

Muskegon County
Water System Policy Board
January 12, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Arter at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Terry Sabo, Muskegon County Board Chair
Sam St. Amour, Fruitland Township Supervisor

Excused:

Staff

Present: Steve Fink, Public Works Project Manager
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst

Others

Present: David Bossenbroek, Attorney
Jan L. Deur, Fruitland Township Trustee
Chris Hall, Laketon Township Building Inspector

ELECTION OF OFFICERS

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

Commissioner Hughes nominated Kim Arter for Chair

Sam St. Amour nominated Jerry McIntyre for Chair

Chair Kim Arter asked Jerry McIntyre if he would be willing to accept the nomination and he stated he would.

Commissioner Hughes withdrew her nomination.

ELECTION OF OFFICERS CONT'D

There were no other nominations for Chair.

Chair Kim Arter closed the nomination for Chair.

WSPB-16-001 Moved by Commissioner Hughes, seconded by Commissioner Mahoney to elect Jerry McIntyre for Chair by acclamation.

Voice Vote: **Motion Carried**

Jerry McIntyre assumed the Chair.

Chair Jerry McIntyre presiding.

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

David Kieft nominated Commissioner Hughes as Vice Chair.

There were no other nominations for Vice Chair.

Chair Jerry McIntyre closed the nomination for Vice Chair.

WSPB-16-002 Moved by Commissioner Mahoney, seconded by Commissioner Sabo to close nominations and cast a unanimous ballot for Commissioner Hughes as Vice Chair.

Voice Vote: **Motion Carried**

Commissioner Hughes assumed the position as Vice Chair.

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

WSPB-16-003 Moved by Commissioner Hughes, seconded by Commissioner Mahoney to designate Tina Nash for Secretary.

Voice Vote: **Motion Carried**

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

WSPB-16-004 Moved by Commissioner Hughes, seconded by Kim Arter to designate Carly Hines for Fiscal Officer.

Voice Vote: **Motion Carried**

APPROVAL OF AGENDA

WSPB-16-005 Moved by Commissioner Hughes, seconded by Kim Arter, to approve the agenda as presented.

Motion carried

APPROVAL OF MINUTES

WSPB-16-006 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the meeting held December 8, 2015.

Motion carried

PUBLIC COMMENT (on an agenda item)

None

INFORMATION ITEMS

1. New Meter Set List for December 2015
2. Local Fund Balance Sheet for December 2015

Accepted as presented

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

Commissioner Hughes asked if the data logging on the Neptune meters is available for customers to access online. Steve Fink stated it was not; however the information is stored and can be sent to a customer if requested.

Commission Hughes questioned a payment to CorrPro Companies. Steve Fink explained that this is something he schedules with CorrPro for the cathodic protection system inspections. This invoice was for the Evanston Road and Michigan Adventure tanks.

Commission Hughes asked about the payment to William Hughes Law Offices and what it was for. Tina Nash stated it was regarding the AT&T lease agreement.

Commission Hughes asked Dave Bossenbroek to provide a better break down of the charges on the invoices submitted for payment. Dave Bossenbroek agreed. Commissioner Hughes asked Dave Bossenbroek to explain some of the billed items listed on his invoice. Dave Bossenbroek provided more details on those billed items. Discussion ensued.

REPORTS CONTINUED

Commissioner Hughes asked the Board to consider having the attorney at every other meeting to save on costs.

OLD BUSINESS

Commissioner Sabo asked if there was any additional information concerning the claim by Mr. Ed Dewitt. Dave Bossenbroek stated John Warner was not able to be present at today's meeting and he was not sure if John Warner was able to obtain the information that was requested at the December meeting. Commissioner Hughes stated she did get some information from Ed Dewitt and believes John Warner also received the same information.

NEW BUSINESS

David Kieft asked about a memo, sent by Robert Ribbens to the townships, regarding costs for meter pits and new services. David Kieft stated that he thought the Board set the rates and charges. Kim Arter agreed and stated the rates are in the ordinance. David Bossenbroek stated that he spoke to Robert Ribbens and a proposal would be brought to the Board for their consideration as an amendment to appendix B.

Commissioner Hughes made the suggestion that the Board members contact the Chair with questions and let the Chair contact the attorney if needed.

Commissioner Sabo stated he did not receive the memo and asked if this was something they would receive. Commissioner Hughes asked Steve Fink to have copies of the memo sent to the Commissioners. Steve Fink agreed.

Steve Fink explained that Robert Ribbens meant the memo to be informational to the townships and provide the townships with some background and state what he is proposing to do.

Commissioner Hughes asked the Board members to remind citizens to keep the fire hydrants shoveled out and if they see one that needs to be cleared to adopt it and shovel it out as this could save a life.

Kim Arter mentioned with Robert Ribbens bringing a proposal to the Board, the Board may also want to look at other fees as well to make sure costs are being covered.

AUDIENCE PARTICIPATION

Dave Bossenbroek stated he understands the concern with costs and that if any of the townships need to contact him with questions, he would not charge the Water System Policy Board for those calls. Dave Bossenbroek stated open communication is essential; however if something goes on for an extended period of time or is of a substantial amount work he would then need to charge. Dave Bossenbroek stated he doesn't want to discourage phone calls and thinks communication is a very good thing and prevents problems.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:26 p.m.

Jerry McIntyre, Chair

Muskegon County
Water System Policy Board
February 9, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Terry Sabo, Muskegon County Board Chair
Jan L. Deur, Fruitland Township Trustee

Excused:

Staff

Present: John Warner, Public Works Director
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst

Others

Present: David Bossenbroek, Attorney
Jeff Lohman, Muskegon County Commissioner
Jerry Sanders, Muskegon Charter Township DPW Director

APPROVAL OF AGENDA

WSPB-16-007 Moved by Commissioner Hughes, seconded by Jan Deur, to approve the agenda as presented.

