

Muskegon County
Board of Public Works
June 15, 2017
4:00p.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

MINUTES

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
 Ken Mahoney, Muskegon County Commissioner
 Brenda Moore, Drain Commissioner
 Robert Scolnik, Muskegon County Commissioner
 I. John Snider II, Muskegon County Commissioner
 Rillastine Wilkins, Muskegon County Commissioner
 Kim Arter, Ex-officio Member
 Jerry Bartoszek, Ex-officio Member

Excused: Charles Nash, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director
 Steve Fink, Public Works Project Manager
 Tina Nash, DPW Departmental Clerk
 Mark Eisenbarth, County Administrator
 Beth Dick, Assistant Administrator & Finance Director
 Doug Hughes, Corporate Counsel
 Benjamin E. Cross, Board of Commissioners Chairman

BPW-17-067 APPROVAL OF THE AGENDA

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

VOICE VOTE: Motion carried

BPW-17-068 APPROVAL OF MINUTES

Moved by Commissioner Engle, seconded by Commissioner Snider, to approve the minutes of the Board of Public Works meeting held on May 11, 2017.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW-17-069 Authorize the Army Corps of Engineers Right-of-Entry

Moved by Commissioner Snider, seconded by Commissioner Engle, to authorize the Army Corps of Engineers right-of-entry to construct and sample replacement monitoring wells W-7D and W23d within County owned property at the former Ott/Story and Muskegon County Business Park - North properties.

VOICE VOTE: **Motion carried**

BPW-17-070 Award Asset Management Plan / RFP 17-2255

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to award the Asset Management Plan as specified in County RFP 17-2255 to Johnson & Anderson for a not-to-exceed cost of \$32,255.00.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-071 Recommend to Contribute Towards Grant

Moved by Commissioner Engle, seconded by Commissioner Foster, to recommend to the Board of Commissioners to contribute \$5,000 from the general fund toward the Michigan Department of Agriculture and Rural Development grant to the Muskegon County Fair Association for electrical improvements for the 50 new camp sites at the Muskegon County Fairgrounds.

Drain Commissioner Moore asked where the proceeds go to. Administrator Eisenbarth stated the proceeds will go to the Fair Board and used to maintain the fairgrounds.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-072 Approve Schultz Land & Water Consulting to Perform Site Plans & Construction Management Services

Moved by Commissioner Snider, seconded by Commissioner Engle, to waive the purchasing policy that requires three quotes and to hire Schultz Land & Water Consulting, Inc. to develop site plans for the placement of a household hazardous waste facility at the White Lake transfer station and to provide bidding and construction management services for a not-to-exceed cost of \$2,500.00 and authorize the Public Works Board Chair to sign the professional services authorization.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-073 Approval to Bid a Hazardous Material Safety Storage Building

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize staff to issue a request for bids for a hazardous materials safety storage building.

VOICE VOTE: **Motion carried**

BPW-17-074 Award Landfill Gas System Engineering & Construction Inspection / RFP 17-2264

Moved by Commissioner Snider, seconded by Commissioner Foster, to award Cornerstone Environmental Group, LLC the work outlined in RFP 17-2264 for engineering plans, bidding documents, specifications and construction oversight services for the gas system expansion in Cell 4 in the amount of \$41,350. All costs will be paid from the Solid Waste fund 5710-0526.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-075 Write off Sager & Associates LLC Past Due Account

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to authorize Solid Waste to write off the past due account of Sager & Associates, LLC. In the amount of \$800.80 and any accrued interest at the time of write off.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-076 Authorize Prein&Newhoff to Perform Engineering Services for an Anaerobic Digester Feasibility Study

Moved by Commissioner Engle, seconded by Commissioner Snider, to authorize Prein&Newhof to perform engineering services for an anaerobic digester feasibility study at a cost not to exceed \$38,000.

Dave Johnson explained anaerobic digestion. Dave Johnson stated they will be looking at this as a front end treatment. Prein&Newhof will look at all of the techniques to determine what will work best. Prein&Newhof will also look at what the benefits would be if the County completes the project or if we should allow a company to make the investment. Dave Johnson stated either way the County would benefit.

Roll call:

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

No – None

Excused - Nash

Motion carried

BPW-17-077 Award the Michigan’s Adventure Sewer Project / RFB 17-2263

Moved by Commissioner Foster, seconded by Commissioner Engle, to accept the low bid from Jackson-Merkey Contractors for the Michigan’s Adventure Sewer project for a total of \$139,860.00.

Kim Arter stated she would have liked to see more than one bid being Dalton Township is paying for this. Dave Johnson stated there were three bids; two were disqualified because they were incomplete. Drain Commissioner Moore expressed her concerns with the purchasing process. Discussion ensued regarding the bidding process.

Roll call:

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

No – None

Excused - Nash

Motion carried

Informational Items:

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

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

OLD BUSINESS

Commissioner Scolnick asked for an update on the solar project. Dave Johnson stated Moorland Township required a special use permit. Dave Johnson stated Tradewind submitted a special use permit application to Mooreland Township and it was approved. Dave Johnson stated Tradewind has not received a power purchase agreement (PPA). Dave Johnson informed the Board Consumers Energy will be issuing another RFP for a 100 megawatt solar farm.

NEW BUSINESS

Chair Hughes informed the Board she attended the Michigan Green Communities conference. Chair Hughes stated Muskegon County received the "Most Improved" award and a check for \$1,500.

Commissioner Snider stated he agreed with Drain Commissioner Moore's suggestions regarding the bidding process. Chair Hughes asked Administrator Eisenbarth to set up a work session for the Board of Commissioners on purchasing/bidding.

Drain Commissioner Moore informed the Board about grants available for parking lots. Drain Commissioner Moore stated Matthew Farrar is aware of the grants. Steve Fink stated they have reviewed/rated the proposals for parking lot design consultants and a recommendation will be on the next Ways & Means agenda. It will then go to Full Board for approval. Drain Commissioner Moore mentioned the Storm Water Management Standards her office has and stated if we can show we are following those standards it may help with the grant. Steve Fink stated the website link to the standards was provided in the response to questions. Steve Fink stated they had at least seven firms who submitted proposals. Drain Commissioner Moore asked Steve Fink if they asked for qualifications. Steve Fink stated they did.

Chair Hughes informed the Board the Radio Controlled Airplane Club's event at the Wastewater was a fun day and thanked Dave Johnson for bringing his family.

PUBLIC COMMENT ON A NEW ITEM

Commissioner Scolnick asked how the new compactor was working. Steve Fink stated there have been no reported issues.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:39p.m.

Susie Hughes, Chair