

Muskegon County
Board of Public Works
January 14, 2021
4:00p.m.
Via Zoom

Malinda Pego, Chair

Rillastine R. Wilkins, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by the Board of Commissioners Chair Scolnik at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – Laketon Township
Kim Cyr, Muskegon County Commissioner – Muskegon County
Marcia Hovey-Wright, County Commissioner – Muskegon County
Susie Hughes, Muskegon County Commissioner – Muskegon County
Zach Lahring, Muskegon County Commissioner – Muskegon County Courthouse
Brenda Moore, Water Resources Commissioner – City of Muskegon/South Campus
Charles Nash, Muskegon County Commissioner – City of Muskegon
Malinda Pego, Muskegon County Commissioner – Muskegon County Courthouse
Robert Scolnik, Muskegon County Commissioner – City of Norton Shores
Rillastine Wilkins, Muskegon County Commissioner – City of Muskegon Heights
Leo Evans, Ex-officio Member – City of Muskegon
Jennifer Hodges, Ex-officio Member – Muskegon Township

Excused:

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Mark Hansen, Information Technology Manager

ELECTION OF OFFICERS

Chair Scolnik opened nominations for Chair of the Muskegon County Board of Public Works.

Commissioner Wilkins nominated Commissioner Pego for Chair, seconded by Commissioner Lahring.

There were no other nominations for Chair.

Chair Scolnik closed the nominations.

BPW-21-001 Moved by Commissioner Lahring, seconded by Commissioner Brown, to elect Commissioner Pego as Chair of the Muskegon County Board of Public Works by unanimous vote.

Roll call:

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

No –

Motion carried

Commissioner Pego was elected by unanimous vote as Chair of the Muskegon County Board of Public Works.

Commissioner Pego assumed the Chair.

Chair Pego presiding.

Chair Pego opened nominations for Vice Chair of the Muskegon County Board of Public Works.

Commissioner Lahring nominated Commissioner Wilkins for Vice Chair.

There were no other nominations for Vice Chair.

BPW-21-002 Moved by Commissioner Lahring, seconded by Commissioner Cyr, to elect Commissioner Wilkins as Vice Chair of the Muskegon County Board of Public Works.

Roll call:

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

No –

Motion carried

Chair Pego opened nominations for Secretary of the Muskegon County Board of Public Works.

Commissioner Hughes nominated Water Resources Commissioner Moore for Secretary.

There were no other nominations for Secretary.

BPW-21-003 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to elect Water Resources Commissioner Moore as Secretary of the Muskegon County Board of Public Works.

Roll call:

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

No –

Motion carried

Chair Pego opened nominations for Deputy Secretary of the Muskegon County Board of Public Works.

Commissioner Hughes nominated Matthew Farrar for Deputy Secretary.

Commissioner Lahring nominated Tina Nash for Deputy Secretary. Commissioner Lahring withdrew his nomination.

There were no other nominations for Deputy Secretary.

BPW-21-004 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to elect Matthew Farrar for Deputy Secretary to the Muskegon County Board of Public Works.

Roll call:

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

No –

Motion carried

BPW-21-005 APPROVAL OF THE AGENDA

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

Roll call:

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

No –

Motion carried

BPW-21-006 APPROVAL OF MINUTES

Moved by Commissioner Lahring, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on December 10, 2020.

Roll call:

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

No –

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW-21-007 Solicit Bids for Phase II and Phase III of the Channel Crossing Project

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize staff to solicit bids for Phase II and Phase III of the Channel Crossing Project.

Roll call:

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

No –

Motion carried

BPW-21-008 Approve Amendment No. 3 of the Contract with DLZ / Beach Street

Moved by Commissioner Wilkins, seconded by Commissioner Lahring, to approve Amendment No. 3 of the contract with DLZ to include engineering services for Beach Street Parking and Pedestrian Facilities Improvements along Beach Street, for a not-to-exceed cost of \$31,000, to be paid by the City of Muskegon, and authorize the Chair to sign Amendment No. 3.

Roll call:

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

No –

Motion carried

BPW-21-009 Salary Adjustment to the Water System Engineering Aide

Moved by Commissioner Lahring, seconded by Commissioner Scolnik, to make a salary adjustment to the Water System Engineering Aide, position number T28001, from TS-00135 (\$8.50) to TS-00160 (\$9.87).

Roll call:

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

No –

Motion carried

BPW-21-010 Authorize Sale of Used Wastewater Assets

Moved by Commissioner Wilkins, seconded by Commissioner Brown, to authorize the sale of Wastewater assets listed below following the County's Surplus Disposal Policy & Procedure.

Dave Johnson stated items would be sold by Miedema Auctioneering, Inc.

Roll call:

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

No –

Motion carried

BPW-21-011 Approve the Refunding Bond Ordinance – 2011 Wastewater No. 2 Revenue Bonds

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the Refunding Bond Ordinance to refund the 2011 Wastewater No. 2 Revenue Bonds.

Leo Evans requested Beth Dick attend the next User Group meeting.

Roll call:

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

No –

Motion carried

BPW-21-012 Approve Admission of Polkton Township into the Muskegon County Wastewater Management System

Moved by Commissioner Lahring, seconded by Commissioner Wilkins, to approve the admission of Polkton Township, with their request for specified excluded areas, into the Muskegon County Wastewater Management System with a capacity allocation of 1 MGD and to approve the Interjurisdictional Agreement between Polkton Township and the Muskegon County Board of Public Works, and authorize the Board Chair to sign same.

Roll call:

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

No –

Motion carried

BPW-21-013 Approve Admission of Ravenna Township into the Muskegon County Wastewater Management System

Moved by Commissioner Lahring, seconded by Commissioner Wilkins, to approve the admission of Ravenna Township, with their request for specified excluded areas, into the Muskegon County Wastewater Management System with a capacity allocation of 0.2 MGD and to approve the Interjurisdictional Agreement between Ravenna Township and the Muskegon County Board of Public Works, and authorize the Board Chair to sign same.

Dave Johnson stated the same rate would be charged.

Roll call:

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

No –

Motion carried

BPW-21-014 Approve Directly Connected User Status for the Brightmark Energy Digester

Moved by Commissioner Scolnik, seconded by Commissioner Lahring, to approve Directly Connected User status for the Brightmark Energy digester.

Roll call:

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

No –

Motion carried

BPW-21-015 Approve Directly Connected User Status for Swanson Pickle Company

Moved by Commissioner Lahring, seconded by Water Resources Commissioner Moore to approve Directly Connected User status for Swanson Pickle Company.

Dave Johnson stated Swanson Pickle would pipe the brine to the Resource Recovery Center instead of trucking.

Roll call:

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

No –

Motion carried

Informational Items:

The following informational items were received and placed on file:

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

OLD BUSINESS

BPW-20-132 Authorize a 60 Day Payment Grace Period for Industrial Customers

Dave Johnson stated this is the same motion tabled last month. Dave Johnson stated this was not meant to be charitable but to allow companies with a cumbersome payment process more time.

Moved by Commissioner Nash, seconded by Commissioner Lahring to remove item BPW-20-132 from the table.

Discussion ensued regarding companies be treated equally. Dave Johnson stated this would be offered to everyone with the same circumstances.

Commissioner Lahring asked if early pay discounts could be offered. Some Board members stated they were not in favor of this.

Commissioner Nash suggested amending the motion by removing “large corporate” and “corporate” from the motion.

BPW-21-016 Moved by Commissioner Nash, seconded by Commissioner Lahring to amend motion BPW-20-132 by removing “large corporate” and “corporate”.

Beth Dick addressed the County’s Debt Collection Policy and stated changes may need to be made for Wastewater or Wastewater may need to have a separate policy.

Discussion ensued.

Commissioner Lahring called for the question.

Commission Nash read the motion to the Board with suggested changes.

Commissioner Hughes asked Dave Johnson if Management Contract allow for this change. Dave Johnson stated the Management Contract has a 15 day term and explained they currently offer 30 days with a 30 day grace period.

Commissioner Nash stated Wastewater staff would have the discretion to offer the additional time.

Water Resources Commissioner Moore seconded Commissioner Lahring's request to call for the question.

Roll call:

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

No –

Motion carried

Discussion ensued.

Commissioner Nash, seconded by Commissioner Lahring called for the question.

Chair Pego read the motion as amended and asked for a roll call vote.

BPW-20-132 To authorize the Wastewater Department to offer a 60-day turnaround for bill payment to industrial customers whose structure and protracted procedures prevent them from meeting the standard 30-day turnaround.

Roll call:

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

No – Hughes

Motion carried

Commissioner Hughes stated the original motion needs to be voted on. Discussion ensued. Chair Pego moved forward with agenda items.

NEW BUSINESS

Water Resources Commissioner Moore informed the Board her deputy, Stephanie Barrett, has decided to leave her position. Water Resources Commissioner Moore thanked the Board for raising the pay for the deputy position. Water Resources Commissioner Moore stated this will help her obtain qualified applicants.

Water Resources Commissioner Moore stated a commissioner needs to be appointed to the Bear Lake Improvement Board. Commissioner Scolnik stated Commissioner Brown was appointed.

Chair Pego sends her condolences to Stephanie Barrett.

PUBLIC COMMENT ON A NEW ITEM

Tony Barnes questioned if procedures were followed regarding motion BPW-20-132. Tony Barnes spoke about the Coopersville landfill in Polkton Township and stated they applied for an EGLE permit to pump waste below the aquifer. Tony Barnes requested this be looked into. Tony Barnes asked if it would be possible to hook them up to the wastewater system by partnering with Fair Life.

Discussion ensued regarding motion BPW-20-132 and if procedures were followed.

Commissioner Nash withdrew his motions. Commissioner Lahring did not withdraw his support of the motions.

Administrator Eisenbarth stated he would confer with Corporate Counsel and report back to the Board.

Commissioner Nash agreed to leave his motions as is.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:34 p.m.

Malinda Pego, Chair

Muskegon County
Board of Public Works
February 4, 2021
4:00p.m.
Electronic/Zoom

Malinda Pego, Chair

Rillastine R. Wilkins, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – Muskegon
Kim Cyr, Muskegon County Commissioner – Pompano Beach, FL
Susie Hughes, Muskegon County Commissioner – Muskegon Township
Zach Lahring, Muskegon County Commissioner – Muskegon County Hall of Justice
Brenda Moore, Water Resources Commissioner – City of Muskegon/South Campus
Charles Nash, Muskegon County Commissioner – City of Muskegon
Malinda Pego, Muskegon County Commissioner – Muskegon County
Robert Scolnik, Muskegon County Commissioner – City of Norton Shores
Leo Evans, Ex-officio Member – City of Muskegon
Jennifer Hodges, Ex-officio Member – Muskegon Township

Excused: Rillastine Wilkins, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Michael D. Homier, Corporate Counsel
Dan Aull, IT

BPW-21-017 APPROVAL OF THE AGENDA

Moved by Commissioner Lahring, seconded by Commissioner Nash, to approve the agenda as presented.

Roll call:

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

No –

Excused - Wilkins

Motion carried

BPW-21-018 APPROVAL OF MINUTES

Moved by Commissioner Lahring seconded by Commissioner Hughes, to approve the minutes of the Board of Public Works meeting held on January 14, 2021.

Roll call:

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

No –

Excused - Wilkins

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

None

PRESENTATIONS

Greater Muskegon Economic Development (GMED)

Jim Edmonson introduced himself. Jim Edmonson stated GMED does the marketing for Muskegon County. Jim Edmonson presented on the Greater Muskegon Economic Development's resources to businesses, the prospect list of businesses and the investments it could bring to Muskegon County, FARM (Food, Agriculture, Research and Manufacturing Center), and the features of the new GMED website <https://www.developmuskegon.org>

Wolf Lake

Water Resources Commissioner Moore stated as the County waits for a resolution with the Wolf Lake pump the County is accruing costs for maintenance and utilities. Water Resources Commissioner Moore stated this is an Inland Lakes and Streams issue and the County Board has the authority to make the decision to set the lake level. Water Resources Commissioner Moore stated this is an effort on her part to meet in the middle to resolve this.

Matthew Farrar stated back in 2017 Egelston Township passed a resolution requesting the County Board take steps to set the lake level. Subsequently the court rejected setting the legal lake level based on dated science. Matthew Farrar stated under the original assessment the County is responsible for 20% of the costs. The Water Resources Commissioner has agreed to remove the County from the assessment roll if the County waives the fees and costs occurred to date and if the Board of Commissioners agrees to take steps set the legal lake level. Matthew Farrar provided two analyses that were done.

Discussion ensued regarding where the responsibility lies for Wolf Lake, the finding of the court case, and how to move this forward.

Michael Homier discussed the options and the different authorities under the different acts. Michael Homier spoke to the different ways a special assessment district could be set up and the process of establishing a special assessment district.

Water Resources Commissioner Moore discussed the steps the Muskegon County Board needs to take for her to move this process forward. Water Resources Commissioner stated in March she will be reducing the Wolf Lake district as if it were an Inland Lakes and Streams district.

Matthew Farrar explained the costs analysis in this proposal. Matthew Farrar stated any costs to date the County would forgo and the Water Resources Commissioner has agreed remove the County from future rolls. Matthew Farrar stated staff would work with Corporate Counsel to draft an agreement between the Muskegon County Board of Commissioners and the Water Resources Commissioner.

BPW-21-019 Moved by Commissioner Hughes, seconded by Commissioner Brown, to bring the recommendations of the Water Resources Commissioner and Matthew Farrar to the County Board of Commissioners.

Roll call:

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

No –

Motion carried

Commissioner Wilkins joined the meeting during the presentations.

ITEMS FOR CONSIDERATION:

BPW-21-020 Waive Tipping Fees for 2021 Free Dump Day Program

Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to approve the waiver of tipping fees for the Free Dump Day Program in 2021.

Roll call:

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

No –

Motion carried

BPW-21-021 Extend the Landfill Groundwater Monitoring and Reporting Services Agreement

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to extend the Landfill Groundwater Monitoring and Reporting Services Agreement with Golder Associates, Inc. for the first three year extension and authorize the Chair to sign an extension Agreement.

Roll call:

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

No –

Motion carried

BPW-21-022 Award Flow Meter Calibration and Repair Services / RFB 21-2410

Moved by Commissioner Nash, seconded by Commissioner Hughes, to accept the low bid of \$31,080.00 per year for flow meter calibration services and \$125.00/hour for flow meter repair services, which was submitted by RS Technical Services in response to RFB 21-2410, Flow Meter Calibration and Repair Services, with the option of up to two one-year extensions if agreed to by the vendor and approved by a vote of the Board.

Roll call:

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

No –

Motion carried

Informational Items:

Commissioner Lahring recommended to place following informational items on file:

1. Public Works Monthly Operations Report, January 2021.
2. Wastewater Monthly Operating Report, January 2021.

UNFINISHED BUSINESS

BPW-21-023 Motion to Remove From the Table BPW-20-132, Authorize a 60 Day Payment Grace Period for Industrial Customers

Moved by Commissioner Nash, seconded by Commissioner Hughes, to remove item BPW-20-132 to authorize a 60 day payment grace period from the table.

Roll call:

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

No –

Motion carried

BPW-20-132 Moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Wastewater Department to offer a 60-day turnaround for bill payment to industrial customers whose large corporate structure and protracted corporate procedures prevent them from meeting the standard 30-day turnaround.

Roll call:

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

No – Lahring

Motion carried

BPW-21-024 Moved by Commissioner Nash, seconded by Commissioner Lahring to reconsider BPW-20-132 and strikeout “large corporate” and “corporate”.

Roll call:

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

No – Moore

Motion carried

BPW-20-132 Moved by Commissioner Nash, seconded by Commissioner Lahring, to approved the revised version of BPW-20-132 motion: *to authorize the Wastewater Department to offer a 60-day turnaround for bill payment to industrial customers whose structure and protracted procedures prevent them from meeting the standard 30-day turnaround.*

Roll call:

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

No –

Motion carried

NEW BUSINESS

BPW-21-025 Moved by Commissioner Lahring, seconded by Chair Pego, to resume to a hybrid meeting for the Board of Public Works and the meetings hosted from the Board of Commissioners room, would like the Board of Public Works to install a camera and the capabilities for doing a hybrid zoom meeting from the board room where as members of this board could participate and staff could work from within this chamber that would still allow commissioners to visit the meeting remotely, if they so choose, but would like to get this meeting back in the board room.

Discussion ensued regarding the limit of persons allowed in a room per orders.

Michael Homier stated the rule issued today by the MDHHS regarding gatherings: Indoor gatherings are prohibited at non-residential venues, except where no more than 10 persons from no more than 2 households are gathered. Michael Homier stated MDHHS has stated public meetings/public bodies are not permitted indoors and are to continue to hold these meetings electronically.

Chair Pego stated that the rule issued had an exception for voting matters. Michael Homier stated the exception is for election related voting and there is not an exception for meetings of public bodies.

Commissioner Lahring stated his expectation is that most commissioners will continue to probably meet remotely. Commissioner Lahring stated he has a problem with the electronic issues we are having with inadequate internet and difficulties some staff are having. Commissioner Lahring stated a lot of municipalities are doing hybrid meetings. Commissioner Lahring stated the budget for this could come out of Public Works to pay for a couple of cameras and the abilities to host the meetings and the Board of Commissioner could also use it. Commissioner Lahring stated we could wind up going to this anyways post pandemic and this would get it started before it becomes a crisis.

Discussion ensued.

Michael Homier stated he cannot advise this board to violate the law. Michael Homier stated it is punishable with fines. Michael Homier stated he has to advise the board of the law which is 10 people max from 2 households.

Commissioner Lahring stated this will not happen overnight. To get the board room set-up to host this meeting is going to take time. Commissioner Lahring stated this board has the money to start setting this up and they are not going to be able to get the money from the general fund. Commissioner Lahring stated he is suggesting starting the procedure for when things start opening up.

Discussion ensued regarding the equipment in the board room.

BPW-21-026 Call the Question and end debate on motion BPW-21-025

Moved by Commissioner Scolnik, seconded by Commissioner Nash, to call the question and end debate.

Roll call:

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

No – Lahring, Pego

Motion carried

Commissioner Cyr asked for the motion to be repeated. Chair Pego requested Commissioner Lahring to clarify his motion. Commissioner Lahring stated his motion is, from the budget of the Board of Public Works they would pay for and install the equipment needed for a hybrid meeting at the Board of Commissioner's room in the County Building.

Michael Homier stated Chair Pego had seconded Commissioner Lahring's original motion. Chair Pego asked Michael Homier when the order ends. Michael Homier stated currently the ability to hold electronic meetings will terminate under the current amendments that were made to the OMA on March 31st.

Chair Pego again asked Commissioner Lahring to clarify his motion. Commissioner Lahring stated his motion was for the Board of Public Works to install the equipment in the Board of Commissioners room so we would be prepared for hybrid meetings so staff and commissioners will be able to participate in a hybrid meeting for the Board of Public Works and the Board of Commissioners. Commissioner Lahring stated he did not set a date. Commissioner Lahring stated the budget for the equipment would come out of the Board of Public Works and would be paid for by the Board of Public Works and the equipment would start to be installed.

Discussion ensued. Commissioners were reminded debate had ended.

Roll call on **BPW-21-025**:

Yes – Wilkins, Cyr, Lahring, Pego

No – Nash, Scolnik, Brown, Hughes, Moore

Motion failed

PUBLIC COMMENT ON A NEW ITEM

Bethann Rahn, Egelston Township Trustee, spoke to the history of Wolf Lake, stated the lake level also affects the beaches, and spoke to the assessment process.

Water Resources Commissioners Moore had to excuse herself from the meeting.

Tony Barnes requested the Wolf Lake Level Control System Resolution Proposal be sent to the Egelston Township trustees and elected board. Chair Pego informed Tony Barnes the document is available on the County website in the agenda packet.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:53p.m.

Malinda Pego, Chair

FY 2019/2020

ANNUAL REPORT



Driving economic growth along the Muskegon Lakeshore.

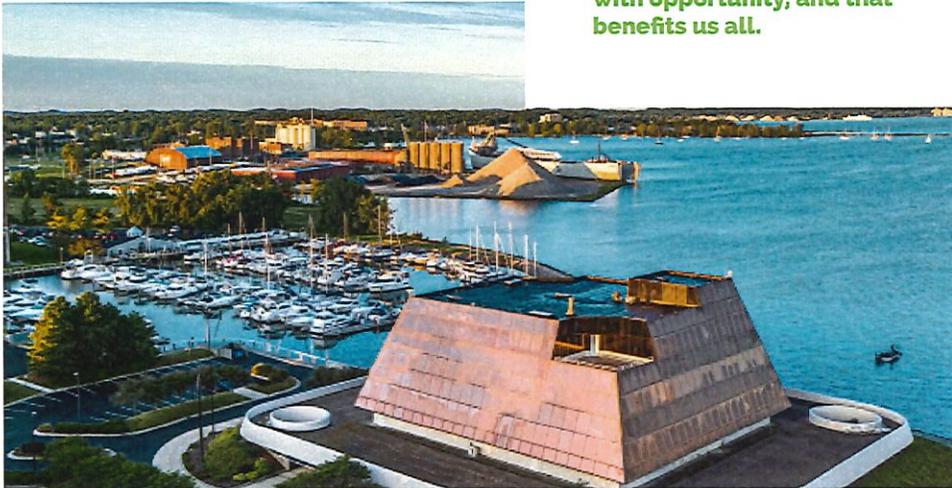
Greater Muskegon Economic Development has had one clear goal since 1999: to build a stronger Muskegon area economy by supporting business growth and expansion, and driving economic growth along the Lakeshore.

Whether you're looking to expand, grow, or relocate, our expert staff of mentors, counselors, and advisors are here to help...

We are a one-stop powerhouse of experience and in-depth knowledge. Whether you're looking to expand, grow, or relocate, our expert staff of mentors, counselors, and advisors are here to help navigate the sometimes complicated and technical world of programs, initiatives, incentives, and other opportunities that are available to businesses poised for growth.

We're invested in the Muskegon area. We may be biased, but we believe that our rich history of industry and manufacturing, along with our available infrastructure and proximity to transportation channels, affordable housing, skilled labor and endless year-around recreation make the Muskegon area exceptionally positioned to support prolonged business growth. More importantly, we're invested in our community and the people in it. Yes, we're in the business of business growth, but we're in that business because we know it ultimately leads to bigger opportunities and a better quality of life for the people who live here.

