

Muskegon County  
Board of Public Works  
January 18, 20178  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member  
LeighAnn Mikesell, Ex-officio Member

Excused:

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Mark Eisenbarth, County Administrator  
Benjamin E. Cross, Board of Commissioners Chairman  
Jonathan Wilson, Economic Development Coordinator

Chair Hughes welcomed LeighAnn Mikesell. LeighAnn Mikesell is the Director of Municipal Services for the City of Muskegon.

## **ELECTION OF OFFICERS**

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

Moved by Commissioner Wilkins, seconded by Commissioner Foster to nominate Commissioner Hughes for Chair.

There were no other nominations for Chair.

Chair Hughes closed the nominations.

Commissioner Hughes accepted the nomination for Chair.

**BPW-18-001** Moved by Commissioner Snider, seconded by Commissioner Nash to cast a unanimous ballot for Commissioner Hughes as Chair.

### **VOICE VOTE: Motion carried**

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

Commissioner Hughes assumed the Chair.

Chair Hughes presiding.

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

Moved by Chair Hughes seconded by Commissioner Wilkins to nominate Commissioner Foster for Vice Chair.

There were no other nominations for Vice Chair.

Commissioner Foster accepted the nomination for Vice Chair.

**BPW-18-002** Moved by Commissioner Snider, seconded by Commissioner Nash to cast a unanimous ballot for Commissioner Foster as Vice Chair.

### **VOICE VOTE: Motion carried**

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

Commissioner Foster assumed the position as Vice Chair.

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

Moved by Chair Hughes to nominate Drain Commissioner Moore for Secretary.

There were no other nominations for Secretary.

**BPW-18-003** Elect Drain Commissioner Moore as Secretary of the Muskegon County Board of Public Works.

### **VOICE VOTE: Motion carried**

Drain Commissioner Moore was elected by unanimous vote as Secretary of the Muskegon County Board of Public Works.

Drain Commissioner Moore assumed the position as Secretary.

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

Moved by Commissioner Mahoney to nominate Matthew Farrar for Deputy Secretary.

There were no other nominations for Deputy Secretary.

**BPW-18-004** Moved by Commissioner Mahoney, seconded by Commissioner Nash to elect Matthew Farrar for Deputy Secretary to the Muskegon County Board of Public Works.

**VOICE VOTE: Motion carried**

Matthew Farrar was elected by unanimous vote as Deputy Secretary of the Muskegon County Board of Public Works.

Matthew Farrar assumed the position as Deputy Secretary.

**BPW-18-005 APPROVAL OF THE AGENDA**

Moved by Commissioner Mahoney, seconded by Drain Commissioner Moore, to approve the agenda as presented.

**VOICE VOTE: Motion carried**

**BPW-18-006 APPROVAL OF MINUTES**

Moved by Commissioner Snider, seconded by Commissioner Nash, to approve the minutes of the Board of Public Works meeting held on December 7, 2017.

**VOICE VOTE: Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-007 Authorize to Bid Demolition of Building**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to authorize staff to bid the demolition of the former Ott-Story site office facility located in the County's Business Park North.

**VOICE VOTE: Motion carried**

**BPW-18-008 Award Phase III for Brown's Pond Dam Improvements**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to award a Phase III: Construction Management services change order for Brown's Pond dam improvements to Schultz Land & Water Consulting, Inc. for a not to exceed cost of \$3,200.00 with costs paid by the Brown's Pond Association special assessment and authorize the Board Chair to sign the professional services agreement.

Roll call:

Yes - Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Hughes

No –

**Motion carried**

**BPW-18-009 Authorize to Bid an Extension on the Wastewater's Fleet Maintenance Building**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to authorize the Purchasing Department to advertise for bids for building an extension on the Wastewater's Fleet Maintenance building.

VOICE VOTE: **Motion carried**

**BPW-18-010 Approve Easement Agreement**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the easement agreement between the Board of Public Works and White Lake Land Company, and authorize the Board Chair to sign same.

Drain Commissioner Moore asked if the only change was the property owner. Dave Johnson stated that was correct. The property was sold and the new owner wanted to renegotiate the amount.

Roll call:

Yes - Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

**Motion carried**

**BPW-18-011 Approve Timber Sale Contract**

Moved by Commissioner Snider, seconded by Commissioner Foster, to approve the timber sale contract between the Board of Public Works and Blough Hardwoods, Inc., pending presentation of the necessary general liability insurance document, and authorize the Board Chair to sign same.

Commissioner Scolnik asked how the vendor knows what trees are to be cut. Dave Johnson stated the forester has marked the trees.

VOICE VOTE: **Motion carried**

**BPW-18-012 Approve Change Order No. 1 of the Michigan's Adventure Sewer Contract**

Moved by Commissioner Mahoney, seconded by Commissioner Foster, to approve Change Order No. 1 of the Michigan's Adventure Sewer Contract, which decreases the contract cost by \$12,242.80, from \$139,860.00 to \$127,617.20, and authorize the Board Chair to sign same.

Roll call:

Yes - Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Hughes

No –

**Motion carried**

**BPW-18-013 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, December 2017.
2. Wastewater Monthly Operating Report, December 2017.
3. Muskegon County Regional Water Policy Board Minutes, December 2017(draft).

**OLD BUSINESS**

Drain Commissioner Moore asked about the building for the household hazardous waste facility (agenda item F. 1.) and how much area the new building would take up. Drain Commissioner Moore expressed her concern with setting a tone for what may follow. Chair Hughes stated the building would sit on the existing slab and the site currently has the roads in place. Matthew Farrar stated they have not discussed land splitting and have no intention of splitting the property to leave future options open. Matthew Farrar stated they have met with Laketon Township, Dalton Township, City of North Muskegon and Fruitland Township and they all were supportive. Matthew Farrar explained the building is mobile and can be moved in the future if necessary.

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

Matthew Farrar welcomed LeighAnn Mikesell and thanked Jerry Bartoszek for his timed served on the Board of Public Works.

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:14 p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
February 15, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner [arrived at 4:03p.m.]  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member

Excused: Charles Nash, Muskegon County Commissioner  
Brenda Moore, Drain Commissioner  
LeighAnn Mikesell, Ex-officio Member

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Mark Eisenbarth, County Administrator  
Beth Dick, Assistant Administrator & Finance Director  
Benjamin E. Cross, Board of Commissioners Chairman

**BPW-18-014 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-015 APPROVAL OF MINUTES**

Moved by Commissioner Hughes, seconded by Commissioner Snider, to approve the minutes of the Board of Public Works meeting held on January 18, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

Tony Barnes, Dalton Township Supervisor, addressed the Board regarding agenda item F.1. Tony Barnes informed the Board that the decision of the court affirmed the defendant and asked the Board for their consideration of the motion.

**ITEMS FOR CONSIDERATION:**

**BPW-18-016 Solicit Proposals for Energy Efficient Lighting**

Moved by Commissioner Hughes, seconded by Commissioner Scolnik, to authorize request for proposals from lighting contractors and Consumers Energy Small Business Energy Efficiency Trade Allies to convert the Solid Waste Facility lighting to LED.

VOICE VOTE: **Motion carried**

**BPW-18-017 Authorize Operating Hour Changes for Special Projects**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to authorize landfill operating hour changes in 2018 for special projects with the requestor paying all added costs after or before normal business hours.

Commissioner Mahoney asked how much additional material we received from Rothbury. Matthew Farrar stated he didn't have the exact tonnage and would provide that to the Board.

VOICE VOTE: **Motion carried**

**BPW-18-018 Approve the 2018 Free Dump Day Program**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the waiver of tipping fees for the Free Dump Day Program in 2018.

VOICE VOTE: **Motion carried**

**BPW-18-019 Approve Landfill Gas Expansion Project Change Orders 1 & 2**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve Change Order 1 and Change Order 2 for the landfill gas expansion project completed by Landfill Drilling and Piping Specialists, lowering the total authorized from \$119,853 to \$113,199.05.

Roll call:

Yes - Engle, Mahoney, Scolnik, Snider, Wilkins, Hughes, Foster

No –

Excused – Moore, Nash

**Motion carried**

**BPW-18-020 Renew the Litter Cleanup Services Contract**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to forgo the purchasing process and to renew the litter cleanup services contract with Field Technology Services, per the proposal dated January 29, 2018, and authorize the Chair to sign the proposal.

Roll call:

Yes - Mahoney, Scolnik, Snider, Wilkins, Engle, Hughes, Foster

No –

Excused – Moore, Nash

**Motion carried**

**BPW-18-021 Solicit Bids for a Protective Coating**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize the Purchasing Department to seek bids for the application of a protective coating inside the manholes of the Northern Interceptor.

VOICE VOTE: **Motion carried**

**BPW-18-022 Solicit Bids for the Installation of Three (3) Irrigation Wells**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to authorize the Purchasing Department to request bids for the installation of three irrigation wells to provide Erdman Holdings with irrigation water during a two-year study in which the Whitehall purge wells would be turned off to determine the environmental impact to Silver Creek.

Commissioner Scolnik asked when this is done in 2030 if Erdman would own the wells. Dave Johnson stated that was correct. Chair Foster asked if this would save money. Dave Johnson stated the long term goal is to end the purge wells. Dave Johnson explained to do this they have a closure plan the MDEQ will need to approve. Dave Johnson stated under the sale contract we are obligated to provide Erdman with water until 2030. Erdman Holdings has agreed to allow us to turn off the northwest wells as long as we continue to provide them with irrigation water. Commissioner Scolnik asked the cost to operate the purge wells. Dave Johnson stated it was a little over \$100,000 per year but that could go up due to aging infrastructure.

VOICE VOTE: **Motion carried**

**BPW-18-023 Solicit Bids for Sale of Alfalfa**

Moved by Commissioner Wilkins, seconded by Commissioner Snider, to authorize the Purchasing Department to seek bids for the sale of the alfalfa in fields 3, 4, 14, 20, 44, 47, and 51.

VOICE VOTE: **Motion carried**

**BPW-18-024 Accept Low Quote for the Replacement of the Failing Culvert**

Moved by Commissioner Hughes, seconded by Commissioner Snider, to waive the formal RFB process and accept the low quote of \$35,021.34 from Kamminga and Roodvoets, Inc., for the replacement of the failing culvert at Wastewater.

Commissioner Scolnik stated he contacted Ken Hulka at the Road Commission and Ken Hulka stated the job was complicated and he worried about the liability. Dave Johnson stated he also spoke to the Road Commission and received the same response. Dave Johnson stated the culvert goes over a 66" line that takes water from the storage lagoons to irrigation pumps.

Roll call:

Yes - Wilkins, Engle, Mahoney, Scolnik, Snider, Hughes, Foster

No –

Excused – Moore, Nash

**Motion carried**

**BPW-18-025 Informational Items:**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney that the following informational items were received and placed on file:

1. Public Works Monthly Operations Report, January 2018.
2. Wastewater Monthly Operating Report, January 2018.
3. Muskegon County Regional Water Policy Board Minutes, January 2018.
4. Muskegon Municipal Wastewater Management Committee Minutes, Jan. 2018 (draft).
5. Fairgrounds 2017 Report and Year End (10/31/17) Statement.
6. Governor's Proposal to Help Renew Michigan's Environment.
7. Governor's Recycling Council and Solid Waste & Sustainability Advisory Panel Report/FAQ.

VOICE VOTE: **Motion carried**

**OLD BUSINESS**

**Regional Water System – System Maintenance Fees**

**BPW-18-025** Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to move the tabled item from December back onto the floor.

Commissioner Engle asked that it be explained. Matthew Farrar stated the motion was passed by the Water Policy Board that addressed the hydrant fees paid by three communities and not paid by another. The water account paid legal fees for the three but not the other and what this will do will balance things out.

**BPW-17-150** Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to return the System Maintenance Fees paid by Dalton, Fruitland and Laketon Townships in 2014, 2015 and 2016 to the respective townships; after all legal fees paid out of the pooled account on behalf of the above townships in regards to their lawsuit against Muskegon Township have been subtracted from the total of fees paid; and that the remaining balance of the fees paid be distributed 60.07% to Laketon Township, 36.01% to Dalton Township and 3.92% to Fruitland Township, with such funds being placed in the sub-accounts established from section 4d, of the Amended and Restated Muskegon County Regional Water System Management Contract.

### **Regional Water System – System Maintenance Fees - Continued**

Kim Arter stated she agreed with Tony Barnes and we need to get this over with and move on. Kim Arter asked that the County either write checks to the three townships or place the money in a separate account for accounting/auditing purposes. Matthew Farrar stated we will work with Laketon Township.

Commissioner Snider asked Matthew Farrar if this motion contemplates reimbursing the legal fees for Muskegon Township. Matthew Farrar stated it does not.

Roll call:

Yes - Scolnik, Snider, Wilkins, Engle, Mahoney, Hughes, Foster

No –

Excused – Moore, Nash

**Motion carried**

### **NEW BUSINESS**

None

### **PUBLIC COMMENT ON A NEW ITEM**

None

### **ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:15p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
March 8, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member

Excused: Marvin Engle, Muskegon County Commissioner  
LeighAnn Mikesell, Ex-officio Member

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Susan Franklin, Corporate Counsel  
Mark Eisenbarth, County Administrator  
Beth Dick, Assistant Administrator & Finance Director  
Benjamin E. Cross, Board of Commissioners Chairman  
Jonathan Wilson, Economic Development Coordinator  
Christine Morris, Wastewater Administrative Secretary

**BPW-18-026 APPROVAL OF THE AGENDA**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the amended agenda by removing item E.3.

VOICE VOTE: **Motion carried**

**BPW-18-027 APPROVAL OF MINUTES**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on February 15, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-028 Accept Tire Grant**

Moved by Commissioner Nash, seconded by Commissioner Snider, to accept the funding in the amount of up to \$38,000.00 from the Michigan Department of Environmental Quality to cover the tire collection expenses; authorize the Chair of the Board of Public Works to sign the grant agreement and Environmental Rubber Recycling scrap tire hauler agreement; and authorize the Solid Waste fund to cover any fees in excess of the \$38,000 grant funding.

Matthew Farrar informed the Board an additional event in Casnovia Township was added this year.

Roll call:

Yes - Scolnik, Snider, Wilkins, Mahoney, Moore, Nash, Hughes, Foster

No –

Excused – Engle

**Motion carried**

**BPW-18-029 Designate Excess Bond Proceeds**

Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to designate the excess bond proceeds from the 2006 bond issue, refunded in 2015, to the Channel Crossing project anticipated to be completed within 3 years.

Roll call:

Yes - Wilkins, Mahoney, Moore, Nash, Scolnik, Snider, Hughes, Foster

No –

Excused – Engle

**Motion carried**

**BPW-18-030 Award Distribution Channel Screen Addition & RI Pump Station Screen Replacement / RFB 18-2284**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to accept the low bid from Grand River Construction for Distribution Channel Screen Addition and RI Pump Station Screen Replacement for a total of \$1,722,000.00.

Roll call:

Yes - Nash, Scolnik, Snider, Wilkins, Mahoney, Moore, Hughes, Foster

No –

Excused – Engle

**Motion carried**

**BPW-18-031 Award Used Skid Steer/RFB 18-2288**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to accept the low bid from MacAllister Machinery Co. Inc., for the used skid steer and rotary cutter for a total of \$24,006.53.

Roll call:

Yes - Moore, Nash, Scolnik, Snider, Wilkins, Mahoney, Hughes, Foster

No –

Excused – Engle

**Motion carried**

Commissioner Scolnik asked the year of the unit. Dave Johnson later stated it was a 2013.

**BPW-18-032 Adopt Sewer Use Ordinance**

Moved by Commissioner Mahoney, seconded by Commissioner Hughes, to adopt Muskegon County Wastewater Management System Sewer Use Ordinance, an Ordinance to Control and Regulate Discharges, Revision #5, pending no objections from public comment.

Dave Johnson talked about the two modifications to the ordinance. Dave Johnson stated final approval is given by the MDEQ.

Roll call:

Yes - Snider, Wilkins, Mahoney, Moore, Nash, Scolnik, Hughes, Foster

No –

Excused – Engle

**Motion carried**

**BPW-18-033 Waive Finance Charges**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to waive \$629.64 in finance charges on the account of Septic Works.

Dave Johnson credited Christine Morris for being proactive on collections of past due accounts. Christine Morris stated she works with the customers to find solutions to bring their past due balances current.

Vice Chair Foster asked if companies complete a credit application and a credit limit is then established. Vice Chair Foster stated by doing this we would have recourse on the company's credit rating. Dave Johnson stated we have not done this as of yet. Dave Johnson stated they have checked credit references on some accounts.

