Department in order to improve public safety at the Wastewater and surrounding areas.

Dave Johnson stated the lease agreement has not been finalized and the concerns of the Board will be addressed in the agreement.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**BPW-17-062 Pump Station Montague Contract – Change Order No. 2**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize Change Order No. 2 to the Pump Station Montague contract, which decreases the project cost by \$24,096.77, from \$1,195,033.81 to \$1,170,937.04 and I authorize the Board Chair to sign same.

VOICE VOTE: **Motion carried**

**BPW-17-063 Cell No. 2 Improvements – Change Order No. 2**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to authorize Cell No. 2 Improvements Change Order No. 2 for the replacement of six electrical cables at a cost of \$150,303.75, bringing the contract price to \$5,404,383.25 and I authorize the Board Chair to sign same.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**BPW-17-064 Cell No. 2 Improvements – Change Order No. 3**

Moved by Commissioner Engle, seconded by Commissioner Snider, to authorize Cell No. 2 Improvements Change Order No. 3, which adds a cost of \$2,625.00, bringing the contract price to \$5,407,008.25, and which adds two weeks to the contract deadlines, and I authorize the Board Chair to sign same.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**BPW-17-065 Engineering Services for RI System Upgrade**

Moved by Commissioner Engle, seconded by Commissioner Snider, to authorize Prein&Newhof to perform engineering services for RI System Upgrade at a cost not to exceed \$147,700.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**BPW-17-066 Engineering Services for the Flume Bar Screen**

Moved by Commissioner Snider, seconded by Commissioner Foster, to authorize Prein&Newhof to perform engineering services for the Flume Bar Screen at a cost not to exceed \$87,900.

Roll call:

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

No – None

Excused - Mahoney

**Motion carried**

**Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, April 2017.
2. Wastewater Monthly Operating Report, April 2017.
3. Muskegon County Regional Water Policy Board Minutes, April 2017 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, April 2017 (draft)

Commissioner Scolnik asked about the project at the Carpenter’s Brothers site. Matthew Farrar stated it is a stormwater improvement project to filter the water before it goes into Muskegon Lake. Matthew Farrar explained the Fairgrounds had a compost pile that needed to be removed and WMSRDC was able to use the material for the project. Chair Hughes stated project is being conducted by WMSRDC and the City of Muskegon.

**OLD BUSINESS**

None

**NEW BUSINESS**

Drain Commissioner Moore ask Dave Johnson how change orders are tracked. Dave Johnson stated Prein&Newhof keeps track of the approved changes and he keeps them on file.

Dave Johnson introduced the new Farm Manager, Ted Costigan. Mr. Costigan thanked the Board for the opportunity. The Board welcomed Mr. Costigan.

**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 4:30p.m.

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Susie Hughes, Chair