

Muskegon County  
Board of Public Works  
March 4, 2021  
4:00p.m.  
Electronic/Zoom

Malinda Pego, Chair

Rillastine R. Wilkins, Vice Chair

---

MINUTES

---

**CALL TO ORDER**

The meeting was called to order by Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – City of Muskegon  
Kim Cyr, Muskegon County Commissioner – Twin Lake, Michigan  
Susie Hughes, Muskegon County Commissioner – Muskegon Township  
Zach Lahring, Muskegon County Commissioner – Muskegon County Hall of Justice  
Brenda Moore, Water Resources Commissioner – City of Muskegon/South Campus  
Charles Nash, Muskegon County Commissioner – City of Muskegon  
Malinda Pego, Muskegon County Commissioner – City of Norton Shores  
Robert Scolnik, Muskegon County Commissioner – City of Muskegon, Hall of Justice  
Rillastine Wilkins, Muskegon County Commissioner – City of Muskegon, Hall of Justice  
Leo Evans, Ex-officio Member – City of Muskegon  
Jennifer Hodges, Ex-officio Member – Muskegon Township

Excused:

Staff

Present: Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Dave Johnson, Resource Recovery Center Director  
Christine Morris, Resource Recovery Center Administrative Analyst  
Mark Eisenbarth, County Administrator  
Beth Dick, Assistant Administrator & Finance Director  
Michael D. Homier, Corporate Counsel  
Mark Hansen, Information Technology Manager

## **APPROVAL OF THE AGENDA**

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

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Pego

No –

**Motion carried**

## **APPROVAL OF MINUTES**

Moved by Commissioner Hughes seconded by Commissioner Brown, to approve the minutes of the Board of Public Works meeting held on February 4, 2021.

Roll call:

Yes – Cyr, Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Brown, Pego

No –

**Motion carried**

## **PUBLIC COMMENT ON AN AGENDA ITEM**

None

## **ITEMS FOR CONSIDERATION:**

**BPW21/03-27** Moved by Commissioner Hughes, seconded by Commissioner Lahring, to award the Landfill Financial Services, RFQu 21-2407, to Municipal Analytics for a not-to-exceed price of \$63,000.

Roll call:

Yes – Nash, Scolnik, Wilkins, Brown, Cyr, Hughes, Lahring, Moore, Pego

No –

**Motion carried**

**BPW21/03-28** Moved by Commissioner Hughes, seconded by Commissioner Lahring, to purchase the Solid Waste Water Truck from West Michigan International, for the proposal price of \$145,638.75, and to amend the budget accordingly.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Pego

No –

**Motion carried**

**BPW21/03-29** Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to authorize the Department of Public Works to submit an application to the Michigan Department of Environment, Great Lakes, and Energy 2021 Scrap Tire Cleanup Grant Program and authorize the use of Solid Waste funds to pay for the October scheduled tire collection if necessary.

Roll call:

Yes – Cyr, Hughes, Lahring, Moore, Scolnik, Wilkins, Brown, Nash, Pego

No –

**Motion carried**

**BPW21/03-30** Moved by Commissioner Hughes, seconded by Commissioner Lahring, to set the dates and hours for Household Hazardous Waste Collection from 9:00 a.m. to 12:00 p.m. on the second and fourth Friday of each month beginning in May and ending in October.

Roll call:

Yes – Lahring, Moore, Nash, Scolnik, Wilkins, Brown, Cyr, Hughes, Pego

No –

**Motion carried**

**BPW21/03-31** Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to cancel the spring 2021 recycling event.

Commissioner Lahring stated he was opposed to this motion.

Moved by Commissioner Lahring, seconded by Commissioner Scolnik, to amend the motion and continue with the recycling event and hire the vendor for \$1,865.00.

Commissioner Hughes accepted the amendment.

Matthew Farrar explained the event offers tire collection, household hazardous waste collection (HHW), electronic waste collection and shredding.

