

Muskegon County
Water System Policy Board
January 8, 2020
10:00 a.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Board of Commissioners Room, 4th Floor

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Vice-Chair Jeske at 10:00 a.m.

ROLL

Present: Chris Hall, Laketon Township Building Inspector
Jennifer Hodges, Muskegon Charter Township Supervisor
Marcia Jeske, Fruitland Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner [arrived at 10:03 a.m.]
I. John Snider II, Muskegon County Commissioner

Excused: Tony Barnes, Dalton Township Supervisor
Susie Hughes, Muskegon County Commissioner

Staff

Present: Matt Farrar, Public Works Director
Steve Fink, Public Works Engineer & Projects Manager
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance and Sustainability Administrator
Crystal Morgan, WSPB Attorney
Beth Dick, Finance Director / Assistant County Administrator

ELECTION OF OFFICERS

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

Chris Hall nominated Jennifer Hodges for Chair.
Jennifer Hodges declined the nomination.

Jennifer Hodges nominated Tony Barnes for Chair.
There were no other nominations for Chair.

Vice Chair Jeske closed the nominations for Chair.

WSPB-20-001 Moved by Jennifer Hodges, seconded by Commissioner Snider, to elect Tony Barnes as Chair.

Voice Vote: **Motion Carried**

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

Jennifer Hodges nominated Marcia Jeske for Vice Chair.
There were no other nominations for Vice Chair.

Vice Chair Jeske closed the nominations for Vice Chair.

WSPB-20-002 Moved by Jennifer Hodges, seconded by Chris Hall, to elect Marcia Jeske as Vice Chair.

Voice Vote: **Motion Carried**

Vice Chair Jeske opened designations for Secretary of the Muskegon County Regional Water System Policy Board.

Jennifer Hodges nominated Tina Nash for Secretary.
There were no other nominations.
Vice Chair Jeske closed the nominations.

WSPB-20-003 Moved by Jennifer Hodges, seconded by Marcia Jeske, to designate Tina Nash as Secretary.

Voice Vote: **Motion Carried**

ELECTION OF OFFICERS CONT'D

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

Marcia Jeske nominated Carly Hines for Fiscal Officer.
There were no other nominations.
Vice Chair Jeske closed the nominations.

WSPB-20-004 Moved by Marcia Jeske, supported by John Snider, to designate Carly Hines as Fiscal Officer.

Voice Vote: **Motion Carried**

WSPB-20-005 APPROVAL OF AGENDA

Moved by Jennifer Hodges, seconded by Commissioner Snider, to approve the agenda as presented.

Voice Vote: **Motion Carried**

WSPB-20-006 APPROVAL OF MINUTES

Moved by Chris Hall, seconded by Jennifer Hodges, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on December 4, 2019.

Roll call:
Yes – Mahoney, Snider, Jeske, Hall, Hodges
No –
Excused – Barnes, Hughes
Motion carried

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

WSPB-20-007 Approve Plans and Specifications for Phase 1 of the Channel Crossing Project

Moved by Chris Hall, seconded by Mahoney, to approve the plans and specifications prepared by Johnson & Anderson for Phase 1 of the Channel Crossing Project as prepared by staff.

Chris Hall asked if phase II could be completed by a different engineering firm. Matthew Farrar stated the various phases of the project could be completed by different engineering firms. Discussion ensued regarding the project timeline and the affect the acquisition of Johnson & Anderson by DLZ Michigan Inc. has had on the project. Matthew Farrar stated staff has a meeting scheduled with DLZ later this month.

Matthew Farrar stated the high water we are experiencing will have minimal impact on this project.

Roll call:

Yes – Hodges, Mahoney, Snider, Jeske, Hall,

No –

Excused – Barnes, Hughes

Motion carried

WSPB-20-008 Contract Assignment

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, to authorize the assignment of the Johnson & Anderson Channel Crossing engineering contract to DLZ Michigan, Inc. and recommend the Chair of the Board of Public Works sign the assignment document prepared by corporate counsel.

Roll call:

Yes – Snider, Jeske, Hall, Hodges, Mahoney

No –

Excused – Barnes, Hughes

Motion carried

WSPB-20-009 INFORMATIONAL ITEMS

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, that the following information items be received and placed on file:

1. Meter Set List for December 2019
2. Local Fund Balance Sheet for December 2019
3. Check Disbursement Report

Voice Vote: **Motion Carried**

REPORTS

WSPB-20-010 Water System Update

Moved by Jennifer Hodges, seconded by Commissioner Mahoney, that the Water System Update be accepted as written.

