



KENT COUNTY BOARD OF PUBLIC WORKS

June 2, 2022

8:30 AM

Kent County Department of Public Works

Large Conference Room, 2nd Floor

977 Wealthy St. SW

Grand Rapids, MI 49504

MEMBERS PRESENT: Commissioner Brieve, Janes, Skaggs, Yonker, Bulkowski, Greene, Burrill

MEMBERS ABSENT: None.

OTHERS PRESENT: Darwin Baas, Director; Kimberly Williams, Finance Division Director; Alisha Barber, Office Manager; Paul Smith, WTE Operations Manager; JD Ham, Safety Manager; Dan Rose, Solid Waste Operations Manager; Nic VanderVinne, Resource Recovery and Recycling Manager; Kristen Wieland, Marketing & Communications Manager; Lauren Westerman, Resource Recovery Specialist; Katelyn Kikstra, Resource Recovery Specialist; Jonathan Neracher, Resource Recovery Specialist; Craig Paull, Indigent Defense Administrator/Attorney Administrator/Controller; John Van Tholen, Van Tholen & Associates; Russ Boersma, Arrowwaste; Steve Faber, Byrum & Fisk Advocacy Communications; Rick Chapla, RC Consulting

I. Call to Order

Commissioner Brieve called the meeting to order at 8:31 a.m.

II. Consent Agenda

- A. Review and Approval of Minutes
- B. Approval of Monetary Outlays

Motion

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

Motion carried unanimously.

III. Administration

A. NKTS – T-Mobile Lease Amendment – AR

Director Bass reviewed the Action Request. Kent County DPW leases property to T-Mobile Tower USA LLC (Crown Castle), for a mobile communications tower located on North Kent Transfer Station property.

Certain utilities serving the communication tower were placed outside the established utility easement. To confirm the size, layout and configuration of the leased property, location and configuration of utility placement and clarify site access, the parties negotiated terms for a utility license and license to access the site.

The lease amendment grants a utility license and license to access for operations & maintenance of the communications tower and delineates their location.

The utility and access easements granted as part of the original lease have been released as part of this amendment.

The Lease Amendment has been reviewed and approved as to form by Corporate Counsel.

Motion

It was moved by Commissioner Janes and seconded by Commissioner Burrill to approve a lease amendment with T-Mobile Tower USA LLC granting utility license for the mobile communications tower located on North Kent Transfer Station property.

Motion carried unanimously.

B. CM+A – PDA Monthly Update

Director Baas provided an update.

- Planning for BPW work session in early August.
- Presentations & updates to the Kent County and Allegan County Road Commissions.
- Review of latest drawings with a focus on the tipping floor area and number of bay doors for inbound truck volume.
- Met with Kent County legislators in Lansing to provide information and request financial support.
- Distributed Water/Sewer public participation agreement to Gaines and Byron Township and the Byron-Gaines Utility Authority for review.
- Finalizing exterior roads design.
- CM+A continued project focus is as follows:
 - Engineering
 - 30 percent design package for permits
 - Utility interconnection
 - Drafting service agreements and financial proformas

C. SBP Wastewater Collection & Water Supply PPA – AR

Motion

It was moved by Commissioner Burrill and supported by Commissioner Yonker to move this agenda item to the next Board meeting on August 4, 2022

Motion carried unanimously.

IV. Accounting & Finance

A. 2023 Operations Budget – AR

Director Baas reviewed the Action Request. The 2023 proposed operations budget provides department totals with individual Unit (operational area) detail. Graphs and charts are included to support budget summaries:

- Revenues are provided by revenue type including tipping fees, energy revenue, commodity sales, surcharge fees and interest earnings.
- Expenses are presented in a Unit format by operational area including South Kent Landfill, Waste-to-Energy Facility, North Kent Transfer Station, Material Recycling Facility, Administration, Resource Recovery, Household Hazardous Waste and Closed Landfills.
- Goals, objectives, and measurements for each operational area are also included.
- The approved 2023 Capital Improvement Plan is provided for reference.

