

Muskegon County
Board of Public Works
December 7, 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
Charles Nash, 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: Robert Scolnik, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director
Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Steve Fink, Public Works Engineer & Projects Manager
Doug Hughes, Corporate Counsel
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Benjamin E. Cross, Board of Commissioners Chairman
Jonathan Wilson, Economic Development Coordinator

BPW-17-145 APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

BPW-17-146 APPROVAL OF MINUTES

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on November 9, 2017.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

Tim VanStrate from Webb Chemical spoke on item F.5 / Award Ferric Chloride. Tim VanStrate stated they were not the low bid but are a Muskegon based company and would like the Board to consider keeping this bid local with a Michigan made product.

PRESENTATION: Water Main Study – Water Supply to Muskegon County Wastewater Management System Treatment Facility

Jonathan Wilson explained the need for the study and introduced Barbara Marczak from Prein&Newhof to present the findings of the study. Barbara Marczak highlighted what went into the study and the results. Barbara Marczak stated they looked at how much water was needed, how to get the water to the location and the costs. Barbara Marczak covered tables 1 & 2 and also the alternate maps in the study (attached). Barbara Marczak stated alternative 6 is the best alternative.

Drain Commissioner Moore asked if other economic developments were looked at. Barbara Marczak stated they were. Drain Commissioner Moore asked if they looked at how this would be paid for. Barbara Marczak stated they did not at this time. Drain Commissioner Moore asked if Muskegon Heights' system was part of the scenario looked at to provide water. Barbara Marczak stated they were not. Barbara Marczak stated they now have a system model in place that others could be plugged into and looked at.

Chair Hughes asked Barbara Marczak about the proposed number of residential customers over 20 years. Barbara Marczak stated it is different based on the route options.

Commissioner Wilkins asked with Muskegon Heights having a plant that could provide additional water for the county that they don't foresee them as part of this plan. Barbara Marczak stated there is capacity available in both Muskegon Heights' and City of Muskegon's systems but at this time they did not look at Muskegon Heights.

ITEMS FOR CONSIDERATION:

BPW-17-147 Approve to Purchase Trucks

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to award the purchase of two, 2018 Chevrolet crew cab work trucks to Berger Chevrolet, Inc. for the low bid price of \$30,623.00 per truck and to authorize the sale of the 2003 Chevrolet Wastewater truck.

Roll call:

Yes - Moore, Nash, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-148 Waive the Purchasing Policy and Award Electronics Collection Services

Moved by Commissioner Engle, seconded by Commissioner Snider, to waive the purchasing policy requiring three quotes and award electronics collection services to Goodwill Industries of West Michigan for the 2018 collection events with any charges for transportation, packing materials, or recycling fees to be paid at cost from fund 5710-0527.

Roll call:

Yes - Mahoney, Moore, Nash, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-149 Approve Pay Steps for Positions

Moved by Commissioner Engle, seconded by Commissioner Snider, to start Facilities Coordinator (N32801) – Pay grade NO-00164 at step 6, Public Works Coordinator (G66001) – Pay grade GU-00200 at step 9, Public Works Finance and Sustainability Administrator (X78401) – Pay grade NX-00300 at step 4, Solid Waste Accounting Specialist (W32001) – Pay grade WW-0080 at step 4, Regional Water System Specialist (G66501) – Pay grade GU-0200 at step 9 effective October 1, 2017.

Roll call:

Yes - Nash, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-150 Regional Water System – System Maintenance Fees

Moved by Commissioner Engle, seconded by Commissioner Foster, to return the System Maintenance Fees paid by Dalton, Fruitland and Laketon Townships in 2014, 2015 and 2016 to the respective townships; after all legal fees paid out of the pooled account on behalf of the above townships in regards to their lawsuit against Muskegon Township have been subtracted from the total of fees paid; and that the remaining balance of the fees paid be distributed 60.07% to Laketon Township, 36.01% to Dalton Township and 3.92% to Fruitland Township, with such funds being placed in the sub-accounts established from section 4d, of the Amended and Restated Muskegon County Regional Water System Management Contract.