Motion carried

APPROVAL OF MINUTES

WSPB-16-008 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the meeting held January 15, 2016.

Motion carried

PUBLIC COMMENT (on an agenda item)

None

INFORMATION ITEMS

1. New Meter Set List for January 2016
2. Local Fund Balance Sheet for January 2016

Accepted as presented

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

Discussion ensued regarding sampling of the water system. John Warner explained the different types of sampling required, how often the various types of sampling are conducted, how water sampling sites are selected and the processing of getting those sampling sites approved by the MDEQ and what are considered acceptable levels regarding the various types of sampling completed on the water system. Jan Deur asked specifically about lead testing. John Warner stated lead sampling is conducted every three (3) years and our next test will be due June 2017. John Warner stated that the water system levels are well within the allowable limits. John Warner stated we are allowed 15 parts per billion for lead. The Eastside Water System was at eight (8) parts and the Northside Water System was at zero (0) parts. John Warner thanked the City of Muskegon for doing a good job at treating the water.

Kim Arter asked John Warner if he has received a lot of calls regarding the lead levels in the water system. John Warner stated he checked with staff and not one call has been received.

Commissioner Hughes asked John Warner if there is rust in the water does that mean lead is also in the water. John Warner stated it does not.

Commissioner Mahoney stated that Montague has received only five (5) calls.

Water System Update Continued

Commissioner Sabo asked John Warner if the City of Muskegon tests at the same time as we test and also if the result of our testing is a good sign for the whole system, including the City. John Warner stated all the municipalities connected to the City of Muskegon Water Plant are sampled at the same time or within a few days of each other. John Warner stated that the whole system receiving water from the City of Muskegon is in good shape. Jerry Sanders mentioned that the MDEQ requires sampling sites that encompass the entire system. John Warner explained that the MDEQ approves each sampling site.

OLD BUSINESS

Dewitt Damage Claim Update

John Warner informed the Board that Mr. Ed DeWitt could not attend today's meeting. John Warner updated the Board on the information they requested from December's meeting. The first being the agreement with the City of Muskegon and its reference to damages. John Warner explained that the agreement is silent when it comes to liability. The second request was for a breakdown of the work completed by the City of Muskegon. John Warner stated he located the report; however it provided very little information. The work order listed the time the crew was on site and parts used for the repair. All work was completed by the City of Muskegon.

Commissioner Hughes questioned a payment to the City of Muskegon. John Warner stated it was for the purchase of water.

Discussion continued regarding the Dewitt damage claim. John Warner explained that when a water main breaks the main is shut off and the water is pumped out of the main to complete the repair. John Warner stated that Mr. Ed Dewitt lives in an area with a high water table and when the water was pumped from the pipe that may have caused the water table to rise; however John Warner was not sure how water entered the basement of Mr. Dewitt.

Jan Deur asked John Warner about the testing of the generators. John Warner stated the generators are exercised weekly and run for twenty (20) minutes at a time. A load test is completed once a year.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:30 p.m.

Jerry McIntyre, Chair

Muskegon County
Water System Policy Board
March 8, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Jan Deur, Fruitland Township Trustee

Excused: Terry Sabo, Muskegon County Board Chair

Staff

Present: John Warner, Public Works Director
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst
Robert Ribbens, Regional Water System Supervisor

Others

Present: David Bossenbroek, Attorney
Jerry Sanders, Muskegon Charter Township DPW Director
Chris Hall, Laketon Township Building Inspector
Ed Dewitt

APPROVAL OF AGENDA

WSPB-16-009 Moved by Kim Arter seconded by Jan Deur, to approve the agenda as presented.

Motion carried

APPROVAL OF MINUTES

WSPB-16-010 Moved by Commissioner Hughes, seconded by Kim Arter, to approve the minutes of the meeting held February 9, 2016.

Motion carried

PUBLIC COMMENT (on an agenda item)

None

PRESENTATION – Demonstration of Meter Reading Equipment

Robert Ribbens began by explaining the advancements that have been made reading meters and how technology has improved over the years. Robert Ribbens had various types of meters used over the years to show the Board. Robert Ribbens demonstrated the process of meter readings and the equipment used. Jan Duer asked Robert Ribbens if his program shared a frequency with other common wireless devices. Robert Ribbens stated it does; however it is a bandwidth that isn't used much by other technology. Robert Ribbens stated with the equipment and technology used, he is able to bill out each month and it allows him to find water leaks much sooner. Jerry Sanders asked Robert Ribbens if he is able to read the meters manually. Robert Ribbens stated he is not. Robert Ribbens stated he is able to get about three (3) months of information from the encoders. He is able to print hour by hour graphs from that information. Robert Ribbens showed examples of different water leaks that have occurred and how he was able to use the new equipment to detect the leaks and show the customer a timeline graph of the leak. Chris Hall asked Robert Ribbens if the new pex piping is holding up. Robert Ribbens stated it is and he hasn't seen any problems. Jan Duer asked if the impurities in the water effect the meters. Robert Ribbens stated they do not. Robert Ribbens informed the Board that the new meters have zero lead to comply. Jerry Sanders asked Robert Ribbens if there are any lead services. Robert Ribbens stated none that he knows of. Chris Hall asked if the technology is available for customers to read their own meters online. Robert Ribbens stated it is; however it is very costly. The Board thanked Robert Ribbens.

