

Muskegon County
Board of Public Works
September 10, 2020
4:00p.m.
Zoom Meeting

Gary Foster, Chair

Rillastine Wilkins, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Foster at 4:26p.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: Dave Johnson, Wastewater Director
Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Kathy Tharp, Administrative Coordinator

BPW-20-087 APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

BPW-20-088 APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on August 13, 2020.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW-20-089 Approve Fiscal Year 2021 Budget for the Regional Water System

Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to approve the requested FY2021 budget for the Muskegon County Regional Water System as presented.

Beth Dick stated there were minor changes made to the budget reports provided in the agenda. Beth Dick stated the revenues for the Regional Water System, Solid Waste Management System and Wastewater did not change. Beth Dick stated the final Cost Allocation Plan was recently completed. The expenses for the Regional Water System increased by \$10,079 due to the final cost allocation; Solid Waste Management System expenses increase by \$19,917 due to the final cost allocation and fringe benefits; Wastewater expenses increased by \$16,796 due to capital and the final cost allocation; Fly Ash expenses increased by \$176 due to the final cost allocation.

Roll call:

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

No –

Excused - Moore

Motion carried

BPW-20-090 Approve Fiscal Year 2021 Budget for the Solid Waste Management System

Moved by Commissioner Hughes, seconded by Commissioner Mahoney to approve the requested FY2021 Solid Waste budget.

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

No –

Excused - Moore

Motion carried

BPW-20-091 Approve the Wastewater Department's FY2021 Budget and FY2020 Revised Budget

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the Wastewater Department's requested FY2021 budget and Revised FY2020 budget.

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

No –

Excused - Moore

Motion carried

BPW-20-092 Waive Purchasing Policy and Hire Municipal Analytics to Update Water System Rate Study

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to recommend to the Board of Public Works that it waive the purchasing policy and hire Municipal Analytics to update the Regional Water System's rate study per the attached proposal for a not-to-exceed cost of \$7,800.

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

No –

Excused - Moore

Motion carried

BPW-20-093 Approve Proposal for Professional Services for PFAS Groundwater Remedial Investigations

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve Golder Associates Inc. proposal dated August 25, 2020 in the amount of \$42,905.00 with a contingency of \$10,000.00 if additional PFAS sampling and analytical is required.

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

No –

Excused - Moore

Motion carried

BPW-20-094 Solicit Bids for J Station, W Station & South Irrigation Station Critical Infrastructure Construction Projects

Moved by Commissioner Hughes, seconded by Commissioner Snider, to approve the solicitation of formal bids for J Station Replacement, J Station Force Main Replacement, W Station Force Main Replacement, and South Irrigation Station Replacement.

VOICE VOTE: **Motion carried**

BPW-20-095 Approve to Solicit Procurement-level Quotes for a New ICP-MS

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the solicitation of Procurement-level quotes for a new ICP-MS for the Wastewater laboratory.

VOICE VOTE: **Motion carried**

BPW-20-096 Approve Procurement-level Quotes for Two 1-Ton Trucks and Accessories

Moved by Commissioner Nash, seconded by Commissioner Hughes, to approve requests for Procurement-level quotes for two replacement 1-ton trucks and accessories for the Wastewater Department.

VOICE VOTE: **Motion carried**

BPW-20-097 Award Agricultural Chemical Mixing and Loading System / RFQ 20-2392

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to accept the low bid for RFQ 20-2392, Agricultural Chemical Mixing and Loading System, from Dultmeier Sales for \$44,600.00.

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

No –

Excused - Moore

Motion carried

BPW-20-098 Approve the West Michigan Area RC Club Updated Agreement

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the updated agreement between the Board of Public Works and the West Michigan Area RC Club for the purpose of their holding club activities on wastewater property for five years with the option to extend the agreement for another five years by written approval of both parties, and authorize the Board Chair to sign same.

Dave Johnson stated the updated agreement included a phrase that allows for inspections at any time.

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

No –

Excused - Moore

Motion carried

BPW-20-099 Approve the Muskegon Community College and Muskegon Astronomical Society Agreement Extensions

Dave Johnson explained the agreement allows both groups to have telescopes and to hold club meetings at the wastewater site. Dave Johnson stated the agreement changes included a statement to allow for inspections at any time and the insurance requirements.

Commissioner Nash requested a friendly amendment requiring the Board of Public Works to approve the extension.

Commissioner Hughes provided a background on the services these groups provide and praised them for the work they do.

Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to approve the revised agreements between the Board of Public Works and the Muskegon Astronomical Society and between the Board of Public Works and Muskegon Community College for the purpose of these organizations operating observatories on Wastewater property for five years, with an option to extend the agreements for an additional five years with the approval of the Board of Public Works and written approval of both parties, and authorize the Board Chair to sign same.

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

No –

Excused - Moore

Motion carried

BPW-20-100 Rename the Wastewater Facility

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to rename the Wastewater facility as the Muskegon County Resource Recovery Center.

Commissioner Hughes spoke to the various functions that take place at the site on top of being a clean water facility. Commissioner Mahoney stated the name expands beyond the clean water and allows for future growth at the site. Administrator Eisenbarth agreed with the Commissioners.

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

No –

Excused - Moore

Motion carried

BPW-20-101 Approve Change Orders No. 2 and No.3 to Swanson Road Improvements Contract

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to give final approval to Swanson Road Improvements Change Orders No. 2 and No. 3, which respectively increase the contract's previous costs by \$21,609.40, from \$2,154,879.90 to \$2,176,489.30, and by \$10,803.50, from \$2,176,489.30 to \$2,187,292.80.

Commissioner Hughes expressed concern with the 55mph speed limit on Swanson Road. Discussion ensued. Chair Foster requested Dave Johnson to look into the matter and make a recommendation.

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

No –

Excused - Moore

Motion carried

BPW-20-102 Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, August 2020.
2. Wastewater Monthly Operating Report, August 2020.
3. Muskegon County Regional Water Policy Board Minutes, August 2020
4. Muskegon Municipal Wastewater Management Committee Minutes, August 2020

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

FINAL BOARD COMMENT

Chair Foster commented on the Muskegon County Resource Recovery Center name change for the wastewater site. Chair Foster thanked the Board members.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:01p.m.

Gary Foster, Chair