Kim Arter stated Laketon Township and Fruitland Township object to this and asked the Board to postpone this item for 60 days. Chair Hughes stated this was a recommendation from the Water Policy Board. Kim Arter stated this reads differently than what was recommended. Matthew Farrar explained the pooled account has four (4) separate accounts for each of the townships. Matthew Farrar stated there is a .05 cent unit charge above the county rate that goes into the township's accounts and staff recommends the money be placed into each account and the townships can request it if they want. Discussion ensued regarding the Water System Policy Board.

BPW-17-151 Moved by Commissioner Snider, seconded by Drain Commissioner Moore to table item BPW-17-150 for 60 days.

Roll call:

Yes - Moore, Nash, Snider, Wilkins, Foster

No – Engle, Mahoney, Hughes

Excused – Scolnik

Motion carried

BPW-17-152 Award Ferric Chloride / RFB 18-2280

Moved by Commissioner Engle, seconded by Commissioner Foster, to accept the low bid for ferric chloride from Kemira Water Solutions for \$0.239/lb, with an option to renew the contract every year for three subsequent years.

A friendly amendment was made by Commissioner Engle, seconded by Drain Commissioner Moore to award BPW-17-152 locally.

Chair Hughes expressed her concerns with Webb Chemical acting as a middle man for the product. Commissioner Nash asked what the cost difference was. Drain Commissioner Moore stated \$360.00. Rules were suspended so the Board may ask questions of Tim VanStrate from Webb Chemical. Commissioner Engle asked why the county would be better off purchasing from Webb. Tim VanStrate stated they are a local company and they support the community. Commissioner Nash asked how many employees Webb has. Tim VanStrate stated just over 90 employees. Commissioner Nash asked for the amount of contributions made to the community in the last year. Tim VanStrate stated he did not know the exact number. Tim VanStrate stated they've supported the Muskegon Heights Party in the Park, Muskegon Risers, Unity Festival, Irish Festival, Mission for Area People, a WZZM documentary on Muskegon Heights, and others as well.

Discussion ensued regarding buying locally.

BPW-17-152 Moved by Commissioner Engle, seconded by Commissioner Foster, to award the bid for ferric chloride to Webb Chemical for \$0.2425/lb, with an option to renew the contract every year for three subsequent years.

Roll call:

Yes - Wilkins, Foster, Engle, Mahoney, Moore, Nash

No – Hughes

Excused – Scolnik

Abstain – Snider [due to a long standing relationship with Webb Chemical]

Motion carried

BPW-17-153 Award Calcium Nitrate Solution / RFB 18-2281

Moved by Commissioner Nash, seconded by Drain Commissioner Moore, to accept the low bid for calcium nitrate solution from Webb Chemical for \$2.095/gallon, with an option to renew the contract every year for three subsequent years.

Roll call:

Yes - Foster, Engle, Mahoney, Moore, Nash, Wilkins, Hughes

No –

Excused – Scolnik

Abstain – Snider [due to a long standing relationship with Webb Chemical]

Motion carried

BPW-17-154 Award Flow Meter Calibration Services / RFB 18-2279

Moved by Commissioner Mahoney, seconded by Commissioner Engle, to accept the bid from RS Technical Services for flow meter calibration for \$29,657.00 per year and repair services for \$115.00/hour, with an option to renew for one year at the end of each calendar year for a maximum of three renewals.

Roll call:

Yes - Wilkins, Foster, Engle, Mahoney, Moore, Nash, Snider, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-155 Reinstate Funding for Apprentice Electrician Position

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to reinstate funding for the position of Apprentice Electrician/WW (W03002) with a pay grade of WW-00097 (\$18.01 - \$21.77/hr) in the Wastewater Department.

Dave Johnson explained both the journeyman electrician and apprentice electrician positions would be posted; however only one of the positions would be filled. Dave Johnson explained the reason for this request is to gain more applicants to select from.