Roll call:

Yes - Snider, Wilkins, Mahoney, Moore, Nash, Scolnik, Hughes, Foster

No –

Excused – Engle

**Motion carried**

**BPW-18-034 Informational Items:**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney that the following informational items were received and placed on file:

1. Public Works Monthly Operations Report, February 2018.
2. Wastewater Monthly Operating Report, February 2018.
3. Muskegon County Regional Water Policy Board Minutes, February 2018.
4. Fairgrounds 2018 Calendar of Events
5. Fair Association Proposed Projects for 2018
6. Fair Association January 2018 Profit & Loss Statement

**OLD BUSINESS**

Drain Commissioner Moore asked if the Fair Board and County were in good standings with Sullivan Township regarding the Fairgrounds. Matthew Farrar stated we are. Matthew Farrar stated he has attended several Sullivan Township meetings and is keeping up with inspections.

Commissioner Scolnik asked about the spike in the proceeds for landfill gas. Matthew Farrar stated both companies are using as much gas as they can.

Commissioner Nash asked about the leak at the compressor station. Matthew Farrar stated he would look into it and send the information to the Board.

Matthew Farrar informed the Board he heard the Wolf Lake ruling would be issued a week from Friday.

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

None

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:25p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
April 12, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

**ROLL**

Present:       Marvin Engle, Muskegon County Commissioner  
                  Gary Foster, Muskegon County Commissioner  
                  Susie Hughes, Muskegon County Commissioner  
                  Ken Mahoney, Muskegon County Commissioner  
                  Brenda Moore, Muskegon County Drain Commissioner  
                  Charles Nash, Muskegon County Commissioner  
                  I. John Snider II, Muskegon County Commissioner  
                  Rillastine Wilkins, Muskegon County Commissioner  
                  Kim Arter, Ex-officio Member  
                  LeighAnn Mikesell, Ex-officio Member

Excused:       Robert Scolnik, Muskegon County Commissioner

**Staff**

Present:       Dave Johnson, Wastewater Director  
                  Matthew Farrar, Public Works Director  
                  Tina Nash, Public Works Coordinator  
                  Doug Hughes, Corporate Counsel  
                  Mark Eisenbarth, County Administrator  
                  Christine Morris, Wastewater Administrative Secretary

**BPW-18-035    APPROVAL OF THE AGENDA**

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

**VOICE VOTE: Motion carried**

**BPW-18-036 APPROVAL OF MINUTES**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on March 8, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-037 Write Off System Maintenance Fees Balance**

Moved by Commissioner Engle, seconded by Commissioner Snider, to direct staff to write off the \$450,100 Muskegon Township balance related to system maintenance fees in the Regional Water system accounts receivable.

Matthew Farrar explained this is for accounting purposes only. The Accounting Department placed the uncollected fees in a line item called doubtful accounts and action needs to be made by this Board to write the amount off.

VOICE VOTE: **Motion carried**

**BPW-18-038 Upgrade Solid Waste GPS**

Moved by Commissioner Nash, seconded by Commissioner Foster, to approve Solid Waste GPS upgrade per Carlson Software Quotation dated February 7, 2018.

VOICE VOTE: **Motion carried**

**BPW-18-039 Disposal Rate for Zephyr Site Cleanup**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize a disposal rate of \$31.05 per ton for the Zephyr Site cleanup soils as outlined in the Waste Disposal Quotation.

Drain Commissioner Moore requested consideration for special rates also be given for future cleanup sites.

VOICE VOTE: **Motion carried**

**BPW-18-040 Authorize Disbursement of Funds to the West Michigan Regional Water Authority**

Moved by Commissioner Snider, seconded by Commissioner Nash, to approve the attached resolution to authorize the disbursement of the available funds in Water Supply Fund 8711 to the West Michigan Regional Water Authority to be used for its intended purposes.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Snider, Wilkins, Foster, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-041 Sale of Wastewater Assets**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize the sale of Wastewater assets listed above following the County's Surplus Disposal Policy & Procedure but with the option of selling the ag equipment at sales/auctions specializing in such.

VOICE VOTE: **Motion carried**

**BPW-18-042 Bid Architectural Services for Lab**

Moved by Commissioner Nash, seconded by Commissioner Snider, to authorize the Purchasing Department to advertise for bids for architectural services for the oversight of the design and bidding of the Wastewater laboratory renovation.

VOICE VOTE: **Motion carried**

**BPW-18-043 Award Farm Chemicals**

Moved by Commissioner Engle, seconded by Commissioner Snider, to award the Agriculture Fertilizers & Chemicals bid as presented in the above summary.

Roll call:

Yes – Nash, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-044 Award Sale of Alfalfa**

Moved by Commissioner Nash, seconded by Commissioner Engle, to award the Sale of Alfalfa bid as summarized in the above table.

VOICE VOTE: **Motion carried**

**BPW-18-045 Award Grain Center Renovation**

Moved by Commissioner Nash, seconded by Commissioner Wilkins, to accept the bid from RW Mercer Company for Grain Center Upgrade for a total of \$904,675.56.

Commissioner Snider questioned the budgeted amount versus the bid amount. Dave Johnson explained that \$650,000.00 was budgeted for this year and an additional \$250,000.00 was budgeted for next year for a total budgeted amount of \$900,000.00, bringing the bid amount in line with the total budgeted amount.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Snider, Wilkins, Foster, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-046 Award Irrigation Rigs**

Moved by Commissioner Nash, seconded by Commissioner Engle, to accept the bid from Zirk Welding for Center Pivot Irrigation System for a total of \$462,200.00.

Roll call:

Yes – Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-047 Fund Administrative Analyst Position**

Moved by Commissioner Snider, seconded by Commissioner Nash, to reinstate funding for the position of Administrative Analyst FT (X04002) with a pay grade of NX-00220 (\$22.089 – \$27.8368/hr) in the Wastewater Department, effective April 29, 2018.

Roll call:

Yes – Moore, Nash, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-048 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, March 2018.
2. Wastewater Monthly Operating Report, March 2018.
3. Muskegon County Regional Water Policy Board Minutes (Draft), March 2018.

**OLD BUSINESS**

**Renaming Solid Waste and Wastewater Property**

Chair Hughes opened the discussion by stating the difficulties attracting businesses to the Wastewater property due to the name. Chair Hughes stated the Wastewater is a clean water system and needs a name which reflects that. A few Board members offered suggestions. Chair Hughes asked the Board to submit their ideas to her or Dave Johnson. Chair Hughes stated this would be for both Solid Waste and the Wastewater. Drain Commissioner Moore suggested an email be sent to County employees or contact marketing students for their ideas. Commissioner Engle stated it is important that the name encompass a broad enough field.

Matthew Farrar informed the Board the Department of Public Works would be monitoring and maintaining Wolf Lake.

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

None

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:31p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
May 10, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member  
LeighAnn Mikesell, Ex-officio Member

Excused: Robert Scolnik, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Mark Eisenbarth, County Administrator  
Beth Dick, Assistant Administrator & Finance Director  
Ted Costigan, Wastewater System Farm Manager

**BPW-18-049 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-050 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on April 12, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

Dan Veltema addressed the Board regarding the letter of appeal submitted by Spring Brook. Dan Veltema asked if his company would be allowed to bid on future projects. Chair Hughes stated they would be. Dan Veltema asked if Spring Brook's bid would be accepted if they were low. Commissioner Nash explained there are various factors that are considered when awarding a bid. The commissioners suggested Mr. Veltema contact Dave Johnson and address the issues.

**ITEMS FOR CONSIDERATION:**

**BPW-18-051 Solicit Bids for a Land Roller**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize the Purchasing Department to advertise for bids for a new land roller to be used at the Wastewater Farm.

Commissioner Engle suggested the farm manager compare past crop productions to future crop productions and report back to the Board.

VOICE VOTE: **Motion carried**

**BPW-18-052 Approve Agreement with Michigan Economic Development Corporation to Accept Grant**

Moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve an agreement with the Michigan Economic Development Corporation to accept a \$2,500,000 grant to be used for the construction of a proposed lift station and 20-mile long force main (contingent on obtaining a signed agreement between the City of Coopersville, FairLife, LLC and the County of Muskegon).

Drain Commissioner Moore asked if there is a required dollar match to this grant. Dave Johnson stated there is not.

Roll call:

Yes – Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-053 Approve Lease Option Agreement with TerraNavigator, LLC**

Moved by Commissioner Engle, seconded by Commissioner Nash, to approve the Lease Option Agreement and the terms of the proposed Lease Agreement between the County and TerraNavigator, LLC for 21 acres of the 76.36 acre parcel with an address of 500 Agard Road, PPN 61-07-922-011-0001-00, located south of the established Muskegon Business Park North for the development, construction, operation and maintenance of a solar project.

Roll call:

Yes – Mahoney, Moore, Nash, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-054 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, April 2018
2. Wastewater Monthly Operating Report, April 2018
3. Spring Brook Letter of Appeal

Commissioner Snider asked Dave Johnson to reach out to Spring Brook to address their concerns. Dave Johnson stated he would.

**OLD BUSINESS**

**Tradewind Energy Update**

Dave Johnson introduced Travis Narum and James Tervo. Travis Narum, Project Manager of the proposed Muskegon County Solar Project on Wastewater property, stated they are in discussions to sell the power. Travis Narum stated environmental studies are being conducted, field cultural work will be done in the next month or so, and a phase II environmental analysis will be completed. Travis Narum informed the Board that Moorland Township permitted the project last year and an application has been submitted to extend the project. They are projecting somewhere around 2020 to 2021 when the project could be built. Travis Narum spoke on what drives the pricing on solar projects and how technology continues to improve.

Commissioner Foster invited both Travis Narum and James Tervo to the Moorland Township Board meeting that evening at 7:00p.m. to provide an update on the project.

**NEW BUSINESS**

**BPW-18-055 United Way's 100<sup>th</sup> Anniversary**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve a resolution recognizing the United Way's 100<sup>th</sup> Anniversary.

VOICE VOTE: **Motion carried**

Commissioner Mahoney stated the celebration will start at 5:00p.m.

Drain Commissioner Moore informed the Board the bond for Kuis is 20 years not 10 years. Drain Commissioner Moore stated she would inform Chair Cross and the finance staff. Drain Commissioner Moore asked commissioners not to circulate what was sent, she will be updating it with the correct information.

Chair Hughes expressed her concerns to Dave Johnson with the cells out at Wastewater. Dave Johnson stated they are having difficulties keeping the aerators in cell 4 de-ragged. Cell 4 has become anaerobic and therefore they are no longer putting hauled waste in there. Dave Johnson stated all of the hauled waste is going into cell 2 at this time. Dave Johnson stated once the bar screens are installed it should help a great deal with the rag problem. Chair Hughes stated the lagoons also look bad.

Chair Hughes stated the new road that was put in off the back of the east lagoon is nice but very narrow. Chair Hughes asked Dave Johnson if they are going to install some sort of railing. Dave Johnson stated he would take a look at it.

Chair Hughes asked Ted Costigan, Wastewater System Farm Manager, if they have started to cut the alfalfa. Ted Costigan stated they expect to start at the end of the month.

Drain Commissioner Moore asked about a pond going in on the south side of M46 near Maple Island. Matthew Farrar stated they do have their soil erosion and sedimentation control permit. Drain Commissioner Moore asked if they also needed a wetlands permit. Matthew Farrar stated he would follow up on this.

Matthew Farrar informed the Board that the Deremo Park project has started.

Matthew Farrar introduced interns Danielle Affholter and Natalie Drier. They will be working with Jonathan Wilson over the next few months.

**PUBLIC COMMENT ON A NEW ITEM**

None

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:33p.m.

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Gary Foster, Vice Chair

Muskegon County  
Board of Public Works  
June 14, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Charles Nash, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member  
LeighAnn Mikesell, Ex-officio Member

Excused: Susie Hughes, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Robert Scolnik, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Benjamin E. Cross, Board of Commissioners Chairman  
Beth Dick, Assistant Administrator & Finance Director  
Robert Lukens, Community Development Director

**BPW-18-056 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-057 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on May 10, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-058 Award Landfill Groundwater Monitoring and Reporting Services**

Moved by Commissioner Engle, seconded by Commissioner Nash, to award Landfill Groundwater Monitoring and Reporting Services to Engineering and Environmental Solution, LLC per RFP 18-2291.

Roll call:

Yes – Mahoney, Nash, Snider, Wilkins, Engle, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-059 Approve Cell No. 2 Improvements – Change Order No. 6**

Moved by Commissioner Mahoney, seconded by Commissioner Engle, to approve Change Order No. 6 of the Cell No. 2 Improvements Contract with Grand River Construction, which lowers the contract price by \$65,126.20, from \$5,475,102.25 to \$5,409,976.05, and authorize Board Chair to sign same.

Roll call:

Yes – Snider, Wilkins, Engle, Mahoney, Nash, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-060 Award Cell No. 3 Improvements**

Moved by Commissioner Engle, seconded by Commissioner Nash, to accept the bid from Triangle Associates for Cell No. 3 Improvements for a total of \$2,027,000.00.

Roll call:

Yes – Wilkins, Engle, Mahoney, Nash, Snider, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-061 Approve Grain Center Upgrade – Change Order No. 1**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve Change Order No.1 of the Grain Center Upgrade Contract with R.W. Mercer Company, which increases the contract price by \$65,535.83, from \$904,675.56 to \$970,211.39, and authorize Board Chair to sign same.

Roll call:

Yes – Nash, Snider, Wilkins, Engle, Mahoney, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-062 Award Northern Interceptor Manhole Rehabilitation**

Moved by Commissioner Engle, seconded by Commissioner Snider, to accept the bid from Plummer's Environmental Services for Northern Interceptor Manhole Rehabilitation for a total of \$71,577.00.

Roll call:

Yes – Snider, Wilkins, Engle, Mahoney, Nash, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-063 Award Install Three Irrigation Wells**

Moved by Commissioner Engle, seconded by Commissioner Nash, to accept the bid from Katz Well Drilling, Inc., for Install Three Irrigation Wells for a total of \$120,588.60.

Roll call:

Yes – Mahoney, Nash, Snider, Wilkins, Engle, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-064 Extend Engineering Services Contract**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to extend the 2012 contract for engineering services with Prein&Newhof for one additional year.

Roll call:

Yes – Wilkins, Engle, Mahoney, Nash, Snider, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-065 Award Fleet Maintenance Building Expansion**

Moved by Commissioner Engle, seconded by Commissioner Snider, to accept the bid from Grand River Construction for Maintenance Building Addition for a total of \$1,051,000.00.

Roll call:

Yes – Nash, Snider, Wilkins, Engle, Mahoney, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-066 Engineering Services for the Renovation of the Lab**

Moved by Commissioner Engle, seconded by Commissioner Nash, to authorize Prein&Newhof to perform engineering services for the renovation of the Wastewater's laboratory at a cost not to exceed \$79,400.00.

Dave Johnson stated they did not receive any bids on this. The Purchasing office staff contacted some of the vendors and the vendors stated they were too busy to consider bidding on it. Dave Johnson stated he reached out to Prein&Newhof and they agreed to do it.

Roll call:

Yes –Mahoney, Nash, Snider, Wilkins, Engle, Foster

No –

Excused – Hughes, Moore, Scolnik

**Motion carried**

**BPW-18-067 Informational Items:**

Moved by Commissioner Engle, seconded by Commissioner Wilkins that the following informational items were received and placed on file:

1. Public Works Monthly Operations Report, May 2018
2. Wastewater Monthly Operating Report, May 2018

VOICE VOTE: **Motion carried**

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

Commissioner Engle made a comment regarding the Opioid litigation voted on at Tuesday's Full Board meeting. Commissioner Engle stated his concern that the focus was on those who made the opioids and not on the people who acted improperly and used them.

Commissioner Wilkins mentioned the 2018 Muskegon Heights Festival parade on Saturday, June 16, 2018. Commissioner Wilkins stated a Trolley has been reserved.

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:10p.m.

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Gary Foster, Vice Chair

Muskegon County  
Board of Public Works  
July 19, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member  
LeighAnn Mikesell, Ex-officio Member

Excused: Robert Scolnik, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator  
Jonathan Wilson, Economic Development Manager  
Steve Fink, Public Works Engineer & Projects Manager  
Eric Imbault, Environmental Compliance Officer

**BPW-18-068 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-069 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the minutes of the Board of Public Works meeting held on June 14, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-070 Authorize Purchase of New Truck**

Moved by Commissioner Engle, seconded by Commissioner Nash, to authorize procurement of a new Public Works truck utilizing MiDeal, transfer the 2008 Public Works truck to the Facilities Management Department, and to modify the Solid Waste budget accordingly.

Roll call:

Yes –Mahoney, Moore, Nash, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused – Scolnik

**Motion carried**

**BPW-18-071 Approve Easement Agreement with Tradewind Energy**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the easement agreement with Muskegon County Solar Project, LLC to grant them right of access to their connection line and authorize the Board Chair to sign same.