The 2023 budget does not anticipate increased tipping fees.

Motion

It was moved by Commissioner Bulkowski and supported by Commissioner Janes to approve the Department of Public Works 2023 budget for submittal to County Administration.

Motion carried unanimously.

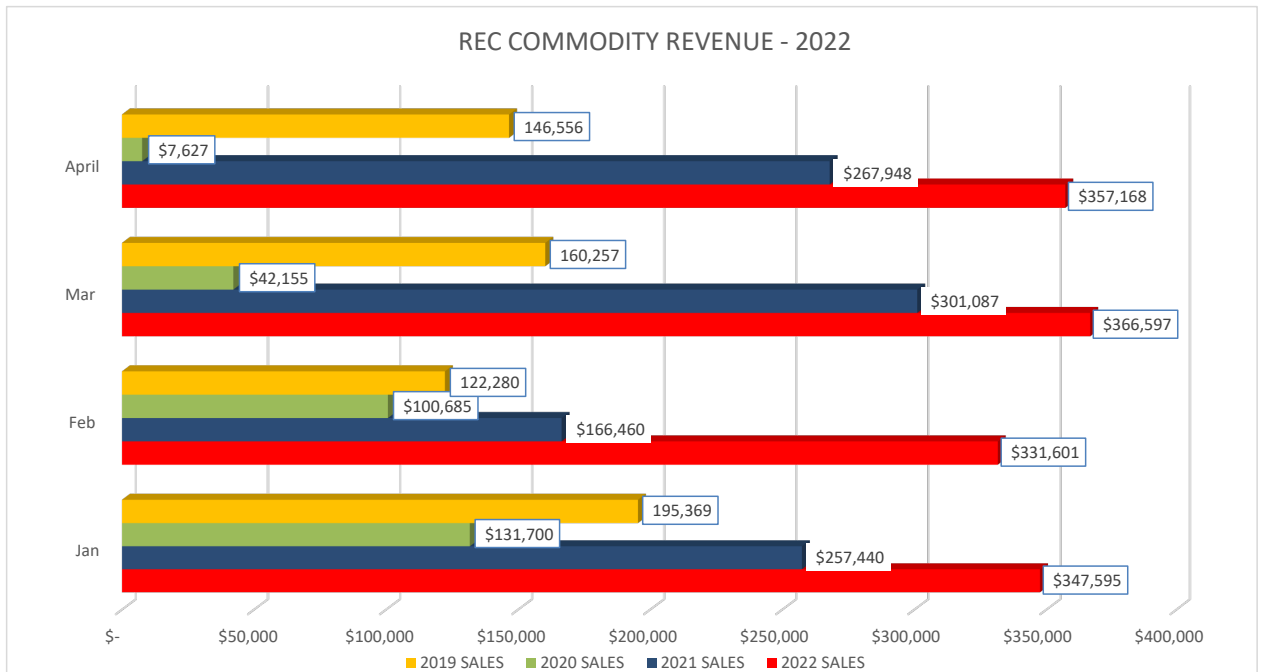