Matthew Farrar stated, over the next couple of months, staff will be preparing various water system reports required by the State of Michigan (EGLE) and would distribute them when completed.

Voice Vote: **Motion Carried**

OLD BUSINESS

Staff is working on confirming a date for the Management Contract sub-committee members to meet.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:23 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board
February 5, 2020
10:00 a.m.
Michael E. Kobza Hall of Justice
990 Terrace Street
Board of Commissioners Room, 4th Floor

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Barnes at 10:00 a.m.

ROLL

Present: Tony Barnes, Dalton Township Supervisor
Chris Hall, Laketon Township Building Inspector
Susie Hughes, Muskegon County Commissioner
Marcia Jeske, Fruitland Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner

Excused: I. John Snider II, Muskegon County Commissioner

Staff

Present: Matt Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Steve Fink, Public Works Engineer & Projects Manager
Carly Hines, Public Works Finance & Sustainability Administrator

WSPB-20-011 APPROVAL OF AGENDA

Moved by Marcia Jeske, seconded by Jennifer Hodges, to approve the agenda as presented.

Voice Vote: **Motion Carried**

WSPB-20-012 APPROVAL OF MINUTES

Moved by Jennifer Hodges, seconded by Marcia Jeske, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on January 8, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

Matthew Farrar pointed out two errors on the check disbursement report. Matthew Farrar stated corrections are being made to charge the appropriate accounts for those expenses.

ITEMS FOR Consideration

WSPB -20-013 Approve Phase I of the Channel Crossing Project

Moved by Commissioner Hughes, seconded by Marcia Jeske, to approve Phase I of the Channel Crossing Project.

Chair Barnes asked about the timeline for the project. Steve Fink stated the contract allows for work to be completed up to Memorial Day, then the work would need to cease until after Labor Day. Steve Fink stated Phase I is to be completed by May 2021.

Voice Vote: **Motion Carried**

WSPB -20-014 Recommend Award of Bid for Phase I of the Channel Crossing Project

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to recommend to the Board of Public Works to award the bid for Phase I of the Channel Crossing Project to Hallack Contracting Inc.

Discussion ensued regarding local preference.

Roll call:

Yes – Hall, Hughes, Jeske

No – Hodges, Mahoney, Barnes

Excused – Snider

Motion Failed

WSPB -20-015 Recommend Award of Bid for Phase I of the Channel Crossing Project

Moved by Jennifer Hodges, seconded by Chair Barnes, to recommend to the Board of Public Works to award the bid for Phase I of the Channel Crossing Project to McCormick Sand Inc.

Roll call:

Yes – Mahoney, Hodges, Barnes

No – Jeske, Hall, Hughes

Excused – Snider

Motion Failed

Matthew Farrar stated this was a recommendation to the Public Works Board. The Public Works Board will award the bid. Matthew Farrar stated the timing of awarding this project is important due to ordering materials.

[Commissioner Mahoney excused at 10:23AM]

INFORMATIONAL ITEMS

The following informational items be received and placed on file:

1. Meter Set List for January 2020
2. Local Fund Balance Sheet for January 2020
3. Check Disbursement Report
4. Water System Update

Matthew Farrar stated staff is working on finalizing the route for Phase II of the Channel Crossing Project.

Chris Hall asked what effect the amendments to Appendix C have had. Matthew Farrar stated staff would look into it and report back.

OLD BUSINESS

None

NEW BUSINESS

None

AUDIENCE PARTICIPATION

Chair Barnes thanked the board for their confidence and electing him as Chair.

Jerry Sanders asked Matthew Farrar if there were any plans to do any building/tank maintenance to Quarterline Booster Station as things are looking dirty. Matthew Farrar stated staff will look at it.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:31 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board

June 3, 2020

10:00 a.m.