Dave Johnson explained Tradewind needs to be able to connect to the high voltage transmission line which is north of apple and this easement will allow them to connect their project south of Apple Ave.

Drain Commissioner Moore stated there is a drain easement in this area and would like it acknowledged in the agreement. Drain Commissioner Moore stated some of her concerns with the agreement. Chair Hughes requested Jonathon Wilson address those concerns.

Dave Johnson stated there is no power purchase agreement (PPA) in place at this time so he is not able to provide a timeline on this project. Jonathan Wilson stated Tradewind has projected an operation date of December 2019. Jonathan Wilson stated Tradewind will not execute the option to purchase without a PPA.

Doug Hughes stated he would try to address the Drain Commissioner Moore's concerns in the agreement; however both parties would have to agree.

**BPW-18-071 Approve Easement Agreement with Tradewind Energy Continued ...**

Roll call:

Yes – Nash, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

Excused – Scolnik

**Motion carried**

**BPW-18-072 Approve Purchase Option Agreement with Tradewind Energy**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the agreement, subject to approval by the Muskegon Municipal Wastewater Management Committee, with Muskegon County Solar Project, LLC, which specifies a purchase option fee for \$2,000.00 to acquire approximately five acres of Wastewater property at \$2,500.00 per acre for the Point of Interconnection of their proposed solar farm and authorize the Board Chair to sign same.

Commissioner Snider expressed this is an extremely valuable piece of property and wants to be sure the best use is made of it.

Discussion ensued regarding the lease agreement.

Commissioner Nash asked what the five acres would be used for. Dave Johnson stated the company prefers to own the substations.

Drain Commissioner Moore questioned if the option fee would go towards the purchase. Dave Johnson stated only if they purchase within a certain time. Drain Commissioner Moore asked if the \$2,500 is comparable to the value of the land. Dave Johnson stated for tillable acreage the value would be higher. Drain Commissioner Moore informed the Board the drain easement was established so long ago it won't be found in a title search and hopes it is disclosed. Jonathan Wilson asked Drain Commissioner Moore for documentation of the easement. Drain Commissioner Moore stated she would send it.

Commissioner Nash asked what recourse we have if the project doesn't happen. Dave Johnson stated that would be addressed in the sale agreement, this is only the option to buy it. Jonathan Wilson stated there were opt out clauses for both parties in the lease option. Discussion ensued regarding the five year option and length of the lease.

Roll call:

Yes – Wilkins, Foster, Engle, Mahoney, Moore, Nash, Snider, Hughes

No –

Excused – Scolnik

**Motion carried**

**BPW-18-073 Fruitport Township Sewer System Expansion**

Moved by Commissioner Engle, seconded by Commissioner Snider, to authorize the use of \$116,671.00 of Wastewater funds for the proposed expansion of the Fruitport Township sewer system under Interstate I-96 and along Mount Garfield Road and Dangl Road.

**No action was taken on this item.**

Dave Johnson explained this vote was contingent upon the vote of the User Group. Dave Johnson stated the User Group met and voted not to use Wastewater funds.

Discussion ensued regarding the proposal and comments/concerns the User Group had.

**BPW-18-074 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, June 2018
2. Wastewater Monthly Operating Report, June 2018
3. Muskegon County Regional Water Policy Board Minutes, June 2018 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, June 2018 (draft)

**VOICE VOTE: Motion carried**

**OLD BUSINESS**

None

**NEW BUSINESS**

Dave Johnson introduced Eric Imbault, Environmental Compliance Officer for the Wastewater System and heads the pretreatment program and oversees the hauled waste program. Dave Johnson informed the Board that Eric Imbault was given the 2018 IPP Professional of the Year Award by Michigan Water Environment Association at their annual conference. Eric Imbault spoke of his various job duties and thanked the Board. The Board members congratulated Eric Imbault.

Dave Johnson informed the Board that the Wastewater System received the 2017 Waterfowl Workgroup Outstanding Partner Award at the annual Wastewater Hunters Committee meeting. Nick Kalejs from the State Game Area presented the award. Dave Johnson stated it has been a great partnership.

Drain Commissioner Moore stated she is on the MDEQ permits list and received a copy of the solar project permit submitted by Tradewind. Drain Commissioner Moore expressed her concern with the location of the solar panels to the drain and also how the solar panels would affect the flow through marsh in that area.

Commissioner Foster informed the Board the Wastewater Hunters Committee is attempting to put together a two day Liberty Hunt at the Wastewater for kids. Commissioner Foster stated if anyone knew of a single parent with a child who would like to participate in the hunt to contact Steve Barnard at Wastewater. Chair Hughes confirmed it was archery deer.

Kim Arter informed the Board of the Berry Junction Trail ribbon cutting on Friday at 11AM. The Board members expressed their appreciation to everyone who worked on and contributed to make this project happen.

**PUBLIC COMMENT ON A NEW ITEM**

Administrator Eisenbarth congratulated Eric Imbault and stated he has done a great job at Wastewater. Administrator Eisenbarth informed the Board he will be out of the office over the next couple of weeks and if they needed assistance to contact Beth Dick.

Commissioner Snider recognized the pretreatment program at the Wastewater System. Commissioner Snider stated it has been very effective and has a long history of an excellent operation. Dave Johnson informed the Board their IPP is the oldest in the State of Michigan.

**ADJOURN**

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

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
August 16, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

**MINUTES**

**CALL TO ORDER**

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

**ROLL**

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
LeighAnn Mikesell, Ex-officio Member  
Kim Arter, Ex-officio Member

**Excused:**

**Staff**

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Zaneta Adams, with Williams|Hughes, PLLC, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator

**BPW-18-075 APPROVAL OF MINUTES**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve the minutes of the Board of Public Works meeting held on July 19, 2018.

**VOICE VOTE: Motion carried**

**BPW-18-076 APPROVAL OF THE AGENDA**

Moved by Commissioner Mahoney, seconded by Commissioner Foster, to approve the agenda as presented.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**PRESENTATIONS**

Matthew Farrar presented the proposed Solid Waste Management System's and the Regional Water System's fiscal year 2019 overall budgets (Attached). Matthew Farrar informed the Board the proposed budget for the Regional Water System assumes the recommended rate increase to the users of the system by the Water System Policy Board and the rate consultant. The Regional Water System budget also includes an anticipated rate increase by the City of Muskegon. Matthew Farrar informed the Board that the Water System Policy Board recommended we refund bonds that are callable this October which will help close the deficit gap. Matthew Farrar stated he would provide the Board with a breakdown of what the "other expenses" were.

Dave Johnson presented the proposed Wastewater Management System's fiscal year 2019 budget. Dave Johnson spoke about capital improvement projects (Attached). Dave Johnson compared a 5 year Capital Improvement Plan to a 10 year Capital Improvement Plan. There was discussion regarding bonding verses not bonding the projects, the impact on cash reserves and timing/prioritizing of projects. Dave Johnson informed the Board the proposed budget presented includes a 3.25% increase to the sewer service charge. Drain Commissioner Moore asked Dave Johnson if the Wastewater User Group has approved the increase. Dave Johnson stated the Wastewater User Group will vote on this next Thursday. Dave Johnson thanked Matthew Farrar for helping him with the presentation.

**ITEMS FOR CONSIDERATION:**

**BPW-18-077 Award Air Permitting and Reporting Services (RFP 18-2306)**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to award Air Permitting and Reporting Services to Air Quality Specialist, Inc. per RFP 18-2306 and authorize the Chair to sign a professional services agreement.

Roll call:

Yes – Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

**Motion carried**

**BPW-18-078 Award the Contract for Engineering Services (RFP 18-2307)**

Moved by Commissioner Engle, seconded by Commissioner Foster, to award the contract for engineering services for the "Channel Crossing" water main project (RFP 18-2307) to Johnson & Anderson Inc. for an amount not-to-exceed \$519,253.00 and authorize the Chair to sign the contract.

Roll call:

Yes – Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Hughes

No –

**Motion carried**

**BPW-18-079 Approve Second Amendment to Structure Lease Agreement**

Moved by Commissioner Engle, seconded by Commissioner Snider, to approve the Second Amendment to Structure Lease Agreement between the County and, New Cingular Wireless, dba AT&T Mobility Corporation, and authorize the Chair to sign the amendment.

Matthew Farrar explained this is a revenue contract with a 15 year rent guarantee. Kim Arter informed the Board this was recommended by the Water System Policy Board.

VOICE VOTE: **Motion carried**

**BPW-18-080 Approve the Acknowledgement and Consent of Modifications at the Water Tower in Fruitport Township**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the acknowledgement and consent of modifications as outlined in the plans dated April 20, 2018 contingent on the City of Norton Shores approval and authorize the Chair to sign the agreement.

VOICE VOTE: **Motion carried**

**BPW-18-081 Award Hydraulic Wing Folding Superroller**

Moved by Commissioner Engle, seconded by Commissioner Snider, to accept the low bid from Thelen Ag Products, Inc., for Hydraulic Wing Folding Superroller for a total of \$36,450.00.

Dave Johnson explained this will be used for both the alfalfa and soybean fields to improve crop production.

Roll call:

Yes – Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

**Motion carried**

**BPW-18-082 Sell Wastewater Asset**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize the Wastewater Department to sell its used Thermo Scientific AquaKem 200 discrete analyzer.

VOICE VOTE: **Motion carried**

**BPW-18-083 Request to Bid for SCADA Upgrade**

Moved by Commissioner Foster, seconded by Commissioner Engle, to authorize the Purchasing Department to advertise for bids for the overhaul of the SCADA system at C Station and the replacement and programming of the PLCs at each lift station.

Chair Hughes asked if the selected company would do the maintenance also. Dave Johnson stated they would.

VOICE VOTE: **Motion carried**

**BPW-18-084 Approve 2018 Wastewater Hunting & Trapping Rules and Authorize Hunts**

Moved by Commissioner Foster, seconded by Commissioner Engle, to adopt the attached 2018 Wastewater Hunting and Trapping Rules and authorize the DNR waterfowl hunt, spring youth turkey hunt, and 2018 Liberty Hunt (archery only) for youth.

VOICE VOTE: **Motion carried**

**BPW-18-085 Approval to Submit Application to the MDEQ for 2018/19 Scrap Tire Cleanup Grant**

Moved by Commissioner Wilkins, seconded by Commissioner Foster, to authorize the Department of Public Works to submit an application to the Michigan Department of Environmental Quality 2018/19 Scrap Tire Cleanup Grant Program and authorize the use of Solid Waste funds to pay for scheduled tire collection events in 2019.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Hughes

No –

**Motion carried**

**BPW-18-086 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, July 2018
2. Wastewater Monthly Operating Report, July 2018
3. Muskegon County Regional Water Policy Board Minutes, July 2018 (draft)
4. Muskegon Municipal Wastewater Management Committee Minutes, July 2018 (draft)

VOICE VOTE: **Motion carried**

**OLD BUSINESS**

Commissioner Nash asked Matthew Farrar if he was concerned that the awarded bid amount from Air Quality Specialist, Inc. for the air permitting and reporting services was so low. Matthew Farrar stated he was not and that it was a good company.

**NEW BUSINESS**

Commissioner Scolnik questioned the use of Roundup at the Wastewater Farm due to the lawsuit. Dave Johnson stated they do use Roundup.

Commissioner Scolnik asked Dave Johnson what the Wastewater does with the soybeans they grow and if the tariffs put on soybeans affects them. Dave Johnson stated they sell the soybeans and they have contracts in place.

Chair Hughes asked Dave Johnson if there were any repercussions to the lagoon due to the situation with Cell 4. Dave Johnson stated there were not.

**PUBLIC COMMENT ON A NEW ITEM**

Chair Hughes introduced Daniel Nutt, Supervisor of Moorland Township. Chair Hughes stated Mooreland Township has concerns with the damage being done to the roads and if there is another route that could be used. Discussion ensued.

Supervisor Nutt expressed his concern with the damage the farmers are doing to the roads in Moorland Township when entering and exiting the Wastewater. Chair Hughes asked Dave Johnson to meet with Supervisor Nutt to see if there may be a solution.

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 5:09p.m.

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Susie Hughes, Chair



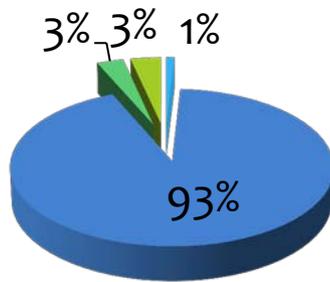
# Requested FY2019 Budget

**Solid Waste Management**

**Regional Water System**

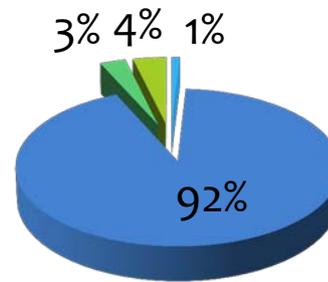
# Solid Waste Management Revenue Sources

## Fiscal Year 2018



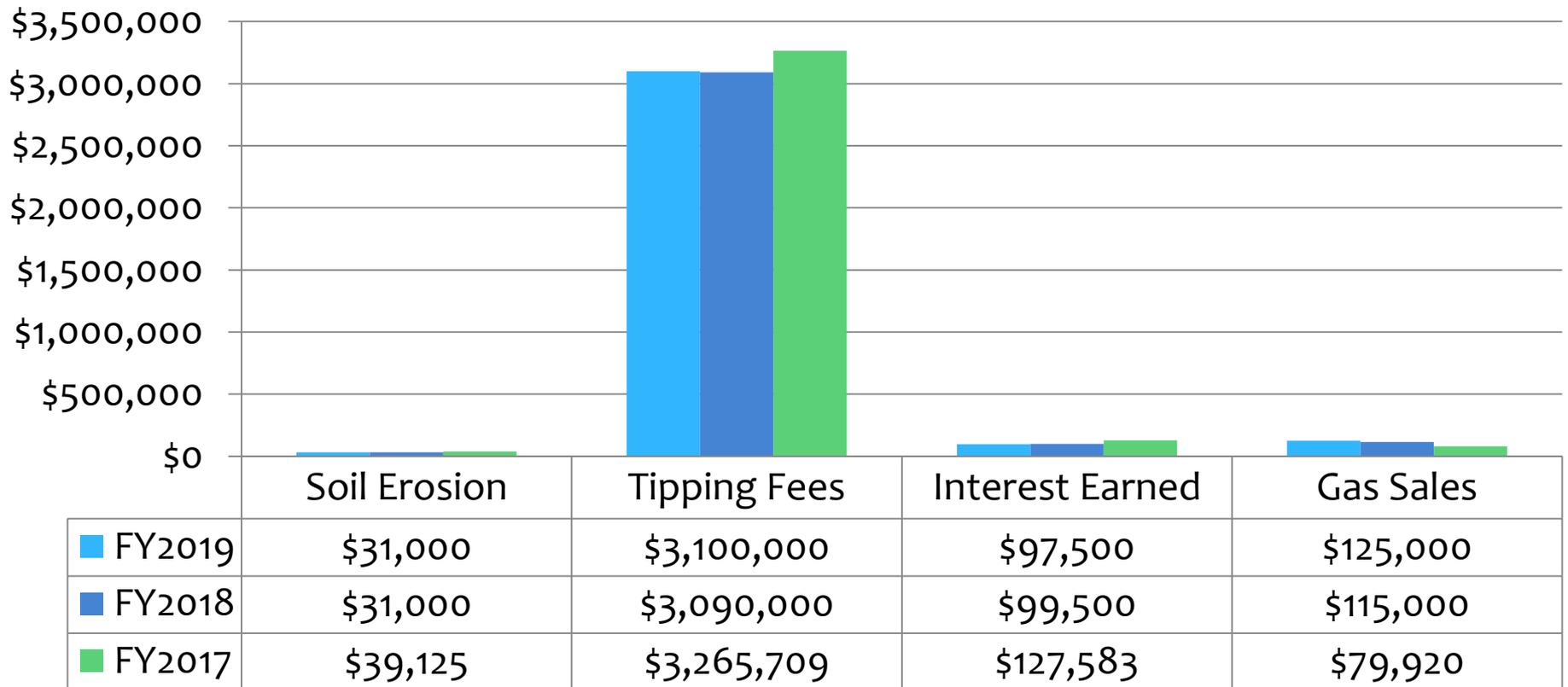
- Soil Erosion
- Tipping Fees
- Interest Earned
- Gas Sales

