

Muskegon County
Water System Policy Board
January 8, 2020
10:00 a.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Board of Commissioners Room, 4th Floor

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Vice-Chair Jeske at 10:00 a.m.

ROLL

Present: Chris Hall, Laketon Township Building Inspector
Jennifer Hodges, Muskegon Charter Township Supervisor
Marcia Jeske, Fruitland Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner [arrived at 10:03 a.m.]
I. John Snider II, Muskegon County Commissioner

Excused: Tony Barnes, Dalton Township Supervisor
Susie Hughes, Muskegon County Commissioner

Staff

Present: Matt Farrar, Public Works Director
Steve Fink, Public Works Engineer & Projects Manager
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance and Sustainability Administrator
Crystal Morgan, WSPB Attorney
Beth Dick, Finance Director / Assistant County Administrator

ELECTION OF OFFICERS

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

Chris Hall nominated Jennifer Hodges for Chair.
Jennifer Hodges declined the nomination.

Jennifer Hodges nominated Tony Barnes for Chair.
There were no other nominations for Chair.

Vice Chair Jeske closed the nominations for Chair.

WSPB-20-001 Moved by Jennifer Hodges, seconded by Commissioner Snider, to elect Tony Barnes as Chair.

Voice Vote: **Motion Carried**

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

Jennifer Hodges nominated Marcia Jeske for Vice Chair.
There were no other nominations for Vice Chair.

Vice Chair Jeske closed the nominations for Vice Chair.

WSPB-20-002 Moved by Jennifer Hodges, seconded by Chris Hall, to elect Marcia Jeske as Vice Chair.

Voice Vote: **Motion Carried**

Vice Chair Jeske opened designations for Secretary of the Muskegon County Regional Water System Policy Board.

Jennifer Hodges nominated Tina Nash for Secretary.
There were no other nominations.
Vice Chair Jeske closed the nominations.

WSPB-20-003 Moved by Jennifer Hodges, seconded by Marcia Jeske, to designate Tina Nash as Secretary.

Voice Vote: **Motion Carried**

ELECTION OF OFFICERS CONT'D

Vice Chair Jeske opened designations for Fiscal Officer of the Muskegon County Regional Water System Policy Board.

Marcia Jeske nominated Carly Hines for Fiscal Officer.
There were no other nominations.
Vice Chair Jeske closed the nominations.

WSPB-20-004 Moved by Marcia Jeske, supported by John Snider, to designate Carly Hines as Fiscal Officer.

Voice Vote: **Motion Carried**

WSPB-20-005 APPROVAL OF AGENDA

Moved by Jennifer Hodges, seconded by Commissioner Snider, to approve the agenda as presented.

Voice Vote: **Motion Carried**

WSPB-20-006 APPROVAL OF MINUTES

Moved by Chris Hall, seconded by Jennifer Hodges, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on December 4, 2019.

Roll call:
Yes – Mahoney, Snider, Jeske, Hall, Hodges
No –
Excused – Barnes, Hughes
Motion carried

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

WSPB-20-007 Approve Plans and Specifications for Phase 1 of the Channel Crossing Project

Moved by Chris Hall, seconded by Mahoney, to approve the plans and specifications prepared by Johnson & Anderson for Phase 1 of the Channel Crossing Project as prepared by staff.

Chris Hall asked if phase II could be completed by a different engineering firm. Matthew Farrar stated the various phases of the project could be completed by different engineering firms. Discussion ensued regarding the project timeline and the affect the acquisition of Johnson & Anderson by DLZ Michigan Inc. has had on the project. Matthew Farrar stated staff has a meeting scheduled with DLZ later this month.

Matthew Farrar stated the high water we are experiencing will have minimal impact on this project.

Roll call:

Yes – Hodges, Mahoney, Snider, Jeske, Hall,

No –

Excused – Barnes, Hughes

Motion carried

WSPB-20-008 Contract Assignment

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, to authorize the assignment of the Johnson & Anderson Channel Crossing engineering contract to DLZ Michigan, Inc. and recommend the Chair of the Board of Public Works sign the assignment document prepared by corporate counsel.

Roll call:

Yes – Snider, Jeske, Hall, Hodges, Mahoney

No –

Excused – Barnes, Hughes

Motion carried

WSPB-20-009 INFORMATIONAL ITEMS

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, that the following information items be received and placed on file:

1. Meter Set List for December 2019
2. Local Fund Balance Sheet for December 2019
3. Check Disbursement Report

Voice Vote: **Motion Carried**

REPORTS

WSPB-20-010 Water System Update

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, that the Water System Update be accepted as written.

Matthew Farrar stated, over the next couple of months, staff will be preparing various water system reports required by the State of Michigan (EGLE) and would distribute them when completed.

Voice Vote: **Motion Carried**

OLD BUSINESS

Staff is working on confirming a date for the Management Contract sub-committee members to meet.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:23 a.m.

Tony Barnes, Chair