INFORMATION ITEMS

WSPB-16-011 Moved by Commissioner Hughes, seconded by Jan Duer, that the following information items be received and placed on file:

1. New Meter Set List for February 2016
2. Local Fund Balance Sheet for February 2016

Motion carried

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

Water System Update Continued

Commissioner Hughes asked John Warner if Michigan Adventure paid the same rate as others on the system. John Warner stated that they do. Commissioner Hughes asked if it costs more to run that system due to the extra maintenance needed in the winter months and if there is a way to recoup those costs. John Warner explained it is a system responsibility to keep fresh water in the lines and due to the high use in the summer by Michigan Adventure it helps the system during those months. Commissioner Hughes stated that the higher use in the summer offsets the extra maintenance needed in the winter. John Warner agreed.

OLD BUSINESS

Dewitt Damage Claim Update

John Warner gave a brief background on the claim by Ed Dewitt. John Warner stated both the County's and the City of Muskegon's insurance carriers have denied the claim due to governmental immunity. Ed Dewitt homeowners insurance also denied the claim. John Warner stated Ed Dewitt is asking for \$26,011.87 for his time cleaning/repairing his basement. John Warner introduced Ed Dewitt to the Board. Ed Dewitt explained what had occurred the night the water main broke in 2013. Ed Dewitt stated that City of Muskegon employees arrived to fix the break and he went outside to speak to them. Ed Dewitt stated that he was asked if he had water in his basement and Ed Dewitt told him he did. Ed Dewitt stated that four (4) days later he arrived home to find the City of Muskegon there to fix the sewer line. Ed Dewitt stated that this time water was pumped into his yard and flooded it. Last year John Warner had Restoration Services of the Lakeshore look at Ed Dewitt's basement and provide an estimate of what they would have charged for the repairs. The estimate from Restoration Services of the Lakeshore was for \$7,159.67. Ed Dewitt stated he did not like this company and John Warner asked him to contact a company of his choice and have them provide an estimate. Ed Dewitt stated he had started the process; however didn't complete it. Ed Dewitt told the Board there was only one other time he had water in his basement. It was in 1970 when an air check valve broke. Ed Dewitt stated he talked to the City and they told him to talk to the DPW office. Jan Duer asked Ed Dewitt if he had any other company give him an estimate for the repairs. Ed Dewitt stated he did his own work. John Warner stated he asked Ed Dewitt to provide a third party estimate but he never received it. Kim Arter asked if the \$26,000.00 figure was from a company. Commissioner Hughes clarified that the figure was from Ed Dewitt himself. Jan Duer asked John Warner of the \$26,000.00 how much of that was for Ed Dewitt's time. Discussion ensued concerning what kind of precedent this would set. Kim Arter asked Ed Dewitt if there was a reason he didn't hire a restoration company. Ed Dewitt stated he did the work. Chair McIntyre asked John Warner if he had a figure for Ed Dewitt's time. John Warner stated based on what Ed Dewitt submitted, \$18,968.00 was for his time and \$7,043.87 was for materials. John Warner informed the Board that no receipts were received for the materials. Commissioner Hughes asked if this could be brought back to the City.

WSPB 16-012 I was moved by Commissioner Hughes, seconded by Kim Arter to table this to the next meeting and have John Warner to speak to the City and asked them if they would come to the next meeting.

Motion Carried

NEW BUSINESS

Commissioner Hughes thanked John Warner for the presentation given by Robert Ribbens.

AUDIENCE PARTICIPATION

Jerry Sanders asked John Warner if there were any scheduled maintenance for the water tank by Muskegon Township's DPW office. John Warner stated he would have someone look at it.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 3:23 p.m.

Jerry McIntyre, Chair

Muskegon County
Water System Policy Board
April 12, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Jan Deur, Fruitland Township Trustee
Terry Sabo, Muskegon County Board Chair

Excused:

Staff

Present: John Warner, Public Works Director
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst

Others

Present: David Bossenbroek, Attorney
Ed Dewitt

APPROVAL OF AGENDA

WSPB-16-013 Moved by Commissioner Hughes seconded by Jan Deur, to approve the agenda as presented.

Roll call:

Yes –Arter, Kieft, Mahoney, Deur, Sabo, Hughes, McIntyre

No – None

Motion carried

APPROVAL OF MINUTES

WSPB-16-014 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the meeting held March 8, 2016.

Motion carried

PUBLIC COMMENT (on an agenda item)

None

INFORMATION ITEMS

WSPB-16-015 Moved by David Kieft, seconded by Kim Arter, that the following information items be received and placed on file:

1. New Meter Set List for March 2016
2. Local Fund Balance Sheet for March 2016

Roll call:

Yes –Hughes, Arter, Kieft, Mahoney, Deur, Sabo, McIntyre

No – None

Motion carried

REPORTS

Water System Update

The Water System Update was accepted as written by John Warner and distributed in a memo for information.

John Warner informed the Board that he included in the agenda packet the Sample Siting Plans approved by the MDEQ. David Kieft noted some typos in the plans. John Warner thanked David Kieft and stated he would get those corrected. John Warner stated that the MDEQ has some new rules when it comes to sampling and that the additional requirements will be an added cost. Commissioner Hughes stated she attend a Michigan Association of Counties meeting. It was mentioned at that meeting that the Health Departments need to be more conscious of the kids who test positive for lead. Commissioner Hughes noted that we know we have good water, but they suggested we should also check the homes for lead pipes along with paint. John Warner agreed that was a good idea. He stated that he didn't think homes in this area had lead pipes but the solder joints may contain traces of lead.