Louis A. McMurray Conference and Transportation Center
2624 6th Street, Muskegon, Heights, Michigan 49444

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Barnes at 10:04 a.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Tony Barnes, Dalton Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
Marcia Jeske, Fruitland Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner

Excused:

Staff

Present: Matt Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Steve Fink, Public Works Engineer & Projects Manager
Carly Hines, Public Works Finance & Sustainability Administrator
Crystal Morgan, WSPB Attorney

WSPB-20-016 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-20-017 APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Jennifer Hodges, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on February 5, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR Consideration

WSPB -20-018 Approve Channel Crossing Route Alternative II

Matthew Farrar stated the route study to determine the best route for the Channel Crossing water main has been completed by DLZ. DLZ identified two routes for consideration. Both routes propose to begin at the Water Plant, and go north, under the Muskegon Channel to a location north of the bath house at the State Park. From there, two routes were identified:

1. Alternate I: Continue north in the State Park access road to Memorial Drive, then east in Memorial Drive to Peterson Road, and
2. Alternate II: Continue northeast under the dunes via directional drilling to near Peterson and Memorial Drive.

Randy Parrett, with DLZ Michigan, Inc., discussed the pros and cons of each route.

Steve Fink discussed the DNR's preference to go with Alternative II (horizontal directional drill method). Steve Fink stated the DNR prefers this route because it will allow the public to continue to use the State Park for activities and have little to no impact on park revenues. Steve Fink stated EGLE also approves of the directional drilling route. Staff also discussed the financial risks with Alternate I relative to road reconstruction if road geometry changes were needed.

DLZ recommends Alternate II.

Discussion ensued.

Moved by Marcia Jeske, seconded by Commissioner Hughes, to approve Channel Crossing Route Alternative II as recommended by the Engineer.

Roll call:

Yes – Arter, Hodges, Hughes, Mahoney, Snider, Jeske, Barnes

No –

Motion Carried

WSPB -20-019 Select DLZ to Perform Phase IV Channel Crossing Engineering Services

Moved by Commissioner Snider, seconded by Commissioner Hughes, to select DLZ to perform Phase IV Channel Crossing engineering services for a not-to-exceed cost of \$71,900.

Roll call:

Yes – Hodges, Hughes, Mahoney, Snider, Jeske, Arter, Barnes

No –

Motion Carried

INFORMATIONAL ITEMS

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

1. Meter Set List for May 2020
2. Local Fund Balance Sheet for May 2020
3. Check Disbursement Report
4. Water System Update

Voice Vote: **Motion Carried**

OLD BUSINESS

Matthew Farrar addressed Jerry Sanders question regarding maintenance of the Quarterline tank. Steve Fink stated quotes have been received and work will be completed this summer. Steve Fink stated a full drain and inspection of the tank will take place after Labor Day.

Matthew Farrar addressed a previous question regarding the fees collected due to the changes made to Appendix C. Matthew Farrar stated the additional fees collected were minimal, less than a \$1,000.

Matthew Farrar stated staff is currently reviewing budgets. Matthew Farrar stated water flow and revenue is up; however with Michigan Adventure being closed due to COVID-19 there may be a slight impact. To address this, Matthew Farrar stated the open Public Works Tech position not be filled until October 1, 2020.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

Steve Fink stated Michigan's Adventure will be putting in a new fire line the week of June 8th. Steve Fink stated Michigan's Adventure requested us to permit two additional fire lines and we have received the permit from EGLE for one of those lines.

Jerry Sanders asked what the deepest depth will be for the Channel Crossing boring. Randy Parrett stated it has not been determined.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:39 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board

July 1, 2020

10:00 a.m.

Louis A. McMurray Conference and Transportation Center
2624 6th Street, Muskegon, Heights, Michigan 49444

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Barnes at 10:05 a.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Tony Barnes, Dalton Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
Kenneth Mahoney, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner [arrived at 10:07]

Excused: Marcia Jeske, Fruitland Township Supervisor

Staff

Present: Matt Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance & Sustainability Administrator
Crystal Morgan, WSPB Attorney

WSPB-20-020 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-20-021 APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Jennifer Hodges, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on June 3, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR Consideration

WSPB -20-022 Approve Prein & Newhof to perform the Risk & Resilience Assessment and Emergency Response Plan

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve Prein & Newhof to perform the Risk & Resilience Assessment and an Emergency Response Plan for a not-to-exceed cost of \$15,000.

