

Muskegon County
Water System Policy Board
September 15, 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
Jerry McIntyre, Dalton Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Terry J. 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
Jerry Sanders, Muskegon Charter Township DPW Director
Elizabeth Jenkins, Dalton Township Treasurer
Chris Hall, Laketon Township Building Inspector

APPROVAL OF AGENDA

WSPB-15-022 Moved by Commissioner Mahoney , seconded by Sam St. Amour, to approve the agenda as presented.

Voice Vote: **Motion carried**

APPROVAL OF MINUTES

WSPB-15-023 Moved by Commissioner Hughes, seconded by Commissioner Sabo, to approve the minutes of the meeting held April 14, 2015.

Voice Vote: **Motion carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR DISCUSSION:

FY2016 Budget

Chair Kim Arter asked if anyone had questions on the budget. David Kieft asked John Warner about the Rent amount. John Warner stated that AT&T made a payment greater than the amount owed and staff has been in contact with AT&T trying to get this corrected. Sam St. Amour asked John Warner if there is anything the Board should be aware of in the budget. John stated that the Accounting department forgot to include the principal payment for the Bonds; therefore the Net of Revenues indicated should be less than what is shown.

WSPB-15-024 Moved by Commissioner Hughes, seconded by Sam St. Amour to recommend that the budget be sent to the County Board, with corrections, for approval.

Roll call:

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

No – Kieft

Motion carried

WSPB-15-025 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, that the following information items be received and placed on file:

1. New Meter Set List for August 2015
2. Local Fund Balance Sheet for August 2015

Voice Vote: **Motion carried**

David Kieft asked that staff look into the Local Fund Balance for Muskegon Township as it seemed to low. John Warner stated he would.

REPORTS

Water System Update

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

Commissioner Sabo asked John Warner if the hydrants were opened back up by staff after the hydrants were painted. John Warner stated he believed the Fire Departments opened them; however he would check into it. Commissioner Sabo stated his concern about hydrants being painted shut making it difficult for Firefighters.

Water System Update – CONT'D

John Warner informed the Board that two (2) hydrants in the front of Brookhaven had to be upgraded, this was completed last fall, and an additional hydrant will need to be added. This is due to the move of HealthWest's Brinks facility. John Warner stated that the request for permission to bid the work for the additional hydrant was going to the Ways and Means meeting today and then to Full Board on September 29, 2015. Bids would be let after Full Board approval.

David Kieft asked about the graph showing the cash in the bank at zero. John Warner stated it was due to the formula in Excel. John Warner asked that they to refer to the data point as of June 2015.

OLD BUSINESS

None

NEW BUSINESS

Commissioner Sabo asked if there were any past practices in reducing connection fees for a plan development/subdivision if all fees were paid at once. Dave Bossenbroek stated that the infrastructure is usually put in by the developer and their connection fee is one-half of the ordinary connection fee (an indirect connection fee), because they pay for the infrastructure. Commissioner Sabo stated he asked because there is a potential buyer for some property in Muskegon Township and the connection fee is a concern. David Kieft gave some background on the property and what he knew of the existing development.

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:27 p.m.

Kim Arter, Chair