

**Muskegon County
Board of Public Works**

January 6, 2022

3:00p.m.

Hall of Justice, 4th Floor

990 Terrace Street, Muskegon, MI 49442

Malinda Pego, Chair
Rillastine R. Wilkins, Vice Chair
Brenda M. Moore, Secretary

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Pego at 3:00p.m.

ROLL

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Leo Evans, Ex-officio Member
Susie Hughes, Muskegon County Commissioner
Zach Lahring, Muskegon County Commissioner
Brenda Moore, Water Resources Commissioner
Charles Nash, Muskegon County Commissioner
Malinda Pego, Muskegon County Commissioner
Robert Scolnik, Muskegon County Commissioner [arrived at 3:21p.m.]
Rillastine Wilkins, Muskegon County Commissioner

Excused: Jennifer Hodges, Ex-officio Member

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Kristin Barnhill, Executive Assistant to the County Administrator/Community Relations Coordinator
Mark Eisenbarth, County Administrator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager
Michael J. Poulin, Sheriff

ELECTION OF OFFICERS

Moved by Commissioner Lahring, seconded by Commissioner Pego, to keep the Board of Public Works officers the same.

VOICE VOTE: **Motion carried**

APPROVAL OF THE AGENDA

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to remove item BPW22/01-05 and approved the agenda as amended.

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Nash, seconded by Commissioner Brown, to approve the minutes of the Board of Public Works meeting held on December 2, 2021.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW22/01-01 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve Muskegon County Regional Water System to participate with the Michigan Department of Health and Human Services and the Mid Michigan Community Action Agency in the Low Income Household Water Assistance Program per the terms of the attached Memorandum of Understanding and authorize the Board Chair to sign the same.

Matthew Farrar stated this only covers the County's water system customers. The County's water system includes Dalton Township, Fruitland Township, Laketon Township, and Muskegon Charter Township. Leo Evans stated the City of Muskegon also participates in this program.

Members of the Board requested Matthew Farrar forward the information to the City of Muskegon Heights.

Roll call:

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

No –

Absent - Scolnik

Motion carried

BPW22/01-02 Moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize staff to submit the Intent To Apply Form to the Clean Water and Drinking Water Revolving Fund and authorize the chair to sign the same.

VOICE VOTE: **Motion carried**

BPW22/01-03 Moved by Commissioner Nash, seconded by Commissioner Brown, to approve the waiver of tipping fees for the Free Dump Day Program in 2022.

It was requested Matthew Farrar provide a schedule showing the municipalities participating and the dates/times the municipalities will offer the free dump day.

VOICE VOTE: **Motion carried**

BPW22/01-04 Moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Department of Public Works to submit the application to the Michigan Department of Environment, Great Lakes, and Energy the 2022 Scrap Tire Cleanup Grant Program and accept if granted.

VOICE VOTE: **Motion carried**

BPW22/01-05 Moved by Commissioner _____, seconded by Commissioner _____, to approve the Department of Public Works as appointed by the Muskegon County Board of Public Works to conduct all solid waste planning to partner with the West Michigan Sustainable Business Forum to apply and execute the EGLE Materials Management County Engagement grant for \$12,000 and authorize the Board Chair to sign any necessary agreements.

BPW22/01-05 was removed from agenda

BPW22/01-06 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve the solicitation of Procurement-level quotes for an arc flash audit for the Resource Recovery Center's electrical equipment.

Dave Johnson stated the selected company will post signs and will notify them of items that are of high and low risk. Dave Johnson stated this is required by OSHA every 5 years.

VOICE VOTE: **Motion carried**

BPW22/01-07 Moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the solicitation of bids for a new GC/MS for the Resource Recovery Center laboratory.

VOICE VOTE: **Motion carried**

BPW22/01-08 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the solicitation of Procurement-level quotes for the purchase of Solid Phase Extraction Equipment for the Resource Recovery Center laboratory.

