



Muskegon County
Public Works Board Meeting
Darrell Paige, Chairman
J. Brett Herman, Vice Chairman

January 15, 2026 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call To Order

The Board of Public Works was called to order by the Board of Commissioners Chair, Charles Nash, at 4:00 P.M.

2. Roll Call

PRESENT: Water Resources Commissioner Stephanie Barrett
Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Charles Nash
Ex-Officio Sam Janson
Ex-Officio Kim Arter

ALSO PRESENT: Mark Eisenbarth, County Administrator
Wade VandenBosch, Public Works Director
Dave Johnson, Resource Recovery Center Director
Sara Hough, Human Resources Manager
Christine Morris, Resource Recovery Center Administrative Analyst
Riley Uhrbrock, Public Works Coordinator
Angela Gasiewski, Finance Director
Ryan Norman, Web Developer
Michael Homier, Corporate Counsel

3. Election of Officers

Election of Chair

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

Commissioner Cyr nominated Commissioner Cook to be Chair of the Muskegon County Board of Public Works.

There were no other nominations.

Move to close nominations and elect Commissioner Cook as Chair of the Muskegon County Board of Public Works.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman for Commissioner Jessica Cook to be Chair

VOICE VOTE: Passed

Commissioner Jessica Cook was elected Chair of the Board of Public Works; Commissioner Cook assumed the Chair.

Chair Cook presiding.

Election of Vice Chair

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

Commissioner Hazekamp nominated Commissioner Herman to be Vice Chair of the Muskegon County Board of Public Works.

There were no other nominations.

Move to elect, by unanimous vote, Commissioner Herman as Vice-Chair of the Muskegon County Board of Public Works.

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Charles Nash

VOICE VOTE: Passed

Election of Secretary

Commissioner Herman nominated Water Resources Commissioner Barrett to be Secretary of the Muskegon County Board of Public Works.

There were no other nominations.

Move to elect, by unanimous vote, Water Resources Commissioner Barrett as Secretary of the Muskegon County Board of Public Works.

ACTION: Moved by Commissioner J. Brett Herman, supported by Commissioner Charles Nash

VOICE VOTE: Passed

Election of Deputy Secretary

Commissioner Herman nominated Ex-Officio Arter to be Deputy Secretary of the Muskegon County Board of Public Works.

There were no other nominations.

Move to elect, by unanimous vote, Ex-Officio Arter as Deputy Secretary of the Muskegon County Board of Public Works.

ACTION: Moved by Commissioner J. Brett Herman, supported by Water Resources Commissioner Stephanie Barrett

VOICE VOTE: Passed

- A. Election of Officers
 - 1. Election of Chair
 - 2. Election of Vice-Chair
 - 3. Election of Secretary
 - 4. Election Deputy Secretary

4. Approval of Agenda

ACTION: Moved by Commissioner Nash, supported by Commissioner Herman

VOICE VOTE: Passed

5. Approval of Minutes

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

- A. Move to approve the Minutes of December 4, 2025 (Pg. 3)

6. Public Comment (on an agenda item) - None

7. Items for Consideration

BPW26/01-002 (Pg. 10) **(Public Works/Wade VandenBosch)** Move to authorize Public Works to reclassify the Environmental Manager (X32701), Grade 25 to a Regional Water System Supervisor, Grade 22, reclassify the Full-Time Public Works Technician (N59501), Grade 10 to a Public Works Technician II, Grade 15, Step 4, and appoint Employee E93034224 to be the Public Works Technician II.

Wade VandenBosch explained that the Environmental Manager had retired and that a replacement employee would not have the same responsibilities, which prompted the desire to restructure the department. Some of the responsibilities have been taken on by the current full-time Public Works Technician. Commissioner Hazekamp asked about the sustainability duties listed on the Environmental Manager Job Description. Wade VandenBosch explained that those duties are listed on the job description of the Sustainability Administrator. Chair Cook asked if there were overlaps in job duties and Wade VandenBosch explained that at times there had been. Chair Cook then clarified that the motion was not requesting a new position to be made this year but rather to revise two already existing positions. Sarah Hough explained that normally these changes are completed prior to the new fiscal year, but that this proposal was viewed to be an exception due to the timing of the retirement announcement.

