

Muskegon County
Water System Policy Board
January 9, 2019
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 Chair Barnes at 10:00 a.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Tony Barnes, Dalton Township Supervisor
Marcia Jeske, Fruitland Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner

Excused:

Staff

Present: Matt Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance and Sustainability Administrator
Crystal Morgan, WSPB Attorney
Mark Eisenbarth, County Administrator

ELECTION OF OFFICERS

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

Commissioner Hughes nominated Tony Barnes for Chair.

Kim Arter nominated Marcia Jeske for Chair.

There were no other nominations for Chair.

Chair Barnes closed the nominations for Chair.

WSPB-19-001 Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to cast a unanimous ballot for Tony Barnes as Chair.

Votes for Marcia Jeske: Arter, Snider

Votes for Tony Barnes: Hughes, Mahoney, Wood, Jeske, Barnes

Tony Barnes assumed the Chair.

Chair Barnes presiding.

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

Commissioner Hughes nominated Marcia Jeske for Vice Chair.

There were no other nominations for Vice Chair.

Chair Barnes closed the nominations for Vice Chair.

WSPB-19-002 Moved by Commissioner Hughes, seconded by Commissioner Snider, to cast a unanimous ballot for Marcia Jeske as Vice Chair.

Voice Vote: Motion Carried

Marcia Jeske assumed the Vice Chair.

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

ELECTION OF OFFICERS CONT'D

Commissioner Hughes nominated Tina Nash for Secretary.
There were no other nominations.
Chair Barnes closed the nominations.

WSPB-19-003 Moved by Commissioner Hughes, supported by Marcia Jeske, to cast a unanimous ballot and Designate Tina Nash for Secretary of the Muskegon County Regional Water System Policy Board.

Voice Vote: **Motion Carried**

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

Commissioner Hughes nominated Carly Hines for Fiscal Officer.
There were no other nominations.
Chair Barnes closed the nominations.

WSPB-19-004 Moved by Commissioner Mahoney, supported by Commissioner Snider, to cast a unanimous ballot and Designate Carly Hines for Fiscal Officer of the Muskegon County Regional Water System Policy Board.

Voice Vote: **Motion Carried**

WSPB-19-005 APPROVAL OF AGENDA

Moved by Commissioner Hughes, seconded by Marcia Jeske, to approve the agenda as presented.

Voice Vote: **Motion Carried**

WSPB-19-006 APPROVAL OF MINUTES

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on December 5, 2018.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR DISCUSSION

Appendix C

Chair Barnes opened the floor for discussion. Matthew Farrar stated staff reviewed Crystal Morgan's comments on Appendix C. Matthew Farrar stated staff has no issues with them. Matthew Farrar stated they removed items addressed by the plumbing code.

There was discussion on section 2.2 regarding the various types of properties being addressed. Jeff Wood stated he agreed with Crystal Morgan's proposed language on sections 1.5 and 2.3. Jeff Wood asked Matthew Farrar if section 2.6 and 2.8 was covered by code. Matthew Farrar stated they were. Jeff Wood asked about section 2.16 and if the County standard contract requires these items be provided to the Townships or County. Matthew Farrar he is referring to the bidding process and the requirements of the County. Jeff Wood stated section 2.17 needs to be updated to reflect the current code.

Crystal Morgan will update Appendix C based on today's discussion and send a revised copy to the Board members for them to review.

WSPB-19-007 INFORMATIONAL ITEMS

Moved by Marcia Jeske, seconded by Commissioner Hughes, that the following information items be received and placed on file:

1. Local Fund Balance Sheet for December 2018
2. Meter Set List for December 2018
3. Check Disbursement Report

Voice Vote: **Motion Carried**

REPORTS

Water System Update

The Water System Update was accepted as written and distributed for information.

Matthew Farrar provided an update on the channel crossing. Matthew Farrar stated they have had frequent meetings with the City of Muskegon. The City would like to redo Beach Street where our water main needs to go. Matthew Farrar stated we will both save money by working on this together. Matthew Farrar stated there will be meetings scheduled with the MDEQ.

Matthew Farrar informed the Board that Steve Fink, Public Works Engineer & Projects Manager, received his MDEQ S-1 Waterworks System Operator license.

OLD BUSINESS

Jeff Wood stated the Management Contract sub-committee will meet on January 28th.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

Chair Barnes thanked everyone for their work on Appendix C.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:37 a.m.

Tony Barnes, Chair