

Muskegon County
Water System Policy Board
January 12, 2022
10:00 a.m.
97 E. Apple Avenue, Room 119

Jennifer Hodges, Chair

Kim Arter, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Hodges at 10:00 a.m.

ROLL

Present: Kim Cyr, Muskegon County Commissioner
Chris Hall, Laketon Township Building Inspector (Alternate)
Jennifer Hodges, Muskegon Charter Township Supervisor
Jeffrey Marcinkowski, Fruitland Township Supervisor
Jeffrey Martin, Dalton Township Supervisor

Excused: Doug Brown, Muskegon County Commissioner
Susie Hughes, Muskegon County Commissioner

Staff

Present: Matt Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Steve Fink, Public Works Engineer & Projects Manager
Carly Hysell, Public Works Finance and Sustainability Administrator

ELECTION OF OFFICERS

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

Chris Hall nominated Jennifer Hodges for Chair.

There were no other nominations for Chair.

Chair Hodges closed the nominations for Chair.

WSPB-22-001 Moved by Chris Hall, seconded by Commissioner Cyr, to elect Jennifer Hodges as Chair.

Voice Vote: **Motion Carried**

Chair Hodges presiding.

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

Chair Hodges nominated Kim Arter for Vice Chair.

There were no other nominations for Vice Chair.

Chair Hodges closed the nominations for Vice Chair.

WSPB-22-002 Moved by Chair Hodges, seconded by Chris Hall, to elect Kim Arter as Vice Chair.

Voice Vote: **Motion Carried**

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

Jeffrey Martin nominated Tina Nash for Secretary.

There were no other nominations for Secretary.

Chair Hodges closed the nominations.

WSPB-22-003 Moved by Jeffrey Martin, seconded by Chris Hall, to designate Tina Nash as Secretary.

Voice Vote: **Motion Carried**

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

Jeffrey Martin nominated Carly Hysell for Fiscal Officer.

There were no other nominations.

Chair Hodges closed the nominations.

WSPB-22-004 Moved by Jeffrey Martin supported by Jeffrey Marcinkowski, to designate Carly Hysell as Fiscal Officer.

Voice Vote: **Motion Carried**

WSPB-22-005 APPROVAL OF AGENDA

Moved by Jeffrey Martin, seconded by Jeffrey Marcinkowski, to approve the agenda as presented.

Voice Vote: **Motion Carried**

WSPB-22-006 APPROVAL OF MINUTES

Moved by Jeffrey Martin, seconded by Chris Hall, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on October 6, 2021.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

DISCUSSION – UPDATES

Engineer Services for the Eastside Water System Improvements

Matthew Farrar stated a reliability study is required every 5 years. Matthew Farrar stated the last study included a recommendation for the Crossing Project and also watermain replacements for the Eastside Water System (ESW). Matthew Farrar stated he met with both DLZ and Prein&Newhof for pricing on the ESW projects. Matthew Farrar stated he has received pricing from Prein&Newhof. DLZ should submit their pricing by the end of the month. Matthew Farrar stated there are some grant opportunities through the State of Michigan for water projects. Carly Hysell is looking into to those. Matthew Farrar stated there are possible Federal grant monies available and he has reached out to U.S. Rep. Bill Huizenga and U.S. Rep. Peter Meijer for additional information.

Board members requested the selection of the engineer for the ESW projects be on February's agenda. Matthew Farrar stated he would like to bid the projects in November or December.

Steve Fink stated two years ago Dixon Engineering completed an evaluation on the Evanston tank and they recommended an exterior re-coat. Steve Fink stated the interior was painted in 2011 with oversight by Dixon Engineering. Steve Fink stated they would like to complete the exterior paint treatment on the Evanston water tank this year or next. Steve Fink stated only two companies in the state do this type of work, Nelson Tank Engineering and Dixon Engineering. Steve Fink stated Dixon Engineering is very familiar with the Evanston water tank having done all past inspections on it. Steve Fink stated the exterior re-coat was included as a capital improvement in the fiscal year 2022 budget.

Water Rates

Matthew Farrar stated they have recently received the approved Resolution from the four Townships regarding the water rate. Matthew Farrar stated this board approved an increase to take effect in January 2022 and he is requesting to change that to February 2022.

WSPB-22-007 Moved by Chris Hall, seconded by Jeffrey Martin, to increase the water rate effective February 1, 2022.

Yes – Cyr, Marcinkowski, Martin, Hall, Hodges

No –

Excused – Brown, Hughes

Motion carried

Mathew Farrar stated the Board of Public Works approved for customers of the Muskegon County Regional Water System to participate in the Low Income Household Water Assistance Program. This program is with MDHHS and Mid Michigan Community Action Agency. Matthew Farrar stated this is for customers with past due balances. Matthew Farrar stated this is income based. Carly Hysell stated customers would need to go through MDHHS for the assistance.

M120 Watermain

Matthew Farrar stated in Dalton Township there is an abandoned open dump. This dump is suspected to be leaching PFAS into the ground water going south to the river. According to the State of Michigan it has impacted the well at the HOP Child Care facility. The State of Michigan would like to put in a watermain connecting the child care facility to our water system. Matthew Farrar stated he asked the State of Michigan for funds to pay for a cost estimate from Prein&Newhof. Bottled water is being supplied.

Jeffery Martin stated he was told EGLE is working with Public Health to install filters at the HOP Child Care facility.

Matthew Farrar stated he would continue to work with the State of Michigan.

Jeffery Martin stated EGLE is drilling wells to check the ground water in the area. Jeffrey Martin stated EGLE has not received very good responses from residents to enter properties.

Matthew Farrar informed the board that the County is starting to sell some of the lots available in Business Park North. Matthew Farrar stated it has come with some challenges but there is interest.

Channel Crossing Project

Steve Fink stated the pipe below the channel was pulled in the day before Christmas Eve. The site at the City of Muskegon park is pretty much cleared out and Gabe's has moved equipment to Snug Harbor. Steve Fink stated Jackson-Merkey is beginning work on the concrete meter vault. Steve Fink stated Gabe's will be starting the pilot hole under the dunes by the end of this week. Gabe's is going to try and be done by the middle of May. Gabe's has requested to go a little deeper with the pipe into the clay layer. DLZ is evaluating the request. Steve Fink stated they need to make sure the extra soil loading won't be excessive on the pipe. Steve Fink explained how going under a dune is more complicated.

WSPB-22-008 INFORMATIONAL ITEMS

Moved by Jeffrey Martin, seconded by Jeffrey Marcinkowski, that the following information items be received and placed on file:

1. Meter Set List for December 2021
2. Local Fund Balance Sheet for December 2021
3. Check Disbursement Report
4. Water System Monthly Report for December 2021

Voice Vote: **Motion Carried**

UNFINISHED BUSINESS

Commissioner Cyr asked Matthew Farrar for an update on the Baker College site. Matthew Farrar stated they are in the due diligence process of purchasing the college. Matthew Farrar stated the first step was to complete a facilities condition assessment. The draft copy of that report was just received. Matthew Farrar stated the next step of the due diligence is the space programming analysis and the cost.

Matthew Farrar stated the final rule on how the American Rescue Funds can be spent was just released and is much less restrictive.

Chris Hall asked about the Master Contract. Matthew Farrar stated they would begin meeting again in March to work on it.

Chair Hodges stated there could be an update on the old BASF site on Whitehall Road by the end of the month.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:55 a.m.

Jennifer Hodges, Chair