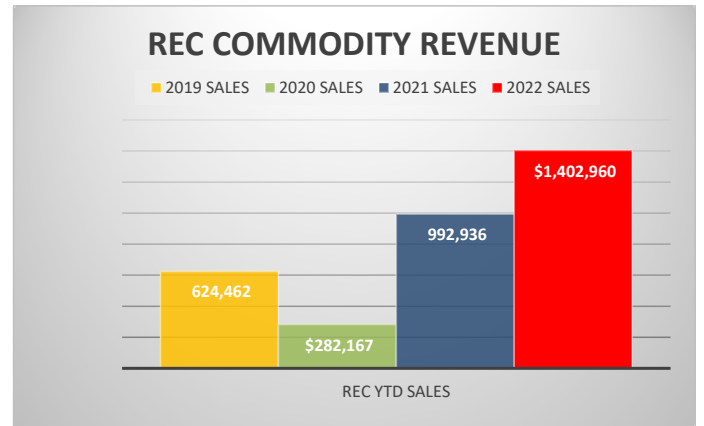
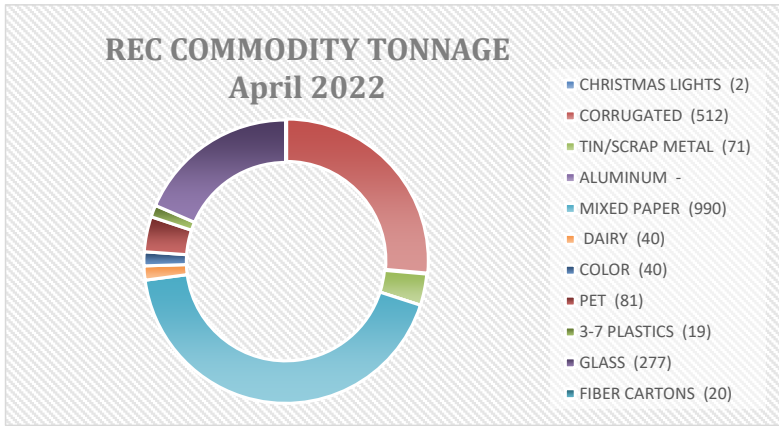
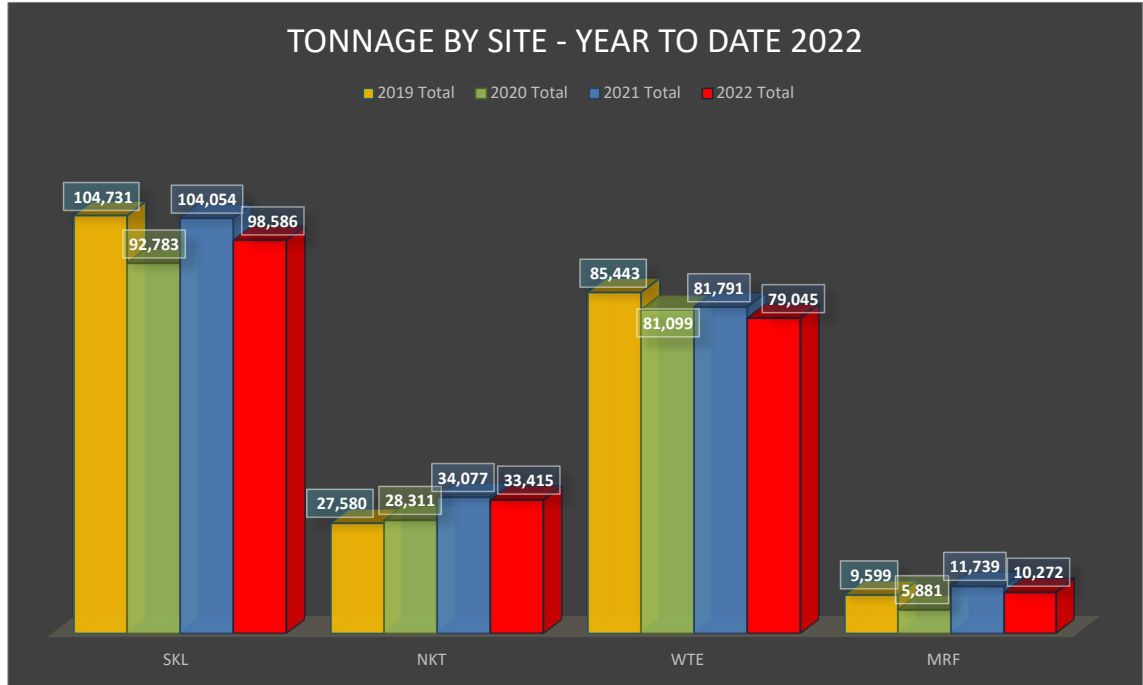
V. Director's Report

A. DPW At-A-Glance

(See DPW At-A-Glance on next page.)



DPW AT A GLANCE



VI. Public Comment/Miscellaneous

None.

VII. Adjournment

The meeting was adjourned at 9:19 a.m.