Roll call:

Yes - Mahoney, Moore, Nash, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-156 Authorize Sale of Parcel Located on White Road

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize Sale of Property between the Muskegon County Board of Public Works and Muskegon Investments II, LLC, contingent on Corporate Counsel approval, for a parcel located on White Road (Parcel #61-11-010-300-0012-00), for a sale price of \$170,000, and for the Board Chair to sign appropriate documents.

Commissioner Snider informed the Board he spoke with Jonathan Wilson and Doug Hughes regarding the agreement for the sale of the property. Commissioner Snider asked conditions be established to make certain what is supposed to be accomplished is accomplished and if not, the property be returned. Commissioner Snider stated he was assured those conditions would be incorporated into the agreement of sale. Drain Commissioner Moore asked what the zoning was and if the township approved. Jonathan Wilson stated the current zoning is for agriculture and resort. Jonathan Wilson stated he has talked to Egelston Township and they seemed open to rezoning the property and they have been in communications with the developer. Drain Commissioner Moore asked if an appraisal was done. Jonathan Wilson stated there was not. Equalization has the property valued around \$167,000 and that was used as a base line. Chair Hughes asked Jonathan Wilson if there could be a deed restriction prohibiting the growth of marijuana. Doug Hughes stated he and Jonathan Wilson would discuss it. Doug Hughes stated it would need to be negotiated with the buyer.

Roll call:

Yes - Nash, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

Excused – Scolnik

Motion carried

BPW-17-157 Sell Three (3) Used 600 HP Motors

Moved by Commissioner Nash, seconded by Commissioner Engle, to authorize the Wastewater Department to sell three used 600 HP motors on Biddergy.com.

Commissioner Engle asked if they would get more by scrapping the motors. Dave Johnson stated a minimum price would be established with Biddergy and if they didn't make the minimum they would scrap it themselves.

Chair Hughes stated one of the Port City groups buys metal like this and melts it down for use in their plating industry. Chair Hughes requested Dave Johnson also get a quote from Port City before we accept a lower bid from Biddergy.

VOICE VOTE: **Motion carried**

BPW-17-158 Informational Items:

The following informational items were received and placed on file:

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

Drain Commissioner Moore referred to the Water Policy Board minutes and the suggestion from Joe Kemp regarding having a member who is unrelated to the communities serve on that board. Chair Hughes stated this is not an option due to the current contract. Drain Commissioner Moore stated the suggestion had some merit.

OLD BUSINESS

Matthew Farrar stated staff has been working with the White Lake Area Solid Waste Authority to build a household hazardous waste site north of the river. Matthew Farrar stated they did get site plan approval from the Whitehall Township Planning Committee. Matthew Farrar stated he worked with Tom Lohman on a contract agreement. Matthew Farrar stated the White Lake Area Solid Waste Authority approved the contract agreement contingent on a couple of items. Matthew Farrar informed the Board that Whitehall Township passed a Resolution to not allow a household hazardous waste program in their township.

Matthew Farrar stated staff feels there is still a need for this north of the river and staff is currently looking at properties.

Commissioner Mahoney stated he appreciated the efforts that went into this.

Chair Hughes stated she was visiting the Wastewater site and stopped to look at the new lifts. Chair Hughes stated staff really likes them.

Chair Hughes informed the Board she is working with Dave Johnson on rules for the bird watchers so the birds are not harassed. Commissioner Snider asked if the requirements are posted. Chair Hughes stated they are.

NEW BUSINESS

Dave Johnson mentioned the Wildlife Habitat Council certification program the Wastewater System has been involved in over the past few years. Dave Johnson stated this was a dream of Anita Friend and she coordinates the program. Dave Johnson stated they received “Rookie of the Year” the first time they were certified. Dave Johnson informed the Board that in their recent recertification they were evaluated on various aspects of their program and were given a 3-year “Gold” level certification, which is the highest level achievable. Dave Johnson passed the award around. The Board congratulated Dave Johnson and staff.

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 4:59 p.m.

Susie Hughes, Chair