



**KENT COUNTY BOARD OF PUBLIC WORKS**

**February 1, 2018**

**8:30 AM**

**Earl G. Woodworth Building  
Meeting Room Chambers  
1500 Scribner Avenue NW  
Grand Rapids, Michigan 49504**

**MEMBERS PRESENT:** Commissioner Vonk, Bulkowski, Brieve, Skaggs, Yonker, Janes, Koorndyk

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Darwin Baas, Director; Kimberly Williams, Finance Division Director; Alisha Barber, Office Manager; Paul Smith, WTE Operations Manager; Becky Dyer, Financial Supervisor; Molly Sherwood, Environmental Compliance Manager; Dan Rose, Solid Waste Operations Manager; Russ Leech, Equipment Operator; Tracey Hudson-Croskery, Account Clerk II; Kim Alexander, Account Clerk II; Calvin Brinks, Purchasing/Fleet Services Manager; Stephanie Lee, Risk Manager; John Van Tholen, Sales Manager at Granger

**I. Call to Order**

Chairman Vonk called the meeting to order at 8:30 a.m.

**II. Consent Agenda**

- A. Review and Approval of Minutes
- B. Conference/Education Travels – Plastics Recycling 2018
- C. Approval of Monetary Outlays

**Motion**

It was moved by Commissioner Brieve and seconded by Commissioner Janes to approve the Consent Agenda.

Motion carried unanimously.

### **III. Public Comment**

John Van Tholen, Sales Manager from Granger at 215 Monique Drive NE, Grand Rapids thanked Director Baas and staff for the hospitality and education provided. John and a group of employees from Granger toured the Kent County Department of Public Works' facilities.

### **IV. Administration**

#### **A. Service Awards**

##### **1. Russ Leach, DPW REC – 15 years**

Director Baas presented staff member Russ Leach, Equipment Operator at the Recycling and Education Center with a 15 years of service pin from Kent County.

##### **2. Kim Alexander, DPW Finance – 25 years**

Director Baas presented staff member Kim Alexander, Account Clerk II with a 25 years of service pin from Kent County.

#### **B. Overview of 2018 Strategic Initiatives & Projects – PowerPoint**

Director Baas presented the 2018 Strategic Initiatives & Projects PowerPoint. Some highlights:

- From the Waste-to-Energy Advisory Committee meetings, DPW was asked to develop a Fiscal and Cash Reserves policy. This policy will systematically set aside an amount for future capital expenditures.
- The two-year lease agreement with the Kent County Road Commission will expire in 2020. DPW has started planning to relocate the Administrative Offices next to the Recycling and Education Center within a couple of years.
- DPW will be engaging residents around the North Kent Landfill area for PFAS water testing.
- DPW has started negotiations to determine if it is feasible to move steam from the Waste-to-Energy Facility to Downtown again.
- About four years ago, the North Kent Transfer Station transferred out about 10 trailers per day to the landfill. Currently, we are transferring 26 trailers per day. With the growth of transfers, DPW will be looking at a new site plan design and staffing changes.

#### **C. Resource Park Technologies Site Visit – AR**

Director Baas reviewed the action request to approve travel for the four DPW staff and any Board Members to tour waste utilization and waste conversion facilities in San Jose, California. These tours will help DPW develop an understanding of the technologies and amenities used to operate specific elements that may be included in the proposed Kent County DPW Resource Park.

## **Motion**

It was moved by Commissioner Yonker and seconded by Commissioner Bukowski to travel for four staff and any Board Members to tour resource recovery facilities in the San Jose, California area at a cost of \$1500 per participant.

Motion carried unanimously.

## **V. Environmental Compliance Management**

### **A. North Kent Landfill Briefing**

Molly Sherwood, Environmental Compliance Manager discussed the PFAS water testing collection the DEQ provided for the monitoring wells surrounding the North Kent Landfill. Three wells exceeded the state's limit for PFOA, PFOS combined of 70 PPT. The DEQ provided a list of residential properties to water test near the area and there was a total of 43 properties with private wells. DPW is working with a consulting group to provide the 43 properties with bottled waters, Meijer gift cards and a letter describing DPW's response action. Also, a safety informational sheet will be provided by the Kent County Health Department. After receiving results in two to three weeks, a water filtration system will only be installed in homes where PFAS is detected.

## **VI. Accounting & Finance**

### **A. WTE Insurance Renewal – AR**

Director Baas reviewed the action request to acquire insurance coverage for the Waste-to-Energy (WTE) facility. The WTE property and liability insurance renewals were solicited through Kent County Fiscal Services for 2018 coverage. One bid was received from Arthur J. Gallagher from American Insurance Company.

## **Motion**

It was moved by Commissioner Brieve and seconded by Commissioner Skaggs to authorize the Director to acquire insurance coverage for the WTE through Arthur J. Gallagher for property at a premium of \$225,998 and for liability at a premium of \$159,152.

Motion carried unanimously.

## **VII. Director's Report**

### **A. WTE Advisory Committee Meeting Dates/Appointments**

Director Baas discussed the Waste-to-Energy Advisory Committee meeting schedule for 2018.

### **B. Christmas Tree Light Collection**

Director Bass will discuss this next month.

### **C. Resource Park Update**

This update was discussed under IV. B.

D. **BMRA Conference**

Building Materials Resource Association Conference will be coming to Grand Rapids in September 2018.

E. **Experience Grand Rapids**

DPW is working with Experience Grand Rapids to bring the National Waste to Energy Conference (NAWTEC) to Grand Rapids in 2020. We'll be inviting the President of the Board to a 27-hour experience in Grand Rapids.

**V. Miscellaneous**

None.

**VI. Adjournment**

The meeting was adjourned at 10:15 a.m.