John Warner noted that homeowners with pools and sprinkler systems should also be getting their backflow prevention devices tested. Discussion ensued as to the best way to make the homeowners aware of the ordinance. It was suggested that John Warner comes up with a message that could be included in the Township's newsletters.

John Warner stated they may need to do one more flush to the Whitehall Road line.

OLD BUSINESS

Dewitt Damage Claim Update

WSPB-16-016 Moved by Commissioner Hughes, seconded by Jan Deur, to take from the table to continue discussion.

Motion Carried

Kim Arter noted she brought copies of the invoices Ed Dewitt provided for anyone to view if they wanted. Kim Arter stated that this Board had various options when it comes to this matter.

A memorandum from John Warner was distributed to the Board members. Chair McIntyre asked John Warner if he had contacted the City and if they planned on attending the meeting. John Warner stated the memorandum addresses that. John Warner stated he had met with the City of Muskegon's DPW Director, Mohammed Al-Shatel. John Warner stated normal procedures were done to repair the watermain break. John Warner informed the Board that he also visited the site of the watermain break. John Warner stated he discussed this matter with Dave Baker, Water/Sewer Supervisor for the City of Muskegon DPW. John Warner explained that Dave Baker was on-site the night of the watermain repair. John Warner stated that it was his opinion that the rise in the water table was likely do to the watermain break.

Kim Arter expressed her concerns that Ed Dewitt had not submitted any actual receipts for materials and that the labor costs he is requesting seemed high. John Warner stated that the quote from Restoration Services for \$7,159.67 was for clean-up. Commissioner Hughes asked John Warner for clarification that it was only water and not sewer. John Warner stated it was only water. Kim Arter stated that she would consider a percentage of the \$7,159.67.

Commissioner Hughes had a concern as to what kind of precedent this would set.

David Kieft asked if the Board had the authority to pay Ed Dewitt. Dave Bossenbroek stated he thinks it does. That the Board can pay legitimate bills and claims that are presented to the Water System.

Discussion ensued.

WSPB-16-017 Moved by David Kieft, seconded by Commissioner Mahoney, that based on the quote by Restoration Services pay Ed Dewitt the sum of \$7,159.67.

Jan Deur asked Dave Bossenbroek to explain what kind of precedent this would establish. Dave Bossenbroek stated this would not set a legal precedent. Dave Bossenbroek explained that it was the Boards discretion to choose to settle a claim with someone or not.

Jan Deur asked John Warner if they have paid for property damages in other watermain breaks. John Warner stated he could not recall paying for damages due to a watermain break issue. John Warner stated they have repaired driveways due to the physical damages from a watermain repair.

Jan Deur made a friendly amendment that the motion includes a caveat that we are not admitting liability. David Kieft agreed to amend his motion and Commissioner Mahoney supported the friendly amendment.

Dewitt Damage Claim Update Continued

WSPB-16-017 Moved by David Kieft, seconded by Commissioner Mahoney, that based on the quote by Restoration Services pay Ed Dewitt the sum of \$7,159.67 and the Water System Policy Board is not admitting any liability.

Commissioner Sabo asked John Warner what we would do differently to prevent this from happening in the future. John Warner stated he didn't know if they would do anything differently in the future. John Warner stated that this has never happened before and that no other home owner in the neighborhood reported damages due to this break. It was stated it was a case by case situation due to conditions and location.

Discussion ensued.

Roll call:
Yes –Arter, Kieft, Mahoney, Deur, Sabo, Hughes, McIntyre
No – None
Motion carried

Commissioner Sabo requested an update on the litigation. David Kieft stated that Discovery closed on March 8th, Motions for Summary Disposition were due April 8th and the hearing on the Motions for Summary Disposition will be on May 11th at 2 p.m.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

Dave Bossenbroek suggested that the Water System Policy Board promote the reduced REU schedule.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 3:02 p.m.

Jerry McIntyre, Chair

MEETING CANCELLATION

Notice is hereby given that the
Water System Policy Board
meeting of May 10, 2016,
is cancelled.

Jerry McIntyre, Chair

Posted: May 6, 2016

MEETING CANCELLATION

Notice is hereby given that the
Water System Policy Board
meeting of June 14, 2016,
is cancelled.

Jerry McIntyre, Chair

Posted: June 2, 2016

Muskegon County
Water System Policy Board
July 12, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Jan Deur, Fruitland Township Trustee
Terry Sabo, Muskegon County Board Chair

Excused:

Staff

Present: Steve Fink, Public Works Project Manager
Robert Ribbens, Regional Water System Supervisor
Tina Nash, DPW Departmental Clerk

Others

Present: David Bossenbroek, Attorney
Jerry Sanders, Muskegon Charter Township DPW Director
Randy Phillips, City of North Muskegon DPW Director

APPROVAL OF AGENDA

WSPB-16-018 Moved by Commissioner Hughes seconded by Commissioner Mahoney, to approve the agenda as presented.

Voice Vote: **Motion Carried**

APPROVAL OF MINUTES

WSPB-16-019 Moved by Commissioner Hughes, seconded by Jan Deur, to approve the minutes of the meeting held April 12, 2016.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEM FOR CONSIDERATION

Award Water System Reliability Studies

WSPB-16-020 Moved by Commissioner Mahoney, seconded by Commissioner Sabo, to award water system reliability studies for the Northside and Eastside Water Systems to Prein&Newhof for the lump sum proposal price of \$36,000 with all costs being paid 50/50 from Regional Water System Funds 5910-0552 and 5910-0546.