## Fiscal Year 2019

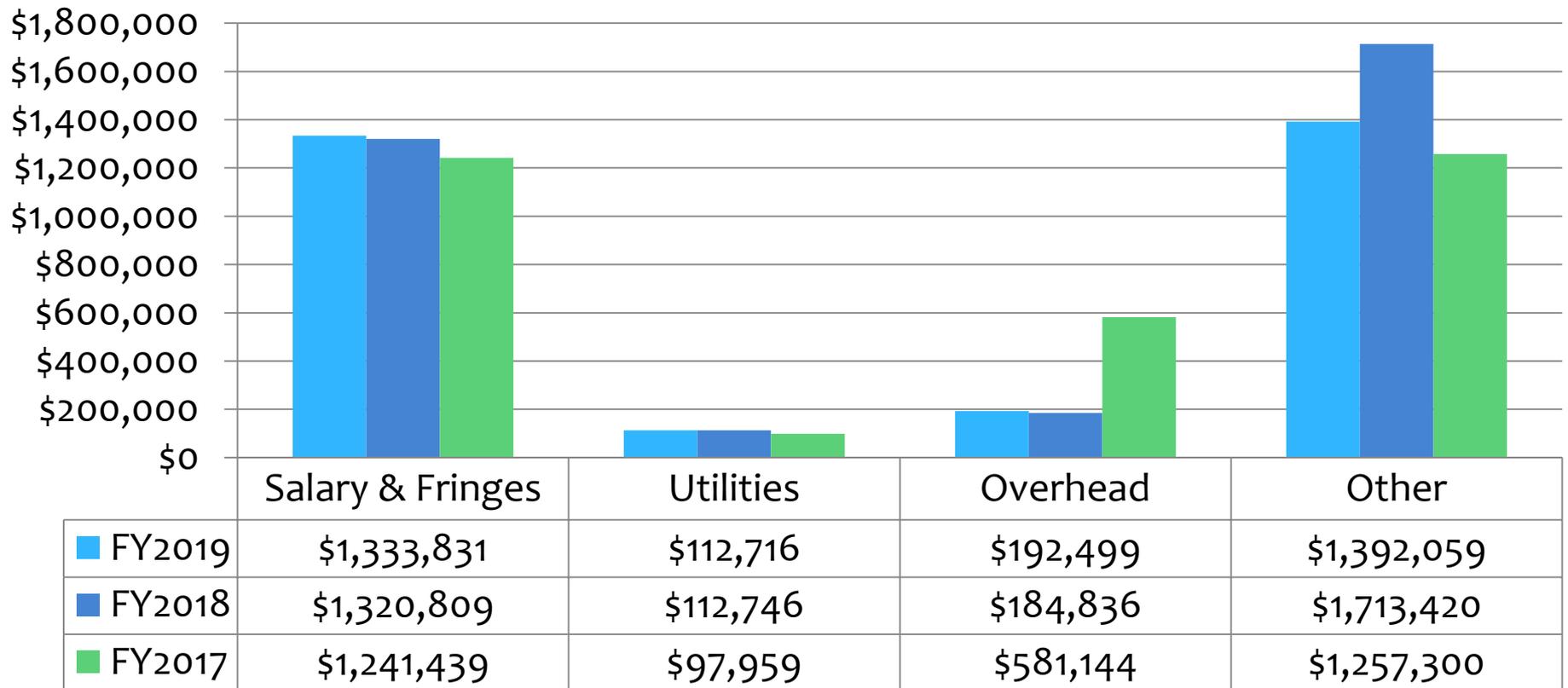


- Soil Erosion
- Tipping Fees
- Interest Earned
- Gas Sales

# Solid Waste Management Revenue



# Solid Waste Management Expenses

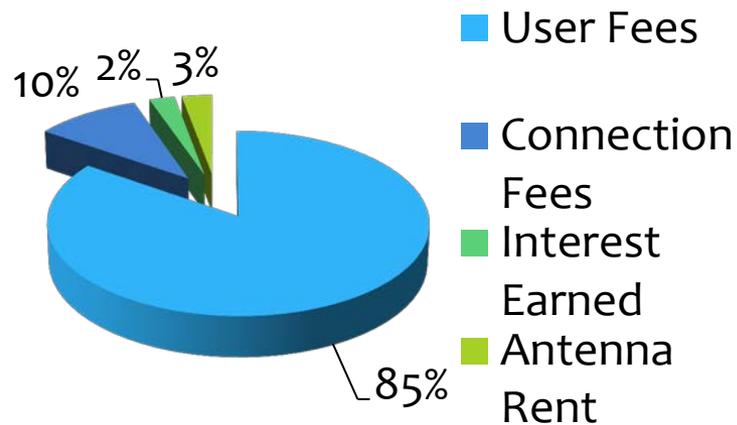


# Solid Waste Management FY2019 Capital Improvements

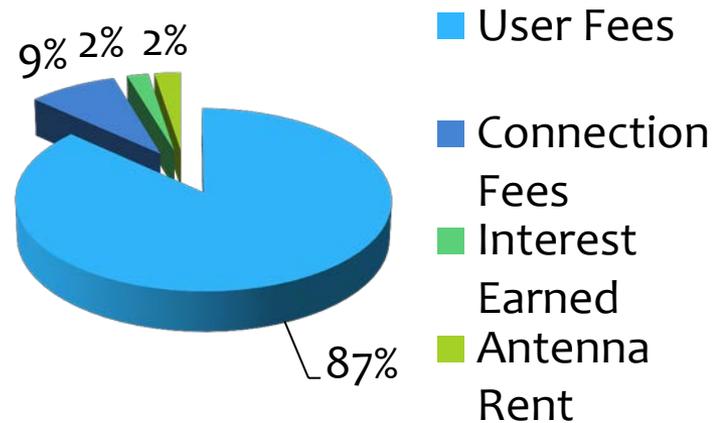
- \* Cap Cell 2/3 - \$1,737,500
- \* Purchase Land - \$200,000
- \* Flare Modification - \$200,000
- \* Alternate Daily Cover - \$100,000
- \* HHW Relocation - \$100,000
- \* Hydrocarbon Compressor - \$100,000
- \* Heat/Wash Conversion One Shop Bay - \$50,000
- \* Mobile Litter Fence - \$30,000
- \* Solid Rubber Tires for Loader - \$40,000
- \* Pneumatic Tires - \$6,000
- \* 40 Yard/20 Yard/ Closed Top Containers - \$10,000
- \* Upgrade Reporting from Compressor Station - \$10,000
- \* Permanent Litter Fence - \$30,000
- \* Primary Compactor Wheel Tips - \$75,000

# Regional Water System Revenue Sources

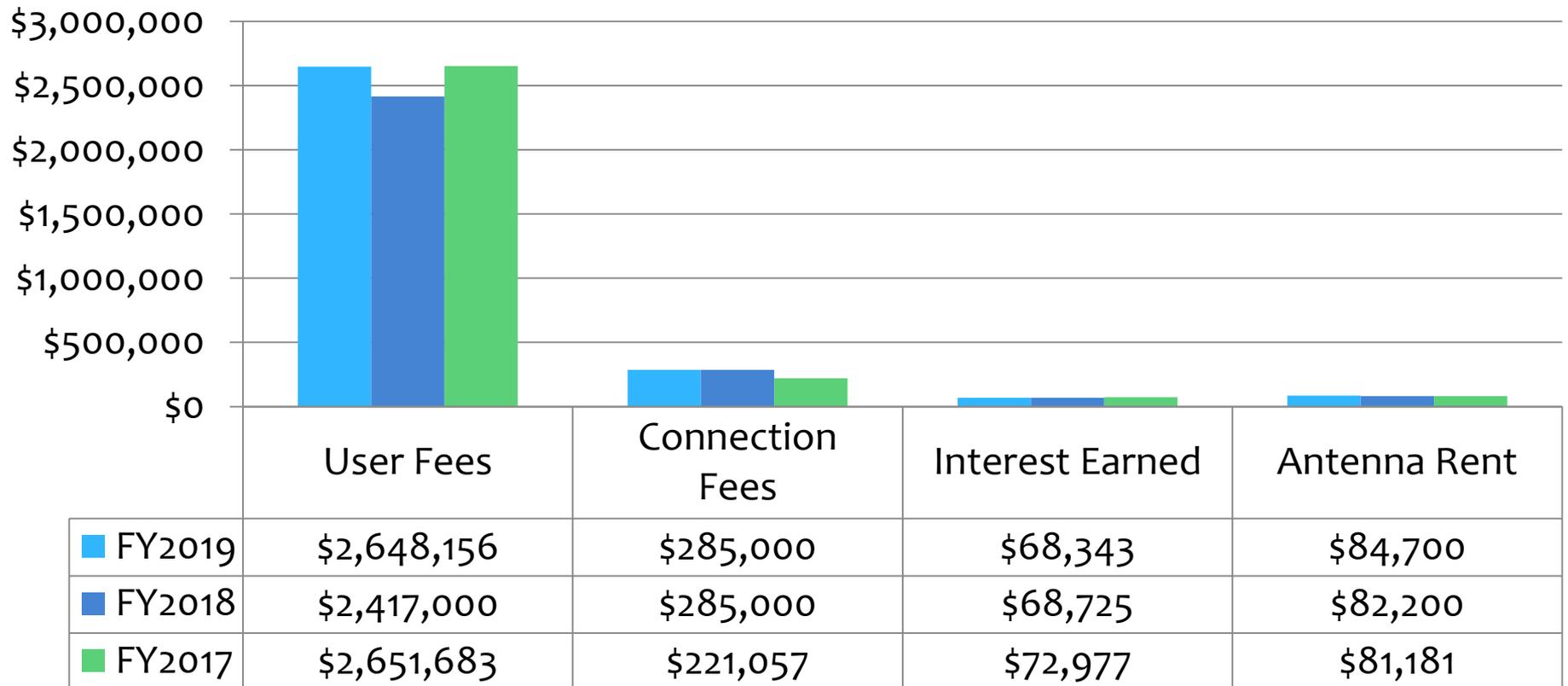
## Fiscal Year 2018



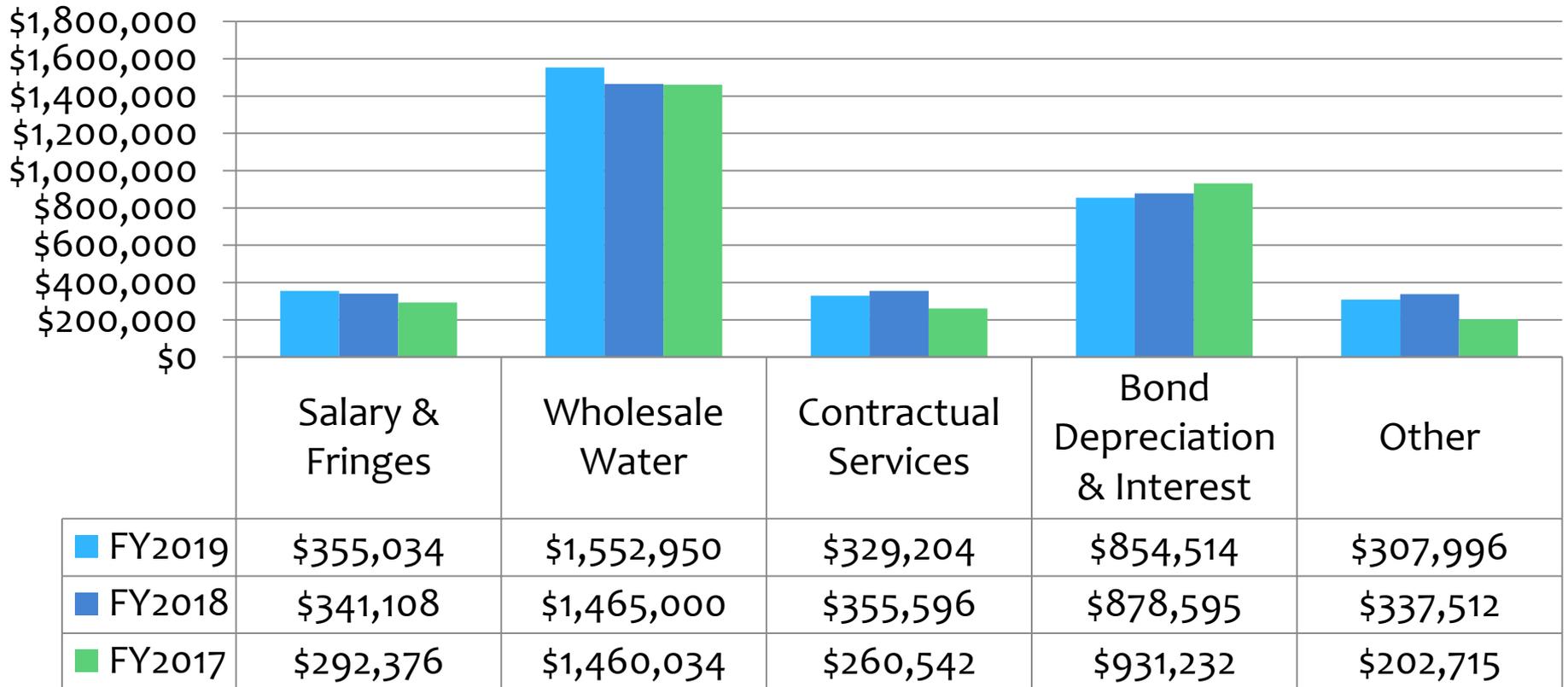
## Fiscal Year 2019



# Regional Water System Revenue



# Regional Water System Expenses



# Wastewater 2019 Proposed Budget

# 5 Year CIP

Project Description	Fiscal Year:	2019	2020	2021	2022	2023
Electronic Systems		20000	20000	20000	20000	20000
Monitoring Well Replacements		20000	20000	20000	20000	20000
Vehicle Replacement		90000	90000	90000	90000	90000
Ag Equipment Roll-Over Program		150000	300000	300000	300000	300000
Northern Interceptor Manhole Rehabilitation		290000	300000	310000	310000	320000
Irrigation Rig Replacements		640000	660000	680000	700000	720000
SCADA System Improvements		1600000	-	-	-	-
Cell 3 Improvements		1750000	-	-	-	-
Rapid Infiltration System Improvements		2060000	-	-	-	-
Culvert S Replacement		30000	-	-	-	-
Shop Hoist		30000	-	-	-	-
Fertigation Pumps and Nurse Tanks		60000	-	-	-	-
Used Off-Road Truck		140000	-	-	-	-
No-Till Drill		270000	-	-	-	-
Self-Propelled Sprayer		480000	-	-	-	-
Site Paving - Cell Access Roads		500000	-	-	-	-
Muskegon Twp to Pump Station A Gravity Sewer Replacement		2420000	-	-	-	-
Pump Station A to C Force Main Replacement		5650000	-	-	-	-
Site Paving - Cell West Ramp		-	90000	-	-	-
Herbicide Center Improvements		-	170000	-	-	-
Interception Ditch Cleaning		-	180000	-	-	-
Site Paving - Admin Building Parking Lot		-	190000	-	-	-

# 5 Year CIP, continued

Project Description	Fiscal Year:	2019	2020	2021	2022	2023
Admin Building Improvements - Lift Station and Plumbing		-	220000	-	-	-
Swanson Rd Improvements		-	280000	-	-	-
Pump Station A Improvements		-	990000	-	-	-
South Irrigation Pump Station Improvements		-	2930000	-	-	-
Cell 1 Improvements		-	7540000	-	-	-
Pump Station D Gravity Sewer Replacement		-	-	210000	-	-
Old Pump Station D Force Main Abandonment		-	-	230000	-	-
Ferric Chloride Feed System Improvements		-	-	300000	-	-
Pump Station D Improvements		-	-	420000	-	-
Pump Station L Improvements		-	-	780000	-	-
Irrigation Pump Station No. 3 Improvements		-	-	1550000	-	-
Pump Station J Force Main Replacement		-	-	1660000	-	-
Pump Station W and Whitehall Twp Force Main Replacement		-	-	3080000	-	-
Pump Station J Improvements		-	-	3090000	-	-
Field 30 Underdrain Trunk Sewer Replacement		-	-	-	20000	-
Site Paving - Outfall and Hydroelectric Plant Access Roads		-	-	-	180000	-
Outlet Lagoon Improvements		-	-	-	520000	-
Influent Sampling Improvements		-	-	TBD	-	-
Laketon Pump Station Improvements		-	-	-	910000	-
Pump Station Q to C Force Main Replacement - Part I		-	-	-	1490000	-
Irrigation Force Main Improvements		-	-	-	1970000	-
Cell 4 Improvements		-	-	-	3810000	-
Pump Station Q to C Force Main Replacement - Part II		-	-	-	-	12660000
Totals:		\$ 16,200,000	\$ 13,980,000	\$ 12,740,000	\$ 10,340,000	\$ 14,130,000

