

Muskegon County
Water System Policy Board
January 13, 2015
2:00 p.m.
Training Center
133 E. Apple Avenue, Room 202
Muskegon, Michigan 49442

Kim Arter, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Arter at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Chris Hall, Dalton Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Terry Sabo, Muskegon County Board Chair
Sam St. Amour, Fruitland Township Supervisor

Excused:

Staff

Present: John Warner, Public Works Director
Tina Nash, DPW Departmental Clerk

Others

Present: David Bossenbroek, Attorney
Jan L. Deur, Fruitland Township Trustee
Elizabeth Jenkins, Dalton Township Treasurer
Jerry McIntyre, Dalton Township Trustee
Jerry Sanders, Muskegon Charter Township DPW Director
Joe Kemp, Muskegon Charter Township Trustee
Jeffrey Wood, Muskegon Charter Township Treasurer
Matthew C. VanHoef, Attorney

ELECTION OF OFFICERS

Chair Kim Arter opened nominations for Chair of the Muskegon County Regional Water System Policy Board.

WSPB-15-001 Moved by David Kieft, seconded by Commissioner Hughes to nominate Commissioner Mahoney for Chair.

ELECTION OF OFFICERS CONT'D

Moved by Sam St. Amour, seconded by Chris Hall to nominate Kim Arter for Chair.

There were no other nominations for Chair.

Chair Kim Arter closed the nomination for Chair.

Roll Call:

Votes for Commissioner Mahoney – Kieft, Mahoney, Hughes

Votes for Kim Arter – Hall, St. Amour, Sabo, Arter

Motion Carried

Kim Arter accepted Chair.

Chair Kim Arter opened nominations for Vice Chair of the Muskegon County Regional Water System Policy Board.

WSPB-15-002 Moved by David Kieft, seconded by Chris Hall to nominate Commissioner Hughes for Vice Chair.

There were no other nominations for Vice Chair.

Chair Kim Arter closed the nomination for Vice Chair.

Roll Call:

Yes – Hall, Kieft, Mahoney, St. Amour, Sabo, Hughes, Arter

No – None

Motion Carried

Commissioner Hughes accepted Vice Chair.

Chair Kim Arter opened designations for Secretary of the Muskegon County Regional Water System Policy Board.

WSPB-15-003 Moved by Sam St. Amour, seconded by Commissioner Hughes to designate Tina Nash for Secretary.

There were no other designations for Secretary.

Chair Kim Arter closed the designations for Secretary.

Roll Call:

Yes – Kieft, Mahoney, St. Amour, Sabo, Hughes, Hall, Arter

No – None

Motion Carried

ELECTION OF OFFICERS CONT'D

Chair Kim Arter opened designations for Financial Officer of the Muskegon County Regional Water System Policy Board.

WSPB-15-004 Moved by Commissioner Hughes, seconded by David Kieft to designate Jeff Wood for Financial Officer.

Jeff Wood thanked the Board, but declined.

Moved by Commissioner Hughes, seconded by David Kieft to withdraw the motion to designate Jeff Wood for Financial Officer.

Moved by Commissioner Hughes, seconded by Commissioner Mahoney to designate John Warner for Financial Officer.

There were no other designations for Financial Officer.

Chair Kim Arter closed the designations for Financial Officer.

Roll Call:

Yes –St. Amour, Sabo, Hughes, Hall, Mahoney, Arter

No – Kieft

Motion Carried

John Warner accepted Financial Officer.

APPROVAL OF AGENDA

WSPB-15-005 Moved by Commissioner Sabo, seconded by Commissioner Mahoney, to approve the agenda as presented.

Motion carried

APPROVAL OF MINUTES

WSPB-15-006 Moved by Commissioner Hughes, seconded by Sam St. Amour, to approve the minutes of the meeting held December 9, 2015.

Motion carried

PUBLIC COMMENT (on an agenda item)

Jeff Wood addressed the Board regarding the proposal submitted by Muskegon Charter Township.

ITEMS FOR DISCUSSION:

Delinquent Bill Sub-Committee Report Update

Sam St. Amour advised the Board that the Sub-Committee did not meet.

Muskegon Charter Township Fire Hydrant Fees Proposal

Chair Kim Arter opened the floor for questions and or comments on the proposal.

David Kieft stated he brought the proposal as he stated he would.

Discussion ensued regarding the proposal.

WSPB-15-007 Moved by Commissioner Sabo, seconded by Commissioner Hughes to suspend the rules and open the floor for comments.

Motion Carried

Jeff Wood clarified the issue that Muskegon Charter Township has with the Hydrant Fee.

WSPB-15-008 Moved by Commissioner Sabo, seconded by Sam St. Amour to close the floor for comments.

Motion Carried

Discussion continued.

INFORMATION ITEMS

WSPB-15-009 Moved by David Kieft, seconded by Sam St. Amour, that the following information items be received and placed on file:

1. New Meter Set List for December 2014
2. Local Fund Balance Sheet for December 2014

Motion carried

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

John Warner also informed the Board of a report from Muskegon Township's Fire Department of frozen fire hydrants on Whitehall Road. The City of Muskegon went out and checked the hydrants and they found eight frozen hydrants. John Warner stated at this point they do not know who caused this; however they are having the hydrants thawed.

REPORTS CONT'D

Sam St. Amour asked John Warner if he knew who flushed those valves, John Warner stated he did not and that not every hydrant gets flushed. Sam St. Amour asked if John Warner knew if these hydrants were flushed. John Warner stated he did not know for sure and that the Dalton Township Fire Chief stated they inspected the hydrants; however John Warner was not sure if that included flushing. Sam St. Amour asked John Warner if it was eight hydrants in a row. John Warner replied they were not.

Commissioner Hughes asked if they just came across the problem or if there was an emergency. John Warner stated the problem was discovered due to a house fire.

Sam St. Amour asked if the hydrants could be checked by the fire departments. John stated he would make contact with the fire departments and see if they would be willing to help out.

Commissioner Hughes stated she reminds people to shovel out the hydrants and wanted to know by shoveling the snow from the hydrants if this could cause them to freeze. John Warner stated it does not.

Chair Kim Arter asked John Warner if this has happened before. John Warner stated hydrants have frozen before, but they knew the cause.

OLD BUSINESS

None

NEW BUSINESS

David Kieft congratulated Jerry McIntyre on his appointment to Supervisor of Dalton Township.

AUDIENCE PARTICIPATION

Jerry Sanders asked the Board what it was about Muskegon Charter Township's proposal they don't agree with. Chair Kim Arter stated that the proposal was just received and today's meeting was only for discussion.

Dave Bossenbroek addressed Jerry Sanders regarding the proposal.

Jeff Wood stated that in March of 2014 the name was changed to System Maintenance Fee. Jeff Wood requested that the Board going forward use the correct name of the fee. Chair Kim Arter thanked Jeff Wood.

Matthew VanHoef addressed the Board regarding Muskegon Charter Township's proposal.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 3:01 p.m.