

Muskegon County  
Board of Public Works  
January 9, 2020  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Gary Foster, Chair

Rillastine R. Wilkins, Vice Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by the Board of Commissioners Chair Hughes at 4:00p.m.

ROLL

Present: Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Zach Lahring, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Leo Evans, Ex-officio Member  
Jennifer Hodges, Ex-officio Member

Excused: Brenda Moore, Drain Commissioner

Staff

Present: Matthew Farrar, Public Works Director  
Dave Johnson, Wastewater Director  
Tina Nash, Public Works Coordinator  
Mark Eisenbarth, County Administrator  
Beth Dick, Assistant Administrator & Finance Director

## **ELECTION OF OFFICERS**

Chair Hughes opened nominations for Chair of the Muskegon County Board of Public Works.

Commissioner Scolnik nominated Commissioner Foster for Chair.

There were no other nominations for Chair.

Chair Hughes closed the nominations.

**BPW-20-001** Moved by Commissioner Scolnik, seconded by Commissioner Lahring, to elect Commissioner Foster as Chair of the Muskegon County Board of Public Works.

**VOICE VOTE: Motion carried**

Commissioner Foster was elected by unanimous vote as Chair of the Muskegon County Board of Public Works.

Commissioner Foster assumed the Chair.

Chair Foster presiding.

Chair Foster opened nominations for Vice Chair of the Muskegon County Board of Public Works.

Chair Foster nominated Commissioner Wilkins for Vice Chair.

There were no other nominations for Vice Chair.

Chair Foster closed the nomination for Vice Chair.

**BPW-20-002** Moved by Chair Foster, seconded by Commissioner Hughes, to elect Commissioner Wilkins as Vice Chair of the Muskegon County Board of Public Works.

**VOICE VOTE: Motion carried**

Commissioner Wilkins was elected by unanimous vote as Vice Chair of the Muskegon County Board of Public Works.

Commissioner Wilkins assumed the position as Vice Chair.

Chair Foster opened nominations for Secretary of the Muskegon County Board of Public Works.

Commissioner Mahoney nominated Drain Commissioner Moore for Secretary.

There were no other nominations for Secretary.

Chair Foster closed the nomination for Secretary.

**BPW-20-003** Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to elect Drain Commissioner Moore as Secretary of the Muskegon County Board of Public Works.

**VOICE VOTE: Motion carried [No - Lahring]**

Drain Commissioner Moore was elected as Secretary of the Muskegon County Board of Public Works.

Chair Foster opened nominations for Deputy Secretary of the Muskegon County Board of Public Works.

Commissioner Hughes nominated Matthew Farrar for Deputy Secretary.

There were no other nominations for Deputy Secretary.

Chair Foster closed the nomination for Deputy Secretary.

**BPW-20-004** Moved by Commissioner Hughes, seconded by Commissioner Snider, to elect Matthew Farrar for Deputy Secretary to the Muskegon County Board of Public Works.

**VOICE VOTE: Motion carried**

Matthew Farrar was elected by unanimous vote as Deputy Secretary of the Muskegon County Board of Public Works.

Matthew Farrar assumed the position as Deputy Secretary.

**BPW-20-005 APPROVAL OF THE AGENDA**

Moved by Commissioner Hughes, seconded by Commissioner Lahring, to approve the agenda with the removal of item F. 7 from the agenda.

**VOICE VOTE: Motion carried**

**BPW-20-006 APPROVAL OF MINUTES**

Moved by Commissioner Hughes, seconded by Commissioner Snider, to approve the regular and closed session minutes of the Board of Public Works meeting held on November 7, 2019.

**VOICE VOTE: Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-20-007 Solicit Bids for Cell Construction and Cell 2 & 3 Closures**

Moved by Commissioner Hughes, seconded by Commissioner Snider, to authorize Purchasing to bid the Gap Cell Construction and Cell 2 and 3 Closure Project.

**VOICE VOTE: Motion carried**

**BPW-20-008 Authorize assignment of the Air Quality Specialists Contract**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the assignment of the Air Quality Specialists contract to Environmental Information Logistics and authorize the Chair to sign the assignment document prepared by corporate counsel.

Roll call:

Yes – Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-009 Authorize assignment of the Johnson & Anderson Contract**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to authorize the assignment of the Johnson & Anderson contract to DLZ Michigan, Inc. and authorize the Chair to sign the assignment document prepared by corporate counsel.

Roll call:

Yes - Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins, Hughes, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-010 Accept 2020 Scrap Tire Cleanup Grant Funding**

Moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to accept the funding in the amount of up to \$56,376.00 from the Michigan Department of Environment, Great Lakes, and Energy to cover the tire collection expenses; authorize the Chair of the Board of Public Works to sign the grant agreement with Environmental Rubber Recycling scrap tire hauler agreement; and authorize the Solid Waste fund to cover any fees in excess of the \$56,376.00 grant funding.

Matthew Farrar stated we have exceeded the grant amount in the past; however we have been able to secure additional funds from the state.

Matthew Farrar stated this does not interfere with a local municipality's ability to apply for their own tire grant and hold their own event.

Roll call:

Yes - Mahoney, Nash, Scolnik, Snider, Wilkins, Hughes, Lahring, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-011 Waive Tipping Fees for 2020 Free Dump Day Program**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the waiver of tipping fees for the Free Dump Day Program in 2020.

Roll call:

Yes - Nash, Scolnik, Snider, Wilkins, Hughes, Lahring, Mahoney, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-012 Award Litter Cleanup Services**

Moved by Commissioner Snider, seconded by Commissioner Hughes, to award calendar year 2020 litter cleanup services to Field Technology Services, per the proposal dated December 12, 2019, and authorize the Public Works Board Chair to sign the proposal.