We know business. We know growth. And we also know that when businesses grow, our community becomes stronger with opportunity, and that benefits us all.



Our Partners



Government Contracting Assistance

Muskegon Area First's PTAC is a procurement technical assistance center that provides support to local companies in a 13-county region, including Muskegon County, interested in doing business with local, state, and federal governments.

FOR MORE INFORMATION VISIT:
ptacregion3.org



Connecting Agriculture & Food Processing Industries

The West Michigan Food Processing Association (WMFPA), promotes synergy between the local agriculture and food processing industries. They target food processors to expand in the region, and recently enhanced their ability to support start-up and small business growth through the construction of an 8,000 sq. ft. food processing and technology incubator on the campus of Muskegon Community College.

FOR MORE INFORMATION VISIT:
westmichfoodprocessingassn.com



New Investments & Growth

Our 2019/2020 fiscal year brought in many new investments and expansions in the industries of advanced manufacturing, medical device manufacturing, food processing and agribusiness, and more in Muskegon County.

At A Glance



Sample Projects

HILITE INTERNATIONAL
\$10.8M capital investment
108 new jobs

KL OUTDOOR
\$22M capital investment
120 new jobs

FARM
\$4M capital investment in new 8,000 sq. ft. food processing incubator

SMART VISION LIGHTS
\$3.8M capital investment in 30,000 sq. ft. expansion
12 new jobs

EARTHTRONICS
\$3.1M capital investment in 42,000 sq. ft. expansion
11 new jobs



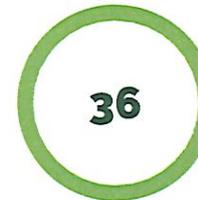
How We Assisted Local Business

Greater Muskegon Economic Development, along with partners MAF's PTAC and the West Michigan Food Processing Association, helped facilitate local economic growth by connecting clients with valuable resources and through business counseling services.

Retention Visits



Active Projects



State Awards Announced



2019/2020 Year in Review

GREATER MUSKEGON ECONOMIC DEVELOPMENT

\$1 = \$301 ROI

13 PROJECTS

PER PROJECT AVERAGE

\$102,615 NEW PAYROLL

41 NEW/RETAINED JOBS

\$7.3M NEW CAPITAL INVESTMENT

15% FOOD PROCESSING/AGRICULTURE

7% AUTOMOTIVE

7% PLASTICS MANUFACTURING

23% ADVANCED MANUFACTURING

15% MANUFACTURING/OFFICE SPACE

7% FURNITURE MANUFACTURING

MAF'S PTAC

\$1-\$1,121 ROI

\$392.3M GOV CONTRACT AWARDS

8,337 JOBS CREATED/RETAINED

1,567 COUNSELING HOURS

340 ACTIVE CLIENTS

18 EVENTS

Board & Staff

2019/2020 BOARD OF DIRECTORS

Michael Olthoff, Chair
Nichols

Richard Houtteman, Secretary
Consumers Energy

Gary Allore
Mercy Health

Mark Eisenbarth
County of Muskegon

Amy Heisser
Howmet

Cindy Larsen
Muskegon Lakeshore Chamber of Commerce

Mark Meyers
City of Norton Shores

Heidi Tice
Fruitport Charter Township

Jonathan Wilson
DTE Energy

Tom Zant, Vice Chair
Equity Group of Michigan

Jillian Meloche, Treasurer
Nowak Machined Products

Jim Edmonson
Greater Muskegon Economic Development

Dave Hazekamp
Hazekamp's Premier Foods

Brad Hilleary
Webb Chemical Service Corp

Randy Lindquist
Muskegon Area Intermediate School District

Stephen Olsen
Northern Machine Tool

Katie Wierengo
Spark Business Consulting

GREATER MUSKEGON ECONOMIC DEVELOPMENT STAFF

Jim Edmonson, President/CEO

Morgan Carroll, Director of Business Development

Cathy Brubaker-Clarke, Community Development Specialist

Marie Chabotte, Finance Director

MAF'S PROCUREMENT TECHNICAL ASSISTANCE (PTAC) STAFF

Pamela Poort, Director

Kelsey Rhoda, Procurement Counselor

Eleanor Wilson, Procurement Counselor

WMFPA STAFF

Mary Gerencer, Executive Director



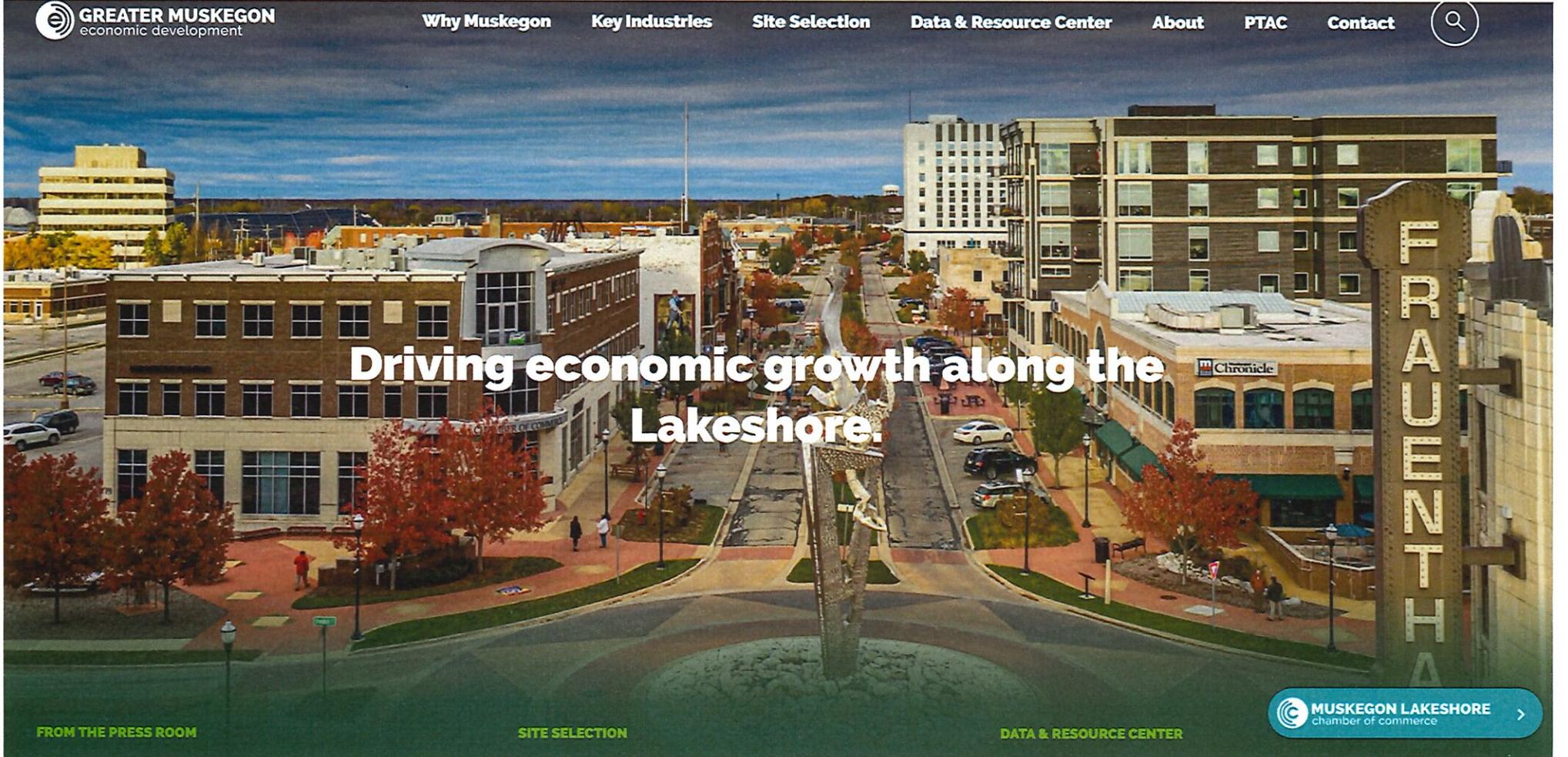
FISCAL YEAR 2020-21 MAF PROSPECT / EXPANSION MASTER LIST

Status Classification	Project Code Name	Type	Business Sector	Total Jobs Created	Total Jobs Retained	Total New Payroll	CAPX Value	State Awards Announced	Created Date	Lead Agency	Staff Lead	Target Community
Project WINS												
				0	0	\$0	\$0	\$0				

Class A Projects												
Class A 90%	Test	Expansion	Manufacturing	65			\$20,000,000		8/7/2019	MKG/MAF	Jim	Muskegon
Class A 90%	Air	Expansion	Manufacturing	63			\$4,300,000	\$1,017,000				
Class A 90%	Donuts	Expansion	Manufacturing				\$10,000,000					
Class A 70%	Tool	Expansion	Manufacturing	4		\$280,000	\$400,000		4/5/2019	MAF	Darryl	Musk Heights
Class A 70%	Windward Pointe	Attraction	Mixed Use						3/28/2018	Musk.	Cathy	Muskegon
Class A 70%	Powder	Expansion	Manufacturing						10/7/2020	MAF	Morgan	Norton Shores
Class A 70%	Laser	Expansion	Manufacturing	6	21		\$3,000,000		3/4/2020	MAF/ROI	Morgan	Muskegon Heights
Class A 25%	Project Cronus	Attraction	Manufacturing	300			\$935,000,000		12/23/2020	MAF	Morgan	Muskegon Charter Township
Class B Projects												
Class B 50%	Maven	Attraction	Logistics	15	7		\$7,000,000		5/18/2020	Musk.	Jim/Morgan	Musk. Twmsp.
Class B 50%	ACE	Attraction	Commercial						1/12/2020	MAF/ROI	Jim	County
Class B 50%	Project Honey	Expansion	Manufacturing				\$2,000,000		3/16/2020	MAF	Morgan	Whitehall Twp.
Class B 50%	Sanitizer	Expansion	Manufacturing						9/24/2020	FARM	Marty	Muskegon Twp
Class B 50%	Fruit Powder	Start-up	Manufacturing						9/24/2020	FARM	Marty	Muskegon Twp
Class B 50%	Bake	Early Stage	Commercial						9/24/2020	FARM	Marty	Muskegon Twp
Class B 50%	Jams	Early Stage	Commercial						9/24/2020	FARM	Marty	Muskegon Twp
Class B 50%	Extent Life	Start-up	Manufacturing						9/24/2020	FARM	Marty	Muskegon Twp
Class B 50%	Tea	Expansion	Manufacturing	4					10/4/2019	MAF/WMF	Cathy	Roosevelt Park
Class C Projects												
Class C 30%	Juice	Attraction	Food Processing	10			\$10,000,000		9/6/2020	MAF/ROI	Jim	W. Mich
Class C 30%	Chip	Attraction	Food Processing						10/14/2020	MAF/ROI	Jim	W. Mich
Class C 25%	AMD	Attraction	Manuf. & R&D	84			\$140,000,000		3/4/2020	MAF/ROI	Marty	County
Class C 25%	Concord	Attraction	Manufacturing						1/10/2020	MAF/ROI	Jim	County
Class C 25%	Noun	Attraction	Manufacturing						1/18/2020	MAF/ROI	Jim	County
Class C 25%	Kinniki	Attraction	Manufacturing						1/18/2020	MAF/ROI	Jim	County
Class C 25%	Berries	Attraction	Manufacturing						7/22/2020	MAF/ROI	Jim	County
Class C 25%	Stem	Attraction	Manufacturing						6/24/2020	MAF/ROI	Jim	County
Class C 10%	Project Lighthouse 2020	Attraction	Industrial						3/6/2020	MEDC	Morgan	County
Class C 10%	Project Spectrum	Attraction	Industrial						3/12/2020	MEDC	Morgan	County
Class C 10%	Project Aster	Attraction	Industrial						5/14/2020	MEDC	Morgan	County
Class C 10%	Project Billet	Attraction	Industrial	50					6/23/2020	MEDC	Morgan	County
Class C 10%	Project Clipper	Attraction	Industrial						7/22/2020	MEDC	Morgan	County
Class C 10%	Project North	Attraction	Industrial	50					11/11/2020	County	Morgan	County
Class C 10%	Project Wow	Attraction	Industrial	250			\$30,000,000		12/9/2020	MEDC	Morgan	County
Class C 10%	Project Evpack	Attraction	Industrial						1/20/2021	MEDC	Morgan	County
TOTAL				901	28	\$280,000	\$1,161,700,000	\$1,017,000				

YTD Eliminated Projects												
Class B 70%	Wells-Index	Relocation	Manufacturing	5			\$400,000		1/4/2017	MAF	Darryl	Musk Heights
Class B 60%	Tech	Attraction	IT	75		\$3,750,000	\$4,000,000		1/14/2020	MAF	Jim	Dalton
Class B 50%	Project Sport	Exp/Relocation	Manufacturing	50		\$3,000,000	\$5,000,000		11/30/2018	RP	Cathy	Roosevelt Park
Class C 30%	Crypto	Exp/Relocation	Manufacturing	3	15	\$1,000,000			12/7/2019	MAF	Darryl	Norton Shores





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chamber of commerce





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Muskegon County, MI Change Geography



People

The total population of Muskegon County is 173,743. The median age is 38.58

173,743

Total Population



49.67%

Male



50.33%

Female

Age Distribution

Data & Resource Center

> **County Demographics**

Taxes

Local Business Resources

Manufacturers Directory



Muskegon County
Board of Public Works
March 4, 2021
4:00p.m.
Electronic/Zoom

Malinda Pego, Chair

Rillastine R. Wilkins, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – City of Muskegon
Kim Cyr, Muskegon County Commissioner – Twin Lake, Michigan
Susie Hughes, Muskegon County Commissioner – Muskegon Township
Zach Lahring, Muskegon County Commissioner – Muskegon County Hall of Justice
Brenda Moore, Water Resources Commissioner – City of Muskegon/South Campus
Charles Nash, Muskegon County Commissioner – City of Muskegon
Malinda Pego, Muskegon County Commissioner – City of Norton Shores
Robert Scolnik, Muskegon County Commissioner – City of Muskegon, Hall of Justice
Rillastine Wilkins, Muskegon County Commissioner – City of Muskegon, Hall of Justice
Leo Evans, Ex-officio Member – City of Muskegon
Jennifer Hodges, Ex-officio Member – Muskegon Township

Excused:

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

Roll call:

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

No –

Motion carried

APPROVAL OF MINUTES

Moved by Commissioner Hughes seconded by Commissioner Brown, to approve the minutes of the Board of Public Works meeting held on February 4, 2021.

Roll call:

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

No –

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW21/03-27 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to award the Landfill Financial Services, RFQu 21-2407, to Municipal Analytics for a not-to-exceed price of \$63,000.

Roll call:

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

No –

Motion carried

BPW21/03-28 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to purchase the Solid Waste Water Truck from West Michigan International, for the proposal price of \$145,638.75, and to amend the budget accordingly.

Roll call:

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

No –

Motion carried

BPW21/03-29 Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to authorize the Department of Public Works to submit an application to the Michigan Department of Environment, Great Lakes, and Energy 2021 Scrap Tire Cleanup Grant Program and authorize the use of Solid Waste funds to pay for the October scheduled tire collection if necessary.

Roll call:

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

No –

Motion carried

BPW21/03-30 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to set the dates and hours for Household Hazardous Waste Collection from 9:00 a.m. to 12:00 p.m. on the second and fourth Friday of each month beginning in May and ending in October.

Roll call:

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

No –

Motion carried

BPW21/03-31 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to cancel the spring 2021 recycling event.

Commissioner Lahring stated he was opposed to this motion.

Moved by Commissioner Lahring, seconded by Commissioner Scolnik, to amend the motion and continue with the recycling event and hire the vendor for \$1,865.00.

Commissioner Hughes accepted the amendment.

Matthew Farrar explained the event offers tire collection, household hazardous waste collection (HHW), electronic waste collection and shredding.

Matthew Farrar stated due to COVID 19 restrictions he is not able to secure the workers needed to run the event. Matthew Farrar stated they have no volunteers to load tires. Goodwill will provide boxes for the electronics but will not provide staff. Matthew Farrar explained staff volunteers to work the HHW collection. Matthew Farrar stated HHW will already be offered per the motion just approved (BPW21/03-30). Matthew Farrar stated the only thing they could offer is the shredding if we pay the shredding vendor \$1,865.00. Matthew Farrar stated it was his recommendation to cancel the spring event.

Commissioner Scolnik asked if the event could be rescheduled. Matthew Farrar stated they are planning a fall event.

Commissioner Scolnik withdrew his support of Commissioner Lahring's amendment. There was no support for Commissioner Lahring's amendment.

Roll call on original motion **BPW21/03-31**:

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

No – Lahring, Pego

Motion carried

BPW21/03-32 Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize staff to hold or cancel a tire recycling event based on the local communities being able to provide adequate volunteers to process tires.

Matthew Farrar stated the municipalities were contacted and informed they would need to secure the volunteers needed to hold the event. Two of the communities have dropped out. Matthew Farrar will follow up with the other communities.

Roll call:

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

No –

Motion carried

BPW21/03-33 Moved by Commissioner Scolnik, seconded by Commissioner Lahring, to authorize the Resource Recovery Center to pursue Procurement-level quotes for the purchase of lubricants and other fleet maintenance chemicals.

Roll call:

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

No –

Motion carried

BPW21/03-34 Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize the Resource Recovery Center to pursue a formal solicitation of bids for the purchase of agricultural chemicals needed by the Resource Recovery Center farm in 2021.

Roll call:

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

No –

Motion carried

BPW21/03-35 Moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the solicitation of bids for the sale of alfalfa in fields 4a, 5, 16, 17, 37, 39, 40, 43, 46n, and 48.

Commissioner Hughes asked if the vendor who was awarded a field last year paid the amount owed. Dave Johnson stated the account was brought current; however they are once again in arrears.

Commissioner Lahring expressed his concern with one mega farm bidding and subcontracting with other farms creating no competition.

Discussion ensued regarding the bidding process, harvesting of the alfalfa, and the bid/contract terms and conditions.

Dave Johnson expressed the time constraint on this bid and would work with Purchasing to address concerns. Dave Johnson also stated he could add language to the contract.

Administrator Eisenbarth stated getting the best price is important to the operations of the Resource Recovery Center farm. Administrator stated the issues talked about have been an ongoing problem.

Christine Morris stated Jamie Burmeister informed her there is a no subcontracting clause in the instruction to bidders and also a non-collusion form in the packet.

Commissioner Lahring asked for better enforcement of the bid/contract conditions.

Commissioner Nash suggested an advisory team be established to address the issues and make suggestions.

Roll call:

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

No – Moore

Motion carried

BPW21/03-36 Moved by Commissioner Nash, seconded by Commissioner Lahring, to accept the overall high bid of \$40.00/cord for red pine, \$60.00/ cord for oak logs, \$30.00/cord for oak scrag, and \$10.00/cord for firewood, from Habitat Management of Michigan for the timber harvest on an 87-acre tract of Muskegon County Resource Recover Center, and authorize the Board Chair to sign the contract, with commencement of harvest activity contingent upon presentation of the necessary general liability insurance document by Habitat Management of Michigan.

Roll call:

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

Abstain – Hughes (bidder is a personal friend)

No –

Motion carried

BPW21/03-37 Moved by Commissioner Hughes, seconded by Commissioner Nash, to accept the low bid for IFB 21-2412, Installation of Six Irrigation Rig Systems & Pads, provided by Spring Brook Irrigation for a total of \$531,480.00.

Roll call:

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

No –

Motion carried

BPW21/03-38 Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to accept the low bid from Kamminga & Roodvoets, Inc., for IFB 21-2400, Pump Station J Replacement, for a total of \$3,761,000.00.

Dave Johnson stated Pump Station J is located on Quarterline, just north of Muskegon Township Hall.

Roll call:

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

No –

Motion carried

BPW21/03-39 Moved by Commissioner Scolnik, seconded by Commissioner Wilkins, to approve the amended three-year Fire Service Agreement with Egelston Township and authorize the Board Chair to sign same.

Commissioner Hughes asked if there will be a reduction in services. Matthew Farrar stated there is no reduction to services. Matthew Farrar stated the former 10 year contract expired and we wanted to make a 3 year contract extension.

Water Resources Commissioner Moore questioned the length of the contract; Egelston would like 5 years, County wants 3 years. Dave Johnson explained Egelston Township requested changes to the contract this Board approved in November. Dave Johnson stated the 3 years matches Moorland's contract. Water Resources Commissioner Moore asked if Egelston was aware of the changes. Dave Johnson stated Egelston was aware as we made our changes first. Matthew Farrar stated Egelston was aware.

Commissioner Nash asked for clarity. Dave Johnson stated this would be a 3 year contract with amendments requested by Egelston Township. Dave Johnson stated the contract would not automatically renew and would be reviewed and renegotiated in 3 years.

Commissioner Hughes stated a majority of the Resource Recovery Center is located in Moorland Township. Dave Johnson clarified both contracts for Egelston and Moorland would term out at the same time.

Water Resources Commissioner Moore asked if we could hear what Egelston has to say. Mike Homier stated it is at the discretion of the Chair when talking about an item that involves one of the parties to the contract.

BPW21/03-40 Moved by Commissioner Lahring, seconded by Commissioner Hughes, to call the question and end debate.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Scolnik, Wilkins, Pego

No – Moore, Nash

Motion carried

Roll call on original motion **BPW21/03-39**:

Yes – Cyr, Hughes, Lahring, Scolnik, Wilkins, Brown, Pego

No – Moore, Nash

Motion carried

Informational Items:

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, February 2021.
2. Resource Recovery Center Monthly Operating Report, February 2021.
3. Muskegon County Regional Water Policy Board Minutes, February 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, Feb. 2021 (draft)

UNFINISHED BUSINESS

Commissioner Scolnik asked what IFB means. Matthew Farrar stated “invitation for bid”.

Commissioner Nash asked Dave Johnson to watch closely the change orders on the awarded contracts. Dave Johnson stated he would. Dave Johnson explained change orders are possible due to conditions they come across that were not anticipated.

