

Muskegon County
Water System Policy Board
June 5, 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: Tony Barnes, Dalton Township Supervisor
Marcia Jeske, Fruitland Township Supervisor
Chris Hall, Laketon Township Building Inspector
Jennifer Hernandez, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner

Excused: Kenneth Mahoney, Muskegon County Commissioner

Staff

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

WSPB-19-013 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-19-014 APPROVAL OF MINUTES

Moved by Marcia Jeske, seconded by Jennifer Hernandez, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on May 1, 2019.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

PRESENTATION – 2019 – 2020 Budget

Matthew Farrar presented the fiscal year 2019-2020 Regional Water System budget. Matthew Farrar noted the need to prepare for future bond payments for the channel crossing project. Matthew Farrar stated this year they are predicting around \$80,000 in retained earnings. Matthew Farrar stated the proposed budget for fiscal year 2019 -2020 includes the recommended 10% rate increase. Matthew Farrar stated in fiscal year 2019-2020 they are estimating approximately \$370,000 in retained earnings. Matt provided an overview of the revenues, expenses and the 5 year capital improvement plan.

ITEMS FOR Consideration

WSPB -19-015 Recommend Appendix C

Chair Barnes thanked the subcommittee and the attorney for their work on Appendix C.

Moved by Commissioner Snider, seconded by Commissioner Hughes, motion pursuant to Section 3 of the Uniform Water Rate Ordinance, which provides that the Policy Board shall make such rules, regulations and bylaws governing the operation of the Water System, the collection of charges therefor, and for the management and protection of the Water System as it may deem necessary, to approve Appendix C, entitled "Rules and Regulations", as amended with a draft date of May 28, 2019, and to submit the amended Appendix C to the Muskegon County Board of Public Works and the Townships for approval.

Voice Vote: **Motion Carried**

WSPB-19-016 Recommend Rate Increase

Moved by Commissioner Snider, seconded by Chair Barnes, to recommend to the Muskegon County Board of Public Works that it increase the commodity rate from \$3.82 per cubic foot to \$4.01 per cubic foot and increase the monthly ready-to-serve charge base from \$11.25 to \$14.06.

Marcia Jeske asked if each municipality would need to approve the rate change. Crystal Morgan stated she would prepare cover resolutions and distribute them by email for both revised Appendix B and revised Appendix C.

Roll Call:

Yes – Hall, Hernandez, Hughes, Snider, Jeske, Barnes

No – None

Excused - Mahoney

Motion Carried

INFORMATIONAL ITEMS

WSPB-19-017 Moved by Commissioner Hughes, seconded by Jennifer Hernandez, that the following informational items be received and placed on file:

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

Voice Vote: **Motion Carried**

OLD BUSINESS

Steve Fink provided an update on the channel crossing project. Steve Fink stated the focus has been on the first portion of the channel crossing from the water plant up to the channel. DPW staff and the design consultant have met several times with the City of Muskegon and have reached an agreement on the route up Beach Street. The cost sharing agreement is in the process of being finalized. Steve Fink stated they have been meeting with Johnson & Anderson on two possible routes through the State Park. Steve Fink discussed the two alternative routes and explained the pros and cons of each option. Steve Fink stated the next step will be to meet with the State Park and get their concurrence on both possible routes. Steve Fink stated they are looking to bid out the first portion of the project in the City of Muskegon in September.

Chair Barnes mentioned the email from the Crystal Morgan regarding the VFW. Crystal Morgan stated she directed the VFW to the township and explained the Water System Policy Board does not set or recommend sewer rates.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:28 a.m.

Tony Barnes, Chair