Roll call:

Yes – Arter, Hodges, Hughes, Mahoney, Snider, Barnes

No –

Excused - Jeske

Motion Carried

INFORMATIONAL ITEMS

WSPB -20-023 Moved by Commissioner Hughes, seconded by Commissioner Mahoney, that the following informational items be received and placed on file:

1. New Meter Set List for June 2020
2. Local Fund Balance Sheet for June 2020
3. Check Disbursement Report
4. Water System Update

Voice Vote: **Motion Carried**

OLD BUSINESS

Matthew Farrar stated it appears Michigan's Adventure may open. Matthew Farrar stated he is going to hold off filling the full-time Public Works Tech position until this fiscal year has ended.

Matthew Farrar stated the proposed FY2021 budget will be emailed in the next couple of weeks.

Matthew Farrar stated staff is in the process of obtaining permits for the Channel Crossing project.

Chair Barnes stated a letter was sent to the Governor regarding the opening of amusement parks. Chair Barnes stated Camille Jordan-Mark with Michigan's Adventure is optimistic they will be able to open. Matthew Farrar stated the budget is being prepared as if Michigan's Adventure will not open this 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 10:17 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board
August 5, 2020
10:00 a.m.
Zoom Meeting

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Barnes at 10:03 a.m.

ROLL

Present: Tony Barnes, Dalton Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
Marcia Jeske, Fruitland Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner

Excused: Kim Arter, Laketon Township Supervisor

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance & Sustainability Administrator
Steve Fink, Public Works Engineer & Projects Manager
Crystal Morgan, WSPB Attorney

WSPB-20-024 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-20-025 APPROVAL OF MINUTES

Moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on July 1, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR Consideration

WSPB -20-026 Recommend Fiscal Year 2021 Budget

Moved by Commissioner Hughes, seconded by Jennifer Hodges, to recommend to the Board of Commissioners the approval of the fiscal year 2021 budget for the Muskegon County Regional Water system as presented.

Matthew Farrar stated the budget was adjusted to reflect the opening of the water park at Michigan's Adventure; however the budget will be adjusted again due to the closing of the water park.

Roll call:

Yes – Hodges, Hughes, Jeske, Mahoney, Snider, Barnes

No –

Excused - Arter

Motion Carried

INFORMATIONAL ITEMS

WSPB -20-027 Moved by Jennifer Hodges, seconded by Commissioner Snider, that the following informational items be received and placed on file:

1. New Meter Set List for July 2020
2. Local Fund Balance Sheet for July 2020
3. Water System Update
4. Check Disbursement Report

Voice Vote: **Motion Carried**

OLD BUSINESS

Channel Crossing Project Update by Steve Fink –

Steve Fink stated a preconstruction meeting took place last week with the City of Muskegon and Beach Street/Contract 1 is tentatively scheduled to start after Labor Day. The pipe will be delivered in mid-August and the contractor is ready to start. DLZ is currently working on permit applications and drawings for the Army Corps of Engineers to bore under the channel. DLZ is working on reducing down survey data to complete the drawings for the EGLE permit to allow work within the dune areas.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:11 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board
September 2, 2020
10:00 a.m.
Zoom Meeting

Tony Barnes, Chair

Marcia Jeske, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Barnes at 10:02 a.m.

ROLL

Present: Kim Arter, Laketon Township Supervisor
Tony Barnes, Dalton Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
Marcia Jeske, Fruitland Township Supervisor
Kenneth Mahoney, Muskegon County Commissioner
I. John Snider II, Muskegon County Commissioner

Excused: I. John Snider II, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance & Sustainability Administrator
Crystal Morgan, WSPB Attorney

WSPB-20-028 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-20-029 APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Jennifer Hodges, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on August 5, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR Consideration

WSPB -20-030 Recommend to Update the Regional Water System's Rate Study

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to recommend to the Board of Public Works that it hire Municipal Analytics to update the Regional Water System's rate study per the attached proposal for a not-to-exceed cost of \$7,800.

Matthew Farrar stated the City of Muskegon lowered the rate multiplier it charges the Regional Water System from 1.25 to 1.21.

Roll call:

Yes – Arter, Hodges, Hughes, Mahoney, Jeske, Barnes

No –

Excused - Snider

Motion Carried

INFORMATIONAL ITEMS

WSPB -20-031 Moved by Commissioner Hughes, seconded by Marcia Jeske, that the following informational items be received and placed on file:

1. New Meter Set List for August 2020
2. Local Fund Balance Sheet for August 2020
3. Check Disbursement Report
4. Water System Report

Voice Vote: **Motion Carried**

OLD BUSINESS

Channel Crossing Project Update –

Matthew Farrar stated the City of Muskegon allowed the Channel Crossing project to start a week early. The contractor was able to begin work on August 31.