NEW BUSINESS

BPW21/03-41 Moved by Commissioner Scolnik, seconded by Commissioner Nash, to stream Public Works meetings on Facebook same as we do for regular board and committee meetings.

Roll call:

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

No –

Motion carried

PUBLIC COMMENT ON A NEW ITEM

John Holter, Supervisor of Egelston Township, spoke to the fire contract and his disappointment with commissioner’s vote for a 3 year contract. John Holter stated if the commissioners reviewed the contract there is a 30 day out clause for each party.

FINAL BOARD COMMENT

Commissioner Hughes commented on fire calls at the Resource Recovery Center. Commissioner Hughes stated Moorland gets the call from 911 first because Moorland has the largest part of the Resource Recovery Center.

Regarding the Egelston fire contract, Commissioner Nash stated it is good to hear everyone out. Water Resources Commissioner Moore agreed.

Mike Homier spoke to the fire contract and the legal perspective. Mike Homier referred to paragraph 5 which talks about termination. Mike Homier stated it appears to be a termination of convenience for the township but not a termination of convenience on behalf of the county.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:29p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

April 8, 2021

4:00p.m.

Electronic/Zoom

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

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – [entered meeting at 4:55p.m.]
Kim Cyr, Muskegon County Commissioner – Twin Lake, Michigan
Susie Hughes, Muskegon County Commissioner – Muskegon Township
Zach Lahring, Muskegon County Commissioner – Muskegon County Hall of Justice
Brenda Moore, Water Resources Commissioner – [entered meeting at 4:10p.m.]
Charles Nash, Muskegon County Commissioner – City of Muskegon
Malinda Pego, Muskegon County Commissioner – Muskegon County Hall of Justice
Robert Scolnik, Muskegon County Commissioner – City of Muskegon, Hall of Justice
Rillastine Wilkins, Muskegon County Commissioner – Muskegon County Hall of Justice
Jennifer Hodges, Ex-officio Member – Muskegon Township

Excused: Leo Evans, Ex-officio Member

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Beth Dick, Assistant Administrator & Finance Director
Laura Genovich, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

Move by Commissioner Nash, seconded by Commissioner Wilkins, to amend the agenda by removing item BPW21/04-44 from the agenda.

Commissioner Nash stated he was informed by City of Muskegon Commissioner Ken Johnson of some major issues with BPW21/04-44 and potential fines.

Discussion ensued. It was decided to leave the item on the agenda to hear public comments and to discuss further.

Commissioner Nash withdrew his amendment.

Roll call to approve the agenda as presented:

Yes – Cyr, Hughes, Lahring, Nash, Scolnik, Wilkins, Pego

No –

Excused – Brown, Moore

Motion carried

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Lahring, to approve the minutes of the Board of Public Works meeting held on March 4, 2021.

Roll call:

Yes – Nash, Scolnik, Wilkins, Cyr, Hughes, Lahring, Pego

No –

Excused – Brown, Moore

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

Ken Johnson, Commissioner Hovey-Wright, Darlene Dehudy, Ann Derouin, and Valerie Berry all spoke in opposition to approving item BPW21/04-44.

Sheila Justice, Melissa DeHaan, Angela DeCormier, Lynn Vronko, Margot Slater, and Nancy Smith all spoke in favor of item BPW21/04-55.

ITEMS FOR CONSIDERATION:

BPW21/04-42 Moved by Commissioner Hughes, seconded by Commissioner Nash, to award the bid from McCormick Sand Inc. for Contract III of the Channel Crossing Project for the amount of \$1,350,500.

Roll call:

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

No –

Excused – Brown

Motion carried

BPW21/04-43 Moved by Commissioner Hughes, seconded by Commissioner Nash, to award Landfill Gas Pipeline Operation and MPSC Compliance Services to Utility Safety and Design, Inc. for the three year proposal price of \$29,000, \$30,500, and \$32,000 for 2021, 2022, and 2023 respectively and authorize the Chair to sign the Agreement.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/04-44 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to approve Change Order #1 of Contract No. 1 – Beach Street with Hallack Construction for \$798,070.71 with all costs paid by the City of Muskegon, and authorize the Chair to sign the attached change order as long as all required permits and regulations have been fulfilled by the City of Muskegon.

Laura Genovich stated it is her understanding the county will not allow the City of Muskegon to take on any improvements unless all necessary permits and other approvals are granted. Lara Genovich stated the project manager is a professional engineer who is aware of the requirements and would not allow the construction in violation of any state laws or requirements. Matthew Farrar concurred with corporate counsel.

Discussion ensued.

Laura Genovich stated if the city violates something the city could be subject to a fine if it does not get the necessary permits. Laura Genovich stated she is not aware of anything that would put the county on the hook. Laura Genovich stated this is City of Muskegon property and not the county's.

Roll call:

Yes –Scolnik, Wilkins, Cyr, Hughes, Lahring, Nash

No – Moore, Pego

Excused - Brown

Motion carried

BPW21/04-45 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the Resource Recovery Center to issue a Request for Proposals for the selection of a commodity futures brokerage to hedge corn and soybeans for market protection.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/04-46 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve the solicitation of bids for discounted pricing on irrigation rig parts for the Resource Recovery Center farm.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/04-47 Moved by Commissioner Hughes, seconded by Commissioner Nash, to approve the sale of the three used Resource Recovery Center assets described in the Summary of Request below.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/04-48 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the proposed duathlon at the Mosquito Creek Trails and also grant blanket permission for future Michigan's Edge Mountain Biking Association (MEMBA) events that are in keeping with the terms of the previously approved Agreement between the County of Muskegon Board of Public Works and MEMBA.

Dave Johnson stated the board would be informed of future events.

Roll call:

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

No –

Motion carried

BPW21/04-49 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the Discharge of Easement Agreement, by which the Resource Recovery Center relinquishes to Verplank Dock Co. the 50' easement associated with the abandoned 66" force main on Verplank's Getty Street property and also relinquishes all liability resulting from the use of the easement, and to authorize the Board Chair to sign the document so that it can be recorded with the Register of Deeds.

Roll call:

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

No –

Motion carried

BPW21/04-50 Moved by Commissioner Nash, seconded by Commissioner Lahring, to authorize Prein & Newhof to provide engineering services for restoring a portion of the Resource Recovery Center lagoon interception ditch bordering Muskegon County Solid Waste to the specifications of the original design at a cost not to exceed \$44,500.00, and authorize the County Procurement Office to solicit bids for a contractor to perform the construction.

Roll call:

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

No –

Motion carried

BPW21/04-51 Moved by Commissioner Nash, seconded by Commissioner Wilkins, to accept the bid from Crystal Flash for RFB 21-2416, Vehicle Lubricants, (as given in the Summary of Request below) for one year with the option of two one-year renewals if agreed to by the vendor and approved by the Board.

Roll call:

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

No –

Motion carried

BPW21/04-52 Moved by Commissioner Nash, seconded by Commissioner Hughes, to award the bid for RFB 21-2417, Agricultural Chemicals and Fertilizers, as given in detail in the Summary of Request below.

Roll call:

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

No –

Motion carried

BPW21/04-53 Moved by Commissioner Nash, seconded by Commissioner Hughes, to accept the low bid from Kamminga & Roodvoets, Inc., for IFB 21-2399, Pump Station J Force Main Replacement, for a total of \$1,430,002.00.

Roll call:

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

No –

Motion carried

BPW21/04-54 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the elimination of the Wastewater Maintenance Supervisor position X94502 (Class Code XF945, Pay Grade NX-00365, \$30.968/hr - \$42.385/hr) and the creation of two new positions, namely, the Resource Recovery Center Ops Maintenance Supervisor (Pay Grade NX-00362, \$32.855/hr - \$41.404/hr) and the Resource Recovery Center Fleet Maintenance Supervisor (Pay Grade NX-00320, \$30.968 - \$39.166), effective April 18, 2021.

Roll call:

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

No –

Motion carried

BPW21/04-55 Moved by Commissioner Brown, seconded by Commissioner Nash, to approve the agreement between the Board of Public Works and Muskegon County Trail Riders Association, which allows that club to put in equestrian riding trails on a designated portion of Resource Recovery Center Property, and authorize the Board Chair to sign the agreement, all pending the review and recommendation of Corporate Counsel.

Discussion ensued.

Many commissioners expressed concern with the safety of the all the various groups using the Resource Recovery Center and the importance to be able to accommodate everyone using the site.

Dave Johnson clarified there are no Resource Recovery Center funds used to put in trails or other needs for the various clubs. Dave Johnson stated it is up to the clubs to use their own association monies.

Roll call:

Yes – Cyr, Lahring, Moore, Scolnik, Wilkins, Brown, Pego

No – Nash, Hughes

Motion carried

Informational Items:

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, March 2021.
2. Resource Recovery Center Monthly Operating Report, March 2021.
3. Muskegon County Regional Water Policy Board Minutes, March 2021 (draft)

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

Tony Barnes addressed item BPW21/04-55 and requested the county and Resource Recovery Center Director to keep an eye on this situation. Tony Barnes stated the Dalton Equestrian Township Park trails has cops called there because people are hunting and there are others riding horses.

Ann Derouin addressed the minutes of the April 6th Full Board meeting and the local emergency order and requested Commissioner Scolnik address her questions.

Margot Slater addressed item BPW21/04-55 and referenced some of the comments made with equines and firearm season. Margot Slater stated during firearm season the riders and horses are dressed in hunter orange and they try to avoid the early morning hours and also the beginning of the afternoon around 3:30/4p.m .

FINAL BOARD COMMENT

Commissioner Cyr stated hunters don't shoot horses.

Commissioner Scolnik stated he received a message from the City of Muskegon Manager. The City of Muskegon Manager stated the City was not going to move forward without the permits. EGLE just informed the City of Muskegon of the required permits this week.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:37p.m.

Malinda Pego, Chair

Preliminary Minutes
To be approved at the May 6, 2021 Board of Public Works Meeting

**Muskegon County
Board of Public Works**

May 6, 2021

4:00p.m.

Electronic/Zoom

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

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – City of Muskegon, MI
Kim Cyr, Muskegon County Commissioner – Twin Lake, MI
Susie Hughes, Muskegon County Commissioner – Muskegon Township, MI
Zach Lahring, Muskegon County Commissioner – Ravenna, MI
Charles Nash, Muskegon County Commissioner – City of Muskegon, MI
Malinda Pego, Muskegon County Commissioner – Grand Rapids, MI
Robert Scolnik, Muskegon County Commissioner – City of Norton Shores, MI
Rillastine Wilkins, Muskegon County Commissioner – Muskegon County Hall of Justice
Leo Evans, Ex-officio Member – City of Muskegon, MI
Jennifer Hodges, Ex-officio Member – Muskegon Township, MI

Excused: Brenda Moore, Water Resources Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

Roll call:

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

No –

Excused – Moore

Motion carried

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on April 8, 2021.

Roll call:

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

No –

Excused – Moore

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW21/05-56 Moved by Commissioner Hughes, seconded by Commissioner Nash, to accept the Amendment to the Scrap Tire Cleanup Grant Agreement to extend the grant to December 31, 2021 to cover the tire collection expenses; authorize the Chair of the Board of Public Works to sign the grant agreement with Environmental Rubber Recycling as the contracted scrap tire hauler; and authorize the Solid Waste fund to cover any fees in excess of the \$56,376 grant funding.

Roll call:

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

No –

Excused – Moore

Motion carried

BPW21/05-57 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to award Consumers Energy the LED retrofit project and Option 1 for additional lighting, for a not-to-exceed cost of \$70,115, and authorize the chair to sign the Consumers Energy Quotation document.

Roll call:

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

No –

Excused – Moore

Motion carried

BPW21/05-58 Moved by Commissioner Nash, seconded by Commissioner Hughes, to award the bid from Gabes' Construction Co., Inc. for Contract 2 of the Channel Crossing Project for the amount of \$10,144,184.81.

Matthew Farrar stated Contract 2 will begin after Labor Day and completion will be May 2022 prior to Memorial Day.

Matthew Farrar stated he would notify the commissioners and Water System Policy Board members so they may watch when the pipe is pulled.

Roll call:

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

No –

Excused – Moore

Motion carried

BPW21/05-59 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to authorize the County Procurement Office to issue a Request for Proposals for the selection of a maintenance management software to be used by the Resource Recovery Center's Ops Maintenance Department.

Roll call:

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

No –

Excused – Moore

Motion carried

BPW21/05-60 Moved by Commissioner Nash, seconded by Commissioner Hughes, to award the bids for RFB 21-2418, Sale of Alfalfa, according to the highest price per ton offered for the alfalfa grown in fields 4a, 5, 16, 17, 37, 39, 40, 43/46n, and 48 over the next four years, as summarized in the table in the Summary of Request below.

Dave Johnson stated one of the recommended vendors currently has a past due balance; however an agreement was made with the vendor that their past due balance must be brought to current status or they will not be allowed to cut.

Roll call:

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

No –

Excused – Moore

Motion carried

BPW21/05-61 Moved by Commissioner Hughes, seconded by Commissioner Brown, to support the Resource Recovery Center's emergency purchase of Roundup Power Max and to re-award the bid for Roundup Power Max from RFB 21-2417, Agricultural Chemicals and Fertilizers, to Nutrien Ag Solutions for \$19.00/gallon.

Roll call:

Yes – Nash, Scolnik, Wilkins, Brown, Cyr, Hughes, Lahring

No – Pego

Excused – Moore

Motion carried

BPW21/05-62 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve Amendment No. 1 of the 2020 Emergency and Economic Commercial and Industrial Demand Response Customer Agreement including an increase to 1.25 megawatts for the demand response goal and authorize the Board Chair to sign same.

Dave Johnson explained to reach the demand response goal they are able to shut down mixers, rapid infiltration pumps, Laketon station pumps, Sullivan station pumps, aerators, and irrigation pumps as needed. Dave Johnson stated this does not harm operations at the Resource Recovery Center.

Roll call:

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

No –

Excused – Moore

Motion carried

Informational Items:

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, April 2021.
2. Resource Recovery Center Monthly Operating Report, April 2021.
3. Muskegon County Regional Water Policy Board Minutes, April 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, April 2021 (draft)

UNFINISHED BUSINESS

Commissioner Scolnik asked about the other chemicals in BPW21/05-61. It was explained that the other items were voted on at a previous meeting. This was only to change the Roundup.

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

None

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:32p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

June 10, 2021
4:00p.m.
Electronic/Zoom

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

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Pego at 4:04p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner – City of Muskegon, MI
Kim Cyr, Muskegon County Commissioner – Twin Lake, MI
Susie Hughes, Muskegon County Commissioner – Muskegon Township, MI
Zach Lahring, Muskegon County Commissioner – Muskegon, MI
Brenda Moore, Water Resources Commissioner – South Campus/Muskegon, MI
Charles Nash, Muskegon County Commissioner – City of Muskegon, MI
Malinda Pego, Muskegon County Commissioner – Muskegon County Hall of Justice
Robert Scolnik, Muskegon County Commissioner – City of Norton Shores, MI
Rillastine Wilkins, Muskegon County Commissioner – Muskegon County Hall of Justice

Excused: Leo Evans, Ex-officio Member
Jennifer Hodges, Ex-officio Member

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Carole Holland, Resource Recovery Center Administrative Secretary
Mark Eisenbarth, County Administrator
Kathy Tharp, Administrative Coordinator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

Roll call:

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

No –

Motion carried

Due to technical difficulties, Commissioner Lahring was not recognized during the vote.

APPROVAL OF MINUTES

Moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve the minutes of the Board of Public Works meeting held on May 6, 2021.

Roll call:

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

No –

Motion carried

Due to technical difficulties, Commissioner Lahring was not recognized during the vote.

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW21/06-63 Moved by Commissioner Hughes, seconded by Commissioner Nash, to accept the Easement to Construct and Maintain Water Main (L-10862, Case 20200234) as granted by the State of Michigan's Department of Natural Resources.

Roll call:

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

No –

Motion carried

Due to technical difficulties, Commissioner Lahring was not recognized during the vote.

BPW21/06-64 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to extend the agreement with Environmental Information Logistics, LLC for the 1st three year extension and allow the Board Chair to sign the agreement.

Roll call:

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

No –

Motion carried

BPW21/06-65 Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize the Procurement Office to solicit bids for the Leachate Station 2 Rebuild Project.

Roll call:

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

No –

Motion carried

BPW21/06-66 Moved by Commissioner Hughes, seconded by Commissioner Brown, to close out RFQu 21-2422 for Commodity Futures Brokerage Services as No Award and authorize the Resource Recovery Center to pursue an Invitation to Negotiate (ITN) for the selection of a commodity futures brokerage firm with which to enter into a five-year contract for the purpose of hedging corn and soybeans for market protection.

Roll call:

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

No –

Motion carried

BPW21/06-67 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve Change Order No. 1 (the final project change order) of the C Station Biofilter Rehabilitation Project with L.D. Docsa, which reduces the original contract cost by \$78,906.89, from \$395,000.00 to \$316,093.11.

Roll call:

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

No –

Motion carried

BPW21/06-68 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the purchase through Sourcewell of a new John Deere 616R Self-Propelled Sprayer (which is to be delivered and paid for in FY2022) for \$450,427.52 with trade-in.

Dave Johnson stated he needs to order the unit now in order to receive it in fiscal year 2022, which the sprayer is budgeted in. Dave Johnson stated the old unit is 13 years old and the trade in value is \$94,000.00.

Roll call:

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

No –

Motion carried

Informational Items:

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, May 2021.
2. Resource Recovery Center Monthly Operating Report, May 2021.
3. Muskegon County Regional Water Policy Board Minutes, May 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, May 2021 (draft)

UNFINISHED BUSINESS

None

NEW BUSINESS

Dave Johnson provided an update on the Southeast Regional Force Main. Dave Johnson stated meetings with Brightmark have resumed and they are currently working with Prein&Newhof to come up with solutions on how to handle the solids. Dave Johnson stated the discussions have been good.

Commissioner Lahring stated they have begun to install the gas line from the digester to the gas main. Commissioner Lahring thanked the board and stated this will have a positive impact in that area to not have so many tractors on the road.

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Commissioner Hughes stated the sunsets at the Resource Recovery Center site are stunning and encouraged others to go see them.

Commissioner Lahring stated the horseback riding group has made significant progress. Their name is Muskegon County Trail Riders Association. Commissioner Lahring stated they now have their 501c3 and insurance. Commissioner Lahring stated some of the trails are marked. The group meets this weekend to continue with clean up and the marking of the trails.

Commissioner Hughes stated she met with the horseback riding group over her concerns with the hunting that takes place at the Resource Recovery Center and they had some really great outcomes. Commissioner Hughes stated she looks forward to working together and is 100% in support of this.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:27p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

July 1, 2021

4:00p.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 Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Susie Hughes, Muskegon County Commissioner
Zach Lahring, Muskegon County Commissioner
Brenda Moore, Water Resources Commissioner
Malinda Pego, Muskegon County Commissioner
Robert Scolnik, Muskegon County Commissioner
Rillastine Wilkins, Muskegon County Commissioner
Leo Evans, Ex-officio Member

Excused: Jennifer Hodges, Ex-officio Member
Charles Nash, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Kristin Barnhill, Executive Assistant to the County Administrator
Kathy Tharp, Administrative Coordinator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

Roll call:

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

No –

Excused - Nash

Motion carried

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on June 10, 2021.

Roll call:

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

No –

Excused - Nash

Motion carried

PUBLIC COMMENT ON AN AGENDA ITEM

Administrator Eisenbarth informed the board that Dave Johnson is stuck in traffic and he and Matthew Farrar will try to answer questions.

ITEMS FOR CONSIDERATION:

BPW21/07-69 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to authorize Prein&Newhof to design (at a cost not to exceed \$166,000) a pipeline to extend municipal water to Whitehall Township residents on Silver Creek Road and Mill Pond Trail because of groundwater contamination from the former Whitehall Wastewater Treatment Plant.

Dave Johnson stated they are in the process of completing studies to determine if the purge wells can be permanently turned off. Dave Johnson stated EGLE will have to give approval to turn off the purge wells. If approval is granted we will be required to extend water to the affected areas. Dave Johnson stated in initial talks with the City of Whitehall and Whitehall Township they were in favor of this.

Roll call:

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

No –

Excused - Nash

Motion carried

BPW21/07-70 Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve Change Order No. 1 of Pump Station J Force Main Replacement, which increases the original contract price by \$64,030.89, from \$1,430,002.00 to \$1,494,032.89, and authorize the Board Chair to sign same.

Roll call:

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

No –

Excused - Nash

Motion carried

BPW21/07-71 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to accept the low bid from Kamminga & Roodvoets, Inc., for IFB 21-2402, South Irrigation Pump Station Replacement, for a total of \$4,334,400.00.

Roll call:

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

No –

Excused - Nash

Motion carried

BPW21/07-72 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to authorize a salary range adjustment for the vacant position of Resource Recovery Center Operations Maintenance Supervisor (Class Code XF822), from Pay Grade NX-00362, \$32.855/hr. - \$41.404/hr., to Pay Grade NX-00370, \$34.049 - \$43.290, to go into effect immediately.

Roll call:

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

No –

Excused - Nash

Motion carried

Informational Items:

Recommended to place the informational items on file:

1. Public Works Monthly Operations Report, June 2021.
2. Resource Recovery Center Monthly Operating Report, June 2021.
3. Muskegon County Regional Water Policy Board Minutes, June 2021 (draft)

Water Resources Moore asked Matthew Farrar about seeing Soil Erosion Permits issued. Matthew Farrar stated he would speak to Robert Ribbens and report back to her.

UNFINISHED BUSINESS

Dave Johnson provided an update on the Southeast Regional Force Main. Dave Johnson stated Brightmark's engineer firm, Venture Engineering, is testing to determine the amount of solids and the settleability of the solids. Dave Johnson stated Venture Engineering is working with and providing information to Prein&Newhof.

Dave Johnson stated the farmer who bid on alfalfa has paid his account balance and is harvesting.

Commissioner Scolnik asked Dave Johnson if any local contractors bid on the recent contracts. Dave Johnson stated Jackson Merkey did bid as a subcontractor with Grand River Construction on the South Irrigation Pump Station Replacement project. Dave Johnson stated Jackson Merkey did not bid on the J Station project because they questioned the use of HDPE pipe.