Matthew Farrar stated due to COVID 19 restrictions he is not able to secure the workers needed to run the event. Matthew Farrar stated they have no volunteers to load tires. Goodwill will provide boxes for the electronics but will not provide staff. Matthew Farrar explained staff volunteers to work the HHW collection. Matthew Farrar stated HHW will already be offered per the motion just approved (BPW21/03-30). Matthew Farrar stated the only thing they could offer is the shredding if we pay the shredding vendor \$1,865.00. Matthew Farrar stated it was his recommendation to cancel the spring event.

Commissioner Scolnik asked if the event could be rescheduled. Matthew Farrar stated they are planning a fall event.

Commissioner Scolnik withdrew his support of Commissioner Lahring's amendment. There was no support for Commissioner Lahring's amendment.

Roll call on original motion **BPW21/03-31**:

Yes –Brown, Cyr, Hughes, Moore, Nash, Scolnik, Wilkins

No – Lahring, Pego

**Motion carried**

**BPW21/03-32** Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize staff to hold or cancel a tire recycling event based on the local communities being able to provide adequate volunteers to process tires.

Matthew Farrar stated the municipalities were contacted and informed they would need to secure the volunteers needed to hold the event. Two of the communities have dropped out. Matthew Farrar will follow up with the other communities.

Roll call:

Yes – Scolnik, Wilkins, Brown, Cyr, Hughes, Lahring, Moore, Nash, Pego

No –

**Motion carried**

**BPW21/03-33** Moved by Commissioner Scolnik, seconded by Commissioner Lahring, to authorize the Resource Recovery Center to pursue Procurement-level quotes for the purchase of lubricants and other fleet maintenance chemicals.

Roll call:

Yes – Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Brown, Cyr, Pego

No –

**Motion carried**

**BPW21/03-34** Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize the Resource Recovery Center to pursue a formal solicitation of bids for the purchase of agricultural chemicals needed by the Resource Recovery Center farm in 2021.

Roll call:

Yes – Moore, Nash, Scolnik, Wilkins, Brown, Cyr, Hughes, Lahring, Pego

No –

**Motion carried**

**BPW21/03-35** Moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the solicitation of bids for the sale of alfalfa in fields 4a, 5, 16, 17, 37, 39, 40, 43, 46n, and 48.

Commissioner Hughes asked if the vendor who was awarded a field last year paid the amount owed. Dave Johnson stated the account was brought current; however they are once again in arrears.

Commissioner Lahring expressed his concern with one mega farm bidding and subcontracting with other farms creating no competition.

Discussion ensued regarding the bidding process, harvesting of the alfalfa, and the bid/contract terms and conditions.

Dave Johnson expressed the time constraint on this bid and would work with Purchasing to address concerns. Dave Johnson also stated he could add language to the contract.

Administrator Eisenbarth stated getting the best price is important to the operations of the Resource Recovery Center farm. Administrator stated the issues talked about have been an ongoing problem.

Christine Morris stated Jamie Burmeister informed her there is a no subcontracting clause in the instruction to bidders and also a non-collusion form in the packet.

Commissioner Lahring asked for better enforcement of the bid/contract conditions.

Commissioner Nash suggested an advisory team be established to address the issues and make suggestions.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Nash, Scolnik, Wilkins, Pego

No – Moore

**Motion carried**

**BPW21/03-36** Moved by Commissioner Nash, seconded by Commissioner Lahring, to accept the overall high bid of \$40.00/cord for red pine, \$60.00/ cord for oak logs, \$30.00/cord for oak scrag, and \$10.00/cord for firewood, from Habitat Management of Michigan for the timber harvest on an 87-acre tract of Muskegon County Resource Recover Center, and authorize the Board Chair to sign the contract, with commencement of harvest activity contingent upon presentation of the necessary general liability insurance document by Habitat Management of Michigan.

Roll call:

Yes – Cyr, Lahring, Moore, Nash, Scolnik, Wilkins, Brown, Pego

Abstain – Hughes (bidder is a personal friend)

No –

**Motion carried**

**BPW21/03-37** Moved by Commissioner Hughes, seconded by Commissioner Nash, to accept the low bid for IFB 21-2412, Installation of Six Irrigation Rig Systems & Pads, provided by Spring Brook Irrigation for a total of \$531,480.00.