VOICE VOTE: **Motion carried**

BPW22/01-09 Moved by Commissioner Hughes, seconded by Commissioner Brown, to approve the solicitation of bids for the purchase of six grain wagons for the Resource Recovery Center farm.

VOICE VOTE: **Motion carried**

BPW22/01-10 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve the vendor and contractor relationships outlined in the attached list be approved to continue under existing arrangements through September 30, 2022.

Dave Johnson stated these are frequently used vendors that need to be paid in a timely manner.

Commissioner Scolnik arrived [3:21p.m.]

VOICE VOTE: **Motion carried**

BPW22/01-11 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve the five-year Memorandum of Agreement between the Michigan Department of Natural Resources Wildlife Division and the Board of Public Works for cooperating with the Muskegon State Game Area in improving the managed waterfowl hunt by leaving strips of standing corn and corn stubble at the Resource Recovery Center for \$700.00 per strip with a maximum of eleven strips per season, and authorize the Board Chair to sign same.

VOICE VOTE: **Motion carried**

BPW22/01-12 Moved by Commissioner Nash, seconded by Commissioner Wilkins, to authorize the purchase of a new 2021 Ford F150 Police Responder 4x4 Pickup through MiDeal for the deputy assigned to patrol the grounds of the Resource Recovery Center and the upfitting of the vehicle (in accordance with the Agreement between Muskegon County Wastewater Facility and Muskegon County Sheriff Office for Law Enforcement Personnel) for a total of \$63,077.39, and to amend the budget accordingly.

Discussion ensued regarding the budgeted amount for the vehicle, the type of vehicle requested, the condition of the current vehicle, the agreement and its terms and costs, and if a deputy is needed for the RRC site.

Sheriff Poulin provided statistics for Deputy Scott VanderVeen. Sheriff Poulin stated approximately 65% of calls of service were related to the RRC property.

Discussion continued regarding the safety of the public and the various groups that use the RRC site, the need to protect the infrastructure at the RRC site, and the hours of coverage by the deputy.

Dave Johnson praised the RRC Deputy Scott VanderVeen for the job he does at the RRC site.

Moved by Commissioner Lahring, seconded by Chair Pego, to table BPW22/01-12 for more information to the next Board of Public Works meeting.

Roll call:

Yes – Cyr, Lahring, Pego

No – Brown, Hughes, Moore, Nash, Scolnik, Wilkins

Motion failed

Vote on original motion BPW22/01-12

Roll call:

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

No – Cyr, Lahring, Pego

Motion carried

Informational Items:

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, December 2021.
2. Wastewater Monthly Operating Report, December 2021.
3. Muskegon Municipal Wastewater Management Committee Minutes, Dec. 2021 (draft)

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Hughes commented on the amount of blown trash around the landfill because of the high winds in recent weeks. Commissioner Hughes stated the company contracted to pick-up the blown trash does a really good job and questioned if they were being reimbursed appropriately due the new cell that was put in service. Matthew Farrar stated they did have a price increase this year and it will be looked at again this year.

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Commissioner Scolnik commented on how low the reported wastewater flow was. Dave Johnson stated this is a record low for them. Dave Johnson stated the water table went down, lake levels went down, municipalities made repairs to their sewer systems, and the RRC lost a major customer (Bayer Cropscience) as examples of things that have contributed to the decrease in flow. Discussion ensued on increasing flow.

Administrator Eisenbarth stated there is EDA funding called Economic Adjustments for water projects. Administrator Eisenbarth asked Dave Johnson and Matthew Farrar to look into this. Administrator Eisenbarth stated the EDA is looking for additional applicants for the funds available.

Water Resources Commissioner Moore stated the need to focus on redeveloping the urban core.

Water Resources Commissioner Moore asked Dave Johnson if the RRC Farm is MAEAP certified. Dave Johnson stated he would look into this.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:06p.m.

Malinda Pego, Chair