



**KENT COUNTY BOARD OF PUBLIC WORKS**

**September 6, 2018**

**8:30 AM**

**Recycling & Education Center  
2<sup>nd</sup> Floor Classroom  
977 Wealthy SW  
Grand Rapids, MI 49504**

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

**MEMBERS ABSENT:** Commissioner Bulkowski

**OTHERS PRESENT:** Darwin Baas, Director; Kimberly Williams, Finance Division Director; Alisha Barber, Office Manager; Paul Smith, WTE Operations Manager; Molly Sherwood, Environmental Compliance Manager; Nic VanderVinne, Resource Recovery and Recycling Manager; Kristen Weiland, Communications & Marketing Manager; Dan Rose, Solid Waste Operations Manager; Craig Paull, Assistant Corporate Counsel; Lauren Westerman, Resource Recovery Specialist; Ron Mills, Civil Engineer I; Constance Westgate, Engineering Technician; Joni Laming, Purchasing Supervisor; Russ Boersma, Arrowwaste Inc.; John Van Tholen, Granger; Tom Mahoney, Republic Services; Jennifer Porter, Gershman, Brickner & Bratton; Steve Faber, Byrum & Fisk; James Hurt, Director of Public Services at City of Grand Rapids

**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. 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. Administration**

#### **A. Years of Service Awards:**

1. Ron Mills, Civil Engineer – 20 years
2. James Orszula, Equipment Operator – 20 years
3. Mario Lopez, Transfer Station Operator – 15 years
4. Becky Dyer, Financial Supervisor – 10 year

Director Baas presented staff member Ron Mills, Civil Engineer with a 20-year service pin from Kent County. Also, he acknowledged James Orszula, Mario Lopez and Becky Dyer for their years of service.

### **IV. Solid Waste Operations**

#### **A. South Kent Landfill – Truck Scale – AR**

Director Baas reviewed the action request. Staff Recommends and is requesting approval to purchase and install two replacement inbound truck scales for South Kent Landfill. The original scales installed in the 1980's are at the end of their service life. To maintain consistency among DPW facilities, staff requested Grand Rapids Metrology to provide a quote.

## **Motion**

It was moved by Commissioner Koorndyk and seconded by Commissioner Brieve to approve the purchase and installation of two inbound truck scales at the South Kent Landfill by Grand Rapids Metrology at a cost of \$154,752.

Motion carried unanimously.

#### **B. Waste Disposal Contract – AR**

Director Baas reviewed the action request. In anticipation of the Solid Waste Exchange Agreement ending on December 31, 2018, the DPW through the Kent County Purchasing Division, solicited proposals under Solicitation 2097 for disposal services for the North Kent Transfer Station and Waste-to-Energy facility. Transfer hauling costs were bid separately in 2017 and factored in evaluating the total lowest cost. Staff recommends awarding the disposal contract to Republic Services.

## **Motion**

It was moved by Commissioner Janes and seconded by Commissioner Skaggs to award the 5-year waste disposal contract to Republic Services based on the total cost of disposal and transportation.

Motion carried unanimously.

**V. Resource Recovery and Recycling Operations**

A. Security Camera System – AR

Director Baas reviewed the action request. Staff recommends the purchase of the Video Management System at a cost of \$70,111.58 from Midstate Security LLC, the low bid. The system is covered by a 3-year equipment and 1-year labor warranty. The Department has an approved Capital Improvement Program budget for the purchase of the proposed equipment.

**Motion**

It was moved by Commissioner Brieve and seconded by Commissioner Janes to award the purchase of a Video Management Security System for the Material Recovery Facility to Midstate Security LLC for the total amount of \$70,111.58 and authorize the Director to execute the associated contracts.

Motion carried unanimously.

**VI. Accounting & Finance**

A. 2019 Accrual Basis Budget – AR

Director Baas reviewed the action request. Each year the Department of Public Works prepares a Rate Study for its operations. This rate study is a cash basis income statement and its primary use is to set disposal rates to cover cash expenditures including wages, benefits, operating expenses, capital improvements and debt payments. The budget submitted to the Controller's Office is a full accrual basis budget and audited financial statements are filed on this basis. Therefore, the rate study has adjustments for capital improvement plan expenditures, principle payments, landfill cell construction reserves and internal fund contributions. Annual approval of a full accrual basis budget by the Board of Public Works will streamline and enable the Department to make necessary budget adjustments at the Board level instead of bringing these requests to the full Board of Commissioners and was recommended by the County Budget Director for DPW enterprise funds.

**Motion**

It was moved by Commissioner Skaggs and seconded by Commissioner Yonker to adopt the 2019 Accrual Budget for the Department of Public Works showing revenues of \$46,402,135 and expense of \$46,402,135.

Motion carried unanimously.

**VII. Director's Report**

A. WTE – 3<sup>rd</sup> Combustion Train Study

Director Baas discussed the commissioned study to evaluate adding the 3<sup>rd</sup> combustion train at the Waste-to-Energy Facility. DPW will have the commissioned study for review in 2019.

**B. WTE Combustion Ash Mining/Processing**

Director Baas discussed the tour in Inashco Facility in Portland, ME. Also, DPW will be scheduling another tour at Lab USA in Minnesota. The two companies responded to the Sustainable Business Park Master Plan request and once the tours are completed, DPW staff will bring a recommendation back to the board for review.

**VIII. Public Comment**

None.

**IX. Adjournment**

The meeting was adjourned at 9:00 a.m.