NEW BUSINESS

None

AUDIENCE PARTICIPATION

None

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:10 a.m.

Tony Barnes, Chair

Muskegon County
Water System Policy Board
December 2, 2020
10:00 a.m.
Zoom Meeting

MINUTES

CALL TO ORDER

The meeting was called to order by Matthew Farrar at 10:00 a.m.

Per the Bylaws of the Muskegon County Regional Water System Policy Board, Matthew Farrar requested the board appoint a member present to preside over this meeting.

WSPB-20-032 Select a Member of the Board to Preside Over Meeting

Moved by Kim Arter, seconded by Jeffrey Martin, to nominate Jennifer Hodges to preside over this meeting.

Voice Vote: **Motion Carried**

ROLL

Present: Kim Arter, Laketon Township Supervisor
Jennifer Hodges, Muskegon Charter Township Supervisor
Susie Hughes, Muskegon County Commissioner
Kenneth Mahoney, Muskegon County Commissioner
Jeffrey Marcinkowski, Fruitland Township Supervisor
Jeffrey Martin, Dalton Township Supervisor

Excused: I. John Snider II, Muskegon County Commissioner

Staff

Present: Matthew Farrar, Public Works Director
Tina Nash, Public Works Coordinator
Carly Hines, Public Works Finance & Sustainability Administrator
Crystal Morgan, WSPB Attorney

WSPB-20-033 APPROVAL OF AGENDA

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

Voice Vote: **Motion Carried**

WSPB-20-034 APPROVAL OF MINUTES

Moved by Commissioner Hughes, seconded by Kim Arter, to approve the minutes of the Muskegon County Regional Water Policy Board meeting held on September 2, 2020.

Voice Vote: **Motion Carried**

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR Consideration

WSPB -20-035 Approve the 2021 Meeting Schedule

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to adopt the attached 2021 meeting schedule for the Muskegon County Regional Water System Policy Board.

Voice Vote: **Motion Carried**

INFORMATIONAL ITEMS

WSPB -20-036 Moved by Commissioner Hughes, seconded by Kim Arter, that the following informational items be received and placed on file:

1. New Meter Set List for August 2020
2. Local Fund Balance Sheet for August 2020
3. Check Disbursement Report
4. Water System Report

Voice Vote: **Motion Carried**

OLD BUSINESS

Channel Crossing Project Update –

Phase I: Matthew Farrar informed the board the Phase I pipe is in and in service. The contractor is on schedule. Matthew Farrar stated the top course of asphalt will be completed in the spring. Matthew Farrar stated the City of Muskegon will be expanding parking along Beach Street and paying for all costs associated.

Phase II: Matthew Farrar stated this will involve the directional drilling under the channel to the State Park and then directional drilling northeast under the dune to Memorial Drive. They are currently in the permitting phase for this work.

Rate Study Update –

Matthew Farrar stated it has been 3 years and they are currently working on updating the study. Matthew Farrar stated they should have the information in approximately a month.

New Supervisors –

Matthew Farrar informed the board he and Crystal Morgan will be meeting with the new Supervisors next week. Other members expressed interest in attending.

NEW BUSINESS

Commissioner Mahoney stated it has been a pleasure to work with this board. Jennifer Hodges thanked Commissioner Mahoney and Commissioner Snider for their service.

AUDIENCE PARTICIPATION

Crystal Morgan stated when meeting with the new Supervisors, if there is a quorum of the members the meeting will need to be posted in accordance with the Open Meetings Act.

ADJOURN

There being no further business to come before the Water System Policy Board, the meeting adjourned at 10:15 a.m.

Jennifer Hodges, Presiding Chair

Water System Policy Board Meeting Schedule 2021

Meeting time - 10:00 AM

DATES

Wednesday, January 13, 2021

Wednesday, February 3, 2021

Wednesday, March 3, 2021

Wednesday, April 7, 2021

Wednesday, May 5, 2021

Wednesday, June 2, 2021

Wednesday, July 7, 2021

Wednesday, August 4, 2021

Wednesday, September 1, 2021

Wednesday, October 6, 2021

Wednesday, November 3, 2021

Wednesday, December 1, 2021

**Location – Board Room * 990 Terrace Street / 4th Floor
(Unless noted otherwise on Agenda)**

