

Muskegon County  
Water System Policy Board  
January 9, 2019  
10:00 a.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Board of Commissioners Room, 4<sup>th</sup> 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: Kim Arter, Laketon Township Supervisor  
Tony Barnes, Dalton Township Supervisor  
Marcia Jeske, Fruitland Township Supervisor  
Susie Hughes, Muskegon County Commissioner  
David Kieft, Muskegon Charter Township Supervisor  
Kenneth Mahoney, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner

Excused:

Staff

Present: Matt Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Carly Hines, Public Works Finance and Sustainability Administrator  
Crystal Morgan, WSPB Attorney  
Mark Eisenbarth, County Administrator

### **ELECTION OF OFFICERS**

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

Commissioner Hughes nominated Tony Barnes for Chair.  
Kim Arter nominated Marcia Jeske for Chair.  
There were no other nominations for Chair.

Chair Barnes closed the nominations for Chair.

**WSPB-19-001** Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to cast a unanimous ballot for Tony Barnes as Chair.

Votes for Marcia Jeske: Arter, Snider

Votes for Tony Barnes: Hughes, Mahoney, Wood, Jeske, Barnes

Tony Barnes assumed the Chair.  
Chair Barnes presiding.

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

Commissioner Hughes nominated Marcia Jeske for Vice Chair.  
There were no other nominations for Vice Chair.

Chair Barnes closed the nominations for Vice Chair.

**WSPB-19-002** Moved by Commissioner Hughes, seconded by Commissioner Snider, to cast a unanimous ballot for Marcia Jeske as Vice Chair.

### **Voice Vote: Motion Carried**

Marcia Jeske assumed the Vice Chair.

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

**ELECTION OF OFFICERS CONT'D**

Commissioner Hughes nominated Tina Nash for Secretary.  
There were no other nominations.  
Chair Barnes closed the nominations.

**WSPB-19-003** Moved by Commissioner Hughes, supported by Marcia Jeske, to cast a unanimous ballot and Designate Tina Nash for Secretary of the Muskegon County Regional Water System Policy Board.

Voice Vote: **Motion Carried**

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

Commissioner Hughes nominated Carly Hines for Fiscal Officer.  
There were no other nominations.  
Chair Barnes closed the nominations.

**WSPB-19-004** Moved by Commissioner Mahoney, supported by Commissioner Snider, to cast a unanimous ballot and Designate Carly Hines for Fiscal Officer of the Muskegon County Regional Water System Policy Board.

Voice Vote: **Motion Carried**

**WSPB-19-005 APPROVAL OF AGENDA**

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

Voice Vote: **Motion Carried**

**WSPB-19-006 APPROVAL OF MINUTES**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on December 5, 2018.

Voice Vote: **Motion Carried**

**PUBLIC COMMENT (on an agenda item)**

None

## **ITEMS FOR DISCUSSION**

### **Appendix C**

Chair Barnes opened the floor for discussion. Matthew Farrar stated staff reviewed Crystal Morgan's comments on Appendix C. Matthew Farrar stated staff has no issues with them. Matthew Farrar stated they removed items addressed by the plumbing code.

There was discussion on section 2.2 regarding the various types of properties being addressed. Jeff Wood stated he agreed with Crystal Morgan's proposed language on sections 1.5 and 2.3. Jeff Wood asked Matthew Farrar if section 2.6 and 2.8 was covered by code. Matthew Farrar stated they were. Jeff Wood asked about section 2.16 and if the County standard contract requires these items be provided to the Townships or County. Matthew Farrar he is referring to the bidding process and the requirements of the County. Jeff Wood stated section 2.17 needs to be updated to reflect the current code.

Crystal Morgan will update Appendix C based on today's discussion and send a revised copy to the Board members for them to review.

### **WSPB-19-007 INFORMATIONAL ITEMS**

Moved by Marcia Jeske, seconded by Commissioner Hughes, that the following information items be received and placed on file:

1. Local Fund Balance Sheet for December 2018
2. Meter Set List for December 2018
3. Check Disbursement Report

Voice Vote: **Motion Carried**

## **REPORTS**

### **Water System Update**

The Water System Update was accepted as written and distributed for information.

Matthew Farrar provided an update on the channel crossing. Matthew Farrar stated they have had frequent meetings with the City of Muskegon. The City would like to redo Beach Street where our water main needs to go. Matthew Farrar stated we will both save money by working on this together. Matthew Farrar stated there will be meetings scheduled with the MDEQ.

Matthew Farrar informed the Board that Steve Fink, Public Works Engineer & Projects Manager, received his MDEQ S-1 Waterworks System Operator license.

**OLD BUSINESS**

Jeff Wood stated the Management Contract sub-committee will meet on January 28<sup>th</sup>.