Chair McIntyre asked Steve Fink to provide some background on this motion. Steve Fink stated this is a MDEQ requirement and needs to be completed by December 2016. Steve Fink proceeded to explain the details in his memo. Steve Fink spoke about the last study completed in 2011 and how the water model developed in 2011 will be revised for this study. Steve Fink also explained his reasons as to why he is proposing to award the water system reliability studies to Prein&Newhof.

Discussion ensued.

Roll call:

Yes – Arter, Kieft, Mahoney, Sabo, McIntyre

No – Deur, Hughes

Motion carried

ITEMS FOR DISCUSSION

Marathon Oil Fire Line

Robert Ribbens explained to the Board that Marathon Oil was in need of an adequate supply of water in case there was a fire. They tapped into our main and now have a sixteen (16) inch fire line going to Marathon. There is only a verbal agreement between the Water System, City of North Muskegon and Marathon on how to bill for water used. Robert Ribbens stated there is a meter in place which was installed by the City of North Muskegon. Robert Ribbens is requesting that a written agreement be drawn and in his memo he states what he is proposing.

Jan Deur asked why there hasn't been a written agreement. Robert Ribbens stated he didn't know.

Commissioner Hughes stated that the agreement should include how often the water is tested. Randy Phillips stated that they are currently testing every two weeks to establish a baseline. Robert Ribbens stated that is something they could include in the agreement.

ITEMS FOR DISCUSSION CONTINUED

Commissioner Sabo asked if the City of North Muskegon is on board with this. Randy Phillips stated he feels they are. Commissioner Sabo asked if there would be a more formal document. Robert Ribbens stated they could provide that and bring it back soon.

Chair McIntyre asked Randy Phillips where the tap was. Randy Phillips stated it is connected at Whitehall Road. Randy Phillips stated they take chlorine readings at three (3) different points on that main.

David Kieft requested that a formal agreement be drawn and approved by the City of North Muskegon and then brought to the Water Policy Board for approval. Robert Ribbens stated that he would do that.

Water Bill for City of North Muskegon

Robert Ribbens explained that due to the failure of the pump station for the City of North Muskegon, they had to open the interconnect between the Northside Water system and the City of North Muskegon. Robert Ribbens stated this is normally done in cases of an emergency. This time it was for approximately six (6) months. Robert Ribbens stated this interconnect does not have a meter. In the past, John Warner would use existing data over a period of time and compare that to the use while the interconnect was open. Robert Ribbens stated he requested billing data from Kristy Mattson, City of North Muskegon Treasurer. Robert Ribbens used that data and included a ten percent (10%) system loss to arrive at a total amount due of \$144,621.75. Robert Ribbens stated he would like the approval of the Board before an invoice is sent to the City of North Muskegon.

David Kieft asked Randy Phillips if they plan on installing a meter and when that would happen. Randy Phillips stated he is not sure why it has not already been done.

Kim Arter asked if it would be helpful to send the City of North Muskegon a letter asking them to have the meter installed by a certain date. Commissioner Hughes agreed and stated the Board may want to consider penalty charges if not completed by the deadline.

Steve Fink stated this would be an important first step as the City of North Muskegon is looking into becoming a customer of the County Water System. Randy Phillips stated that the MDEQ has included in their survey work that they recommend it because of the reliability.

Jan Duer asked Robert Ribbens if the amount he is proposing is similar to past billings. Robert Ribbens stated that is difficult to determine because this is for a much longer time frame and the seasons involved.

Chair McIntyre stated it is important to get the meter installed.

WSPB-16-021 Moved by Commissioner Mahoney, seconded by Jan Duer, to concur with the proposed invoice amount of \$144,621.75 for water used and bill the City of North Muskegon accordingly.

Voice Vote: **Motion Carried**

INFORMATION ITEMS

WSPB-16-022 Moved by David Kieft, seconded by Commissioner Hughes, that the following information items be received and placed on file:

1. New Meter Set List for June 2016
2. Local Fund Balance Sheet for June 2016

Voice Vote: **Motion Carried**

REPORTS

Water System Update

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

Steve Fink stated it's been a quiet month. There was a watermain cut on Center Street which was repaired as soon as the materials came in.

David Kieft stated it looked like the work on Apple Avenue is almost complete. Commissioner Hughes stated the City of Muskegon did a good job. Robert Ribbens stated he believed the work would be completed by Wednesday. Steve Fink and Robert Ribbens explained there was an abandoned water service line below Apple Avenue leaking.

Commissioner Hughes asked about the payments to Britton & Bossenbroek and Rose & Rose. Tina Nash will email copies of those invoices to those present.

OLD BUSINESS

Commissioner Hughes informed the Board that she spoke to Judge Mullally's secretary about the Judge's ruling that was to be issued 56 days following the last hearing. Commissioner Hughes stated the Judge forgot and would be sending it soon.

NEW BUSINESS

David Kieft thanked both Steve Fink and Robert Ribbens for their cooperation regarding Muskegon Charter Township's ordinances.

Kim Arter asked about John Warner. Commissioner Sabo stated John Warner is currently going through the appeal process. Commissioner Hughes stated the position has been posted. Commissioner Sabo stated he would meet with Mark Eisenbarth and have him update the Board members.

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 3:06 p.m.

Muskegon County
Water System Policy Board
August 9, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Jan Deur, Fruitland Township Trustee
Terry Sabo, Muskegon County Board Chair

Excused:

Staff

Present: Steve Fink, Public Works Project Manager
Robert Ribbens, Regional Water System Supervisor
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst

Others

Present: David Bossenbroek, Attorney
Jerry Sanders, Muskegon Charter Township DPW Director
Sidney Shaw, Deputy Supervisor for Fruitland Township

APPROVAL OF AGENDA

WSPB-16-023 Moved by Commissioner Hughes, seconded by Kim Arter, to approve the agenda as presented.