Matthew Farrar was asked the total paid in 2019 for the service. Matthew Farrar stated he didn't have the number with him and would follow up.

Roll call:

Yes - Scolnik, Snider, Wilkins, Hughes, Lahring, Mahoney, Nash, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-013 Obtain Quotes to Purchase Calcium Nitrate Solution and Ferric Chloride Solution**

Moved by Commissioner Snider, seconded by Commissioner Hughes, to authorize the Wastewater Department to obtain Procurement-level quotes for the purchase of calcium nitrate solution and for the purchase of ferric chloride solution.

VOICE VOTE: **Motion carried**

**BPW-20-014 Solicit Bids for Agricultural Chemicals**

Moved by Commissioner Snider, seconded by Commissioner Nash, to authorize the Wastewater Department to pursue formal solicitation of bids for the purchase of agricultural chemicals needed by the Wastewater farm in 2020.

VOICE VOTE: **Motion carried**

**BPW-20-015 Approve One-Year Extension of Contract for Flow Meter Calibration & Repair Services**

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the second one-year extension of the contract with RS Technical Services through December 31, 2020, for flow meter calibration at \$29,657.00/year and flow meter repair services at \$115.00/hour.

Roll call:

Yes - Snider, Wilkins, Hughes, Lahring, Mahoney, Nash, Scolnik, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-016 Award Bid for Pump Station C Biofilter Rehabilitation**

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to accept the low bid from L.D. Docsa for IFB 20-2367, Pump Station C Biofilter Rehabilitation, for a total of \$395,000.00.

Roll call:

Yes - Mahoney, Nash, Scolnik, Snider, Wilkins, Hughes, Lahring, Foster

No –

Excused - Moore

**Motion carried**

Dave Johnson was asked if this was the same system. Dave Johnson stated it was the same system. They will be replacing the parts that have failed. The system is 10 years old.

**BPW-20-017 Approve Change Order No. 1 of the Lab Renovation Contract**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve Change Order No. 1 of the Laboratory Renovation Contract with Skye Contracting, which increases the contract price by \$15,292.30, from \$1,191,000.00 to \$1,206,282.30, and authorize the Board Chair to sign same.

Roll call:

Yes - Lahring, Mahoney, Scolnik, Snider, Wilkins, Hughes, Nash, Foster

No –

Excused - Moore

**Motion carried**

Dave Johnson was asked to email pictures of the work done so far. Dave Johnson also invited the Board members to visit the lab.

**BPW-20-018 Approve Change Order No. 1 of the Rapid Infiltration Beds Contract**

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve Change Order No. 1 of the Rapid Infiltration Beds Contract with Jackson-Merkey Contractors, which decreases the contract price by \$82,569.00, from \$2,295,700.00 to \$2,213,131.00, and authorize the Board Chair to sign same.

Dave Johnson stated the net amount of the changes orders was an overall decrease.

VOICE VOTE: **Motion carried**

**BPW-20-019 Approve Change Order No. 1 of the Swanson Road Improvements Contract**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve Change Order No. 1 of the Swanson Road Improvements Contract with Jackson-Merkey Contractors, which increases the contract price by \$6,683.50, from \$2,148,196.40 to \$2,154,879.90, and authorize the Board Chair to sign same.

Dave Johnson stated paving would take place in the spring.

Roll call:

Yes - Mahoney, Nash, Scolnik, Snider, Wilkins, Hughes, Lahring, Foster

No –

Excused - Moore

**Motion carried**

**BPW-20-020 Approve Change Order No. 3 of the Cell No. 3 Improvements Contract**

Moved by Commissioner Nash, seconded by Commissioner Snider, to authorize Change Order No. 3 of the Cell No. 3 Improvements Contract, which decreases the current contract cost by \$10,755.00, from \$2,042,623.05 to \$2,031,868.05, and authorize the Board Chair to sign same.

VOICE VOTE: **Motion carried**

**BPW-20-021 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, December 2019.
2. Wastewater Monthly Operating Report, December 2019.
3. Muskegon County Regional Water Policy Board Minutes, December 2019(draft).
4. Muskegon Municipal Wastewater Management Committee Minutes, Dec. 2019 (draft)

Commissioner Mahoney asked about the spike in the amount of landfill tonnage. Matthew Farrar stated the two big items were environmental cleanups and sludge from the Wastewater System.

Commissioner Hughes asked if the closure of the recycling center had an impact. Matthew Farrar stated he was informed the majority of the recycling center users were residents of the City of Muskegon. The City of Muskegon now offers their residents curbside recycling service.

**OLD BUSINESS**

None

**NEW BUSINESS**

Chair Foster stated the appointments for the Wastewater Hunting Committee have expired. Chair Foster requested Commissioner Hughes review and make appointments to the Wastewater Hunting Committee.

Chair Foster asked the Administrator about plowing at the Wastewater System for the bird watchers. Administrator Eisenbarth stated only the main roads at the Wastewater System are plowed in the winter. In over 30 years and due to the costs involved, only the roads used by the Wastewater System staff are plowed in the winter. Administrator Eisenbarth stated it would be cost prohibitive for us to consider plowing all of the access roads within the Wastewater System.

**PUBLIC COMMENT ON A NEW ITEM**

Larry Houseman addressed the board regarding plowing one of the access roads at the Wastewater System.

Chair Foster asked Commissioner Hughes to have the Hunting Committee look into the cost to plow.

Discussion ensued regarding costs, safety concerns, posted signage and liability issues.

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:37 p.m.

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Gary Foster, Chair