Commissioner Brown thanked Matthew Farrar for helping with the fountain pump at Veteran's Park and requested an update. Mathew Farrar credited Leo Evans. Leo Evans stated they fixed the pump yesterday and also found a bunch of holes in the plumbing that needed repaired. Leo Evans stated the fountain should be running tomorrow.

Mathew Farrar stated an informational meeting regarding Gypsy Moths will be held at Dalton Township Hall on July 14th at 2p.m. Matthew Farrar stated this will be a Q&A session for local municipality officials. Matthew Farrar stated no treatments will occur this year.

Chair Pego asked Water Resource Commissioner Moore for an update on Wolf Lake. Water Resource Commissioner Moore stated she is waiting for a resolution from the County Board to complete a lake level study. Matthew Farrar stated the lake is checked very often. Matthew Farrar stated he sends weekly updates to the supervisor of Egelston Township and the Water Resource Commissioner.

Mathew Farrar stated cells 4 and 5 at the landfill are now full and we have moved to using the gap cell. Matthew Farrar stated by law we are required to put aside funds for capping and closing a cell so funds for cells 4 and 5 are already there.

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Administrator Eisenbarth asked the board members to speak into the mic when they are talking. This allows for those in the room to hear them better.

Commissioner Wilkins recognized former City of Muskegon Commissioner Shepard in the audience.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:45p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

August 5, 2021

4:00p.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 Chair Pego at 4:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
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
Rillastine Wilkins, Muskegon County Commissioner
Jennifer Hodges, Ex-officio Member

Excused: Leo Evans, Ex-officio Member

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Beth Dick, Assistant Administrator & Finance Director
Kristin Barnhill, Executive Assistant to the County Administrator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on July 1, 2021.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

The following residents addressed item BPW21/08-80: Scott Henry, Janos Nevai, Dan Spoelman, Timothy Spoelman, Alicia Kantola, and Keith Kantola.

The following residents addressed one or more of item(s) BPW21/08-75, 76, 77, 78, and 79: Jill Kramer, Sheila Justice, Lynn Vronko, Aubrey Gale, Jon Braun, and Jason Hall.

PRESENTATIONS

Matthew Farrar presented the proposed Solid Waste Management System's and the Regional Water System's fiscal year 2022 budgets (Attached).

Dave Johnson presented the proposed Resource Recovery Center's fiscal year 2022 budget (Attached).

ITEMS FOR CONSIDERATION:

BPW21/08-73 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the Remedial Action Plan, Restrictive Covenant, and authorize the Board Chair to sign any documents, with concurrence of Corporate Counsel.

Michael Homier stated the Restrictive Covenant is a requirement of EGLE as part of the Remedial Action Plan.

Roll call:

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

No –

Motion carried

BPW21/08-74 Moved by Commissioner Nash, seconded by Commissioner Wilkins, to approve a 5-year contract with Zaner Financial Services, with the option of two possible one-year extensions if agreeable to both parties and approved by a vote of the Board, and authorize the Board Chair to sign same (pending approval of the contract by Corporate Counsel).

Roll call:

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

No –

Motion carried

BPW21/08-75 Moved by Commissioner Hughes, seconded by Commissioner Cyr, to adopt the recommendation of the Resource Recovery Center Hunting Committee that the DNR waterfowl hunt continue in Hunting Zone 1 for the 2021 season.

Discussion ensued regarding creating a user-friendly document that would lay out information pertaining to all activities at the Resource Recovery Center, who issues permits for the various hunts, the areas used for hunting at RRC, Hunting Committee roll, and the safety of those who use the Resource Recovery Center site.

Roll call:

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

No –

Motion carried

BPW21/08-76 Moved by Commissioner Hughes, seconded by Water Resources Commissioner Moore, to adopt the recommendation of the Resource Recovery Center Hunting Committee that the Youth Spring Turkey Hunt continue in Zones 1 and 10 in 2022.

Moved by Commissioner Hughes, seconded by Water Resources Commissioner Moore, to amend the motion to allow the Youth Spring Turkey Hunt to continue in a different area other than Zones 1 and 10.

Discussion ensued. Dave Johnson clarified the Youth Spring Turkey Hunt does take place in different areas, other than Zones 1 and 10, at the RRC site.

Commissioner Hughes withdrew her amendment.

Vote took place on original motion.

Roll call:

Yes –

No – Brown, Cyr, Hughes, Lahring, Moore, Nash, Scolnik, Wilkins, Pego

Motion failed

BPW21/08-77 Moved by Commissioner _____, seconded by Commissioner _____, to adopt the recommendation of the Resource Recovery Center Hunting Committee that the deer archery hunting program continue in Zones 1 and 10 for the 2021 season.

No action taken on item BPW21/08-77

BPW21/08-78 Moved by Commissioner _____, seconded by Commissioner _____, to adopt the recommendation of the Resource Recovery Center Hunting Committee that the Youth Liberty Hunt (archery only) continue in hunting Zones 1 and 10 during the 2021 season, September 11 and 12.

No action taken on item BPW21/08-78

BPW21/08-79 Moved by Commissioner Hughes, seconded by Water Resources Commissioner Moore, to adopt the recommendation of the Resource Recovery Center Hunting Committee that the trapping program continue in Hunting Zones 1 and 10 for the 2021 season.

After discussion the Water Resources Commissioner rescinded her support.
Commissioner Hughes withdrew her motion.

Motion was not moved to table by any other member of the Board.

BPW21/08-80 Moved by Commissioner Hughes, seconded by Water Resources Commissioner Moore, to adopt the recommendation of the Resource Recovery Center Hunting Committee that all areas within 150 feet of a Resource Recovery Center fence line should be restricted from hunting for the 2021 Resource Recovery Center hunting programs.

Discussion ensued regarding the difference between the existing boundary line and the recommended boundary line and enforcement capabilities.

Commissioner Brown was excused from the meeting at 5:56p.m. by Chair Pego.

Dave Johnson stated if the current motion (BPW21/08-80) fails, the restricted line will default back to the previous (2020 map). Dave Johnson reference page 90 of the agenda packet which shows the previous boundary line (2020 map).

Water Resources Commissioner rescinded her support.
Commissioner Hughes withdrew her motion.

Motion was not moved to table by any other member of the Board.

BPW21/08-81 Moved by Commissioner _____, seconded by Commissioner _____, to adopt the 2021 Resource Recovery Center Hunting and Trapping Rules as recommended by the Resource Recovery Center Hunting Committee and authorize the DNR waterfowl hunt, the Youth Spring Turkey Hunt, and the 2021 Youth Liberty Hunt (archery only), except where they concern Hunting Zones 1 and 10 and the 150-foot restricted area next to fence lines.

Water Resources Commissioner made the motion with the amendment to change the 150-foot restricted area next to fence lines to 300-foot restricted area next to fence lines.

Moved by Commissioner Water Resources Commissioner Moore, seconded by Commissioner Hughes, to adopt the 2021 Resource Recovery Center Hunting and Trapping Rules as recommended by the Resource Recovery Center Hunting Committee and authorize the DNR waterfowl hunt, the Youth Spring Turkey Hunt, and the 2021 Youth Liberty Hunt (archery only), except where they concern Hunting Zones 1 and 10 and the 300-foot restricted area next to fence lines.

Discussion ensued.
Water Resources Commissioner withdrew her motion.
Commissioner Hughes rescinded her support.
Dave Johnson spoke to the boundary line.

Vote took place on original motion.

Moved by Commissioner Lahring, seconded by Commissioner Hughes, to adopt the 2021 Resource Recovery Center Hunting and Trapping Rules as recommended by the Resource Recovery Center Hunting Committee and authorize the DNR waterfowl hunt, the Youth Spring Turkey Hunt, and the 2021 Youth Liberty Hunt (archery only), except where they concern Hunting Zones 1 and 10 and the 150-foot restricted area next to fence lines.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/08-82 Moved by Commissioner Nash, seconded by Commissioner Scolnik, to waive the County's procurement policy requiring Procurement-level quotes and instead accept the low quote obtained by the RRC Farm Manager of \$31.95/acre (i.e., approximately \$45,145 total) for an aerial application of fungicide/pesticide on the 2021 RRC corn crop as needed.

Roll call:

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

No –

Excused - Brown

Motion carried

Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, July 2021.
2. Resource Recovery Center Monthly Operating Report, July 2021.

UNFINISHED BUSINESS

None

NEW BUSINESS

BPW21/08-83 Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to change the start time of the Board of Public Works meetings to 3:00p.m.

Roll call:

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

No –

Excused - Brown

Motion carried

BPW21/08-84 Moved by Commissioner Lahring, seconded by Water Resources Commissioner Moore, to utilize Zoom and the County Facebook page for the Board of Public Works meetings.

Roll call:

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

No –

Excused - Brown

Motion carried

PUBLIC COMMENT ON A NEW ITEM

Keith Kantola thanked the Board for being good neighbors.

Christine Morris spoke to the need for some trapping to take place for the safety of the horses.

FINAL BOARD COMMENT

Water Resources Commissioner Moore thanked Beth Dick for the all of the help she provided to her office. Chair Pego informed those who were not aware, that Beth Dick will be leaving her position with the County.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 6:15p.m.

Malinda Pego, Chair

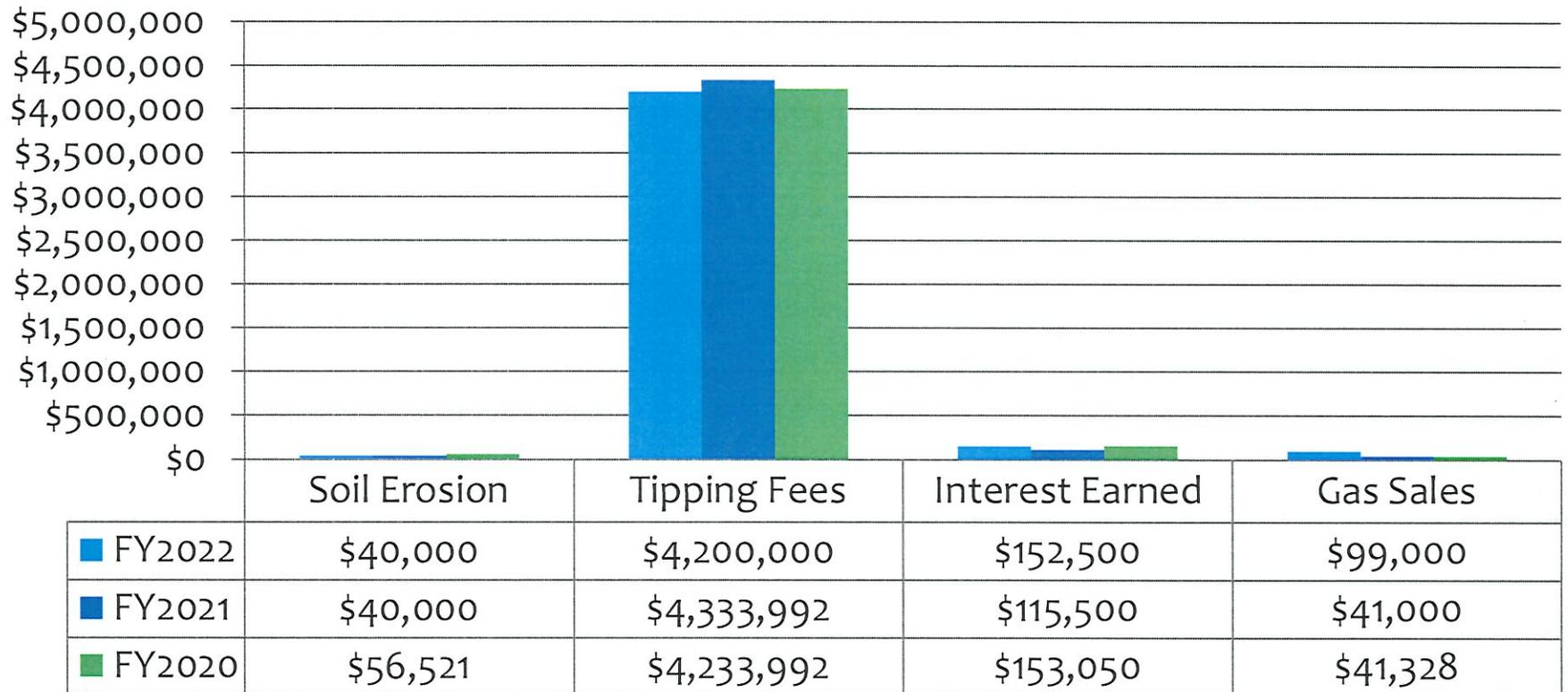


Requested FY2022 Budget

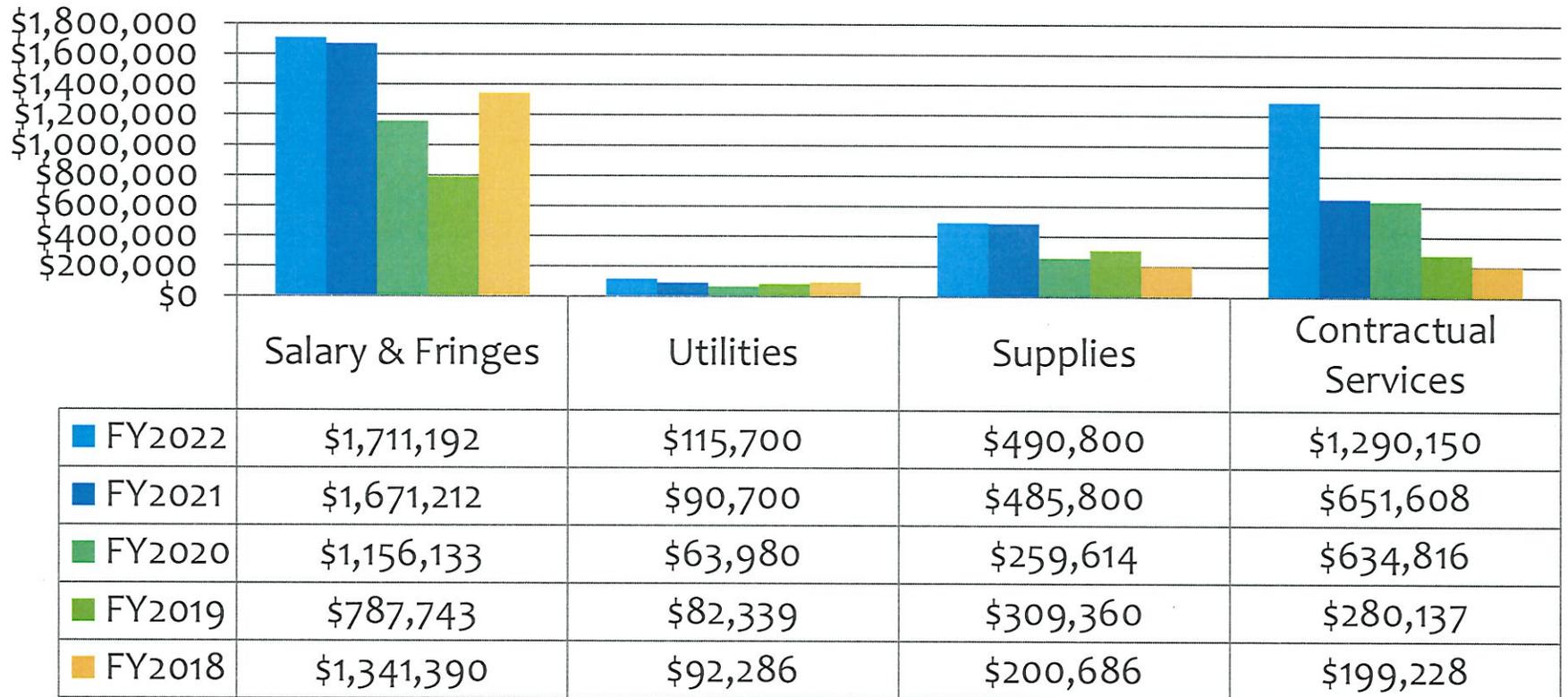
Solid Waste Management

Regional Water System

Solid Waste Management Revenue

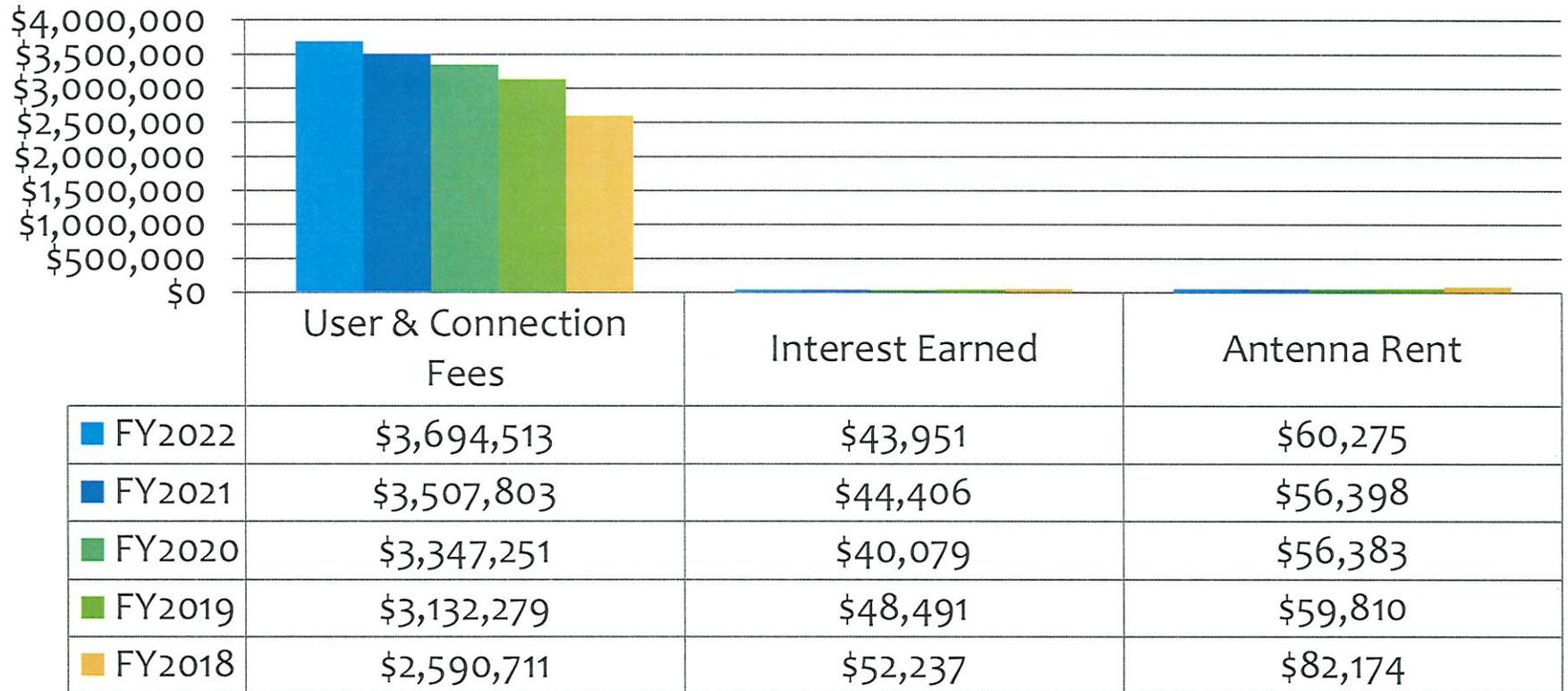


Solid Waste Management Expenses

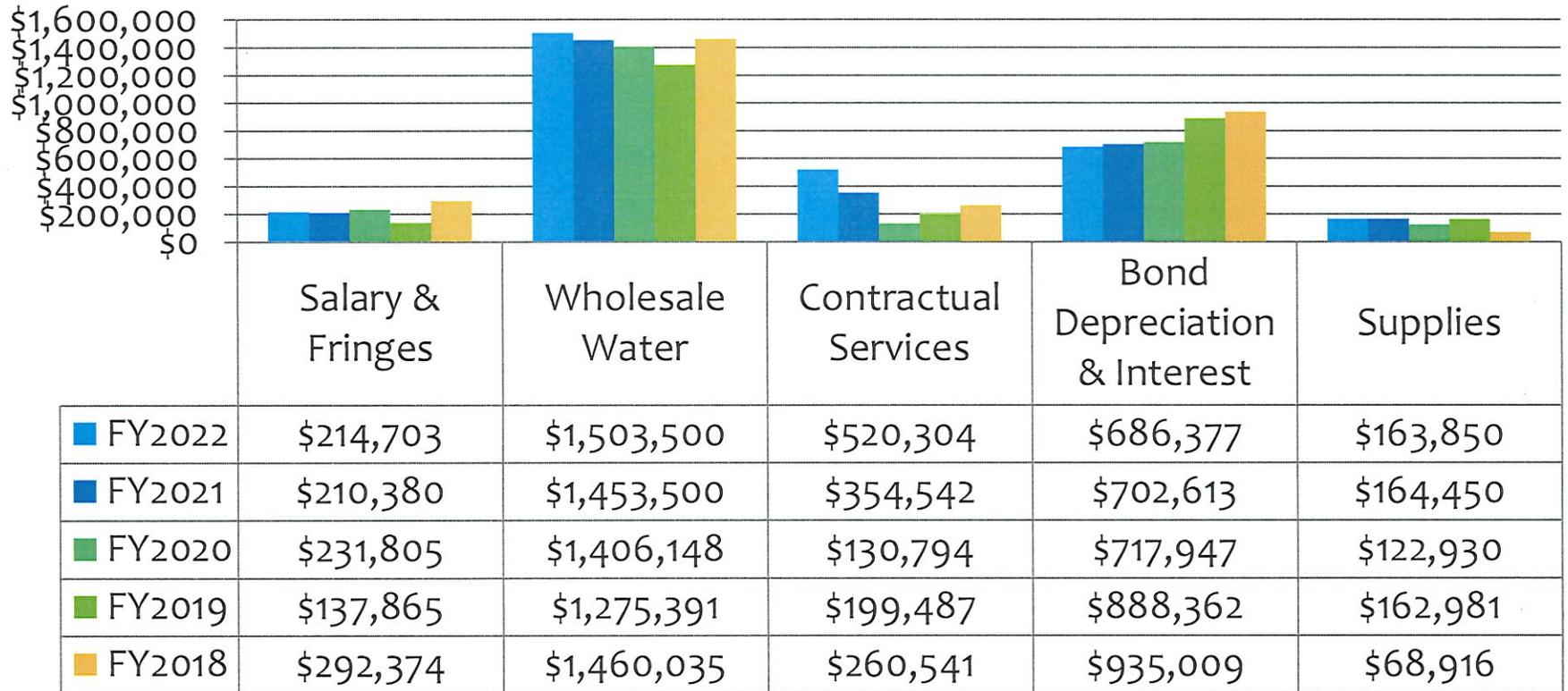


Landfill Expansion

Regional Water System Revenue



Regional Water System Expenses



Regional Water System 5 Year Capital Improvement Plan

Project Description	Fiscal Year:	2022	2023	2024	2025	2026
Northside						
Hydrant Painting		5,000	5,000	5,000	5,000	5,000
Channel Crossing		10,659,165	-	-	-	-
Generator & transfer switch at MA tank		12,000	-	-	-	-
PLC Upgrades at Giles P.S. and Tank			66,000			
½ ton Truck		-	-	40,000	-	-
Tank Painting - Interior		-	-	140,000	-	-
Eastside						
VFD Change out at Harvey St. P.S.		18,000	-	-	-	-
VFD Change out at Quarterline P.S.		18,000	-	-	-	-
Hydrant Painting		5,000	5,000	5,000	5,000	5,000
Generator & transfer switch at Evanston Tank		12,000	-	-	-	-
Tank Painting - Exterior		155,000	-	-	-	-
PLC Upgrades at Quarterline & Evanston		-	63,000	-	-	-
Quarterline tank upgrades and coating		-	-	90,000	-	-

Total Regional Water
System capital spending
for the next five years:

\$11.32M

QUESTIONS?