Voice Vote: **Motion Carried**

APPROVAL OF MINUTES

WSPB-16-024 Moved by Jan Deur, seconded by Commissioner Sabo, to approve the minutes of the meeting held July 12, 2016.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

INFORMATIONAL ITEMS

The following informational items were received and placed on file:

1. FY2017 Recommended Budget
2. New Meter Set List for July 2016
3. Local Fund Balance Sheet for July 2016

Commissioner Hughes asked the following questions regarding line items in the FY2017 recommended budget: Why there wasn't an amount budgeted in the reimbursement line? Carly Hines stated this is money received which is very rare. Why there was an increase for postage when the cost for postage has went down? Carly Hines explained that Public Works was paying for most of the postage and going forward postage will be charged to the appropriate accounts. Why did the amount for water meters double? Robert Ribbens explained it was due to changing out old meters, both home and commercial. Jan Deur asked the year to date amount spent on meters for the Northside System. Carly Hines stated it was \$27,728.00. Commissioner Hughes asked why there was a drop in the amount for water wholesale. Regarding the Northside, Carly Hines stated they looked at the past amounts and the \$780,000.00 requested was more appropriate. Why the requested amount is smaller than the recommended amount in the general admin expense's line and why would the Water System pay this? Carly Hines stated this is an amount set by the Accounting Department based on the Cost Allocation Plan. Carly Hines explained this is budgeted to pay for services provided by departments such as Accounting. Why are the municipalities listed out separately? Carly Hines stated the revenue for each municipality is tracked separately. Why is the amount for Miss Dig so high? Robert Ribbens stated they use Miss Dig a lot for the various projects.

David Kieft stated that there is almost a \$1.2 million difference in the overall total of last years recommended budget compared to this years recommended budget and the presented recommended FY2017 budget does not match the monthly graphs amounts. Carly Hines stated she would have to look into it and report back. David Kieft stated he did not feel comfortable recommending a budget that is showing a deficit. Jan Deur asked for clarification as to what the difference is in the fiscal year requested and recommended. Carly Hines stated the requested comes from the departments and the recommended comes from the County's Accounting Department.

Jan Deur asked the reason for the decline in the interest on intergovernmental loans. Carly Hines stated the loan is from the bond we hold for North Muskegon. As the principal for the bond goes down so does the interest. Jan Deur asked what was driving the increase in wages. Carly Hines explained that they accounted for the 1% planned wage increase and that she changed the allocation of time for the

Director, Project Manager and Administrative Analyst positions to better match time spent working on Water System items. Jan Deur asked why the increase in retirement didn't match the percent of increase in wages. Carly Hines stated she would have to look into it. Jan Deur asked about the legal fees budgeted and if Dave Bossenbroek was consulted. Carly Hines stated they looked at trends to determine the amount. Dave Bossenbroek agreed with the recommendation.

Steve Fink explained that the proposed recommended budget was for informational purposes only and if there are changes that need to be done there still would be time as the final budget gets approved by the County's Full Board in September.

David Kieft stated he would still like to know the differences. Staff will look into it and report back. Commissioner Sabo asked if that could be emailed before the next meeting.

REPORTS

Water System Monthly Operations, July 2016

The Water System Monthly Operations was accepted as written and distributed in a memo for information.

Commissioner Hughes stated that staff did a good job with the repair on Apple Ave.

Jan Deur asked Robert Ribbens about customer concerns with high water use. Robert Ribbens explained that the water clerk monitors customer accounts for high use and reports that to him. Customers will also call if they receive a high water bill. Robert Ribbens will then go out and check for leaks.

Commissioner Hughes asked about the spike in user fees and asked if that was because of the water used by North Muskegon. Steve Fink stated it was. Chair McIntyre asked if North Muskegon had set up the meter yet. Robert Ribbens stated it's going to take some more time.

David Kieft asked that a copy of Mr. Bossenbroek's bill be sent each month.

Discussion ensued regarding the attorney's invoiced amount regarding John Warner.

OLD BUSINESS

None

NEW BUSINESS

Jan Deur introduced Sidney Shaw. Jan Deur stated Mr. Shaw was appointed Deputy Supervisor for Fruitland Township by Sam St. Amour.

Chair McIntyre asked Jan Deur how Sam St. Amour was doing. Jan Deur stated he was in good spirits.

AUDIENCE PARTICIPATION

None

Muskegon County Regional Water System Policy Board
August 9, 2016
Page Four

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:35 p.m.

Jerry McIntyre, Chair

Muskegon County
Water System Policy Board
September 13, 2016
2:00 p.m.
Training Center
97 E. Apple Avenue, Room 119
Muskegon, Michigan 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Jan Deur, Fruitland Township Trustee
Terry Sabo, Muskegon County Board Chair

Excused:

Staff

Present: Steve Fink, Public Works Project Manager
Robert Ribbens, Regional Water System Supervisor
Tina Nash, DPW Departmental Clerk
Carly Hines, DPW Administrative Analyst
Beth Dick, Muskegon County Assistant Administrator & Finance Director
David Bossenbroek, Attorney

APPROVAL OF AGENDA

WSPB-16-025 Moved by Commissioner Hughes, seconded by Jan Deur, to approve the agenda as presented.