**Total capital spending  
for the next five years:**

**\$67.4M**

# Financial Impact of 5 yr. CIP

Year	Capital	Bonds	O & M	Total Exp	Revenue	Net	"Cash"
18	\$8,237,500	\$5,531,246	\$9,048,499	\$22,817,245	\$18,812,195	-\$4,005,050	\$8,728,580
19	\$16,200,000	\$5,491,302	\$9,131,592	\$30,822,894	\$19,032,719	-\$11,790,175	-\$3,061,595
20	\$13,980,000	\$5,452,239	\$9,330,103	\$28,762,342	\$19,612,219	-\$9,150,123	-\$12,211,718
21	\$12,740,000	\$5,401,952	\$9,656,657	\$27,798,609	\$20,199,329	-\$7,599,279	-\$19,810,997
22	\$10,340,000	\$5,360,958	\$9,994,640	\$25,695,598	\$20,814,814	-\$4,880,784	-\$24,691,781
23	<u>\$14,130,000</u>	<u>\$5,312,671</u>	<u>\$10,344,452</u>	<u>\$29,787,123</u>	<u>\$21,443,008</u>	<u>-\$8,344,115</u>	<u>-\$33,035,895</u>
Total	\$75,627,500	\$32,550,368	\$57,505,942	\$165,683,810	\$119,914,285	-\$45,769,525	<b>-\$33,035,895</b>

# 10 Year CIP

Description	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Electronic Systems	-	-	-	-	-	-	-	-	-	-
Monitoring Well Replacements	-	10,000	10,000	10,000		10,000	10,000	10,000	10,000	10,000
Vehicle Replacement	-	42,500	85,000	42,500	42,500	85,000	85,000	42,500	85,000	85,000
Ag Equipment Roll-Over Program	-	-	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000
Northern Interceptor Manhole Rehabilitation	-	-	100,000	-	500,000					
Irrigation Rig Replacements	-	287,000	588,420	304,480	312,000	429,000	452,000	-	-	-
Grain Center Improvements	-	-	-	-	-	-	-	-	-	-
Culvert Q Replacement	-	-	-	-	-	-	-	-	-	-
Culvert F Replacement	-	-	-	-	-	-	-	-	-	-
Discrete Analyzer	-	-	-	-	-	-	-	-	-	-
Lab Makeover	600,000	-	-	-	-	-	-	-	-	-
Fleet Maintenance Building Expansion	754,000	-	-	-	-	-	-	-	-	-
Bar Screens	887,000	-	-	-	-	-	-	-	-	-
Roller	-	-	-	-	-	-	-	-	-	-
SCADA System Improvements	250,000	350,000	-	-	-	-	-	-	-	-
Cell 3 Improvements	540,000	-	-	-	-	-	-	-	-	-
Rapid Infiltration System Improvements	2,740,000	1,410,000	-	-	-	-	-	-	-	-
Culvert S Replacement	-	-	-	-	30,000	-	-	-	-	-
Hauled Waste Scale Upgrade	-	-	40,000	-	-	-	-	-	-	-
Site Paving - Admin Building Parking Lot	-	189,000		-	-	-	-	-	-	-
Swanson Rd Improvements	270,000	-	-	-	-	-	-	-	-	-
No-Till Drill	-	260,000	-	-	-	-	-	-	-	-
C Station Biodome	70,000	340,000	-	-	-	-	-	-	-	-
Fertilizer Spreader	430,000	-	-	-	-	-	-	-	-	-
Self-Propelled Sprayer	-	-	480,000	-	-	-	-	-	-	-
Site Paving - Cell Access Roads	-	-	540,000	-	-	-	-	-	-	-

# 10 year CIP, continued

Description	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Pump Station W and Whitehall Twp Force Main Replacement	-	-	1,540,000	1,590,000	-	-	-	-	-	-
ICP-MS for Laboratory	124,125	-	-	-	-	-	-	-	-	-
Herbicide Center Improvements <sup>2</sup>	42,436	-	-	-	-	-	-	-	-	-
Interception Ditch Cleaning	-	180,000	-	-	-	-	-	-	-	-
Pump Station A Improvements	-	-	510,000	530,000	-	-	-	-	-	-
Muskegon Twp to Pump Station A Gravity Sewer Replacement	-	-	-	-	-	-	-	-	-	3,160,000
South Irrigation Pump Station Improvements <sup>2</sup>	-	2,930,000	-	-	-	-	-	-	-	-
Pump Station A to C Force Main Replacement	-	-	-	-	-	-	-	3,480,000	3,580,000	-
GC/MS for Laboratory	-	-	-	-	-	150,000	-	-	-	-
Ferric Chloride Feed System Improvements	279,017	-	-	-	-	-	-	-	-	-
Pump Station L Improvements	-	-	-	800,000	-	-	-	-	-	-
Pump Station J Force Main Replacement	-	-	-	-	-	-	-	2,037,000	-	-
Pump Station J Improvements	-	-	-	-	-	-	3,480,000	-	-	-
Cell 1 Improvements (w/ inf. Sampling improvements)	-	-	-	-	4,180,000	4,310,000	-	-	-	-
Whitehall Municipal Water	-	-	1,575,000	1,625,000	-	-	-	-	-	-
Field 30 Underdrain Trunk Sewer Replacement	-	-	20,000	-	-	-	-	-	-	-
Site Paving - Cell West Ramp	-	95,250	-	-	-	-	-	-	-	-
Site Paving - Outfall and Hydroelectric Plant Access Roads	-	164,250	-	-	-	-	-	-	-	-
Pump Station D Gravity Sewer Replacement	-	-	-	-	-	-	-	240,000	-	-
Old Pump Station D Force Main Abandonment <sup>2</sup>	-	-	-	-	-	-	-	-	-	280,000
Admin Building Improvements - Lift Station and Plumbing	-	-	-	-	250,000	-	-	-	-	-
Outlet Lagoon Improvements	-	-	-	-	550,000	-	-	-	-	-
Laketon Pump Station Improvements	-	-	-	-	-	-	-	-	1,050,000	-
Pump Station Q to C Force Main Replacement - Part I	-	-	-	-	-	-	-	-	1,710,800	-
Pump Station Q to C Force Main Replacement - Part II	-	-	-	-	-	-	-	-	-	3,000,000
Irrigation Force Main Improvements	-	-	960,000	990,000	-	-	-	-	-	-
Cell 4 Improvements	-	-	-	-	-	1,358,000	1,396,800	-	-	-
Pump Station D Improvements	-	-	-	-	460,000	-	-	-	-	-
Irrigation Pump Station No. 3 Improvements	-	-	-	-	-	-	1,000,000	650,000	-	-
<b>Totals</b>	<b>6,986,578</b>	<b>6,258,000</b>	<b>6,758,420</b>	<b>6,201,980</b>	<b>6,634,500</b>	<b>6,652,000</b>	<b>6,733,800</b>	<b>6,769,500</b>	<b>6,745,800</b>	<b>6,845,000</b>

# Financial Impact of 10 Year CIP

Year	O & M	Bonds	Capital	Total Exp	Revenue	Net	"Cash"
18	\$9,048,499	\$5,531,246	\$8,237,500	\$22,817,245	\$18,812,195	-\$4,005,050	\$8,728,580
19	\$9,131,592	\$5,491,302	\$6,986,578	\$21,609,472	\$19,032,719	-\$2,576,753	\$6,151,827
20	\$9,330,103	\$5,452,239	\$6,258,000	\$21,040,342	\$19,612,219	-\$1,428,123	\$4,723,704
21	\$9,656,657	\$5,401,952	\$6,758,420	\$21,817,029	\$20,199,329	-\$1,617,699	\$3,106,005
22	\$9,994,640	\$5,360,958	\$6,201,980	\$21,557,578	\$20,814,814	-\$742,764	\$2,363,241
23	\$10,344,452	\$5,312,671	\$6,634,500	\$22,291,623	\$21,443,008	-\$848,615	\$1,514,627
24	\$10,706,508	\$5,278,846	\$6,652,000	\$22,637,354	\$22,106,081	-\$531,273	\$983,354
25	\$11,081,236	\$5,241,114	\$6,733,800	\$23,056,150	\$22,786,797	-\$269,353	\$714,001
26	\$11,469,079	\$5,196,714	\$6,769,500	\$23,435,293	\$23,482,967	\$47,675	\$761,675
27	\$11,870,497	\$4,254,018	\$6,745,800	\$22,870,315	\$23,303,468	\$433,153	\$1,194,829
28	\$12,285,964	\$3,255,561	\$6,845,000	\$22,386,525	\$23,062,374	\$675,849	<b>\$1,870,677</b>

**The goal of the 10 year CIP:**

**Avoid Bonding**

# Advantages of not bonding

- Flexibility of projects
- No interest
- Anticipation of savings when current bonds are finally paid off

# Current Bond Payment Schedule

Year	Northern Int	LS Phase I	C S Phase II	60" Segment I	60" Segment II	Cell 3 Cement	PS 3 Strainers	Laketon Sta.	2015 Bond	Total
2019	\$1,115,300	\$1,028,394	\$828,013	\$964,371	\$1,023,567	\$107,919	\$52,583	\$101,900	\$269,256	\$5,491,302
2020	\$1,072,700	\$1,023,932	\$826,556	\$965,996	\$1,024,067	\$106,375	\$56,583	\$105,025	\$271,006	\$5,452,239
2021	\$1,030,500	\$1,024,307	\$824,938	\$967,121	\$1,024,067	\$104,831	\$55,458	\$103,025	\$267,706	\$5,401,952
2022	\$985,750	\$1,024,438	\$828,156	\$962,746	\$1,023,567	\$108,288	\$54,333	\$106,025	\$267,656	\$5,360,958
2023	\$941,250	\$1,029,325	\$826,131	\$962,996	\$1,022,567	\$106,663	\$53,208	\$103,900	\$266,631	\$5,312,671
2024	\$902,000	\$1,028,888	\$823,944	\$962,746	\$1,026,067	\$105,038	\$62,083	\$101,775	\$266,306	\$5,278,846
2025	\$857,750	\$1,028,207	\$826,594	\$966,996	\$1,023,942	\$108,413	\$60,708	\$99,650	\$268,856	\$5,241,114
2026	\$813,750	\$1,027,282	\$824,000	\$965,621	\$1,026,317	\$106,706	\$59,333	\$107,525	\$266,181	\$5,196,714
2027	\$0	\$1,007,673	\$826,244	\$958,746	\$1,023,067	\$0	\$62,958	\$105,150	\$270,181	\$4,254,018
2028	\$0	\$0	\$828,244	\$966,496	\$1,024,317	\$0	\$59,774	\$107,775	\$268,956	\$3,255,561
2029	\$0	\$0	\$0	\$963,326	\$1,022,618	\$0	\$0	\$110,275	\$267,581	\$2,363,800
2030	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$108,633	\$270,700	\$379,333
2031	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$268,306	\$268,306
2032	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$270,519	\$270,519
2033	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$267,334	\$267,334
2034	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$268,738	\$268,738
2035	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$269,638	\$269,638

**The Wastewater Department  
is recommending a 3.25%  
increase to the service charge**

i.e., from \$3055.43 per MG

to \$3154.73 per MG

# Most of the capital spending in FY19 will be for projects that were begun or originally budgeted in FY18

- Fleet Maintenance Building
  - Rapid Infiltration System Repair
  - Bar screens for the Rapid Infiltration pump station and for the distribution channel between Cell 2 and Cell 3
- 
- Laboratory renovation
  - Cell 3 renovation
  - SCADA upgrade

# We do a few projects new in FY19

## Swanson Road Paving

Fleet Maintenance Building

Swanson Road

Grain Center

White Road

Farm Headquarters



**Estimated Cost: \$270,000**



# C Station BioDome

Estimated Cost: \$410,000



**QUESTIONS?**

# 2018

## MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM ARCHERY DEER, ARCHERY TURKEY, ARCHERY COYOTE HUNTING RULES

### A B S O L U T E L Y   N O   F I R E A R M S   A L L O W E D

#### PROCEDURE

##### Permit Issuance

Applicants interested in hunting at the Wastewater facility should appear at the Administration Building located at 698 N. Maple Island Road between the hours of 8 a.m. and 5 p.m., Monday through Friday. A valid annual permit is required prior to hunting on this site.

Permits will be issued on a first-come, first-served basis and will be limited to 300 for both the early and late bow season and for bow hunting during the firearm season.

<u>Permit Fees:</u>	Early and Late Bow Season	\$25.00
	Bow hunting during Firearm Season	\$25.00
	Military Veterans w/ valid DD-214 or ID Card	N/C

Early Season is from October 1 thru November 14.

Late Season is from December 1 thru January 1.

Archery during firearm season is from November 15-November 30.

Turkey Season is from September 15 thru November 14.

Coyote Season is from October 15 thru April 15, 2019

NO REFUNDS!

Hours for hunting shall be one-half hour before sunrise until one-half hour after sunset, daily. Hours of admittance shall include a reasonable amount of time before and after hunting hours to accommodate setup and takedown activities. Any judgment necessary shall be determined by law enforcement officials or county staff on a case-by-case basis.

Access will be from the gates on Apple Ave., Maple Island Rd., Hall Rd., and Sullivan Rd. Hunters are restricted to travel on existing main and pivot roads only (see attached map). They may not drive across or around fields.

Parking is the hunter's liability and must be off, but within close proximity of, all roads, not disrupt Wastewater System operations, and not be in the way of irrigation rig towers and drop pipes (to avoid vehicle damage).

Scouting is allowed in advance of the season for hunters that have been issued permits, but 'shining' is prohibited.

#### GENERAL RULES

1. The hunting area is depicted on the attached map. Hunting is not permitted in the restricted areas. Hunting shall be allowed in the designated areas by PERMIT only. No hunting is permitted on Wastewater property outside the fenced areas (such as north of the fence next to

Mosquito Creek). The area immediately north of the southernmost fence line south of Apple Ave., and the clay pit area are restricted areas, without exception. If there is any question, County staff or the Sheriff's Deputy should be consulted.

2. Archery hunting during the firearm season is by permit, separate from the early and late season permit. All state rules in effect during the firearm season must be followed (e.g., must wear hunter orange).
3. All hunters shall possess and exhibit a valid and applicable Michigan hunting license, a valid Wastewater permit, and display the Wastewater tag in the window of their vehicle. Each hunter must possess their own Wastewater hunting permit.
4. Hunters' equipment and tag shall be subject to inspection at all times by County staff.
5. No permanent blinds or permanent tree stands will be allowed; however, temporary portable blinds or portable stands will be permitted. All temporary blinds and stands must be removed every day.
6. No target practice will be permitted within the hunting areas.
7. No arrows shall be discharged within 50 feet of the fenced boundaries of the site.
8. No arrows shall be discharged within 500 feet of any building or mechanical structure, including, but not limited to, exposed pipes, spray irrigation rigs, pumps, etc.
9. No hunting is permitted in areas where harvest or construction activities are in progress.
10. All hunting shall be subject to all applicable laws of the State of Michigan, which shall be strictly enforced.
11. Any person who damages any County property shall be liable for such damage.
12. Violation of these rules by any hunter shall result in the immediate revocation of the permit, and the hunter shall be subject to expulsion from the area as a trespasser as well as prosecution for violating the same or other applicable laws. Revocation of one's permit may result in ineligibility for hunting access in subsequent years.
13. No littering shall be permitted. No bottles or cans will be allowed in the area. No alcoholic beverages are permitted on site at any time.
14. No driving of deer is permitted by any means or method. This includes individuals or groups on foot or in vehicles.
15. No firearms on person or in the vehicle shall be permitted at any time.
16. No Off-Road Vehicles are permitted on site.

WILD TURKEY HUNTING

Archery hunting of wild turkey will be permitted during the fall season under these rules at no extra fee. The taking of wild turkey shall be subject to all state and county regulations. All archery deer hunting regulations stated in these rules shall also apply. The hunter must possess appropriate public land permit valid for this zone.

ARCHERY COYOTE HUNTING

Archery hunting of coyote will be permitted during the winter season under these rules at no extra fee. The taking of coyote shall be subject to all state and county regulations. In addition **NO DOGS WILL BE PERMITTED FOR COYOTE HUNTING.** Hunting hours shall be one half hour before sunrise to one half hour after sunset. All archery deer hunting regulations stated in these rules shall also apply. The hunter must possess appropriate licenses.

CONDITIONS

Each hunter shall be liable for any injury or death to persons or damage to property. The County shall not be liable for the recklessness or carelessness of other hunters. Every person shall use reasonable care for his or her own safety.