Muskegon County Resource Recovery Center

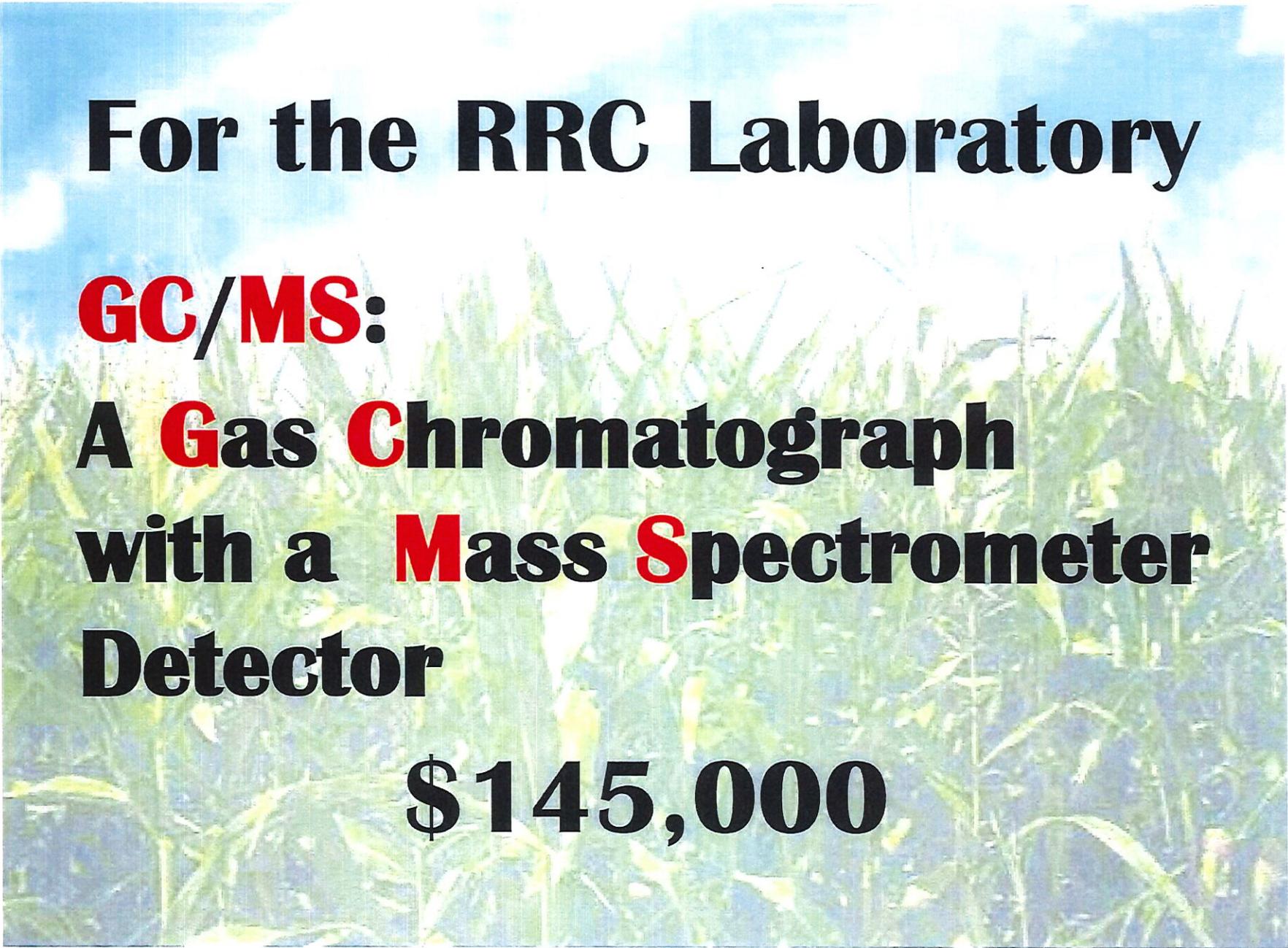


Highlights of the 2022 **Capital Budget**



FY2022 RRC BUDGET

- **\$14 in O&M Expenses**
- **\$13.5M in Expected Revenues**
- **\$15M in Capital Improvements**
- **No Rate Increase**



For the RRC Laboratory

GC/MS:

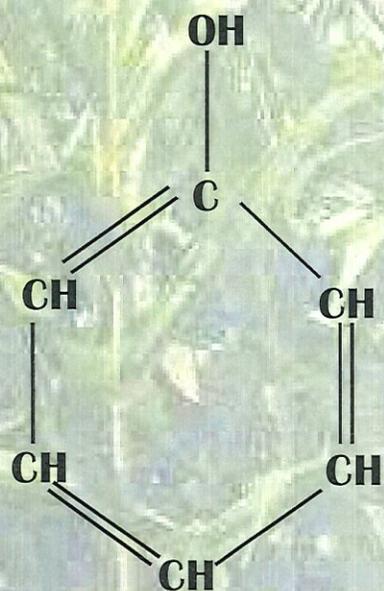
**A Gas Chromatograph
with a Mass Spectrometer
Detector**

\$145,000

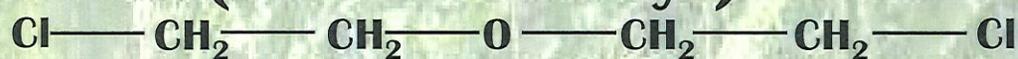


For Semivolatile Organics Analysis

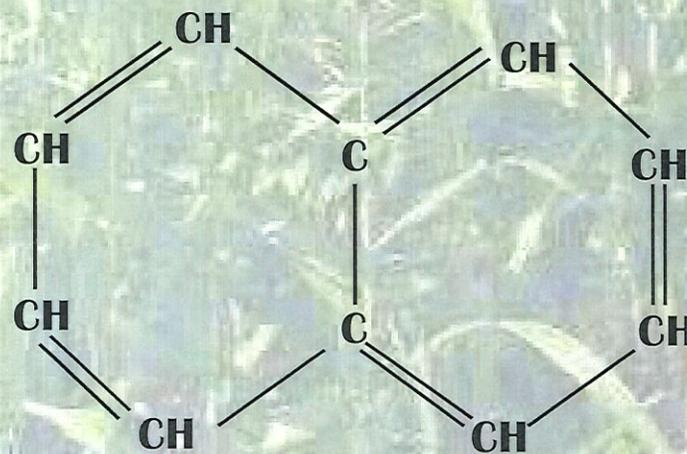
Phenol

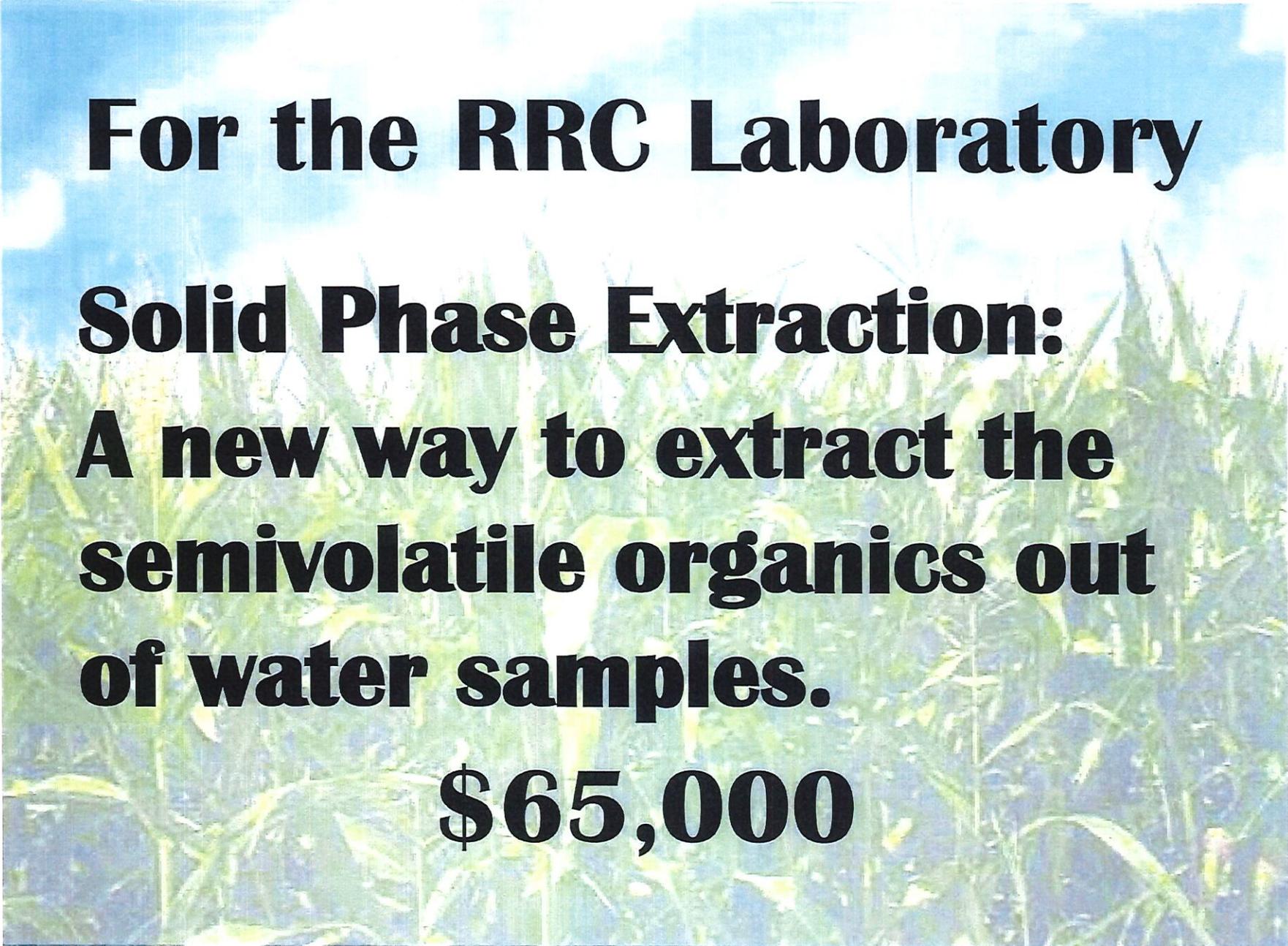


Bis(2-Chloroethyl)ether



Naphthalene



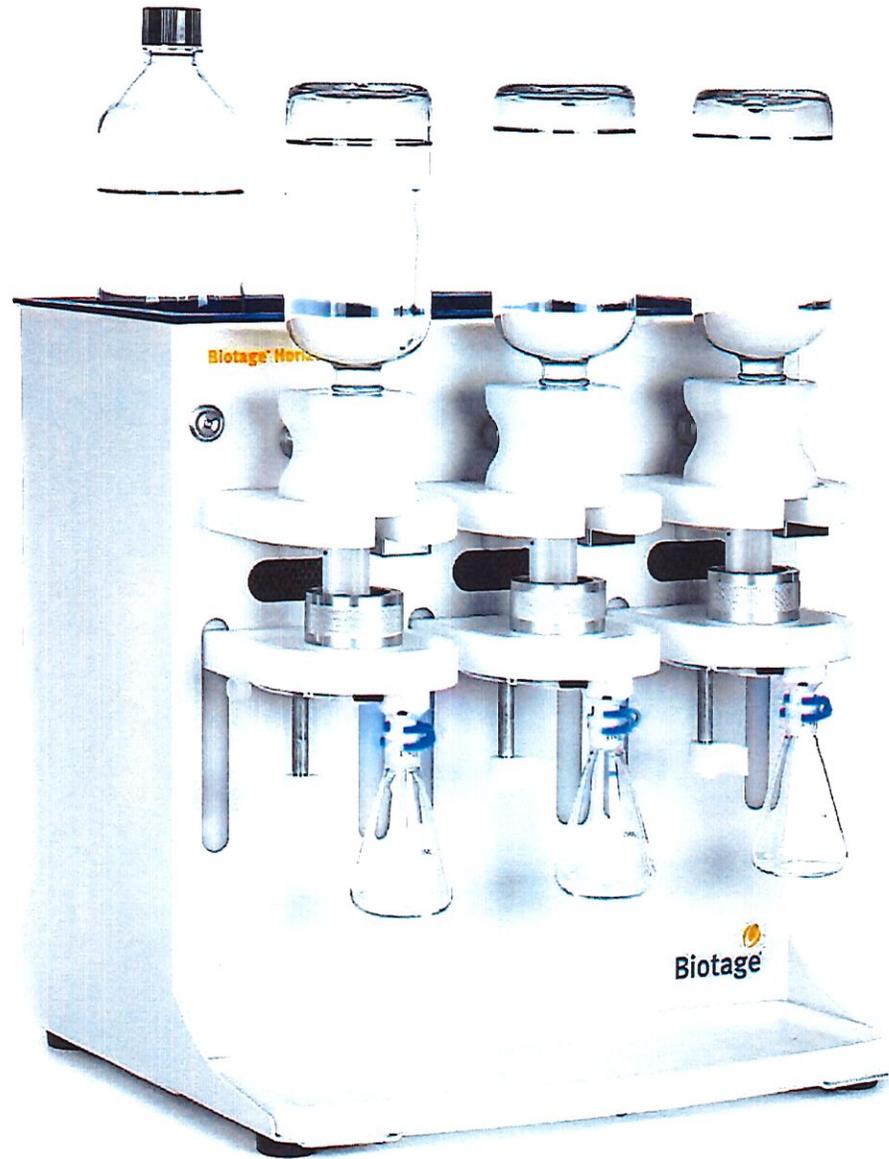


For the RRC Laboratory

Solid Phase Extraction:

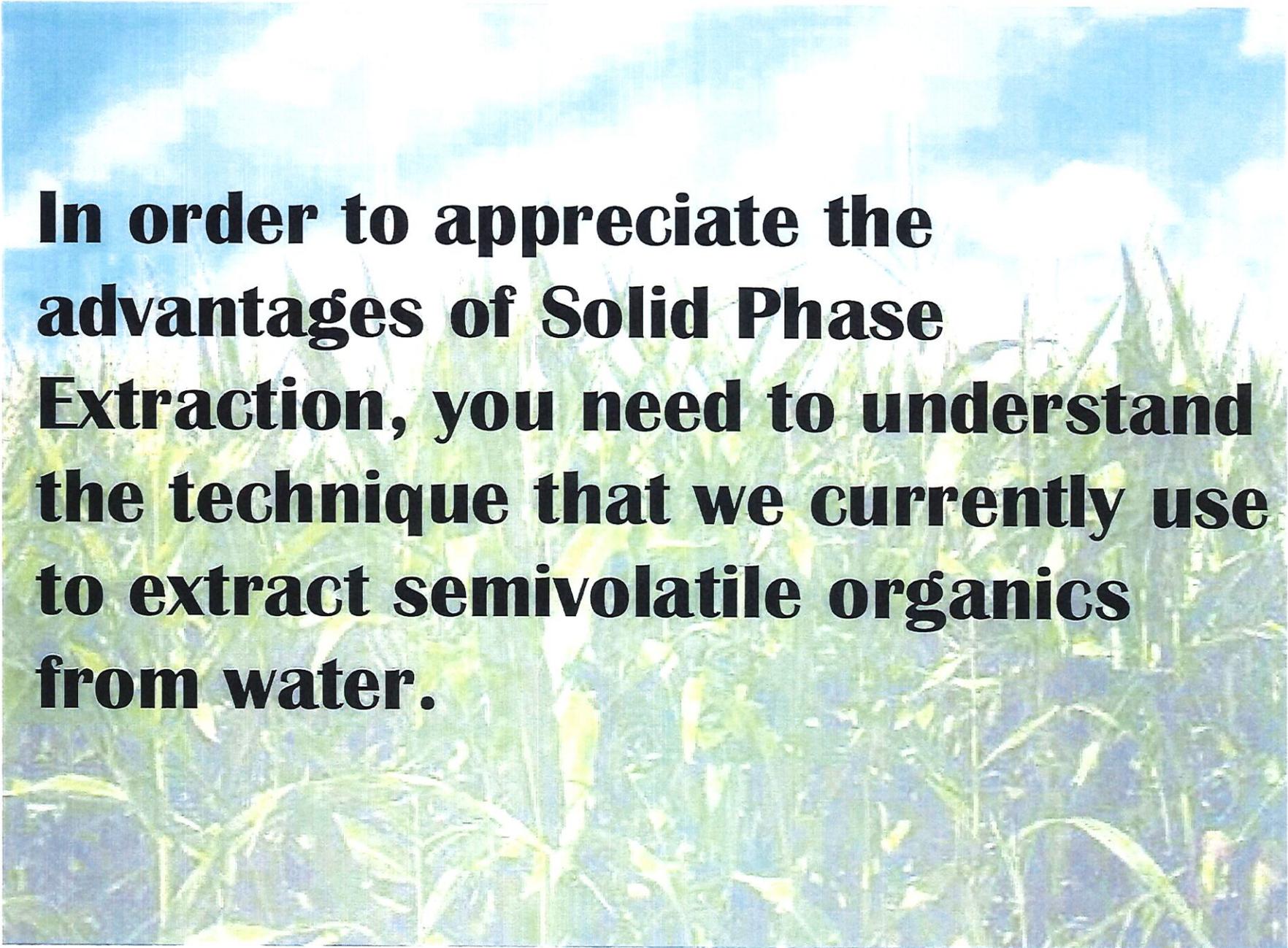
**A new way to extract the
semivolatile organics out
of water samples.**

\$65,000



Advantages:

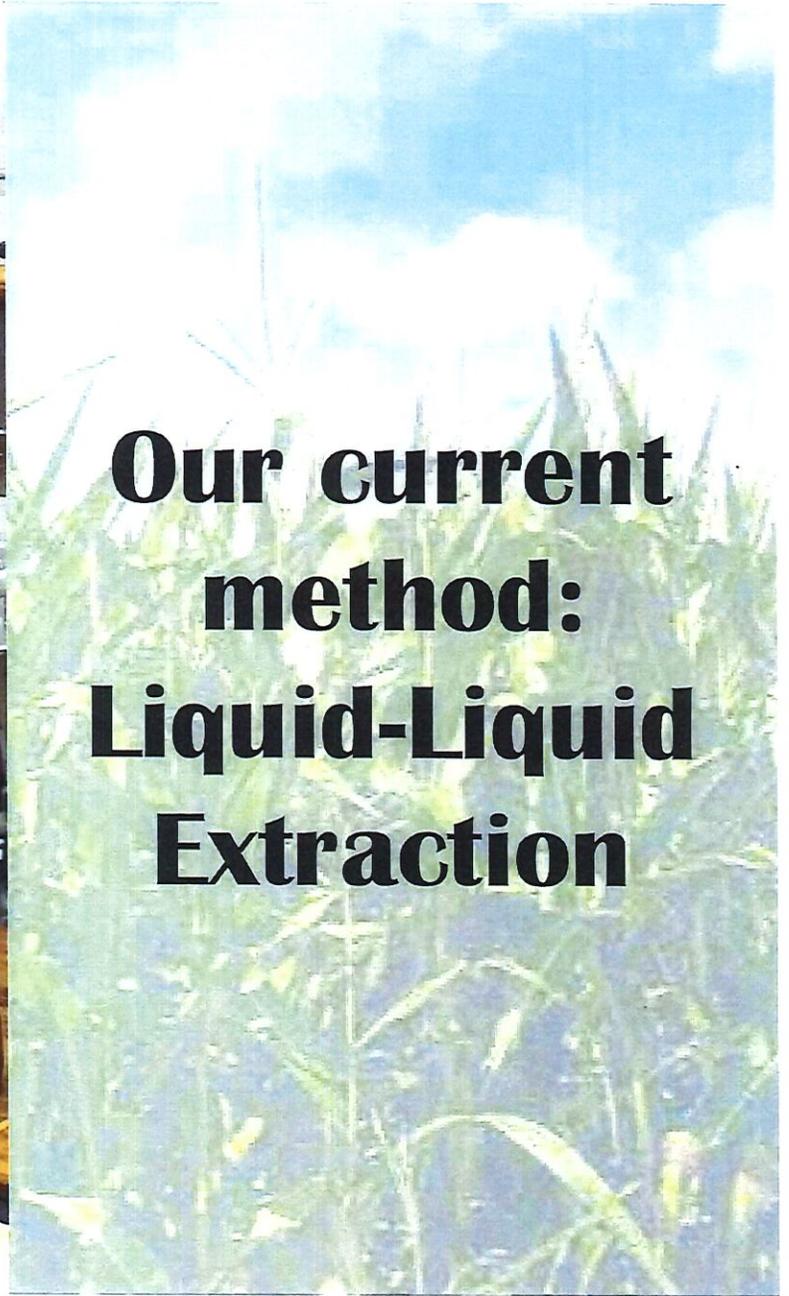
- **Faster throughput**
- **Less chlorinated solvent used**
 - **Worker exposure to solvent is minimized**
 - **Reduced amount of chlorinated solvent evaporated to the atmosphere**
 - **No need to purchase and store large quantities of solvent**
- **Better precision**
- **No longer need to use fragile and expensive glassware**



In order to appreciate the advantages of Solid Phase Extraction, you need to understand the technique that we currently use to extract semivolatile organics from water.