Roll call:

Yes – Scolnik, Wilkins, Brown, Cyr, Hughes, Lahring, Moore, Nash, Pego

No –

**Motion carried**

**BPW21/03-38** Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to accept the low bid from Kamminga & Roodvoets, Inc., for IFB 21-2400, Pump Station J Replacement, for a total of \$3,761,000.00.

Dave Johnson stated Pump Station J is located on Quarterline, just north of Muskegon Township Hall.

Roll call:

Yes – Lahring, Moore, Nash, Scolnik, Wilkins, Brown, Cyr, Hughes, Pego

No –

**Motion carried**

**BPW21/03-39** Moved by Commissioner Scolnik, seconded by Commissioner Wilkins, to approve the amended three-year Fire Service Agreement with Egelston Township and authorize the Board Chair to sign same.

Commissioner Hughes asked if there will be a reduction in services. Matthew Farrar stated there is no reduction to services. Matthew Farrar stated the former 10 year contract expired and we wanted to make a 3 year contract extension.

Water Resources Commissioner Moore questioned the length of the contract; Egelston would like 5 years, County wants 3 years. Dave Johnson explained Egelston Township requested changes to the contract this Board approved in November. Dave Johnson stated the 3 years matches Moorland's contract. Water Resources Commissioner Moore asked if Egelston was aware of the changes. Dave Johnson stated Egelston was aware as we made our changes first. Matthew Farrar stated Egelston was aware.

Commissioner Nash asked for clarity. Dave Johnson stated this would be a 3 year contract with amendments requested by Egelston Township. Dave Johnson stated the contract would not automatically renew and would be reviewed and renegotiated in 3 years.

Commissioner Hughes stated a majority of the Resource Recovery Center is located in Moorland Township. Dave Johnson clarified both contracts for Egelston and Moorland would term out at the same time.

Water Resources Commissioner Moore asked if we could hear what Egelston has to say. Mike Homier stated it is at the discretion of the Chair when talking about an item that involves one of the parties to the contract.

**BPW21/03-40** Moved by Commissioner Lahring, seconded by Commissioner Hughes, to call the question and end debate.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Scolnik, Wilkins, Pego

No – Moore, Nash

**Motion carried**

Roll call on original motion **BPW21/03-39**:

Yes – Cyr, Hughes, Lahring, Scolnik, Wilkins, Brown, Pego

No – Moore, Nash

**Motion carried**

**Informational Items:**

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, February 2021.
2. Resource Recovery Center Monthly Operating Report, February 2021.
3. Muskegon County Regional Water Policy Board Minutes, February 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, Feb. 2021 (draft)

### **UNFINISHED BUSINESS**

Commissioner Scolnik asked what IFB means. Matthew Farrar stated “invitation for bid”.

Commissioner Nash asked Dave Johnson to watch closely the change orders on the awarded contracts. Dave Johnson stated he would. Dave Johnson explained change orders are possible due to conditions they come across that were not anticipated.

### **NEW BUSINESS**

**BPW21/03-41** Moved by Commissioner Scolnik, seconded by Commissioner Nash, to stream Public Works meetings on Facebook same as we do for regular board and committee meetings.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Pego

No –

**Motion carried**

### **PUBLIC COMMENT ON A NEW ITEM**

John Holter, Supervisor of Egelston Township, spoke to the fire contract and his disappointment with commissioner’s vote for a 3 year contract. John Holter stated if the commissioners reviewed the contract there is a 30 day out clause for each party.

### **FINAL BOARD COMMENT**

Commissioner Hughes commented on fire calls at the Resource Recovery Center. Commissioner Hughes stated Moorland gets the call from 911 first because Moorland has the largest part of the Resource Recovery Center.

Regarding the Egelston fire contract, Commissioner Nash stated it is good to hear everyone out. Water Resources Commissioner Moore agreed.

Mike Homier spoke to the fire contract and the legal perspective. Mike Homier referred to paragraph 5 which talks about termination. Mike Homier stated it appears to be a termination of convenience for the township but not a termination of convenience on behalf of the county.

### **ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:29p.m.

---

Malinda Pego, Chair