Voice Vote: **Motion Carried**

APPROVAL OF MINUTES

WSPB-16-026 Moved by Commissioner Hughes, seconded by Kim Arter, to approve the minutes of the meeting held August 9, 2016.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

RECOMMEND THE FISCAL YEAR 2017 BUDGET

WSPB-16-027 Moved by Commissioner Mahoney, seconded by Jan Deur, to recommend to the Muskegon County Board of Commissioners the approval of the fiscal year 2017 budget for the Muskegon County Regional Water System as presented.

Commissioner Hughes asked if there were any changes or amendments to the budget since they looked at it last month. Carly Hines stated there were a few GASB overhead type costs.

Dave Kieft expressed concern about passing a budget with a \$278,000 deficit, and the inclusion of the hydrant rental fees that would potentially increase the deficit to \$484,000.

Steve Fink stated even though we know the outcome of the lawsuit regarding hydrant fees, we are not at that point of finality that they could subtract the hydrant fees at this time, and we have not received any direction to take those out of the budget. He also stated those numbers did stay in at the county level approval last week, so we did not modify that at this point.

Additional discussion ensued regarding concern about approving a budget that is not balanced. Beth Dick advised that the budget can be amended at any time, and that any deficit or funds for an emergency would come out of the \$1.7 million in reserves.

Roll call:

Yes – Arter, Deur, Hughes, Mahoney, Sabo, McIntyre

No – Kieft

Motion carried

INFORMATIONAL ITEMS

WSPB-16-028 Moved by David Kieft, seconded by Commissioner Hughes, that the following information items be received and placed on file:

1. New Meter Set List for August 2016
2. Local Fund Balance Sheet for August 2016

Voice Vote: **Motion Carried**

REPORTS

Water System Monthly Operations, August 2016

The Water System Monthly Operations was accepted as written and distributed in a memo for information.

Steve Fink stated staff gathered the information requested by the consultant for the reliability study. There was a September 6th deadline and that was met. The next step will be to get a list of fire hydrants they would like to flow test to help calibrate the system.

Steve Fink stated due to Michigan Adventure closing for the season it will be necessary to flush the system approximately 3 to 4 times from this fall through winter.

Robert Ribbens stated main flushing will be conducted in late September into October. A notice will be placed in the Muskegon Chronicle and a notice was printed on the water bills. Robert Ribbens stated if the municipalities should receive calls regarding rusty water they may direct those calls to the Water Department. David Kieft asked Robert Ribbens to send him an email when the flushing starts.

Commissioner Hughes asked Steve Fink if there has been any contact from North Muskegon in regards to hooking up to our water system. Steve Fink stated he is not aware of any. Commissioner Hughes asked if North Muskegon had any other issues causing them to hook up to us. Robert Ribbens stated there were two times in late July, but not since that time. Steve Fink stated later this month a letter will be sent to North Muskegon regarding a deadline to have the interconnect meter in place.

OLD BUSINESS

David Kieft asked if there has been any discussion regarding the rate study. Steve Fink stated a rate study is needed and staff has looked at what the rate would need to be to cover the shortfall in the budget. The water user rate and/or the ready-to-serve charge could be increased to help cover the shortfall. However more information will be needed to do a rate study using a consultant. Steve Fink stated they could get started on a request for proposals (RFP) to select a consultant. Kim Arter stated a rate study is a good thing to do, but would like to wait until a director is in place. Chair McIntyre asked what the time frame would be on a rate study. Robert Ribbens stated he has been involved in a few studies and it takes months to complete. Steve Fink stated the Board could consider a rate increase now to help the budget. Upon completion of the rate study, the Board could then review the consultant's suggestions as to what the rate should be. Jan Deur asked how long the RFP process would take. Steve Fink stated he would draw off of what other communities have used and then post the RFP on MITN. Steve Fink stated we have some control as to how long the process will take.

NEW BUSINESS

Commissioner Hughes informed the Board members that there is a scheduling conflict regarding the October 11, 2016 Water System Policy Board meeting and suggested moving the meeting to October 13, 2016 prior to the Public Works meeting.

WSPB-16-029 Moved by Commissioner Mahoney, seconded by Commissioner Hughes, that the October 11, 2016 Water System Policy Board meeting be moved to October 13, 2016 at 2:00 p.m.

Voice Vote: **Motion Carried**

AUDIENCE PARTICIPATION

Jan Deur informed the Board that Fruitland Township took action and he will now be the regular member of the Water Policy Board and Melissa Beegle will be the alternate. Jan Deur also informed the Board that Sidney Shaw is no longer the Deputy Supervisor of Fruitland Township.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 2:25 p.m.

Susie Hughes, Vice-Chair

Muskegon County
Water System Policy Board
October 13, 2016
2:00 p.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Muskegon, MI 49442

Jerry McIntyre, Chair

Susie Hughes, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair McIntyre at 2:00 p.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Jan Deur, Fruitland Township Trustee
Susie Hughes, Muskegon County Commissioner
David Kieft, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
Jerry McIntyre, Dalton Township Supervisor
Terry Sabo, Muskegon County Board Chair

Excused:

Staff

Present: Mark Eisenbarth, Administrator
Beth Dick, Finance Director/Assistant County Administrator
Steve Fink, Public Works Project Manager
Robert Ribbens, Regional Water System Supervisor
Lynn Esparsa, Executive Assistant - Administration
David Bossenbroek, Attorney

APPROVAL OF AGENDA

WSPB-16-030 Moved by Commissioner Hughes, seconded by Commissioner Sabo, to approve the agenda as amended to add discussion under New Business regarding the mandatory water connection fees.

Voice Vote: **Motion Carried**

APPROVAL OF MINUTES

WSPB-16-031 Moved by Commissioner Hughes, seconded by Kim Arter, to approve the minutes of the meeting held September 13, 2016.