**Our current
method:
Liquid-Liquid
Extraction**



For the RRC Farm



**A new
sprayer**

**Purchased off Sourcewell for
\$544,427.52**



\$450,427.52 with trade-in

For the RRC Farm



Six



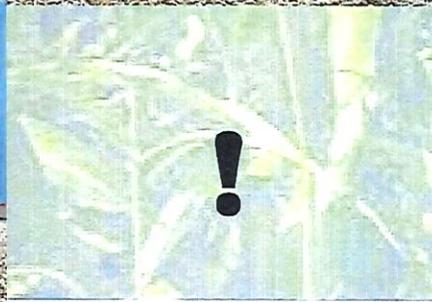
new



grain



wagons



!



Budgeted Amount: \$200,000



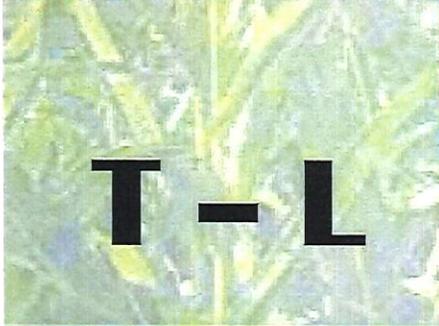
For the RRC Farm



Six



New



T - L



Center



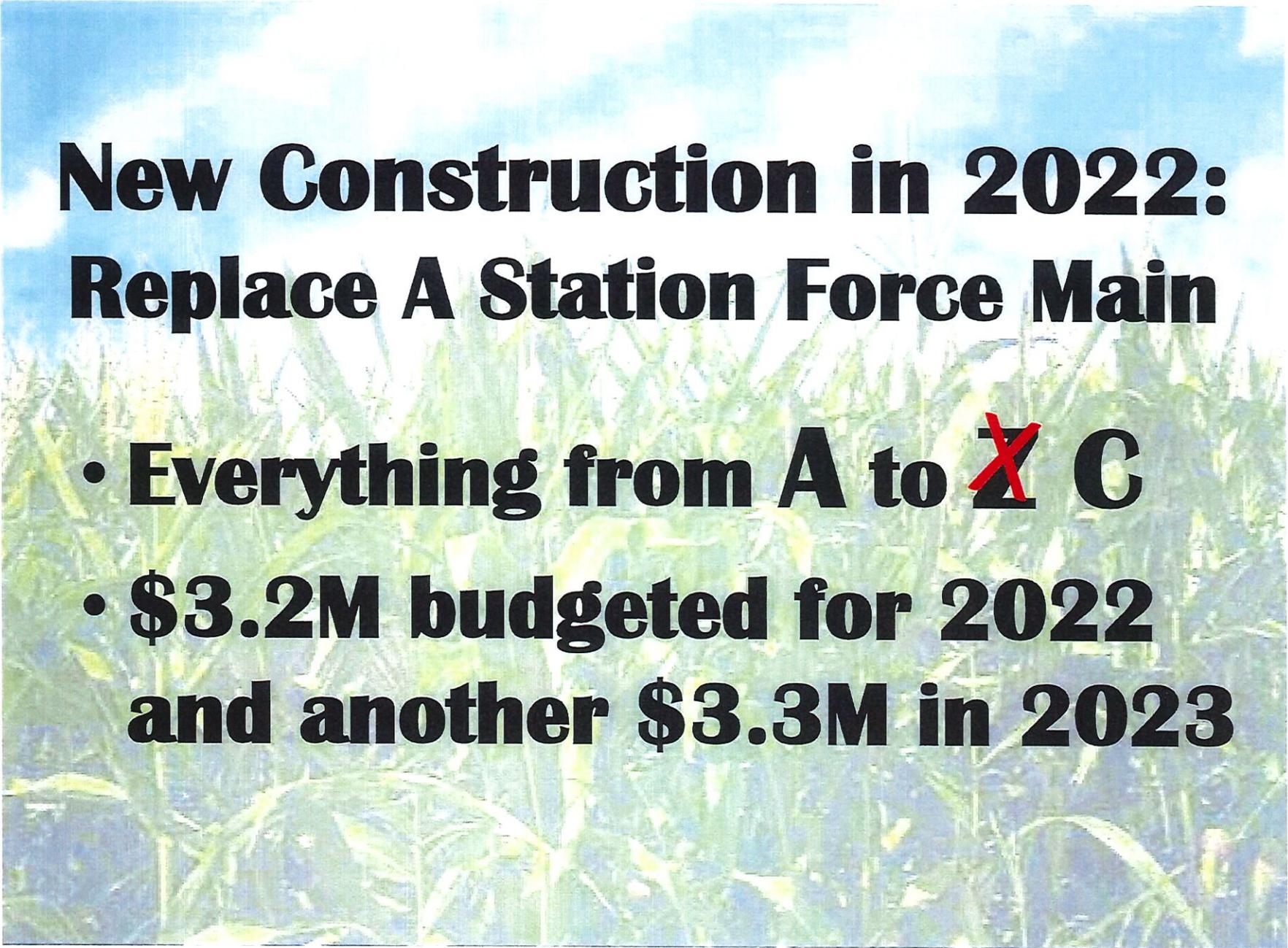
Pivot



Rigs

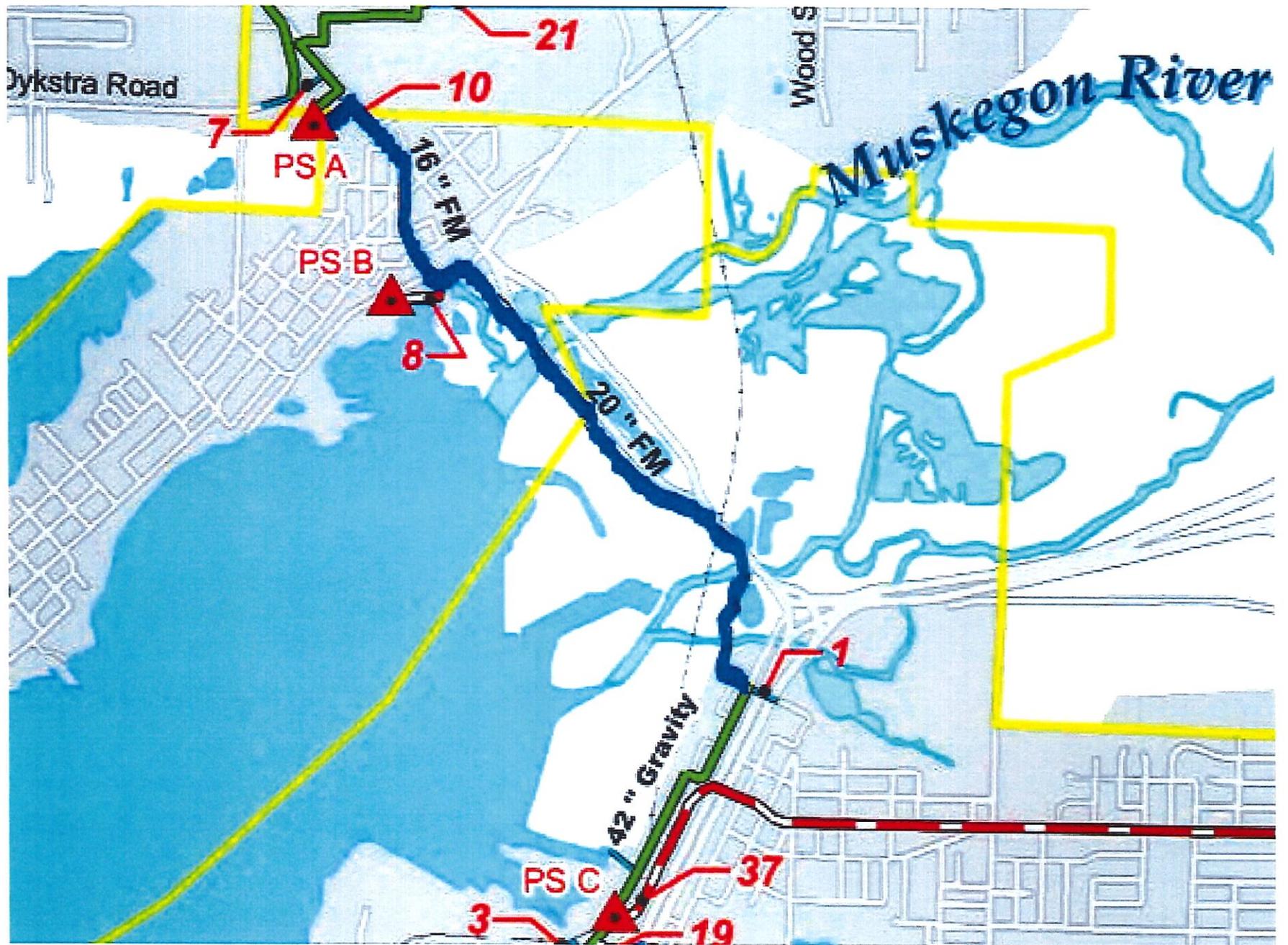
Budgeted Amount: \$606,000

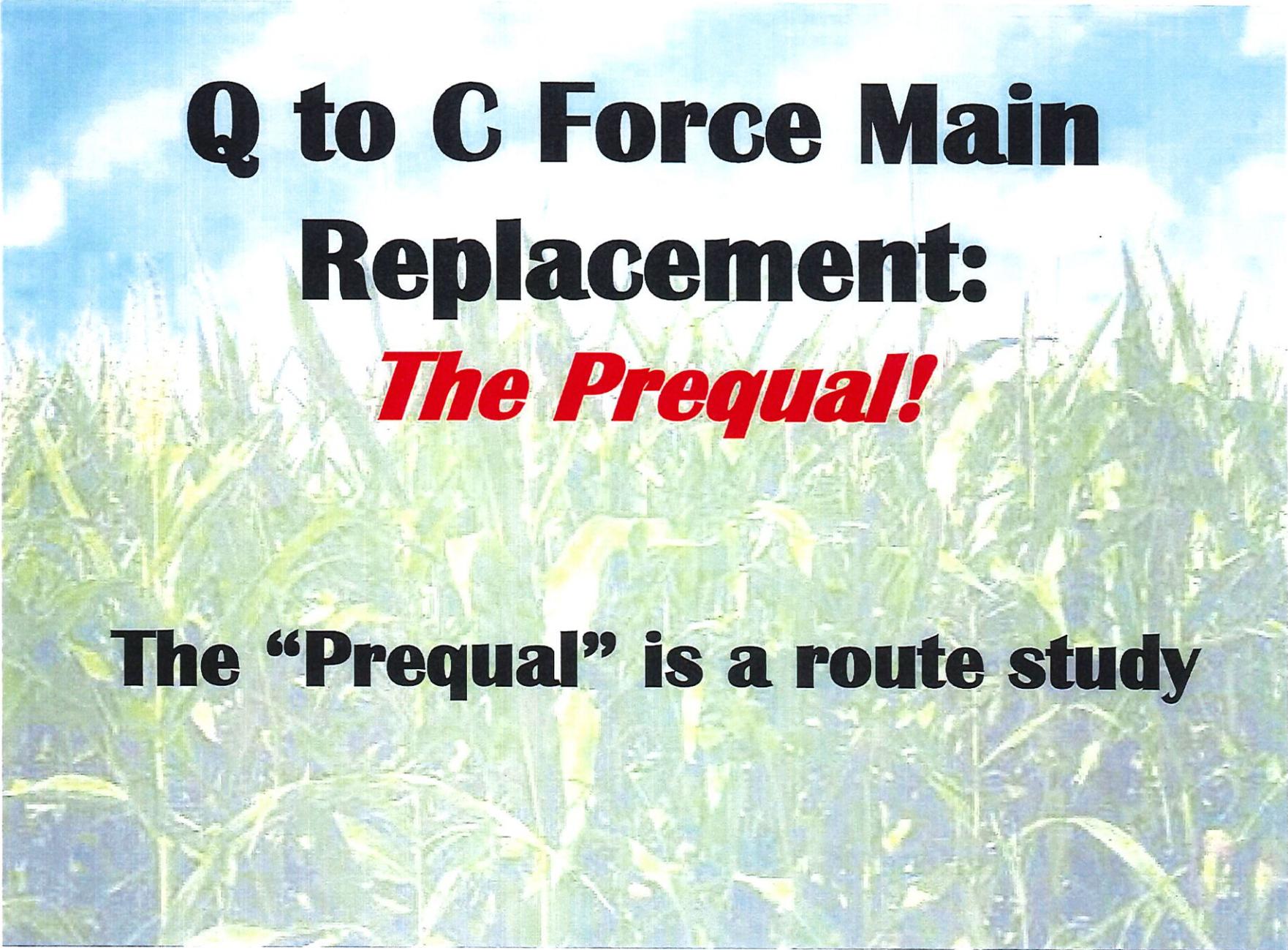




New Construction in 2022: Replace A Station Force Main

- **Everything from A to ~~Z~~ C**
- **\$3.2M budgeted for 2022
and another \$3.3M in 2023**





Q to C Force Main Replacement: *The Prequal!*

The “Prequal” is a route study

What's in a Route Study?

- **Finding the best way to get from point A to point B (or, in this case, point Q to point C)**
- **Can part of the route be converted from force main to gravity?**
- **Coordination with stakeholders:**
 - Municipalities - City of Muskegon Heights**
 - City of Muskegon**
 - City of Norton Shores**
 - Utilities**



**The Route Study for a force
main with this complexity
requires about a year.
Amount Budgeted:**

\$125,000



Other 2022 Capital Spending comes from 2021 construction projects that have carried over into 2022.

For example:

- **J Station Replacement - \$1.7M**
- **J Station Force Main - \$0.4M**
- **South Station Replacement - \$3.8M**
- **W Station Force Main - \$3.5M**



**Muskegon County
Resource Recovery Center**

Come out and enjoy the beauty!

698 NORTH MAPLE ISLAND RD.

MUSKEGON COUNTY



RESOURCE



RECOVERY



CENTER



**Thank you for your
attentiveness!**



**Muskegon County
Board of Public Works**

September 2, 2021

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 Chair Pego at 3:00p.m.

ROLL / Location

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Susie Hughes, Muskegon County Commissioner
Zach Lahring, Muskegon County Commissioner
Brenda Moore, Water Resources Commissioner
Malinda Pego, Muskegon County Commissioner
Robert Scolnik, Muskegon County Commissioner
Rillastine Wilkins, Muskegon County Commissioner
Leo Evans, Ex-officio Member
Jennifer Hodges, Ex-officio Member

Absent: Charles Nash, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Beth Dick, Assistant Administrator & Finance Director
Kristin Barnhill, Executive Assistant to the County Administrator
Michael D. Homier, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Cyr, to approve the minutes of the Board of Public Works meeting held on August 5, 2021.

VOICE VOTE: **Motion carried**

Water Resources Commissioner Moore introduced her Deputy Water Resources Commissioner Dallas Goldberg. Dallas has been in his position for 6 months. Before coming to work at the County, he was employed as the Director of the Conservation District.

Public Works Engineer & Project Manager, Steve Fink, provided an update on the Channel Crossing project. Steve Fink stated on September 7th Gabe's Construction will be setting up at Margaret Drake Elliot Park. Gabe's Construction will begin the drilling by going under the channel to the bath house at the Muskegon State Park. The 30" HDPE pipe will arrive mid-October. Some parts of Margaret Drake Elliot Park will be blocked off for safety reasons. Steve Fink stated residents in the area have been notified.

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW21/09-85 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the requested fiscal year 2022 budget for the Muskegon County Regional Water System as presented and recommended by the Regional Water System Policy Board and to approve the revised fiscal year 2021 budget.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-86 Moved by Commissioner Hughes, seconded by Commissioner Brown, to approve the requested fiscal year 2022 budget and revised fiscal year 2021 budget for the Muskegon County Solid Waste Management System.

Roll call:

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

Absent - Nash

Motion carried

BPW21/09-87 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the Resource Recovery Center's requested FY2022 budget and revised FY2021 budget.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-88 Moved by Commissioner Hughes, seconded by Commissioner Brown, to authorize the procurement department to solicit procurement level quotes to relocate the Laketon sand stockpile to the Solid Waste stockpile.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-89 Moved by Commissioner Wilkins, seconded by Commissioner Cyr, to approve the purchase of electronics collection services from Goodwill Industries of West Michigan for the 2021 collection events with any charges for transportation, packing materials, or recycling fees to be paid at cost from the Solid Waste fund 5710-0527.

Roll call:

Yes – Lahring, Moore, Scolnik, Wilkins, Brown, Cyr, Pego

No – Hughes

Absent - Nash

Motion carried

BPW21/09-90 Moved by Commissioner Hughes, seconded by Commissioner Brown, to award litter cleanup services for the period of September 3, 2021 – December 31, 2022 to Field Technology Services, per the proposal dated August 16, 2021 and authorize the Public Works Board Chair to sign the proposal.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-91 Moved by Commissioner Hughes, seconded by Commissioner Brown, to waive the procurement process and approve immediate release of payment for the purchase of Neptune meters, software, and parts for the Regional Water System from sole source vendor Ferguson Enterprises, Inc. for FY 2022.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-92 Moved by Commissioner Wilkins, seconded by Commissioner Brown, that the vendor and contractor relationships outlined in the attached schedule be approved to continue under existing arrangements for the time period of October 1, 2021, through September 30, 2022.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-93 Moved by Commissioner Hughes, seconded by Commissioner Brown, to approve the five-year contract for uniform service with Apparelmaster Continental Linen Service and authorize the Board Chair to sign same.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-94 Moved by Commissioner Hughes, seconded by Commissioner Brown, to accept the low bid from Jackson-Merkey Contractors for IFB 21-2427, Interception Ditch Cleaning, for a total of \$757,435.00.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-95 Moved by Commissioner Hughes, seconded by Commissioner Brown, to add a second Chemist position, effective October 1, 2021, at Pay Table Grade NX-00290, \$26.934/hr. – \$33.990/hr., in the Resource Recovery Center Department.

Roll call:

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

Absent – Nash

Motion carried

BPW21/09-96 Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to authorize the creation of a new position in the Resource Recovery Center Department: Engineer/Project Manager, with Pay Table Grade NX-00421 (\$38.251/hr. - \$48.656/hr.), effective October 1, 2021.

Discussion ensued regarding the responsibilities/job duties of this position and the pay rate.

Roll call:

Yes – Hughes, Moore, Scolnik, Wilkins

No – Brown, Cyr, Lahring, Pego

Absent - Nash

Motion failed

It was requested that Dave Johnson reevaluate the position.

Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, August 2021.
2. Resource Recovery Center Monthly Operating Report, August 2021.
3. Muskegon County Regional Water Policy Board Minutes, August 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, August 2021 (draft)

UNFINISHED BUSINESS

Wolf Lake –

Matthew Farrar stated the Board of Commissioners passed the agreement before them. Matthew Farrar highlighted parts of the agreement. Matthew Farrar stated Water Resources Commissioner Moore had some concerns with the agreement and he wanted this Board to understand both sides.

Michael Homier spoke to the agreement. Water Resources Commissioner Moore spoke to the Memorandum of Agreement she sent and her concerns with this agreement.

Discussion ensued regarding the issues created by actions taken in the past and how to move forward.

Commissioner Lahrning made a motion to have Corporate Counsel pursue litigation with this issue against the Water Resource Commission.

Michael Homier stated the Board of Public Works is not the right body to make the motion. Only the County Board has the authority to do that.

Commissioner Lahrning withdrew his motion.

It was decided to continue discussion at the next Ways & Means committee meeting on September 7, 2021.

Commissioner Hughes requested the Water Resources Commissioner notify Commissioners ahead of time when letters from her office are sent to residents of their districts.

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Commissioner Scolnik commented on the decrease in flow to the Resource Recovery Center. Dave Johnson stated the RRC did lose Bayer CropScience as a customer, the water levels are lower than what they were last year, and a couple of municipalities made repairs to their sewer systems.

Commissioner Scolnik stated he went to the Solid Waste site to dispose of items and couldn't believe the amount of items people were throwing out.

Commissioner Lahrning questioned why the Wolf Lake subject was on the BPW agenda. Matthew Farrar stated it was put on the BPW agenda so Water Resources Commissioner Moore could be in attendance. Commissioner Lahrning asked Matthew Farrar about the pumping. Matthew Farrar stated staff stops periodically and checks the level. Commissioner Lahrning asked what the fluctuation of the lake level has

been over the last ten years. Matthew Farrar stated over the last two years he has seen it 14 inches below and 16 to 18 inches above. Commissioner Scolnik commented it was helpful to have Water Resources Commissioner Moore present.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:37p.m.

Malinda Pego, Chair

Preliminary Minutes
To be approved at the October 7, 2021 Board of Public Works Meeting

**Muskegon County
Board of Public Works**

October 7, 2021

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 Chair Pego at 3:01p.m.

ROLL

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Susie Hughes, Muskegon County Commissioner
Zach Lahring, Muskegon County Commissioner
Brenda Moore, Water Resources Commissioner [arrived 3:16p.m.]
Charles Nash, Muskegon County Commissioner [arrived 3:10p.m.]
Malinda Pego, Muskegon County Commissioner
Rillastine Wilkins, Muskegon County Commissioner
Leo Evans, Ex-officio Member

Excused: Jennifer Hodges, Ex-officio Member
Robert Scolnik, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Leslie Abdo, Corporate Counsel
Angela Gasiewski, Accounting Manager
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the minutes of the Board of Public Works meeting held on September 2, 2021.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

Dave Johnson introduced Mike Hart the new Operations Maintenance Supervisor and Jon Shellenbarger the new Fleet Maintenance Supervisor for the Resource Recovery Center.

