

Muskegon County  
Water System Policy Board  
December 8, 2015  
2:00 p.m.  
Training Center  
97 E. Apple Avenue, Room 117  
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  
Susie Hughes, Muskegon County Commissioner  
David Kieft, Muskegon Charter Township Supervisor  
Jerry McIntyre, Dalton Township Supervisor  
Terry J. Sabo, Muskegon County Board Chair  
Sam St. Amour, Fruitland Township Supervisor

Excused: Kenneth Mahoney, Muskegon County Commissioner

Staff

Present: John Warner, Public Works Director  
Tina Nash, DPW Departmental Clerk  
Carly Hines, DPW Administrative Analyst

Others

Present: David Bossenbroek, Attorney  
Jerry Sanders, DPW Director Muskegon Charter Township  
Marc Daneman, AT&T Representative

**APPROVAL OF AGENDA**

WSPB-15-035 Moved by Sam St Amour, seconded by Jerry McIntyre, to approve the agenda as presented.

Voice Vote: **Motion carried**

**APPROVAL OF MINUTES**

WSPB-15-036 Moved by Commissioner Hughes, seconded by Commissioner Sabo, to approve the minutes of the meeting held November 10, 2015.

Voice Vote: **Motion carried**

**PUBLIC COMMENT (on an agenda item)**

Marc Daneman from AT&T introduced himself and informed the Board he was there to answer any question they may have regarding the First Amendment to Structure Lease Agreement.

**ITEMS FOR CONSIDERATION:**

**WSPB-15-037 Remove from Table – Approve the First Amendment to Structure Lease Agreement**

Moved by Commissioner Hughes, seconded by Sam St Amour, to remove from the table motion WSPB-15-031, Approve the First Amendment to Structure Lease Agreement

Voice Vote: **Motion carried**

**WSPB-15-031 Approve the First Amendment to Structure Lease Agreement**

David Bossenbroek and John Warner went over the changes from the last time the agreement was proposed.

Discussion ensued.

Commissioner Hughes made an amendment to the motion to offer a lease rate of \$4,300.00 per month, 3% annual escalator and a 7 year rent guarantee and to recommend to the Public Works Board.

Moved by Commissioner Hughes, seconded by Sam St Amour, to approve the First Amendment to Structure Lease Agreement between AT&T Mobility Corporation, dba New Cingular Wireless at a rate of \$4,300.00 per month, 3% annual escalator, a 7 year rent guarantee and recommend to the Muskegon County Board of Public Works to approve and execute the document and further move to authorize repayment to AT&T in the approximate amount of \$190,188 which was overpaid by AT&T on lease payments.

Roll Call:

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

No – Kieft

Excused - Mahoney

**Motion Carried**

**WSPB-15-038 Approve 2016 Meeting Schedule**

Moved by Jerry McIntyre, seconded by Commissioner Hughes to adopt the attached 2016 meeting schedule for the Muskegon County Regional Water System Policy Board.

Roll Call:

Yes - Kieft, McIntyre, St Amour, Sabo, Hughes, Arter

No – None

Excused - Mahoney

**Motion Carried**

**INFORMATIONAL ITEMS:**

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

Informational items were accepted as presented.

**REPORTS**

**Water System Update**

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

Commissioner Hughes asked John Warner about using Ivan Phillips for work on the water system. John Warner stated he would like to, however Ivan Phillips' time is limited and he may not be able to complete projects in a timely manner.

Sam St Amour asked John Warner if he could check into why it is taking so long to fix the Quarterline pump station VFDs. John Warner stated he would. John Warner also stated he will contact Ivan Phillips to see if he has the time to look at it.

Commissioner Hughes asked John Warner about the Giles Road pump station and if Ivan Phillips could work on that. John Warner stated that Ivan Phillips cannot due to the software used; however John Warner would like to introduce Ivan Phillips to the City of Muskegon as they use different software that Ivan Phillips may be able to help with and reduce costs.

John Warner informed the Board that the analyzer at the Giles Rd. pump station needs to be replaced. John Warner stated the analyzer and pumps are not communicating with each other.

John Warner informed Muskegon Charter Township and Dalton Township that their sewer reimbursement payments would be delayed approximately one week due the Accounting Office only completing one check run per week.

**OLD BUSINESS**

Damage Claim – Update from David Bossenbroek

David Bossenbroek stated he received the letter from the County's Insurance carrier denying Mr. Ed Dewitt's claim. David Bossenbroek explained what the letter stated and why the claim was denied.

Discussion ensued and there was some confusion as to what caused the water in Mr. Ed Dewitt's basement. It was determined that more information was needed. The Board requested John Warner check with the City of Muskegon to see if they have a record of the work that was completed. The Board also asked John to review the contract with the City of Muskegon to see if it references damages.

**NEW BUSINESS**

Commissioner Hughes requested a copy of the accounts payable be included with the agendas. John Warner stated he would check into it and try to make it available next month.

**AUDIENCE PARTICIPATION**

None

**ADJOURN**

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:57 p.m.

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Kim Arter, Chair