Dave Kieft stated he would like more discussion detail in the minutes under item WSPB-16-027.

Commissioner Hughes withdrew the motion.

WSPB-16-032 Moved by Commissioner Sabo, seconded by Jan Deur, to table the motion until the next Water System Policy Board meeting.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

AWARD CLARK STREET ENGINEERING SERVICES

WSPB-16-033 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve awarding Clark Street engineering services to Johnson & Anderson Engineers for a not-to-exceed cost of \$5,736 with all costs paid from fund 5910-0552.

Roll call:

Yes – Arter, Deur, Hughes, Kieft, Mahoney, McIntyre, Sabo

No –

Motion carried

ITEMS FOR DISCUSSION

MARATHON OIL FIRE LINE AGREEMENT STATUS

A draft Intergovernmental Agreement between the County of Muskegon (Regional Water System) and City of North Muskegon was provided to the Water System Policy Board by Rob Ribbens for review. Rob Ribbens noted the draft agreement with the City of North Muskegon is to outline how the Marathon Fire Line will be part of the system, and how it will be maintained and billed. The City of North Muskegon has reviewed the agreement.

WSPB-16-034 Moved by Commissioner Hughes, seconded by Jan Deur, to recommend the Board of Public Works approve the Intergovernmental Agreement between the County of Muskegon and City of North Muskegon and authorize the Board of Public Works Chair to sign the agreement.

Voice Vote: **Motion Carried**

CITY OF NORTH MUSKEGON UNMETERED CONNECTION LETTER STATUS

A draft letter to the City of North Muskegon regarding non-metered connection(s) between the City of North Muskegon and the Regional Water System was provided to the Water System Policy Board by Rob Ribbens for review. Although the county would prefer meter installation at the Whitehall Road connection take place in 2017, the City of North Muskegon anticipates installation in 2018. Estimated water billing will include a 20% system loss based on historical data until which time a meter is installed. It has also been recommended the City of North Muskegon not use the connect at Buys Road other than for emergency situations. The issue has been discussed with the City of North Muskegon's Department of Public Works.

WSPB-16-035 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to submit the letter as amended to the City of North Muskegon.

Voice Vote: **Motion Carried**

USE OF WATER SYSTEM MONIES FOR DISCHARGE OF LIENS

Rob Ribbens was contacted by Muskegon Township regarding Discharge of Liens. The cost of placing a lien and discharging a lien filed with the Register of Deeds has increased. Rob Ribbens requested direction from the Water System Policy Board on where the funds to make up the difference in cost should come from since the cost for the Discharge of Lien is collected at the time the lien is placed. Rob stated going forward more could be collected.

Muskegon Township Treasurer, Jeff Wood, addressed the other option of discontinuing placing a lien as a special assessment already creates a lien via tax which is put in place by the contract/waiver.

Attorney Dave Bossenbroek stated the recording of the lien with the Register of Deeds should continue, because the title company will pick up the lien when the property is sold. He stated he thought it should be a water system cost. Commissioner Hughes agreed, as did Dave Kieft and Kim Arter.

Rob Ribbens to follow up with available options to cover the cost of filing the Discharge of Lien.

INFORMATIONAL ITEMS

WSPB-16-036 Moved by Dave Kieft, seconded by Kim Arter, that the following information items be received and placed on file:

1. New Meter Set List for September 2016
2. Local Fund Balance Sheet for September 2016

Voice Vote: **Motion Carried**

REPORTS

Water System Monthly Operations, September 2016

Public Works Project Manager, Steve Fink, stated they started hydrant flushing on the Eastside system for pipeline cleaning purposes. Hydrant flow testing for water system model calibration purposes has been done on both systems, so the consultant now has that information for the completion of the Reliability Study. In September cathodic protection inspections were done on both the Evanston Avenue and Michigan's Adventure tanks. The cathodic system is doing good other than ice damage on the halos in each tank which have some broken support ropes. The tanks will be drained next year for a five year inspection required by the DEQ, so repairs can take place at that time.

Discussion ensued regarding flushing hydrants and how repairs and maintenance is handled.

WSPB-16-037 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to accept the September 2016 Water System Monthly Operations Report as written and place on file.

Voice Vote: Motion Carried

OLD BUSINESS

None

NEW BUSINESS

MANDATORY WATER CONNECTION FEES

Discussion ensued regarding how fees should be handled when a property owner paid for the connection upfront, however, did not connect the service until years later when the cost for hookup has changed. In addition, what fees, if any, should be incurred by the municipality and/or property owner when the connection is not hookup ready. Rob Ribbens to follow up with the City of Muskegon for records of prepayment with more information.

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 3:12 p.m.

Jerry McIntyre, Chair

MEETING CANCELLATION

Notice is hereby given that the
Water System Policy Board
meeting of November 8, 2016,
is cancelled.

Jerry McIntyre, Chair

Posted: November 4, 2016

MEETING NOTICE

Notice is hereby given that the regular scheduled meeting of the Water System Policy Board for Tuesday, December 6, 2016, has been rescheduled to **Tuesday, December 20, 2016** at the Training Center, 97 E. Apple Avenue, Room 119, Muskegon, MI 49442 at 2:00 p.m.

Commissioner Susie Hughes, Vice-Chair

Posted: December 5, 2016

231.724.6411

MEETING CANCELLATION

Notice is hereby given that the
Water System Policy Board
meeting of
December 20, 2016,
is cancelled.

Commissioner Susie Hughes, Vice-Chair

Posted: December 15, 2016
231-724-6411