ITEMS FOR CONSIDERATION:

BPW21/10-97 Moved by Commissioner Hughes, seconded by Commissioner Brown, to approve final balancing Change Order #1 to Hallack Contracting Inc. for Phase I of the Channel Crossing Project for the amount of \$1,922,222.82 and authorize the project manager, Steven A. Fink to sign.

Roll call:

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

Excused – Scolnik

Absent – Moore, Nash

Motion carried

BPW21/10-98 Moved by Commissioner Hughes, seconded by Commissioner Brown, to award the Leachate Station 2 Rebuild Project to Wadel Stabilization, Inc. for the low bid price of \$216,787.00.

Roll call:

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

Excused – Scolnik

Absent – Moore, Nash

Motion carried

BPW21/10-99 Moved by Commissioner Hughes, seconded by Commissioner Lahring, to increase the gate rate for waste disposal to \$39.60/ton and the contract rate to \$31.68/ton per the recommendation of Municipal Analytics effective January 1, 2022.

Roll call:

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

Excused – Scolnik

Absent – Moore, Nash

Motion carried

BPW21/10-100 Moved by Commissioner Wilkins, seconded by Commissioner Lahring, to waive the County's policy of obtaining Procurement-level quotes or formally soliciting bids for the purchase of alfalfa, corn, and soybean seed for the Resource Recovery Center farm in FY2022.

Dave Johnson explained the Resource Recovery Center has an experimental plot and the seed selected is the one that gives them the biggest yield, maximizing profit.

Roll call:

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

Excused – Scolnik

Absent – Moore

Motion carried

BPW21/10-101 Moved by Commissioner Hughes, seconded by Commissioner Brown, to authorize the County Procurement Office to solicit bids for the purchase of six new irrigation rigs and pivot pads for the Resource Recovery Center farm.

Roll call:

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

Excused – Scolnik

Absent – Moore

Motion carried

BPW21/10-102 Moved by Commissioner Hughes, seconded by Commissioner Nash, to support the decision of the Resource Recovery Center Director to utilize the services of Jackson-Merkey Contractors in response to the emergency situation at L Station and approve the payment of the \$26,495.00 invoice for services rendered.

Roll call:

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

Excused – Scolnik

Absent – Moore

Motion carried

BPW21/10-103 Moved by Commissioner Hughes, seconded by Commissioner Wilkins to authorize the purchase through MiDeal of two new 2022 GMC Sierra 1500 Double Cab 4x4 Pickups, one for \$29,985.70 and one for \$34,239.85, for the Resource Recovery Center.

Dave Johnson stated they were told the trucks would be ready by December 31, 2021.

Roll call:

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

Excused – Scolnik

Motion carried

BPW21/10-104 Moved by Commissioner Hughes, seconded by Commissioner Brown, to authorize the purchase through MiDeal of a new 2022 International HV607 SBA Dump Truck/Plow Truck for \$169,533.87.

Roll call:

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

Excused – Scolnik

Motion carried

BPW21/10-105 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the purchase through MiDeal of a new 2021 Ford F150 Police Responder 4x4 Pickup for \$43,425.40 for the deputy assigned to patrol the grounds of the Resource Recovery Center, and to adjust the budget accordingly.

Dave Johnson stated per the agreement with the Sheriff's Department the Resource Recovery Center pays the salary for the person that patrols and their vehicle.

Discussion ensued.

It was requested that Dave Johnson send a copy of the agreement with the Sheriff's Department to the Commissioners.

Moved by Commissioner Hughes, seconded by Commissioner Cyr, to postpone BPW21/10-105 to the next Board of Public Works meeting for more information.

Roll call to postpone:

Yes – Brown, Cyr, Hughes, Pego

No – Lahring, Moore, Nash, Wilkins

Excused – Scolnik

Motion failed

Roll call on BPW21/10-105:

Yes – Hughes, Moore, Nash, Wilkins

No – Cyr, Lahring, Brown, Pego

Excused – Scolnik

Motion failed

BPW21/10-106 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the sale of the unused Clack water softening system stored at the Resource Recovery Center.

Roll call:

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

Excused – Scolnik

Motion carried

BPW21/10-107 Moved by Commissioner Hughes, seconded by Commissioner Brown, to authorize the creation of a new position in the Resource Recovery Center Department: Resource Recovery Center Engineer & Project Manager with Pay Grade NX-00421 (\$38.251/hr. - \$48.656/hr.), to go into effect immediately, and to adjust the budget accordingly.

Roll call:

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

Excused – Scolnik

Motion carried

BPW21/10-108 Moved by Commissioner Hughes, seconded by Commissioner Brown, to start the new Chemist at step 4 of Pay Grade NX-00290 when he begins on November 1, 2021, and to adjust the budget accordingly.

Roll call:

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

Excused – Scolnik

Motion carried

Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, September 2021.
2. Resource Recovery Center Monthly Operating Report, September 2021.

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Hughes asked if the Rocket Launch Club was still active because she hasn't noticed activity. Dave Johnson stated they are still using the site.

Commissioner Hughes requested Dave Johnson verify a building permit was obtained for the telescope because a foundation was put in.

Commissioner Nash asked Dave Johnson about the agreement with the Sheriff and the vehicle for the deputy, because the motion failed. Chair Pego stated the deputy still has the current vehicle he is using available to him.

Commissioner Lahring asked for an update on the Southeast Regional Force Main. Dave Johnson stated it is still being considered. Dave Johnson stated a mock discharge permit was requested and it was issued. Dave Johnson stated a request to change the standards for a pipeline was made. Dave Johnson stated they are not willing to make those changes. Dave Johnson stated he is not aware of any other conversations with other municipalities. Dave Johnson stated they may have other options available such as obtaining their own permit to discharge.

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Water Resources Commissioner Moore thanked the commissioners for approving the lake level study for Wolf Lake. Water Resources Commissioner Moore stated people are reaching out to her with questions and she trying to respond with what she knows. Water Resources Commissioner Moore offered her assistance.

Chair Pego requested an update on the lake level study. Matthew Farrar stated the commissioners voted to move forward with the study and it has been submitted to procurement. Matthew Farrar stated he has the final draft and Mike Homier is reviewing it.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 3:44p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

November 4, 2021

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 Chair Pego at 3:00p.m.

ROLL

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Jennifer Hodges, Ex-officio Member
Susie Hughes, Muskegon County Commissioner
Zach Lahring, Muskegon County Commissioner
Charles Nash, Muskegon County Commissioner [arrived at 3:02p.m.]
Malinda Pego, Muskegon County Commissioner
Robert Scolnik, Muskegon County Commissioner
Rillastine Wilkins, Muskegon County Commissioner

Excused: Leo Evans, Ex-officio Member

Absent: Brenda Moore, Water Resources Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Laura Genovich, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Commissioner Cyr, to approve the minutes of the Board of Public Works meeting held on October 7, 2021.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

ITEMS FOR CONSIDERATION:

BPW21/11-109 Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to authorize staff to bid Household Hazardous Waste services for calendar years 2022 through 2024.

Roll call:

Yes – Brown, Cyr, Hughes, Lahring, Scolnik, Wilkins, Pego

Absent – Moore, Nash

Motion carried

BPW21/11-110 Moved by Commissioner Hughes, seconded by Commissioner Brown, to extend the General Landfill Engineering Services Agreement with Golder Associates, Inc. for the first two-year extension and authorize the Chair to sign the extension agreement.

Roll call:

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

Absent – Moore

Motion carried

BPW21/11-111 Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize the expansion of the Muskegon County Solid Waste Management System to the west and to authorize the submittal of the Construction Permit Application to EGLE when complete.

Roll call:

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

Absent – Moore

Motion carried

BPW21/11-112 Moved by Commissioner Nash, seconded by Commissioner Wilkins, to approve Proposal No. CX21467127 dated October 18, 2021, from Golder Associates, Inc. for landfill gas system expansion design, bidding, inspection, and reporting services under the General Landfill Engineering Services Agreement for a cost not-to-exceed \$93,800 and authorize the chair to sign the agreement.

Matthew Farrar stated we are not allowed to discharge any methane gas into the atmosphere. Discussion ensued regarding potential future uses/storage of the landfill gas. Matthew Farrar and Administrator Eisenbarth explained the costs to store and clean the gas to make it useable is not feasible at this time.

Roll call:

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

Absent – Moore

Motion carried

BPW21/11-113 Moved by Commissioner Hughes, seconded by Commissioner Nash, to authorize the Procurement Office to solicit bids for discounted pricing on T&L irrigation rig parts for the Resource Recovery Center farm in FY2022, with two possible one-year renewals if agreed to by the vendor and approved by the Board.

Roll call:

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

Absent – Moore

Motion carried

BPW21/11-114 Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the Procurement Office to solicit bids for the purchase of agricultural chemicals needed by the Resource Recovery Center farm in FY2022.

Roll call:

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

Absent – Moore

Motion carried

BPW21/11-115 Moved by Commissioner Hughes, seconded by Commissioner Cyr to approve the updated agreement between the Board of Public Works and the Michigan's Edge Mountain Biking Association for an additional five years (with the option to extend the agreement for additional five-year increments by written approval of both parties) and authorize the Board Chair to sign same.

Dave Johnson stated the use of the trails is extremely popular.

Commissioner Nash asked if future development at the Resource Recovery Center could impact the groups using the site. Dave Johnson stated the one area that could be sold may affect a part of the horse trail. Dave Johnson stated future development is unlikely due to the lack of utilities, water being an issue.

Administrator Eisenbarth stated Greater Muskegon Economic Development is looking into grant dollars that could be used to bring water to the Resource Recovery Center.

Roll call:

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

Absent – Moore

Motion carried

Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, October 2021.
2. Resource Recovery Center Monthly Operating Report, October 2021.
3. Muskegon County Regional Water Policy Board Minutes, October 2021 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, October 2021 (draft)

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Scolnik asked Dave Johnson if the fertilizers used at the Resource Recovery Center were potentially explosive. Dave Johnson stated they were not. Dave Johnson stated the fertilizers they use do not have nitrate in them.

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

None

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 3:20p.m.

Malinda Pego, Chair

**Muskegon County
Board of Public Works**

December 2, 2021

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 Chair Pego at 3:00p.m.

ROLL

Present: Doug Brown, Muskegon County Commissioner
Kim Cyr, Muskegon County Commissioner
Leo Evans, Ex-officio Member
Jennifer Hodges, Ex-officio Member
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
Rillastine Wilkins, Muskegon County Commissioner

Excused: Susie Hughes, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Mark Eisenbarth, County Administrator
Leslie Abdo, Corporate Counsel
Mark Hansen, Information Technology Manager

APPROVAL OF THE AGENDA

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

VOICE VOTE: **Motion carried**

APPROVAL OF MINUTES

Moved by Commissioner Wilkins, seconded by Commissioner Lahring, to approve the minutes of the Board of Public Works meeting held on November 4, 2021.

VOICE VOTE: **Motion carried**

PUBLIC COMMENT ON AN AGENDA ITEM

None

PRESENTATION

Matthew Farrar introduced Mr. John Kaczor with Municipal Analytics. Mr. Kaczor presented the Landfill Financial Analysis and Cost of Service Rates (attached). Mr. Kaczor spoke to the research conducted to reach some of the conclusions being presented. Mr. Kaczor stated the need to evaluate landfill rates over the next several years as information becomes available.

ITEMS FOR CONSIDERATION:

BPW21/12-116 Moved by Commissioner Wilkins, seconded by Commissioner Lahring, to approve the landfill rates as presented and recommended in the Landfill Financial Services Analysis performed by Municipal Analytics effective January 1, 2022.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-117 Moved by Commissioner Nash, seconded by Commissioner Lahring, to authorize the bidding of a landfill gas flare and installation services.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-118 Moved by Commissioner Lahring, seconded by Commissioner Nash, to approve the proposal from Golder Associates, Inc. for surveys, bidding, field inspection, density testing, and reporting services under the General Landfill Engineering Services Agreement for a not-to-exceed cost of \$24,000 and authorize bidding the clearing and grubbing the proposed landfill expansion area.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-119 Moved by Commissioner Lahring, seconded by Commissioner Cyr, to approve the proposal from Golder Associates, Inc. for surveys, bidding, field inspection, density testing, and reporting services under the General Landfill Engineering Services Agreement for a not-to-exceed cost of \$103,200 and authorize bidding structural fill in the proposed landfill expansion area.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-120 Moved by Commissioner Nash, seconded by Commissioner Wilkins, to authorize a request for proposals for a new air dryer system at the landfill gas compressor station.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-121 Moved by Commissioner Lahring, seconded by Commissioner Wilkins, to approve employees moved to a new classification at Step 1 to proceed through the steps based on the letter of understanding from 2016.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-122 Moved by Commissioner Nash, seconded by Commissioner Cyr to approve the Easement Agreement between the Muskegon County Board of Public Works and the George W. Johnson Trust, and authorize the Board Chair to sign same.

Dave Johnson stated this easement is needed for the W Station force main project in Whitehall. Supervisor Hodges spoke to the J Station project in Muskegon Township. Supervisor Hodges stated the project engineers notified the residents in the area and kept very good communication with the residents and the township officials.

Roll call:

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

Excused – Hughes

Motion carried

BPW21/12-123 Moved by Commissioner Lahring, seconded by Commissioner Wilkins to accept the proposal for a Computerized Maintenance Management System from Beehive Industries for the Resource Recovery Center for \$39,400.00.

Roll call:

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

Excused – Hughes

Motion carried

Informational Items:

The following informational items were placed on file:

1. Public Works Monthly Operations Report, November 2021.
2. Resource Recovery Center Monthly Operating Report, November 2021.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT ON A NEW ITEM

None

FINAL BOARD COMMENT

Commissioner Scolnik spoke to the Channel Crossing project and the fusing of 4,300 ft. of 30" pipe. Commissioner Scolnik stated the pipe is being fused in sections due the space needed to store the pipe. Commissioner Scolnik stated the contractor will begin pulling the pipe around Christmas Day and will be working 24 hours a day until it's completed. Matthew Farrar stated Steve Fink is coordinating the filming of the pipe being pulled.

Commissioner Nash stated there will be a COVID vaccine clinic today from 4p.m. to 7p.m. at Muskegon Heights High School.

ADJOURN

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:24p.m.

Malinda Pego, Chair

Muskegon County Solid Waste

Landfill Financial Analysis and Cost of Service Rates

December 2, 2021

Key Questions

- What rates/charges are needed to meet revenue requirements?
 - What should different customers pay?
- How can scale traffic be reduced?
- Is MCSW offering competitive rates, particularly for contract haulers?
- What funding strategy works best to pay for closing existing landfill and opening a new landfill?
- How should financial assurance requirements be addressed?
- What level of cash should be retained in the SW fund to maintain county-wide cash flow stability?
- Appropriate funding for sustainability services?

Is MCSW offering competitive rates, particularly for contract haulers?

- Yes!
- MCSW has the lowest rates for many services in the region
- Surveyed public and private landfills and transfer stations
- Contract hauler rates are difficult to obtain from private landfill operators
 - Conversations with a select hauler using a lot of the landfills in the region reveal the contractor rate averages close to \$47/ton, while MCSW is charging only \$29
 - MCSW has a low minimum load and rate
 - Other minimums may be 2-4 times the minimum at MCSW
- Lower rates may accelerate the speed at which the landfill approaches capacity and must invest in new cells
 - No data on price elasticity of demand for waste disposal as costs increase

Landfill revenue trends are not sustainable

- Weighted average cost per ton is close to cash needs of Solid Waste Fund
- Rates insufficient to cover costs of capping/closing and opening a new landfill
- Relatively low rates lead to higher volume and more rapid filling of cells
- Long-term financial forecast, capital plan and rate strategy will improve MCSW finances

What level of cash should be retained in the SW fund?

- Rough estimates suggest a \$10 million cash reserve should be sufficient
- Calculations have been shared with County finance department
- Reserves
 - Can be used to meet emergency needs to avoid environmental damages
 - Provide rate stability
 - Allow MCSW to purchase capital when needed (avoid borrowing)
 - Serve as part of financial test for assurances
 - Improve bond rating to get better interest rates
 - Support temporary cash flow needs of other funds

How best to pay for closing existing landfill and opening a new landfill?

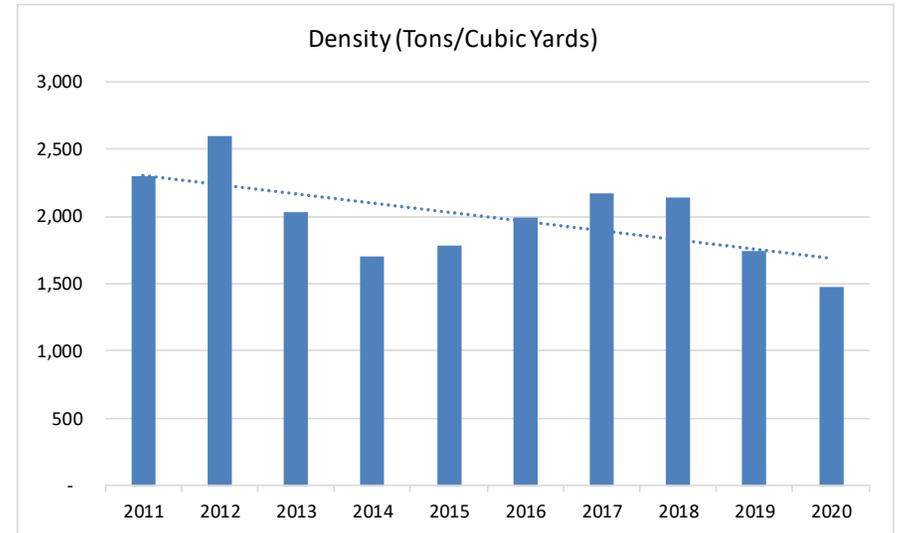
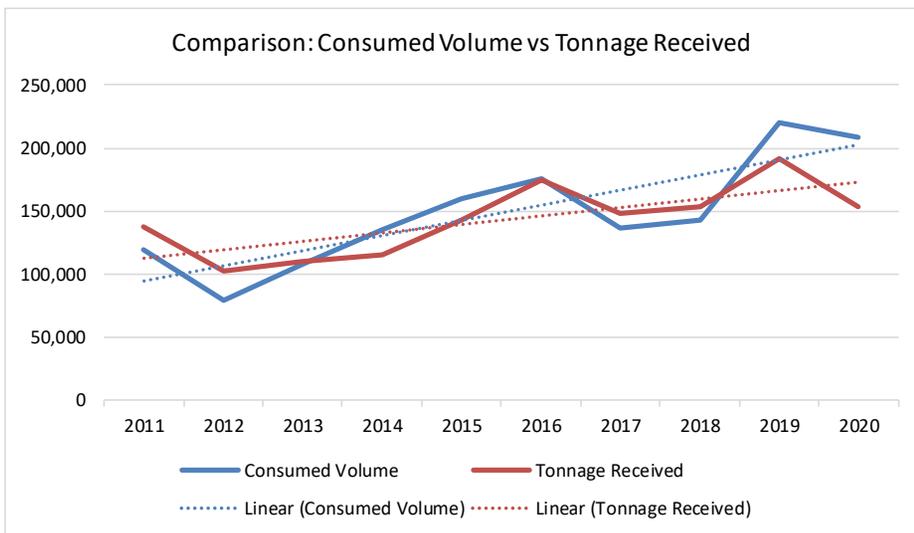
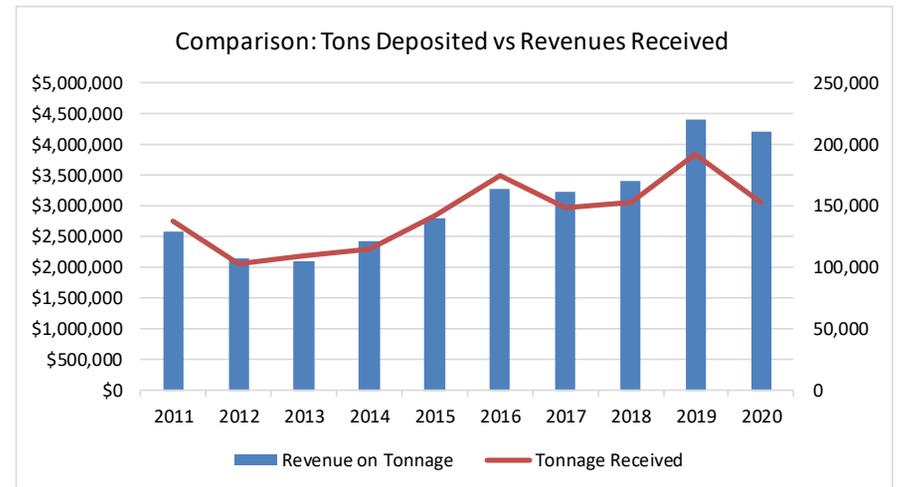
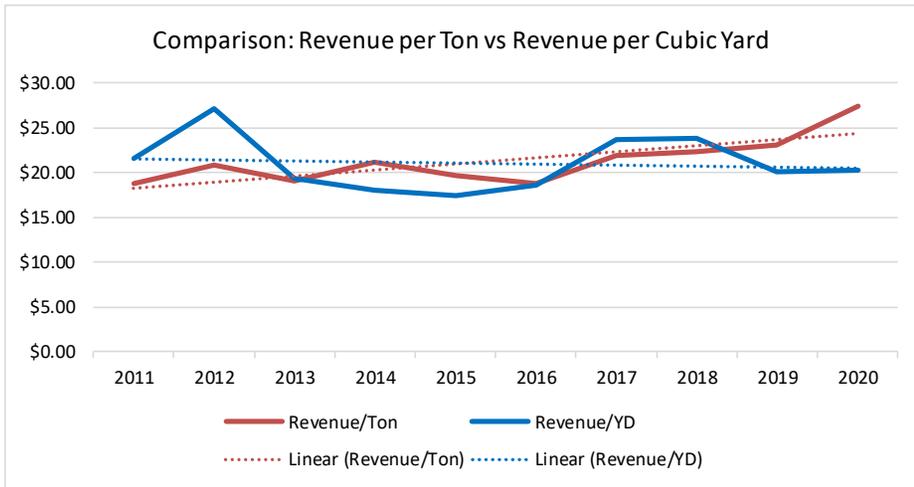
- A combination of cash and bonds, but largely bonds
- Current estimates suggest a bond issue of \$32 million should be sufficient
 - May change as new landfill design progresses and costs are more clearly defined
- Ability to utilize cash will depend on final costs and cash available, relative to target cash balance

What rates/charges are needed to meet revenue requirements?