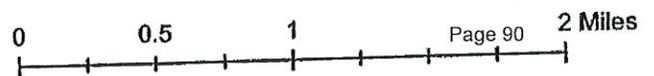
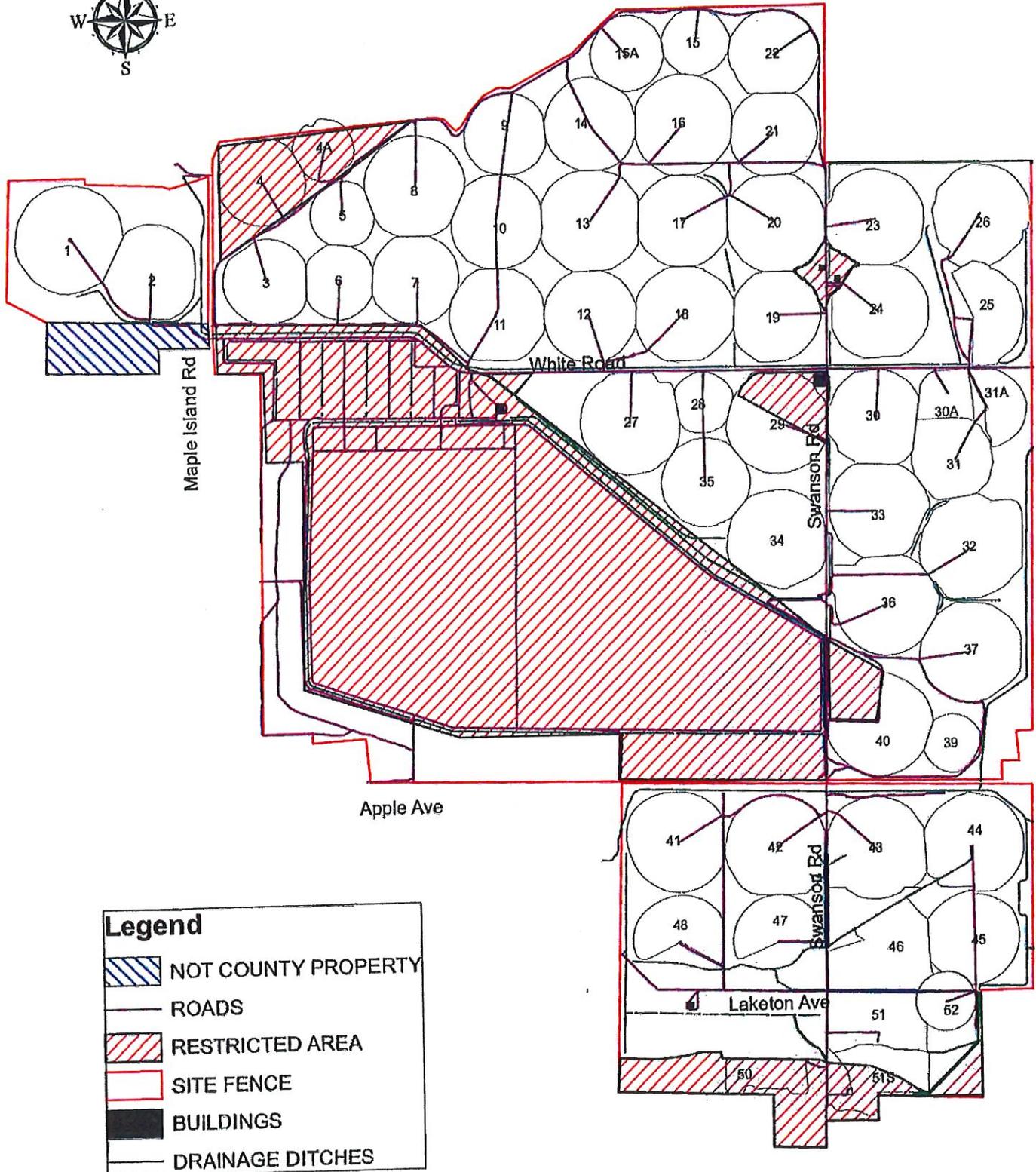
The County does not represent or guarantee that any game taken from the Wastewater Site is fit for human consumption. Each hunter should carefully examine the game for evidence of illness or disease in the same manner as game from other areas would be examined if used for human consumption.

The permit is granted for archery deer hunting, archery turkey hunting, and archery coyote hunting (as set forth above) purposes only. No other game hunting is permitted by these rules.

The County reserves the right to alter or amend these rules and regulations at any time if circumstances so require. No refunds of permit or other fees will be given.

The County will have a Sheriff's Deputy assigned to monitor the bow hunt again this year. Please report any observance of violations to the Deputy or County staff.

# Muskegon County Wastewater Hunting Map 2018



APPLICATION FOR SPECIAL USE HUNTING PERMIT  
AT MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM

\_\_\_\_\_  
Name of Applicant (PRINT)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

(\_\_\_\_) \_\_\_\_\_  
Telephone Number

Check Seasons Desired:	
Early & Late Season (\$25)	<input type="checkbox"/>
November 15-30 (\$25)	<input type="checkbox"/>
Veteran with valid DD-214(\$0)	<input type="checkbox"/>
Active Duty Military w/ID(\$0)	<input type="checkbox"/>
Muskegon County Veteran ID card also valid	

hereby makes application for a **SPECIAL USE HUNTING PERMIT** on Muskegon County Wastewater Management System property. By signature, affixed hereto, applicant expressly agrees to comply with all Special Use and Hunting Rules as applicable to the issuance of such permit; applicant further, as a condition to issuance of such permit, acknowledges receipt of copies of said Rules, and applicant furthermore represents that he/she shall comply with all State law requirements regarding the issuance of State licenses, etc., as may be required for undertaking such hunting.

WAIVER AND INDEMNITY

Provided further, applicant acknowledges and agrees, as a further condition to issuance of Permit, that applicant agrees to indemnify and hold harmless the County of Muskegon, its agents, employees, and instrumentalities against any and all claims, demands, suits, loss, including all costs connected therewith, by reason of personal injury, including bodily injury or death and/or property damage including use thereof, which arises out of or is in any way connected with or associated with activities undertaken by applicant under Permit issued on the basis of this application.

\_\_\_\_\_  
Signature of Applicant or  
Signature for Minor Child

\_\_\_\_\_  
Date

**YOUTH HUNTING RULES - ARCHERY DEER,**  
**MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM**  
**231-724-3440 (M-F, 8-5)**

**September 22 and 23, 2018 ONLY**

**ABSOLUTELY NO FIREARMS ALLOWED**

**PROCEDURE**

**Permit Issuance**

Applicants interested in the YOUTH HUNTING WEEKEND at the Wastewater facility should appear at the Administration Building located at 698 N. Maple Island Road between the hours of 8 a.m. and 5 p.m., Monday through Friday. A valid permit is required prior to hunting on this site. A Parent or Guardian MUST sign for the youth.

Youth age 16 and under are eligible to participate as provided for by DNR rules. ALL STATE DNR RULES MUST BE FOLLOWED, including chaperones when required.

Permits will be issued on a first-come, first-served basis. County reserves the right to limit the number of permits issued

**Permit Fees:**        There is no fee for this event.

Hours for hunting shall be one-half hour before sunrise until one-half hour after sunset, daily. Hours of admittance shall include a reasonable amount of time before and after hunting hours to accommodate setup and takedown activities. Any judgment necessary shall be determined by law enforcement officials or county staff on a case-by-case basis.

Access will be from the gates on Apple Ave., Maple Island Rd., Hall Rd., and Sullivan Rd. Hunters are restricted to travel on existing main and pivot roads only (see attached map). They may not drive across or around fields.

Parking is the hunter's liability and must be off, but within close proximity of, all roads, not disrupt Wastewater System operations, and not be in the way of irrigation rig towers and drop pipes (to avoid vehicle damage).

Scouting is allowed in advance of the season for hunters that have been issued permits, but 'shining' is prohibited.

**GENERAL RULES**

1.    The **hunting area** is depicted on the attached map. Hunting is **not** permitted in the restricted areas. Hunting shall be allowed in the designated areas by PERMIT only. No hunting is permitted on Wastewater property outside the fenced areas (such as north of the fence next to Mosquito Creek). **The area immediately north of the southernmost fence line south of Apple Ave., and the clay pit area are restricted areas, without exception.** If there is any question, County staff or the Sheriff's Deputy should be consulted.
2.    Permit issued for this hunt only and does not include hunting during other hunting seasons.
3.    All hunters shall possess and exhibit a valid and applicable Michigan hunting license, a valid Wastewater permit, and display the Wastewater tag in the window of their vehicle. Each hunter must possess their own Wastewater hunting permit.
4.    Hunters' equipment and tag shall be subject to inspection at all times by County staff.

5. No permanent blinds or permanent tree stands will be allowed; however, temporary portable blinds or portable stands will be permitted. **All temporary blinds and stands must be removed every day.**
6. No target practice will be permitted within the hunting areas.
7. No arrows shall be discharged within 50 feet of the fenced boundaries of the site.
8. No arrows shall be discharged within 500 feet of any building or mechanical structure, including, but not limited to, exposed pipes, spray irrigation rigs, pumps, etc.
9. No hunting is permitted in areas where harvest or construction activities are in progress.
10. All hunting shall be subject to all applicable laws of the State of Michigan, which shall be strictly enforced.
11. Any person who damages any County property shall be liable for such damage.
12. Violation of these rules by any hunter shall result in the immediate revocation of the permit, and the hunter shall be subject to expulsion from the area as a trespasser as well as prosecution for violating the same or other applicable laws. Revocation of one's permit may result in ineligibility for hunting access in subsequent years.
13. No littering shall be permitted. No bottles or cans will be allowed in the area. No alcoholic beverages are permitted on site at any time.
14. No driving of deer is permitted by any means or method. This includes individuals or groups on foot or in vehicles.
15. No firearms on person or in the vehicle shall be permitted at any time.
16. No Off-Road Vehicles are permitted on site.

#### CONDITIONS

Each hunter shall be liable for any injury or death to persons or damage to property. The County shall not be liable for the recklessness or carelessness of other hunters. Every person shall use reasonable care for his or her own safety.

The County does not represent or guarantee that any game taken from the Wastewater Site is fit for human consumption. *Each hunter should carefully examine the game for evidence of illness or disease* in the same manner as game from other areas would be examined if used for human consumption.

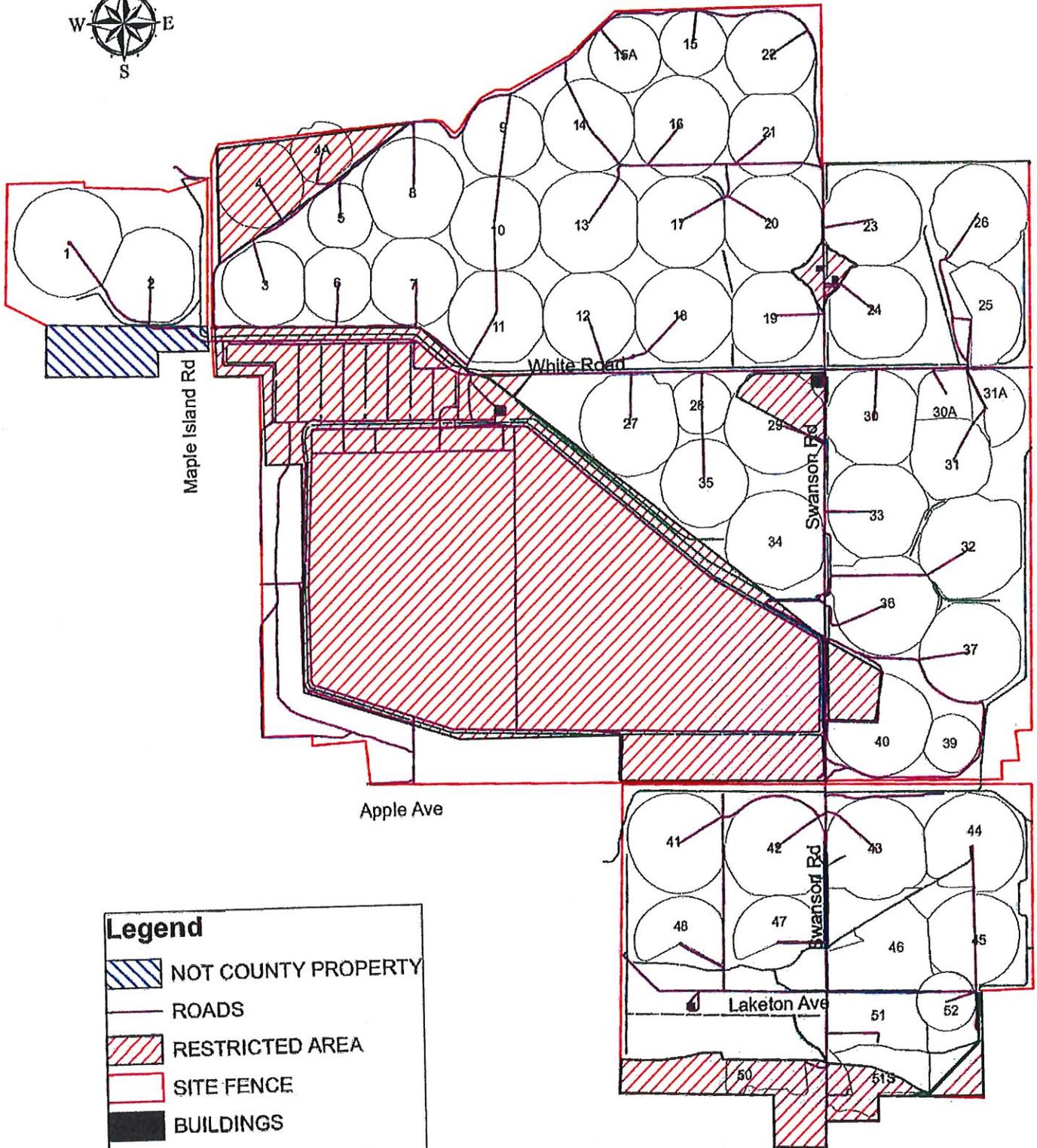
The permit is granted for archery deer hunting, purposes only. No other game hunting is permitted by these rules.

The County reserves the right to alter or amend these rules and regulations at any time if circumstances so require

The County will have a Sheriff's Deputy assigned to monitor the bow hunt again this year. Please report any observance of violations to the Deputy or County staff.

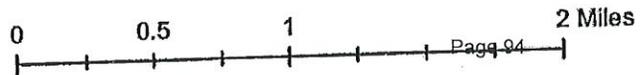
For questions or information, please contact the Wastewater Administration Office at: **231-724-3440 (M-F, 8-5)**

# Muskegon County Wastewater Hunting Map 2018



**Legend**

-  NOT COUNTY PROPERTY
-  ROADS
-  RESTRICTED AREA
-  SITE FENCE
-  BUILDINGS
-  DRAINAGE DITCHES



APPLICATION FOR SPECIAL USE HUNTING PERMIT  
AT MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM

\_\_\_\_\_  
Name of Applicant (PRINT)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

(\_\_\_\_)\_\_\_\_\_  
Telephone Number

<b>Check Seasons Desired:</b>	
Early & Late Season (\$25)	<input type="checkbox"/>
November 15-30 (\$25)	<input type="checkbox"/>
Veteran with valid DD-214(\$0)	<input type="checkbox"/>
Active Duty Military w/ID(\$0)	<input type="checkbox"/>
Muskegon County Veteran ID card also valid	

hereby makes application for a **SPECIAL USE HUNTING PERMIT** on Muskegon County Wastewater Management System property. By signature, affixed hereto, applicant expressly agrees to comply with all Special Use and Hunting Rules as applicable to the issuance of such permit; applicant further, as a condition to issuance of such permit, acknowledges receipt of copies of said Rules, and applicant furthermore represents that he/she shall comply with all State law requirements regarding the issuance of State licenses, etc., as may be required for undertaking such hunting.

WAIVER AND INDEMNITY

Provided further, applicant acknowledges and agrees, as a further condition to issuance of Permit, that applicant agrees to indemnify and hold harmless the County of Muskegon, its agents, employees, and instrumentalities against any and all claims, demands, suits, loss, including all costs connected therewith, by reason of personal injury, including bodily injury or death and/or property damage including use thereof, which arises out of or is in any way connected with or associated with activities undertaken by applicant under Permit issued on the basis of this application.

\_\_\_\_\_  
Signature of Applicant or  
Signature for Minor Child

\_\_\_\_\_  
Date

2018  
MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM  
TRAPPING RULES

1. TERM

- a. November 1, 2018 to March 31, 2019 with actual trapping permitted for **raccoon** as prescribed by State rules for Zone 3.
- b. November 10, 2018 to March 1, 2019 with actual trapping permitted for **muskrat and mink** as prescribed by State rules for Zone 3.
- c. October 15, 2018 to March 1, 2019 with actual trapping permitted for **fox and coyote** as prescribed by State rules for Zone 3.