**NEW BUSINESS**

None

**AUDIENCE PARTICIPATION**

Chair Barnes thanked everyone for their work on Appendix C.

**ADJOURN**

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:37 a.m.

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Tony Barnes, Chair

Muskegon County  
Water System Policy Board  
May 1, 2019  
10:00 a.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Board of Commissioners Room, 4<sup>th</sup> 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: Kim Arter, Laketon Township Supervisor  
Tony Barnes, Dalton Township Supervisor  
Marcia Jeske, Fruitland Township Supervisor  
Jennifer Hernandez, Muskegon Charter Township Supervisor  
Kenneth Mahoney, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner

Excused: Susie Hughes, Muskegon County Commissioner

Staff

Present: Matt Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Carly Hines, Public Works Finance and Sustainability Administrator  
Robert Ribbens, Environmental Manager  
Crystal Morgan, WSPB Attorney

**WSPB-19-008 APPROVAL OF AGENDA**

Moved by Jennifer Hernandez, seconded by Commissioner Snider, to approve the agenda as presented.

Voice Vote: **Motion Carried**

Chair Barnes welcomed Jennifer Hernandez to the Water System Policy Board.

## **WSPB-19-009 APPROVAL OF MINUTES**

Moved by Marcia Jeske, seconded by Commissioner Snider, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on January 9, 2019.

Voice Vote: **Motion Carried**

### **PUBLIC COMMENT (on an agenda item)**

None

### **ITEMS FOR DISCUSSION**

#### **Appendix C**

Commissioner Snider commended those who worked on Appendix C. Kim Arter stated the subcommittee members were herself, Marcia Jeske, Matthew Farrar, Robert Ribbens and Crystal Morgan. Chair Barnes also thanked those involved for the time and work done on Appendix C.

Matthew Farrar stated Appendix C was looked at line by line. Matthew Farrar noted the subcommittee tried to align the terms and phrases and do away with items covered by the plumbing code and other laws.

Crystal Morgan pointed out that the redline version presented contains all of the changes since the beginning. Chair Barnes asked the board members to review Appendix C one last time for changes. Kim Arter requested this be an action item on the next agenda.

### **INFORMATIONAL ITEMS**

**WSPB-19-010** Moved by Commissioner Snider, seconded by Kim Arter, that the following informational items be received and placed on file:

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

Voice Vote: **Motion Carried**

**WSPB-19-011** Moved by Marcia Jeske, seconded by Jennifer Hernandez, that the following informational items be received and placed on file:

4. Annual Water Quality Report for Eastside and Northside Water Systems

Commissioner Snider asked if the reports were publicized. Matthew Farrar stated the state has strict guidelines for posting Water Quality Reports and we follow those requirements.

Matthew Farrar stated the water quality is excellent and we have a very good water plant.

Chair Barnes asked Matthew Farrar about PFAS. Matthew Farrar stated there is a standard set by the EPA and we have been testing since 2012 for PFAS at the water plant. The latest results were 2 parts per trillion, which is very good.

Matthew Farrar pointed out the change in amount of fluoride treatment.

Voice Vote: **Motion Carried**

**WSPB-19-012** Moved by Commissioner Mahoney, seconded by Marcia Jeske, that the following informational items be received and placed on file:

5. Regional Water System Graphs

Chair Barnes asked Matthew Farrar about the spikes. Matthew Farrar stated most spikes are driven by weather conditions.

Voice Vote: **Motion Carried**

### **OLD BUSINESS**

Chair Barnes asked for an update from the Management Contract Subcommittee members. Kim Arter stated there have been several meetings but none since Jeff Wood left. Crystal Morgan stated the subcommittee members met 3 times and went through a preliminary analysis of the entire contract. She is currently working on draft language before the subcommittee meets again.

Chair Barnes appointed Jennifer Hernandez to the Management Contract Subcommittee to replace Jeff Wood.

Chair Barnes appointed Kim Arter as Chair of the Management Contract Subcommittee.

### **NEW BUSINESS**

Commissioner Snider asked for an update on the Channel Crossing Project. Matthew Farrar stated staff is working with many state agencies getting required approvals. Matthew Farrar pointed out the project will be broken down into phases. Matthew Farrar thanked the City of Muskegon staff for working with the County on this project which will save on costs. Matthew Farrar stated they are working with the MDEQ on a possible alternate route that also could save money if approved.

Kim Arter asked if the State Park campground could connect to water. Matthew Farrar stated it would be possible.

Matthew Farrar stated the cooperation with the State of Michigan agencies and the City of Muskegon has been very good.



**AUDIENCE PARTICIPATION**

Jennifer Hernandez introduced Muskegon Charter Township's new Treasurer, Lindsay Theile.

**ADJOURN**

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:44 a.m.

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Tony Barnes, Chair