- Evaluated several approaches to determining rates
 - Inflate current rates across the board
 - Break out costs and calculate rates required for each cost component (PCF, debt, O&M, capital, amortization of new cell), then gross up per ton rate
 - Separate handling charge to address effort required of different customer classes
 - Estimate density of different materials and determine the rates based on density
 - Density information from EPA, California's CalRecycle department, others
 - Included a discount factor to recognize policies and past practices regarding pricing
- Density approach, combined with handling charge, has the greatest validity and offers an opportunity to set pricing based on primary cost drivers: landfill capacity and meeting customer

Density

- Density of waste deposited at landfill has declined over past 10 years
 - Revenue based on weight
 - Landfill airspace limited by volume
 - Lower density loads fill the landfill faster and generating less revenue
 - Since 2011 volume has increased 6.4% annually, while tonnage has increased 1.2%
 - Density impacted by use of purchased vs. on-site daily cover materials
 - Off-site ADC is weighed and included in density calculation; on-site cover material is not
- Forecast based on trend analysis suggests tonnage could increase about 3.5% and volume increase 5.1% each year for the next five years
 - Over last 10 years revenue per ton has increased while revenue per yard has decreased
 - Establish fee schedule based primarily on density



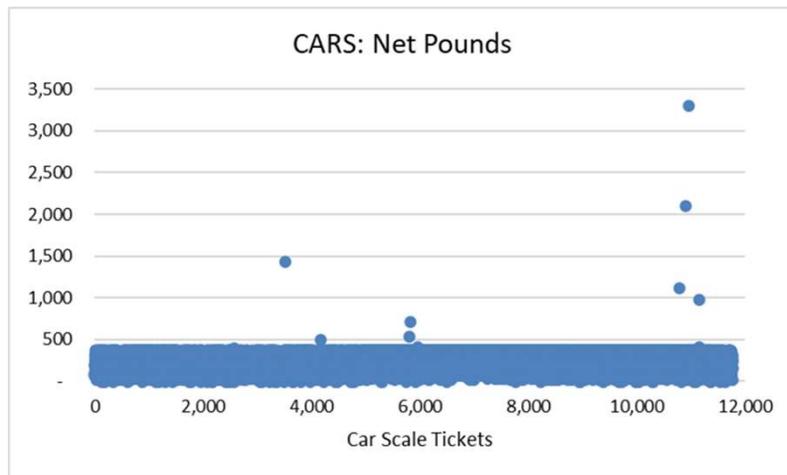
Handling Charge

- Means of allocating some costs associated with different customers or materials
- Effort required to service customers/materials varies
- Handling charge, combined with minimum weight charge, is basis for minimum charge per customer per visit

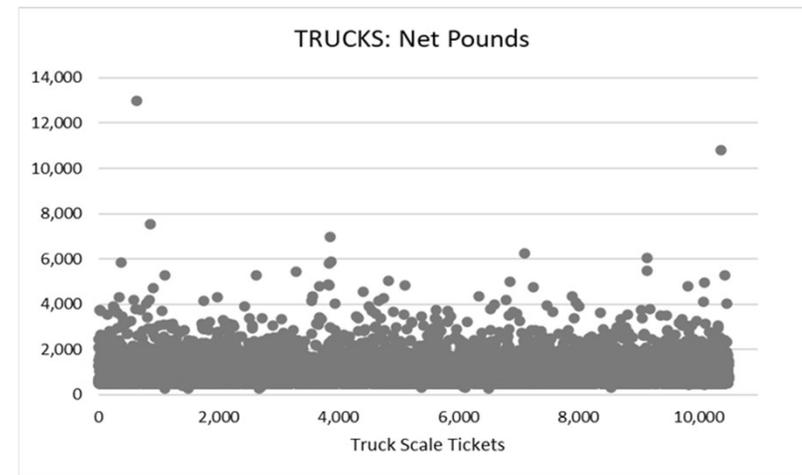
Minimum Weights

- Provide an opportunity to operate more efficiently
 - Reduce need for weighing some vehicles twice
 - Encourages customers to make fewer trips
- Mechanism to recover some of the fixed costs of processing certain customers or waste materials

Actual Car and Truck Load Weights FY 20-21



- 99.9% of car loads were under 540 lbs in 20-21
- Revenue from over minimum load cars: \$188



- 75% of truck loads were under 1080 lbs in 20-21
- 95.5% of trucks had less than 2000 lbs.

2022 Rates per Ton and Minimums

Summary Material ID	Tons Over Minimum	Relative Density	Discount/Premium	Minimum Tons	Current Rate per Ton	Calculated per Ton Rate	Suggest Rate per Ton	Current Minimum	Calculated Minimum	Suggested Minimum
ADC	5,402.35	42%	65%	-	\$ 10.00	\$ 10.88	\$ 11.00	\$ -	\$ 4.97	\$ 11.00
CAR	3.28	139%	100%	0.27	\$ 50.00	\$ 60.16	\$ 55.00	\$ 10.00	\$ 21.12	\$ 15.00
COMMDIS	1,052.30	100%	75%	1.00	\$ 18.00	\$ 30.36	\$ 29.70	\$ 9.00	\$ 32.29	\$ 29.70
COMMWEIGHT	-	0%	0%	-	\$ 12.00	\$ -	\$ -	\$ 12.00	\$ 17.41	\$ 15.00
CONTSOIL	17.89	42%	300%	1.00	\$ 48.00	\$ 50.16	\$ 50.00	\$ 50.00	\$ 54.64	\$ 50.00
DEADSTOCK	683.51	63%	200%	1.00	\$ 45.00	\$ 57.81	\$ 50.00	\$ 29.00	\$ 74.53	\$ 50.00
FOUNDRY	15,543.37	42%	20%	-	\$ 3.00	\$ 3.51	\$ 3.30	\$ -	\$ 4.97	\$ 3.30
HYDUMPTRAILER	-	100%	135%	1.00	\$ -	\$ 53.64	\$ 50.00	\$ 1.00	\$ 68.56	\$ 50.00
OVERSIZE	75.55	125%	100%	1.00	\$ 50.00	\$ 54.67	\$ 55.00	\$ 36.00	\$ 55.88	\$ 55.00
SHARPS	1.37	400%	150%	0.33	\$ 50.00	\$ 299.42	\$ 300.00	\$ 50.00	\$ 91.10	\$ 100.00
STANDARD	18,084.71	100%	100%	1.00	\$ 36.00	\$ 40.97	\$ 39.60	\$ 18.00	\$ 43.46	\$ 39.60
STANDARD-CONT	81,293.69	100%	80%	1.00	\$ 29.00	\$ 32.41	\$ 31.68	\$ 18.00	\$ 34.77	\$ 31.68
TIRESCUT	768.93	125%	100%	1.00	\$ 36.00	\$ 51.91	\$ 50.00	\$ 18.00	\$ 57.13	\$ 50.00
TRUCK	768.93	139%	100%	0.54	\$ 50.00	\$ 68.66	\$ 55.00	\$ 24.00	\$ 36.02	\$ 30.00
UNTARP	-	0%	0%	-	\$ -	\$ -	\$ -	\$ 5.00	\$ 24.87	\$ 20.00
VEST	-	0%	0%	-	\$ -	\$ -	\$ -	\$ 4.00	\$ -	\$ 4.00
WEIGHT	-	0%	0%	-	\$ -	\$ -	\$ -	\$ 8.00	\$ 11.94	\$ 10.00

- Suggested rates are generally close to calculated rates
- Approximately 10% increase in per ton rates
- Minimum charge increases vary more widely

Possible New Rates and Charges

- Nuisance loads
 - Mattress, boxsprings, sofas, boats, hot tubs, mobile homes and other items require much higher processing time by solid waste staff
 - Charges for such materials are common among surveyed transfer stations
 - Mattress/boxspring/sofa/loveseat: \$10 each
 - Oversized (boat/hot tub/etc.): \$55 minimum
 - Mobile home: \$150 minimum
- Hydraulic dump trailers
 - Greater staff effort required; frequent problems
- Customers who stay past closing
 - \$45 minimum (up to 15 minutes), plus \$45 every quarter hour after

How can scale traffic be reduced?

- Cars and trucks account for 40% of tickets
- By weighing each vehicle twice, the scale can be significantly backed up
- Goal: reduce car and truck traffic; reduce transaction time
- Solutions:
 - Increase costs to discourage smaller loads
 - Increase car minimum to 540 lbs; cars pay when they enter and do not pass over scale a second time
 - Increase truck minimum to 1080 lbs; have most trucks with small loads pass scale only once (weigh larger loads twice)
 - Periodically select random cars and smaller load trucks to pass over scale twice; record weights to ensure loads are still within the 540/1080 lbs limit
 - Use whole dollar amounts for customer classes more likely to pay with cash

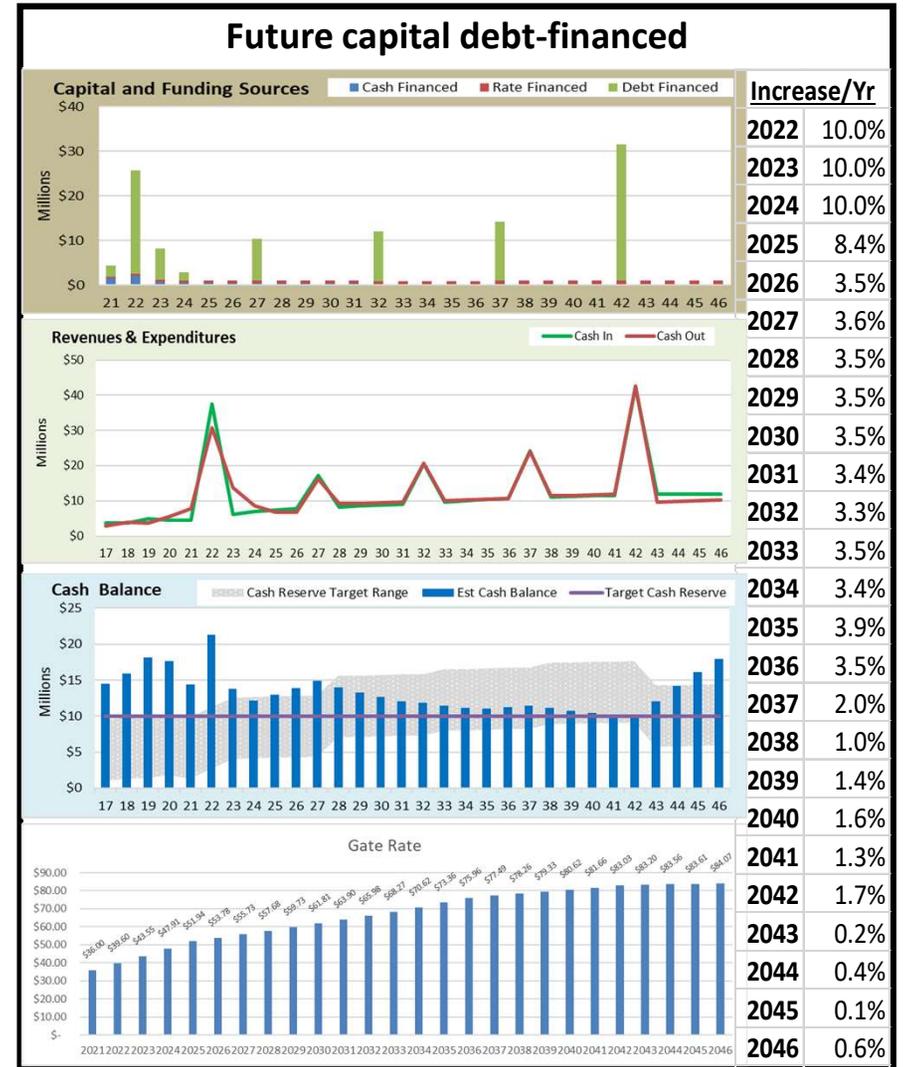
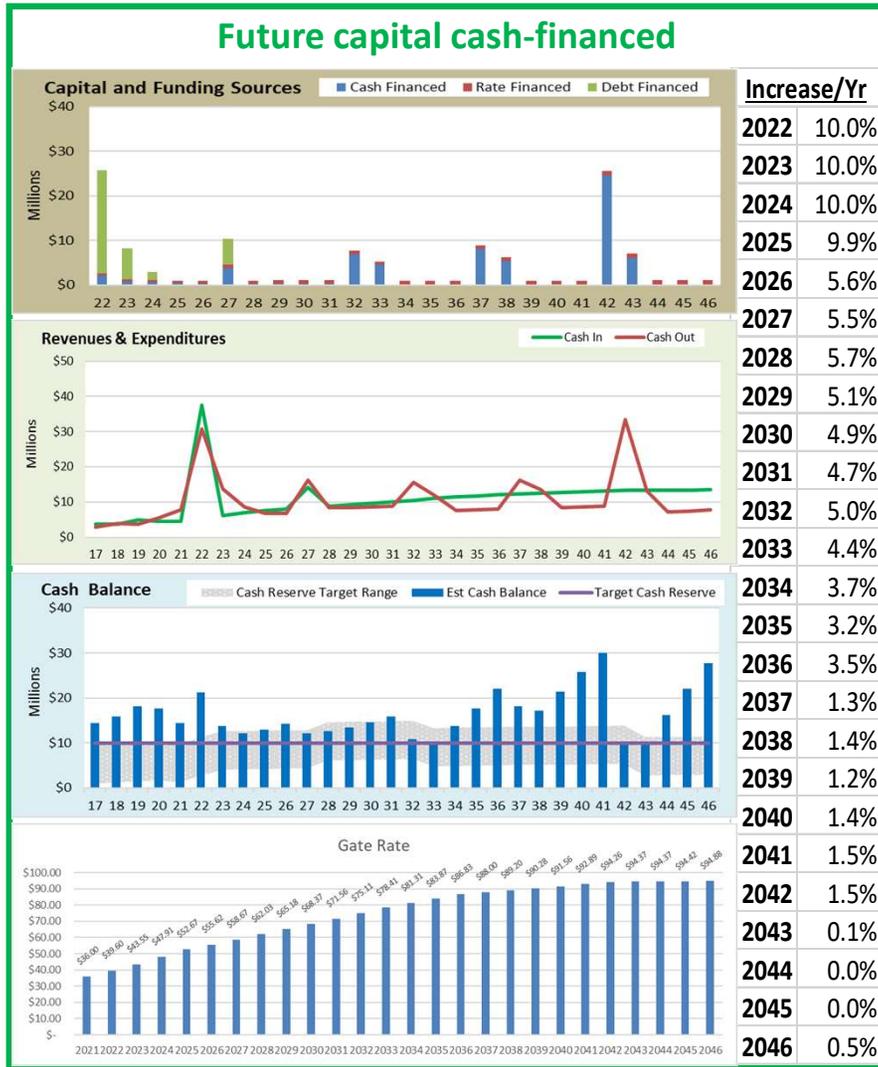
Policy Question Regarding Future Capital

- Should future capital investments, particularly cell construction and capping, be funded with cash or debt?
 - Cash financing requires building cash reserves, which requires higher rates
 - Debt financing requires added costs and administrative time
 - Term of debt limited to useful life of each cell
 - Will need to decide preferred strategy within 3-4 years
- Monitor impact of rate increases over next several years
- Develop better estimate of cost of next cell construction & capping
- Determine rate requirements to fund with cash vs. debt
- Make informed decision with best information available

		FYE 9/30:	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046
Project	Funding	LOS																									
LANDFILL EXPANSION PROJECT																											
NEW CELL CONSTRUCTION IN EXPANSION AREA (10 ACRES)	Bond	Minimum	9,980,000																								
ENGINEERING COSTS FOR EXPANSION AREA	Bond	Minimum	980,000																								
EXPANSION INFRASTRUCTURE (ROADS/TRANSFER/BUILDINGS)	Bond	Minimum	4,800,000																								
ENGINEERING EXPANSION INFRASTRUCTURE	Bond	Minimum	960,000																								
New Cell Construction CELL 2	Bond	Minimum						5,800,000																			
New Cell Construction CELL 3	Cash	Minimum										6,800,000															
New Cell Construction CELL 4	Cash	Minimum																8,000,000									
Cap & Close New Cell 1	Cash	Minimum						3,500,000																			
Cap & Close New Cell 2	Cash	Minimum											4,400,000														
Cap & Close New Cell 3	Cash	Minimum																	5,300,000								
Cap & Close New Cell 4	Cash	Minimum																						6,000,000			
New Landfill Expansion	Cash	Minimum																					15,000,000				
New Cell Construction at new landfill	Cash	Minimum																					9,500,000				
EXISTING SOLID WASTE OPERATIONS																											
CAP CELL 4/5	Bond	Minimum	4,345,000	4,345,000																							
ENGINEERING CAP CELL 4/5	Bond	Minimum	520,000	520,000																							
CAP GAP CELL	Bond	Minimum	-	1,675,000	1,675,000																						
ENGINEERING CAP GAP CELL	Bond	Minimum	-	200,000	200,000																						
INTERCEPTOR DITCH ENGINEERING(\$44,500 split with WW)	Cash	Minimum	22,250																								
INTERCEPTOR DITCH CLEANING	Cash	Minimum	100,000																								
CELL 5 LANDFILL GAS COLLECTION	Bond	Minimum	1,120,000																								
CELL 5 LANDFILL GAS COLLECTION ENGINEERING	Bond	Minimum	170,000																								
ALTERNATE DAILY COVER/MAINTENANCE	Charges	Minimum	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
REPAIR/REPLACE SITE PAVED SURFACES	Cash	Minimum	50,000																								
REPLACE FLARE	Cash	Minimum	296,000																								
PERMITTING/ENGINEERING FLARE REPLACEMENT	Cash	Minimum	36,000																								
PURCHASE OF LAND/WELL WORK (Expansion West)	Charges	Minimum	400,000	400,000	400,000	400,000																					
COMPRESSOR STATION UPGRADES	Cash	Minimum	30,000	30,000	30,000	30,000																					
INTERIM COVER CLAY (GAP CELL)	Bond	Minimum	200,000	200,000																							
ROOF SCALE BUILDING AND FACIA	Cash	Minimum	30,000																								
SCALE BUILDING HVAC REPLACEMENT	Cash	Minimum	15,000																								
EXISTING SCALE MAINTENANCE	Cash	Minimum	20,000																								
Eagle Alloy Gas Project Capital	Cash	Minimum	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000															
Recycling Capital	Cash	Minimum	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
SITE HEAVY/MOBILE EQUIPMENT																											
REBUILD/REPLACE #59 (July 2020 Acting Backup)	Cash	Minimum	-	400,000																							
REBUILD/REPLACE #55 (July 2020 Acting Primary)	Cash	Minimum	-																								
PRIMARY COMPACTOR WHEEL TIPS	Cash	Minimum	-		100,000																						
SECONDARY COMPACTOR WHEEL TIPS	Cash	Minimum	-			100,000																					
DOZER UNDERCARRIAGE	Cash	Minimum	-		50,000																						
LOADER REBUILD/REPLACE	Cash	Minimum	425,000																								
DPW TRUCK	Cash	Minimum	-			50,000																					
LANDFILL SITE TRUCK (ORDER FY2021 - SIGNIFICANT ORDER DELAY)	Cash	Minimum	60,000																								
LANDFILL SUPERVISOR CREW CAB TRUCK	Cash	Minimum	-		50,000																						
PNEUMATIC TIRES	Cash	Minimum	10,000	10,000	10,000	10,000																					
OFF ROAD DUMP TRUCK	Cash	Minimum	450,000																								
SKID STEER (AND IMPLIMENTS)	Cash	Minimum	100,000																								
40 YARD/20 YARD/ AND/OR REPAIRS	Cash	Minimum	14,000	14,000	14,000	14,000																					
GAP LITTER FENCE AND PORTABLE SCREENS (METTA TECH SOLE SOURCE)	Cash	Minimum	50,000																								
PUMP	Cash	Minimum	60,000																								
UNSPECIFIED FUTURE CAPITAL NEEDS																											
EQUIPMENT & FACILITIES UPGRADES/REPLACEMENTS (2% inflation/year)	Charges	Minimum					600,000	612,000	624,240	636,725	649,459	662,448	675,697	689,211	702,996	717,056	731,397	746,025	760,945	776,164	791,687	807,521	823,671	840,145	856,948	874,087	891,568
TOTAL			25,663,250	8,214,000	2,949,000	1,024,000	1,020,000	#####	1,044,240	1,056,725	1,069,459	1,082,448	7,695,697	5,309,211	922,996	937,056	951,397	8,966,025	6,280,945	996,164	1,011,687	1,027,521	25,543,671	7,060,145	1,076,948	1,094,087	1,111,568

Hypothetical Long-Term Capital Forecast

Examples of Future Capital Funding Strategies



How should financial assurance requirements be addressed?

- Statute requires ongoing funding of the perpetual care fund
 - \$0.75/ton of disposed waste at the landfill
- Michigan allows a portion of the assurance requirements be met by a financial test of Countywide finances
 - Reinforces the need to have sufficient cash on hand to meet cash flow needs and respond to emergencies or economic downturns
- Other financial assurance obligations can best be met with letters of credit or surety bonds
 - Surety bonds can be more costly than letters of credit
 - Bonds offer greater protection for the County
 - Bidding out bonds or negotiating with an agency may result in costs more in line with a letter of credit
- PCF bonds could free up cash, but increase operating costs for up to 50 yrs
 - At end of post-closure period, County has no cash if bonds are used
 - Millions of dollars of cash freed up if cash held in trust

Appropriate funding for sustainability services?

- Market research found many solid waste providers charge one or more environmental service fees, in addition to hauling/disposal costs
 - Community impact fees
 - Environmental assessments
- MCSW has a comprehensive rate that funds all solid waste services for communities using the landfill
- Recover costs from non-contributing municipalities
 - Allocate proportional costs based on 5-year average of participants
 - Charge municipalities for services