ACTION: Moved by Commissioner Stephanie Barrett, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

BPW26/01-003 **(Public Works/Wade VandenBosch)** Move to authorize Muskegon County, (Pg. 12) in partnership with the Muskegon Conservation District, to apply for the EGLE Recycling Infrastructure Grant, up to \$500,000.

Chair Cook asked for an elaboration on the motion. Wade VandenBosch explained that this was a little different than our usual grants. It was released to us this past November, so it hasn't given us much time to decide what to do with the grant. We are thinking of putting cardboard compactors around the county. The grant is due this month. It doesn't look like it will cost over \$500,000 and, if it does, we will come back to the board.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

BPW26/01-004 **(Public Works/Wade VandenBosch)** Move to authorize staff to apply for and accept the 2026 Tire Recycling Grant from EGLE and authorize the Board Chair to sign the grant agreement. (Pg. 28)

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

BPW26/01-005 **(Resource Recovery Center/David Johnson)** Move to approve the Second Extension of Option Agreement with Atlantis Dev Co LLC and authorize the Board Chair to sign same. (Pg. 29)

Dave Johnson provided details about Atlantic Dev Co LLC's request for a six-month extension on their purchase option for a 90 Acer parcel. The extension is necessary because of a restrictive covenant imposed on the property due to boron back in the early 2000's and Dev Co LLC is currently trying to have the restriction removed. Discussion ensued about the status

of boron levels on the property, and sale vs lease options of the land.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

BPW26/01-007 (Pg. 58) **(Resource Recovery Center/David Johnson)** Move to accept the bid of \$113,974.00 from Agilent Technologies for the purchase of a new GC/MS and the accessories required to operate it for the analysis of volatile organic compounds at the Resource Recovery Center Laboratory.

Dave Johnson let the board know this was a new piece of lab equipment to replace an old piece of equipment. It is used to look at solvents in the water. Commissioner Herman asked why the lowest bidder wasn't chosen. Dave Johnson let the board know the lowest bidder's company was unresponsive to questions about their equipment for sale.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash

NO: None

Passed 6:0

BPW26/01-008 (Pg. 60) **(Resource Recovery Center/David Johnson)** Move to increase the Resource Recovery Center's hauled grease trap waste rate from 7.3¢/gallon to 12.7¢/gallon and mixed septage and grease rate from 6.8¢/gallon to 12.7¢/gallon, effective May 1, 2026.

Dave Johnson explained that the RRC is proposing a rate increase for hauled grease trap waste and mixed septic and grease, with the new rates set to take effect in May. Dave Johnson provided background on the need for the increase, citing operational challenges and the goal of eventually enabling grease recycling. Commissioner Nash and others raised questions about the impact on the haulers and the lack of alternative disposal options.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash

NO: None

Passed 6:0

8. Informational Items

A. () Public Works Monthly Report, November Revised 2025 (Pg. 62)

B. () Resource Recovery Center Monthly Report, December 2025 (Pg. 84)

9. Unfinished Business - None

10. New Business - None

11. Public Comment - None

12. Final Board Comments

Wade VandenBosch let the board know that Steve Fink, the Department of Public Works Engineer and Projects Manager, was retiring, and his last day is tomorrow. The board thanked both Steve Fink and Rob Ribbens for their years of service. Commissioner Nash asked Dave Johnson if the RRC has a way to track the usage to see if clientele drops after May. Dave Johnson let him know that, yes, they would be keeping track of it. Commissioner Herman congratulated Chair Cook on being elected chair.

13. Adjournment

There being no further business to come before the Board of Public Works, the meeting was adjourned at 4.29 P.M.

Jessica Cook, Chair