



KENT COUNTY BOARD OF PUBLIC WORKS

November 7, 2019

9:30 AM

**Kent County Administration Building
Board Room, 3rd Floor
300 Monroe Avenue
Grand Rapids, MI 49503**

MEMBERS PRESENT: Commissioner Vonk, Brieve, Yonker, Bulkowski, Antor, Skaggs

MEMBERS ABSENT: Commissioner Janes

OTHERS PRESENT: Darwin Baas, Director; Kimberly Williams, Finance Division Director; Alisha Barber, Office Administrator; Paul Smith, WTE Operations Manager; Nic VanderVinne, Resource Recovery and Recycling Manager; Kristen Wieland, Marketing & Communications Manager; Katelynn Nettler, Resource Recovery Specialist; Molly Sherwood, Environmental Compliance Manager; Dan Rose, Solid Waste Operations Manager; Isaac Thaler, Resource Recovery Specialist; Craig Paull, Assistant Corporate Counsel II; John Van Tholen, Granger; Russ Boersma, Arrowaste; Tom Mahoney, Republic Services

I. Call to Order

Chairman Vonk called the meeting to order at 10:25 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 Skaggs to approve the Consent Agenda.

Motion carried unanimously.

III. Administration

A. Administration Office Lease – AR

Director Baas reviewed the action request. Kent Count Public Works leases office space from the Kent County Road Commission and the current two-year lease expires on December 30, 2019.

Public Works desires to continue leasing office space from the Road Commission and amend the lease for two additional years that includes office space custodial and utilities. The lease amendment provides a six-month written notice of termination for either party.

The Rental Agreement amendment has been reviewed and approved by Corporate Counsel.

Motion

It was moved by Commissioner Brieve and seconded by Commissioner Skaggs to authorize the Director to sign a two-year rental agreement, commencing January 1, 2020 with the Kent County Road Commission for administrative office space.

Motion carried unanimously.

B. Administrative Office/SafeChem Design – AR

Director Baas reviewed the action request. The DPW requested Progressive AE provided a scope of services, proposed schedule and cost proposal for architectural and engineering services for administrative offices and SafeChem service center to be located adjacent to the Recycling & Education Center Campus on Wealth Street.

Progressive AE previously provided assessment of the existing building structure for possible reuse, concept design services for the site, meeting with the Grand Rapids Planning Department for site plan review and an opinion of probable cost for the new facility.

The architectural and engineering cost proposal is a not-to-exceed amount of \$215,600 based on an anticipated \$4 million overall project cost.

The proposed scope of work, fee schedule and cost proposal were reviewed by Purchasing. Corporate Counsel will prepare the A&E services contract.

Motion

It was moved by Commissioner Skaggs and seconded by Commissioner Brieve to approve Progressive AE for architectural and engineering services in the amount not-to-exceed \$215,600 for the DPW administrative offices and SafeChem service center.

Motion carried unanimously.

C. South Kent Landfill Expansion Property – AR

Director Baas reviewed the action request. Staff continues to pursue properties purchases within the established footprint of the planned South Kent Landfill expansion.

Parcel 05-001-011-00 became available and a purchase price of \$5000 was based on property assessments and sales of similar properties in the area.

Motion

It was moved by Commissioner Brieve and seconded by Commissioner Antor to approve the purchase of property PPN 05-001-011-00 for \$5000 plus closing costs and authorize the Director to sign the associated closing documents.

Motion carried unanimously.

IV. Accounting & Finance

A. 2020 WTE Rate Increase – Public Hearing

It was moved by Commissioner Brieve and seconded by Commissioner Antor to enter a Public Hearing.

Director Baas reviewed the action request IV – B 2020 WTE Disposal Rate to explain the purpose of the public hearing. After the review, there was no public comments during the hearing.

It was moved by Commissioner Antor and seconded by Commissioner Brieve to end the Public Hearing.

B. 2020 WTE Disposal Rate – AR

Director Baas reviewed the action request. The Site Acquisition and Service Contracts with the Metro Six – East Grand Rapids, Grand Rapids, Grandville, Kentwood, Walker, and Wyoming, provides for review of tipping fees biannually by the Board of Public Works. The current General Refuse tipping fee rate is \$50.00 per ton.

In May, the WTE Advisory Committee reviewed and approved a \$5.00 increase in the tip fee to support operations, maintenance and facility refurbishment and was included in the 2020 DPW operations budget. The General Refuse disposal fee would increase to \$50.00, effective January 1, 2020.

The Special Waste Rate consisting of a minimum fee of \$90.00 for up to the first 2,000 pounds of material and prorated at \$90.00 per ton for additional material remains unchanged.

Staff recommends approval of the 2020 Waste to Energy General Refuse Waste Description and Rate Schedule.

Motion

It was moved by Commissioner Brieve and seconded by Commissioner Antor to approve a Waste-to-Energy General Refuse disposal rate increase of %5.00 per ton effective January 1, 2020.

Motion carried unanimously.

C. 2020 SWO Disposal Rates – AR

Director Baas reviewed the action request. The proposed 2020 Waste Description and Rates Schedule for South Kent Landfill, North Kent Transfer Station, and Material Recycling Facility have not changed from the 2019 rates. The Environmental and Safety Fee, Michigan Surcharge and County Surcharge are included in load rates for the minimum charge customers.

Staff recommends approval of the 2020 Waste Descriptions and Rate Schedule.

Motion

It was moved by Commissioner Antor and seconded by Commissioner Brieve to approve the 2020 Waste Description and Rates schedule for the North Kent Transfer Station, the South Kent Landfill and the Material Recycling Facility.

Motion carried unanimously.

V. Director's Report

Director Baas provided two brief updates:

- The Right-of-Way Abandonment Agreement was signed by the property owner which allows DPW to move forward with the final design of the new office space.
- A discussion with Steve Warren confirmed DPW's timeline is aligned with the Road Commission's timeline regarding the sale of the building.

VI. Public Comment/Miscellaneous

None.

VII. Adjournment

The meeting adjourned at 11:05 a.m.