2. REQUIREMENTS

- a. County permit
- b. Valid State trapping license
- c. Identification
- d. Compliance with MDNR and County (attached) rules and regulations
- e. Limited to Muskegon County residents
- f. **Submit a tally of all game taken at the end of the season**

3. GAME

Muskrat, mink, raccoon, fox, and coyote only, according to drawing

4. APPLICATIONS FOR TRAPPING DRAWING

- a. Please provide the following information:  
Applicant's State trapping license number  
Applicant's signature  
List names, addresses, and phone numbers of the member(s) of party (not to exceed three besides applicant)

Put the application in an envelope and mail or deliver to:  
Muskegon County Wastewater System – Trapping  
698 N. Maple Island Rd  
Muskegon, MI 49442

- b. Application must be postmarked no later than October 1, 2018 for the 2018-2019 season.
- c. A drawing will be held for a permit to trap muskrat, mink, and raccoon in each of three zones at the Metro site only. One fox/coyote permit will be drawn for the entire Metro project.

5. PERMIT ISSUANCE

- a. Successful applicant and party will be notified and shall appear as soon as possible after the drawing to obtain permit authorization.
- b. Identification - Each authorized trapper shall:
  - (1) Identify himself and residence by a Michigan driver's license or other acceptable I.D.
  - (2) Exhibit applicable valid Michigan trapping license.
  - (3) Carry permit at all times when trapping on the project and produce same upon request by MDNR or County staff.
- c. Authorization - County staff will issue permits to each trapper and assign trapping areas.

6. CONTROL

- a. After permit is issued, trapper or party will be admitted to their general trapping area at all times during the above-delineated season.
- b. Limited Entry  
Only trappers with official permits will be admitted or permitted to remain within the boundaries of the trapping sites.

GENERAL RULES

1. All trappers shall possess and exhibit a valid and applicable Michigan trapping license.
2. No littering shall be permitted.
3. No firearms on person or in the vehicle shall be permitted.
4. Trapper's permit shall be subject to inspection at all times by the County staff.
5. All trapping shall be subject to all applicable laws of the State of Michigan which shall be strictly enforced.
6. Any person who damages any of the County property shall be liable for such damage.
7. Violation of these rules by any trappers shall result in the immediate revocation of the permit issued, and a trapper shall be subject to expulsion from the area as a trespasser as well as prosecution for violating the same or other applicable laws.
8. Trapping shall be permitted only in the zone drawn for the trapper or party and by permit only. The general areas are located within the Muskegon County Wastewater Management System as depicted on the attached maps.

CONDITIONS

Each trapper shall be liable for any injury or death to persons or damage to property. The County shall not be liable for the recklessness or carelessness of other trappers. Every person shall use reasonable care for his or her own safety.

The County does not represent or guarantee that any game taken from the Wastewater site is fit for human consumption or marketing. Each trapper should carefully examine the game for evidence of illness or disease in the same manner as game from other areas would be examined if used for human consumption or marketing.

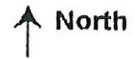
The permit is granted for trapping purposes only.

The County reserves the right to alter or amend these rules and regulations at any time if circumstances so require.

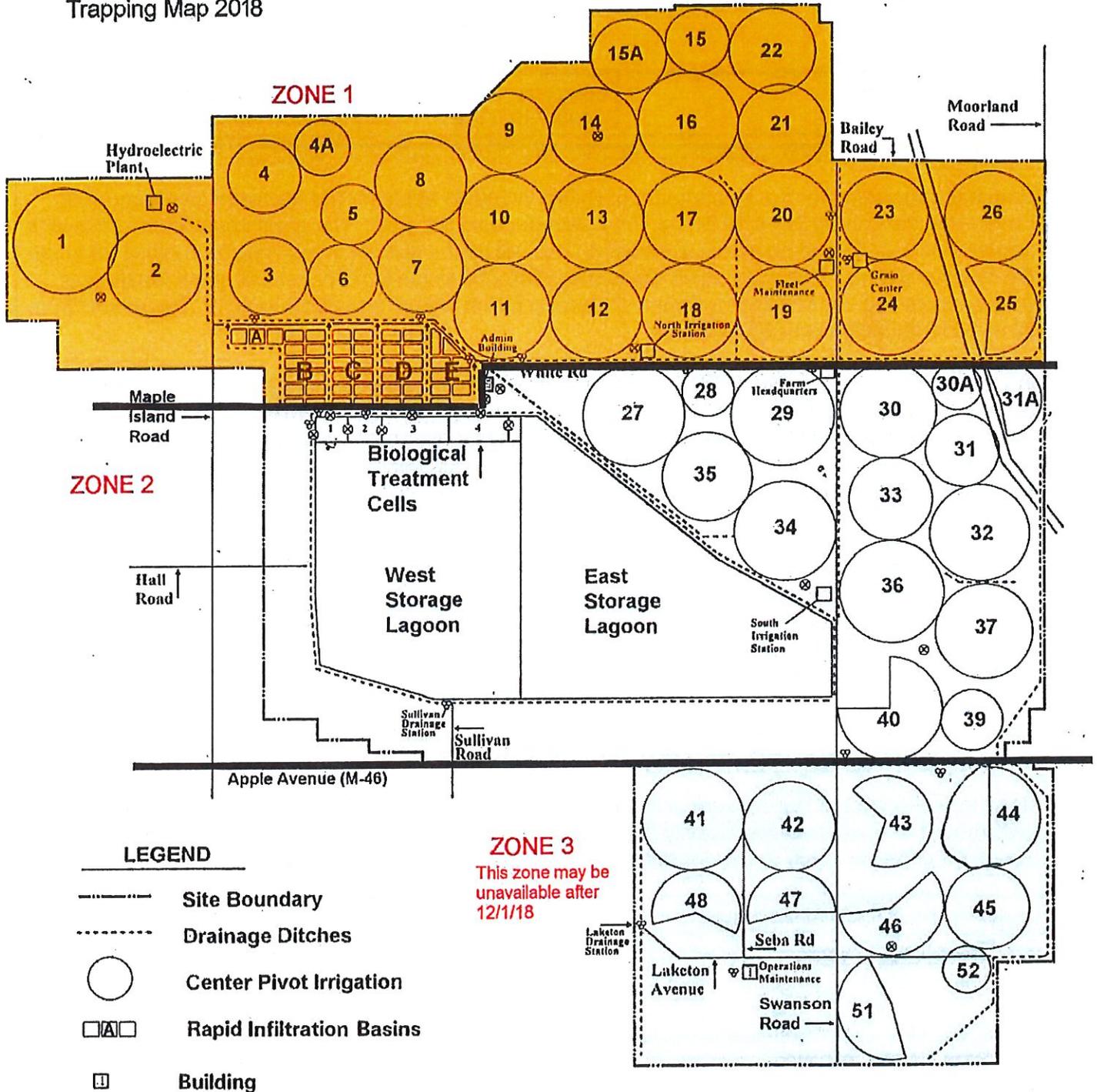
The County reserves the right to stop any or all trapping if there is a danger that a particular species is being over-trapped.

The County reserves the right to limit trapping in particular localized areas due to operations. The trapper may also be required to provide the location of any traps for the same reason.

Muskegon County Wastewater Management System



Trapping Map 2018



ZONE 1 - North of White Road plus rapid infiltration

ZONE 2 - Between Apple Ave. and White Rd., excluding rapid infiltration

ZONE 3 - South of Apple Avenue (May be unavailable after 12/1/18)

Muskegon County  
Board of Public Works  
September 13, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
LeighAnn Mikesell, Ex-officio Member  
Kim Arter, Ex-officio Member

Excused: Brenda Moore, Muskegon County Drain Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator  
Steve Fink, Public Works Engineer & Projects Manager

**BPW-18-086 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-087 APPROVAL OF MINUTES**

Moved by Commissioner Mahoney, seconded by Commissioner Nash, to approve the minutes of the Board of Public Works meeting held on August 16, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-088 Recommend the FY2019 Solid Waste Management System Budget**

Moved by Commissioner Snider, seconded by Commissioner Engle, to recommend to the Muskegon County Board of Commissioners the approval of the fiscal year 2019 budget with \$3,379,000 in revenues and \$3,312,482 in expenses for the Muskegon County Solid Waste Management System as presented.

Roll call:

Yes – Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-089 Recommend the FY2019 Regional Water System Budget**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to recommend to the Muskegon County Board of Commissioners the approval of the fiscal year 2019 budget of \$3,330,743 in revenues with \$3,380,698 in expenses for the Muskegon County Regional Water System as presented.

Roll call:

Yes – Engle, Mahoney, Nash, Scolnik, Snider, Wilkins, Foster, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-090 Recommend the FY2019 Wastewater Management System Budget**

Moved by Commissioner Engle, seconded by Commissioner Nash, to approve the requested FY2019 Wastewater budget, which includes a 3.25% increase in the wholesale sewer rate.

Roll call:

Yes – Snider, Wilkins, Foster, Engle, Mahoney, Nash, Scolnik, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-091 Authorize Landfill Gas Compressor Station & Leachate Stations into the SCADA Bids**

Moved by Commissioner Nash, seconded by Commissioner Snider, to authorize the Purchasing Department to include the Solid Waste Landfill Gas Compressor Station and Leachate Stations into the bid for the overhaul of the SCADA system at C Station and the replacement and programming of the PLCs at each lift station.

VOICE VOTE: **Motion carried**

**BPW-18-092 Authorize to Bid a New Self-Propelled Spreader**

Moved by Commissioner Nash, seconded by Commissioner Engle, to authorize the Purchasing Department to advertise for bids for a new self-propelled spreader for the Wastewater farm.

VOICE VOTE: **Motion carried**

**BPW-18-093 Authorize Wastewater to participate in the Consumers Energy's 2019 Demand Response Program**

Moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the Wastewater Department to participate in the Consumers Energy's 2019 Demand Response Program and authorize the Board Chair to sign the Demand Response Program contract.

VOICE VOTE: **Motion carried**

**BPW-18-094 Authorize Payment of Crop Dusting Services**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to support the Directors decision to contract with Wilbur-Ellis Company for a time-critical crop dusting application costing a total of \$42,748.08.

Roll call:

Yes – Mahoney, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-095 Authorize Payment of Rental Tractor**

Moved by Commissioner Engle, seconded by Commissioner Nash, to support the decision of the Wastewater Director and County Administrator to rent a tractor from Burnips Equipment Company to increase aeration during the emergency situation arising from the plant upset at the Wastewater Treatment Plant in the spring of 2018 and which resulted in an invoice for \$32,400.00.

Roll call:

Yes – Wilkins, Foster, Engle, Mahoney, Nash, Scolnik, Snider, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-095 Authorize Payment of Services by Jackson-Merkey Contractors**

Moved by Commissioner Engle, seconded by Commissioner Foster, to support the decision of the Wastewater Director and County Administrator to utilize the services of Jackson-Merkey Contractors in response to the emergency situation arising from the plant upset at the Wastewater Treatment Plant in the spring of 2018 and which resulted in invoices totaling \$93,065.50.

Chair Hughes thanked Jackson-Merkey for all the work they did on this.

Roll call:

Yes – Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Nash, Hughes

No –

Excused - Moore

**Motion carried**

**BPW-18-096 Informational Items:**

Moved by Commissioner Snider, seconded by Commissioner Engle, that the following informational items were received and placed on file:

1. Public Works Monthly Operations Report, August 2018
2. Wastewater Monthly Operating Report, August 2018
3. Muskegon Municipal Wastewater Management Committee Minutes, August 2018 (draft)

VOICE VOTE: **Motion carried**

**OLD BUSINESS**

None

**NEW BUSINESS**

Chair Hughes requested a special Board of Public Works meeting on September 25, 2018 at 3:00p.m.

**BPW-18-097** Moved by Commissioner Nash, seconded by Commissioner Snider, to hold a special Board of Public Works meeting at 3:00 p.m. on September 25, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON A NEW ITEM**

None

**CLOSED SESSION – LEGAL OPINION**

**BPW-18-098** Moved by Commissioner Engle, seconded by Commissioner Wilkins, to go into closed session for the purpose of discussing a legal opinion.

Roll call:

Yes – Mahoney, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused - Moore

**Motion carried**

The Board of Public Works went into closed session at 4:08p.m.

The Board of Public Works went into open session at 4:36p.m.

**BPW-18-099 Letter of Understanding**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, for the County Administrator to sign a letter of understanding with the Muskegon Municipal Wastewater Management Committee chairperson, Scott Huebler, based on the users support.

Roll call:

Yes – Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused - Moore

**Motion carried**

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:43p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
September 25, 2018  
3:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

**SPECIAL MEETING MINUTES**

**CALL TO ORDER**

The meeting was called to order by Chair Hughes at 3:01p.m.

**ROLL**

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
LeighAnn Mikesell, Ex-officio Member  
Kim Arter, Ex-officio Member

Excused: Robert Scolnik, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner [arrived at 3:10p.m.]

**Staff**

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Steve Fink, Public Works Engineer & Projects Manager  
Jonathan Wilson, Economic Development Manager

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-100 Authorize to Terminate Wind Energy Lease and Approve New Solar Lease**

Moved by Commissioner Nash, seconded by Commissioner Engle, to terminate the wind energy lease with Tradewind Energy's Muskegon Green Wind Project, LLC, approve the new solar energy lease with same, and authorize the Board Chair to sign the Mutual Termination, Release and Quit Claim of Wind Energy Lease and the new solar energy lease.

Roll call:

Yes – Mahoney, Moore, Nash, Snider, Foster, Engle, Hughes

No –

Excused - Scolnik, Wilkins

**Motion carried**

**BPW-18-101 Ratify and Confirm the Purchase Option Agreement**

Moved by Commissioner Foster, seconded by Commissioner Engle, to ratify, approve and confirm the previously executed solar energy lease, easement agreement, and real estate purchase option agreement with Muskegon County Solar Project, LLC, support the assigning of the solar energy lease, easement agreement, and real estate purchase option agreement by Muskegon County Solar Project, LLC to Consumers Energy, approve the amendment to the solar energy lease, the amended and restated easement agreement, the associated memoranda, and the estoppel pertaining to the various agreements, and authorize the Board Chair to sign same.

Travis Narum, with Tradewind Energy, thanked the Board, community and staff. Travis Narum stated they are excited for the next phase.

Roll call:

Yes – Moore, Nash, Snider, Foster, Engle, Mahoney, Hughes

No –

Excused - Scolnik, Wilkins

**Motion carried**

### **OLD BUSINESS**

Drain Commissioner Moore informed the Board she plans to abandon the easements in the area south of Apple Avenue and west of Swanson which should help this project.

Chair Hughes stated she belongs to the Radio Control Airplane Club and thanked Tradewind for their efforts and support given to help the club.

Commissioner Foster thanked Tradewind for working with Mooreland Township through this process.

Richard Vander Veen, with Mackinaw Power, stated this project is a catalyst that will make other things happen for our community. Richard Vander Veen stated it has been a pleasure to work with staff and the Commissioners.

### **NEW BUSINESS**

Roger Morgenstern, with Consumers Energy, thanked the Board and all the time taken on this project. Roger Morgenstern stated Consumers Energy is committed to renewable energy. Roger Morgenstern stated this is one opportunity for long term renewable energy.

Dave Johnson thanked Consumers Energy for taking on this project and investing in our community. Dave Johnson also thanked Tradewind and stated they have been wonderful to work with.

Chair Hughes thanked Tradewind for all the work they have done on this project.

Commissioner Nash asked if there have been any studies done on the potential for the number of jobs this may bring. Jonathan Wilson stated during the construction phase approximately 250 jobs; however long term will bring 3 to 5 jobs for operations and maintenance. Jonathan Wilson stated the big impact is the tax base and the construction phase.

Commissioner Engle stated any increase in infrastructure makes the area more promising for other uses.

Jonathan Wilson stated Muskegon Community College has classes dedicated to renewable energy and has talked to the college on how we can collaborate with them on training and education.

### **PUBLIC COMMENT ON A NEW ITEM**

None

### **ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 3:14p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
October 18, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

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

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
LeighAnn Mikesell, Ex-officio Member  
Kim Arter, Ex-officio Member

Excused:

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator

**BPW-18-102 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-103 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve the regular meeting minutes and the closed session minutes on September 13, 2018 and the special meeting minutes on September 25, 2018 for the Board of Public Works.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-104 Bid Qualifications for Landfill Engineering Services**

Moved by Commissioner Engle, seconded by Commissioner Nash, to authorize the procurement of General Landfill Engineering Services via Request for Qualifications for Solid Waste for three years with an option to extend the agreement for two successive two year periods or portions thereof.

VOICE VOTE: **Motion carried**

**BPW-18-105 Write Off Past Due Account for Newmar Investments, LLC**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize Solid Waste to write off the past due account of Newmar Investments, LLC in the amount of \$5,258.19 and any accrued interest at the time of write off.

VOICE VOTE: **Motion carried**

**BPW-18-106 Authorize Payment of Propane Purchases for FY2019**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve for immediate release of payment in FY2019 for Suburban Propane and other vendors supplying propane used at Solid Waste Management and the Wastewater Management System.

VOICE VOTE: **Motion carried**

**BPW-18-107 Waive Bid Process for the Purchase of Neptune Meters, Software and Parts**

Moved by Commissioner Mahoney, seconded by Commissioner Foster, to waive the bid process for the purchase of Neptune meters, software, and parts for the Regional Water System from sole source vendor Ferguson Enterprises, Inc. for FY 2019.

VOICE VOTE: **Motion carried**

**BPW-18-108 Approve First Amendment to Agreement for Municipal Water Supply**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to approve the First Amendment to Agreement for Municipal Water Supply and authorize the Chair to sign the amendment.

Roll call:

Yes – Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

**Motion carried**

**BPW-18-109 Approve Resolution Approving Refunding Contract and Bond Resolution**

Moved by Commissioner Snider, seconded by Commissioner Engle, to approve the Resolution Approving Refunding Contract and Bond Resolution and authorize the Chair to sign the bond contract.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Hughes

No –

**Motion carried**

**BPW-18-110 Concur with Petitioners' Request for Declaratory Ruling**

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to recommend to the Muskegon County Board of Public Works that it concur with petitioners' request for declaratory ruling and authorize the Chair to sign the same.

Doug Hughes explained there is a group of communities who started an action to oppose the MDEQ Lead and Copper Rules. This action joins the group and allows us to benefit from any of the gains achieved through the process.

VOICE VOTE: **Motion carried**

**BPW-18-111 Authorize License for Environmental Testing and Remediation Activities**

Moved by Commissioner Engle, seconded by Commissioner Nash, to authorize the license for environmental testing and remediation activities and authorize the Chair to sign the license.

Commissioner Snider asked if this was being done because of the fly ash. Matthew Farrar stated he did not know of any leaching taking place. Chair Hughes asked if these were existing wells. Matthew Farrar stated these would be new ones.

VOICE VOTE: **Motion carried**

**BPW-18-112 Bid Lab Renovations**

Moved by Commissioner Mahoney, seconded by Commissioner Snider, to authorize the Purchasing Department to advertise for bids for renovating the Wastewater laboratory.

Commissioner Scolnik asked Dave Johnson if the lab would be located in the same place. Dave Johnson stated it would be. Dave Johnson explained that because of the age and condition of the building additional work will need to be done causing the estimated cost of the project to go up. Dave Johnson stated they are looking at ways to try to save money. Chair Hughes asked if this will include new machines. Dave Johnson stated it will not.

VOICE VOTE: **Motion carried**

**BPW-18-113 Authorize Payment of Services by DVT Electric**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to support the decision of the Wastewater Director and County Administrator to utilize the services of DVT Electric in response to the emergency situation arising from the fire at J Station and which resulted in an invoice totaling \$31,975.00.

Roll call:

Yes – Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Engle, Hughes

No –

**Motion carried**

**BPW-18-114 Award Wastewater Treatment Improvements-Rapid Infiltration Beds (IFB 18-2292)**

Moved by Commissioner Engle, seconded by Commissioner Foster, to accept the bid from Jackson-Merkey Contractors for Wastewater Treatment Improvements: Rapid Infiltration Beds for a total of \$2,295,700.00.

Roll call:

Yes – Snider, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Hughes

No –

**Motion carried**

**BPW-18-115 Upgrade Wastewater's Hauled Waste Scale**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize D.C. Martin & Son Scales, Inc., to upgrade the Wastewater's hauled waste scale for \$35,540.00.

Commissioner Snider asked how often the hauled waste rates are reviewed. Dave Johnson stated every year.

Roll call:

Yes – Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Snider, Hughes

No –

**Motion carried**

**BPW-18-116 Purchase Goods and Services from Selected Vendors**

Moved by Commissioner Engle, seconded by Commissioner Snider, to preauthorize the Wastewater Department to purchase goods and services from selected vendors as specified in the attached list.

Roll call:

Yes – Foster, Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Hughes

No –

**Motion carried**

**BPW-18-117 Payment into MERS Defined Benefit Pension Trust for Current and Former Wastewater Employees**

Moved by Commissioner Foster, seconded by Commissioner Snider, to authorize the Wastewater Department to make a lump sum payment of up to \$6,900,000 into those Municipal Employees Retirement System (MERS) divisions associated with current and former Wastewater employees of the Muskegon County defined benefit pension trust in order to reduce the Wastewater Department's unfunded net pension liability by this amount.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Scolnik, Snider, Wilkins, Foster, Hughes

No –

**Motion carried**

**BPW-18-118 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, September 2018
2. Wastewater Monthly Operating Report, September 2018
3. Muskegon Municipal Wastewater Management Committee Minutes, Sept. 2018 (draft)
4. Status update for the former Zephyr Refinery

**OLD BUSINESS**

None

### **NEW BUSINESS**

Chair Hughes reminded everyone of the Recycling Event on Saturday, October 20<sup>th</sup> from 9AM to 1PM at 1350 E. Keating Avenue.

Commissioner Scolnik asked about the production of the landfill gas. Matthew Farrar explained about a year ago new gas wells were installed in the newly capped portion. Matthew Farrar informed the Board that we are selling more gas. Commissioner Nash inquired about the increase in landfill gas sales. Matthew Farrar stated Eagle Alloy is using more.

**BPW-18-119** Moved by Commissioner Foster, supported by Commissioner Wilkins, to recognize Eagle Alloy for being one of the top employers of the County and supporters of Muskegon County.

VOICE VOTE: **Motion carried**

### **PUBLIC COMMENT ON A NEW ITEM**

Matthew Farrar commented on item E.5. Matthew Farrar stated it will be a savings to the water system and thanked LeighAnn Mikesell and the City of Muskegon for working with us to come to this agreement. LeighAnn Mikesell credited Frank Peterson for his work on this. Commissioner Snider thanked those involved for the collaboration on reaching such an agreement.

Commissioner Nash asked if there has been any communication with Muskegon Heights. Matthew Farrar stated he has spoken with Jonathan Wilson regarding possible future projects and what could be done to use some of the available property in Muskegon Heights. Matthew Farrar stated the unique thing about Muskegon Heights is they already have roads, water, sewer, electric and gas in place that would not need to be built for new business.

### **ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:31p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
November 8, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Chair Hughes at 4:20p.m.

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
I. John Snider II, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member

Excused: LeighAnn Mikesell, Ex-officio Member  
Robert Scolnik, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator  
Jonathan Wilson, Economic Development Manager

**BPW-18-120 APPROVAL OF THE AGENDA**

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

VOICE VOTE: **Motion carried**

**BPW-18-121 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the minutes of the Board of Public Works meeting held on October 18, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-122 Bid Household Hazardous Waste Services**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize the procurement of Household Hazardous Waste services for calendar years 2019 – 2021.

VOICE VOTE: **Motion carried**

**BPW-18-123 Authorize the 2019 Option with Utility Safety and Design, Inc.**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize the 2019 option year from RFP17-2250 to continue USDI as the Landfill Gas Pipeline Operation and MPSC Compliance Services provider.

Roll call:

Yes – Moore, Nash, Snider, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-124 Waive Procurement Policies for Purchase of Alfalfa, Corn, and Soybean Seed**

Moved by Commissioner Foster, seconded by Commissioner Nash, to waive the County's procurement policies of Department-level quotes, Procurement-level quotes, and formal bid solicitation regarding the Wastewater's FY2019 purchase of alfalfa, corn, and soybean seed.

Roll call:

Yes – Engle, Mahoney, Moore, Nash, Snider, Wilkins, Foster, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-125 Approve Option Agreement**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve 24-month Option Agreement between Muskegon County and Muskegon Investments II, LLC.

Drain Commissioner Moore asked for additional information. Jonathan Wilson explained Muskegon Investments II, LLC is looking to purchase land for an industrial park to target food processing companies and organizations who would use the port for shipping. This is an option agreement which will allow them to market the site, investigate the site for feasibility and work on the infrastructure with local municipalities and the state. Jonathan Wilson stated Muskegon Investments II, LLC has looked at properties throughout the County but this is a large piece of property owned by one entity, is near the Wastewater and close to the growers.

Commissioner Snider asked if the asking price is competitive to what is available in the market. Jonathan Wilson stated it was.

Roll call:

Yes – Mahoney, Moore, Nash, Snider, Wilkins, Foster, Engle, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-126 Approve Change Order No. 1 of Cell No. 3 Improvements**

Moved by Commissioner Nash, seconded by Commissioner Snider, to approve Change Order No. 1 of the Cell No. 3 Improvements Contract with Triangle Associates, which increases the contract price by \$6,506.44, from \$2,027,000 to \$2,033,506.44, and authorize the Board Chair to sign same.

Roll call:

Yes – Wilkins, Foster, Engle, Mahoney, Moore, Nash, Snider, Hughes

No –

Excused - Scolnik

**Motion carried**

**BPW-18-127 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, October 2018
2. Wastewater Monthly Operating Report, October 2018

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

Administrator Eisenbarth informed the Board of the evaluation process regarding the board and care of dogs impounded by law enforcement agencies a/k/a animal control and enforcement.

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:42p.m.

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Susie Hughes, Chair

Muskegon County  
Board of Public Works  
December 13, 2018  
4:00p.m.  
Michael E. Kobza Hall of Justice  
990 Terrace Street  
Muskegon, MI 49442

Susie Hughes, Chair

Gary Foster, Vice Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Chair Hughes at 4:02p.m.

ROLL

Present: Marvin Engle, Muskegon County Commissioner  
Gary Foster, Muskegon County Commissioner  
Susie Hughes, Muskegon County Commissioner  
Ken Mahoney, Muskegon County Commissioner  
Brenda Moore, Muskegon County Drain Commissioner  
Charles Nash, Muskegon County Commissioner  
Robert Scolnik, Muskegon County Commissioner  
Rillastine Wilkins, Muskegon County Commissioner  
Kim Arter, Ex-officio Member  
LeighAnn Mikesell, Ex-officio Member

Excused: I. John Snider II, Muskegon County Commissioner

Staff

Present: Dave Johnson, Wastewater Director  
Matthew Farrar, Public Works Director  
Tina Nash, Public Works Coordinator  
Doug Hughes, Corporate Counsel  
Beth Dick, Assistant Administrator & Finance Director  
Mark Eisenbarth, County Administrator

**BPW-18-128 APPROVAL OF THE AGENDA**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the agenda as presented.

VOICE VOTE: **Motion carried**

**BPW-18-129 APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Foster, to approve the minutes of the Board of Public Works meeting held on November 8, 2018.

VOICE VOTE: **Motion carried**

**PUBLIC COMMENT ON AN AGENDA ITEM**

None

**ITEMS FOR CONSIDERATION:**

**BPW-18-130 Request Proposals for Landfill Compactor Wheels and Teeth**

Moved by Commissioner Foster, seconded by Commissioner Nash, to authorize staff to issue a request for proposals for new landfill compactor wheels and teeth.

VOICE VOTE: **Motion carried**

**BPW-18-131 Award Electronics Collection Services**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to award electronics collection services to Goodwill Industries of West Michigan for the 2019 collection events with any charges for transportation, packing materials or recycling fees to be paid at cost from fund 5710-0527.

Roll call:

Yes – Mahoney, Moore, Nash, Scolnik, Wilkins, Foster, Engle, Hughes

No –

Excused - Snider

**Motion carried**

**BPW-18-132 Award Litter Cleanup Services**

Moved by Commissioner Engle, seconded by Commissioner Foster, to award calendar year 2019 litter cleanup services to Field Technology Services, per the proposal dated November 27, 2018.

Roll call:

Yes – Moore, Nash, Scolnik, Wilkins, Foster, Engle, Mahoney, Hughes

No –

Excused - Snider

**Motion carried**

**BPW-18-133 Obtain Quotes to Purchase Calcium Nitrate Solutions and Ferric Chloride Solution**

Moved by Commissioner Nash, seconded by Commissioner Engle, to authorize the Wastewater Department to obtain Procurement-level quotes for the purchase of calcium nitrate solution and for the purchase of ferric chloride solution.

VOICE VOTE: **Motion carried**

**BPW-18-134 Obtain Quotes for the Purchase and Installation of an Automatic Transfer Switch**

Moved by Commissioner Nash, seconded by Commissioner Engle, to authorize the Wastewater Department to obtain Procurement-level quotes for proposals for the purchase and installation of an automatic transfer switch at D Station.

Dave Johnson explained the switch allows for a smooth transfer to the generator during times when power is lost. Dave Johnson stated there currently is not a switch in place.

VOICE VOTE: **Motion carried**

**BPW-18-135 Obtain Quotes for Sludge Hauling Rates**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize the Wastewater Department to obtain Procurement-level quotes for sludge hauling rates for the removal of sludge from the drying beds.

VOICE VOTE: **Motion carried**

**BPW-18-136 Authorize Bids for Agricultural Chemicals**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to authorize the Wastewater Department to pursue formal solicitation of bids for the purchase of agricultural chemicals needed by the Wastewater farm in 2019.

VOICE VOTE: **Motion carried**

**BPW-18-137 Award Agricultural Style Telehandler**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to accept the bid from MacAllister Rentals for Agricultural Style Telehandler for a total of \$118,629.63.

Roll call:

Yes – Nash, Scolnik, Wilkins, Foster, Engle, Mahoney, Moore, Hughes

No –

Excused - Snider

**Motion carried**

**BPW-18-138 Authorize to Purchase Self-Propelled Fertilizer Spreader**

Moved by Commissioner Engle, seconded by Commissioner Foster, to authorize the Wastewater Department to purchase a John Deere R4045 self-propelled fertilizer spreader through the MiDeal Extended Purchasing Program for \$365,118.45.

Roll call:

Yes – Wilkins, Foster, Engle, Mahoney, Moore, Nash, Scolnik, Hughes

No –

Excused - Snider

**Motion carried**

**BPW-18-139 Approve Timber Sale Contract with Atwood Timber & Lumber, Inc.**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the timber sale contract between the Board of Public Works and Atwood Timber & Lumber, Inc., pending presentation of the necessary general liability insurance document and authorize the Board Chair to sign same.

Drain Commissioner Moore asked who is in charge of overseeing the project. Dave Johnson stated the forester, Randy Kuipers. Dave Johnson stated the funds from the sale go back into the Wastewater account.

VOICE VOTE: **Motion carried**

**BPW-18-140 Approve Timber Sale Contract with Roger Bazuin and Sons**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve the timber sale contract between the Board of Public Works and Roger Bazuin and Sons, pending presentation of the necessary general liability insurance document, and authorize the Board Chair to sign same.

VOICE VOTE: **Motion carried**

**BPW-18-141 Authorize the First One-Year Contract Extension for Flow Meter Calibration & Repair Services**

Moved by Commissioner Foster, seconded by Commissioner Engle, to authorize the execution of the first one-year extension of the contract with RS Technical Services through December 31, 2019, for flow meter calibration at \$29,657.00/year and flow meter repair services at \$115.00/hour.

Roll call:

Yes – Scolnik, Wilkins, Foster, Engle, Mahoney, Moore, Nash, Hughes

No –

Excused - Snider

**Motion carried**

**BPW-18-142 Approve a Five-Year Agreement Extension with Westshore Snowmobile Council & Muskegon Michigan Area Rocketry**

Moved by Commissioner Foster, seconded by Commissioner Mahoney, to approve a five-year extension of the agreements with Westshore Snowmobile Council and Muskegon Michigan Area Rocketry and authorize the Board Chair to sign the documents agreeing to the extensions.

VOICE VOTE: **Motion carried**

**BPW-18-143 Approve Revised Agreement with Port City Model Aviation Club**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the revised agreement with Port City Model Aviation Club and authorize the Board Chair to sign the same.

VOICE VOTE: **Motion carried**

**BPW-18-144 Informational Items:**

The following informational items were received and placed on file:

1. Public Works Monthly Operations Report, November 2018
2. Wastewater Monthly Operating Report, November 2018
3. Muskegon Municipal Wastewater Management Committee Minutes, November 2018(draft)

Drain Commissioner Moore asked if it has been determined if the materials from the BC Cobb power plant could be used as cover at the landfill. Matthew Farrar stated staff is still looking into it.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENT ON A NEW ITEM**

None

**ADJOURN**

There being no further business to come before the Board of Public Works the meeting was adjourned at 4:17p.m.

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Susie Hughes, Chair