

THEODORE J. VONK  
Chairman

GARY ROLLS  
Vice Chairman

WILLIAM BYL  
Secretary

DAVID GROENLEER  
DAN KOORNDYK  
SHANA SHROLL  
RICHARD VANDER MOLEN

DOUGLAS G. WOOD  
Director



## Board of Public Works

### AGENDA

January 5, 2012

10:00 AM

(Immediately following Finance & Physical Resources Committee)

Kent County Administration Building  
Board of Commissioners, Room 311  
300 Monroe Ave  
Grand Rapids, Michigan 49503

- I. Call to Order
- II. Public Comment
- III. Election of Officers
  - A. Election of Chairman (Resolution 1-12)
  - B. Election of Vice Chairman (Resolution 2-12)
  - C. Election of Secretary (Resolution 3-12)
  - D. Election of Deputy Secretary (Resolution 4-12)
- IV. Review and Approval of Minutes
- V. Administration
  - A. 2012 Budget Adjustments
- VI. Approval of Monetary Outlays
- VII. Director's Report
  - A. Proposed 2012 Meeting Schedule
- VIII. Miscellaneous
- IX. Adjournment

MEETING DATE: **January 5, 2012**

AGENDA ITEM#: III-A-D



**BOARD OF  
PUBLIC WORKS  
ACTION REQUEST**

SUBJECT: Election of Board Officers

DIVISION: Board of Public Works

PREPARED BY: Douglas G. Wood, DPW Director

**ACTION REQUESTED:**

Election of Board Officers for 2012

**SUMMARY OF REQUEST:**

Serving as Deputy Secretary to the Board of Public Works the Department Director will take nominations for Board Chair. Once the Board Chair is elected the elected Chair will preside over the meeting for election of the remaining officers.

**SUGGESTED MOTION:**

**ATTACHMENTS:**

Board of Public Works Officer Resolutions are attached.

GOVERNING/ADVISORY BOARD APPROVAL DATE: January 5, 2012

DEPARTMENT DIRECTOR: *Douglas G. Wood* DATE: December 28, 2011

**RESOLUTION 1-12**

At an organizational meeting of the Board of Public Works of Kent County, Michigan held in the City of Grand Rapids, Michigan on the 5th day of January, 2012 at 10:00 a.m.

**PRESENT:**

**ABSENT:**

Commissioner \_\_\_\_\_ moved the adoption of the foregoing resolution which motion was supported by Commissioner \_\_\_\_\_.

BE IT RESOLVED that Commissioner \_\_\_\_\_ is elected Chairperson of the Kent County Board of Public Works for the calendar year 2012.

The resolution was adopted with the following vote:

**YEAS:**

**NAYS:**

**ABSENT:**

STATE OF MICHIGAN            )  
  )SS  
COUNTY OF KENT             )

I hereby certify that the foregoing is a true and complete copy duly adopted by the Board of Public Works of the County of Kent, the original of which is on file in the office of the Department of Public Works. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

\_\_\_\_\_  
Deputy Secretary

**RESOLUTION 2-12**

At an organizational meeting of the Board of Public Works of Kent County, Michigan held in the City of Grand Rapids, Michigan on the 5th day of January, 2012 at 10:00 a.m.

**PRESENT:**

**ABSENT:**

Commissioner \_\_\_\_\_ moved the adoption of the foregoing resolution which motion was supported by Commissioner \_\_\_\_\_.

BE IT RESOLVED that Commissioner \_\_\_\_\_ is elected Vice Chairperson of the Kent County Board of Public Works for the calendar year 2012.

The resolution was adopted with the following vote:

**YEAS:**

**NAYS:**

**ABSENT:**

STATE OF MICHIGAN            )  
  )SS  
COUNTY OF KENT             )

I hereby certify that the foregoing is a true and complete copy duly adopted by the Board of Public Works of the County of Kent, the original of which is on file in the office of the Department of Public Works. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

\_\_\_\_\_  
Deputy Secretary

**RESOLUTION 3-12**

At an organizational meeting of the Board of Public Works of Kent County, Michigan held in the City of Grand Rapids, Michigan on the 5th day of January, 2012 at 10:00 a.m.

**PRESENT:**

**ABSENT:**

Commissioner \_\_\_\_\_ moved the adoption of the foregoing resolution which motion was supported by Commissioner \_\_\_\_\_.

BE IT RESOLVED that Commissioner \_\_\_\_\_ is elected Secretary of the Kent County Board of Public Works for the calendar year 2012.

The resolution was adopted with the following vote:

**YEAS:**

**NAYS:**

**ABSENT:**

STATE OF MICHIGAN            )  
  )SS  
COUNTY OF KENT             )

I hereby certify that the foregoing is a true and complete copy duly adopted by the Board of Public Works of the County of Kent, the original of which is on file in the office of the Department of Public Works. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

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Deputy Secretary

**RESOLUTION 4-12**

At an organizational meeting of the Board of Public Works of Kent County, Michigan held in the City of Grand Rapids, Michigan on the 5th day of January, 2012 at 10:00 a.m.

**PRESENT:**

**ABSENT:**

Commissioner \_\_\_\_\_ moved the adoption of the foregoing resolution which motion was supported by Commissioner \_\_\_\_\_.

BE IT RESOLVED that \_\_\_\_\_ is elected Deputy Secretary of the Kent County Board of Public Works for the calendar year 2012.

The resolution was adopted with the following vote:

**YEAS:**

**NAYS:**

**ABSENT:**

STATE OF MICHIGAN            )  
  )SS  
COUNTY OF KENT             )

I hereby certify that the foregoing is a true and complete copy duly adopted by the Board of Public Works of the County of Kent, the original of which is on file in the office of the Department of Public Works. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

\_\_\_\_\_  
Deputy Secretary



**COUNTY BOARD OF PUBLIC WORKS**

**December 1, 2011  
MINUTES**

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

**MEMBERS PRESENT:** Commissioners Vonk, Rolls and Byl, Groenleer, Shroll, Koorndyk  
VanderMolen

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Douglas G. Wood, Director; Dan Kendall, Finance Division Director;  
Dennis Kmiecik, Solid Waste Division Director; Ron Landis,  
Engineering/Utility Services Director; Bill Allen, WTE Division Director;  
Elissa Soto, Office Administrator; Steve Marshall, Clerk Typist II; Jon  
Denhof, KC Purchasing

**I. Call to Order**

Chairman Vonk called the meeting to order at 8:00 a.m.

**II. Public Comment - None**

**III. Review and Approval of Minutes**

It was moved by Commissioner Byl and supported by Commissioner Shroll to approve the minutes of the November 10, 2011 meeting.

Motion carried unanimously.

**IV. Solid Waste Operations**

**A. South Kent Landfill**

**1. Annual Earthwork Contract**

Director Wood presented a request for approval of the bids for the annual earthwork contract at the South Kent Landfill. This unit price contract involves excavating and placing soil for the construction of new cells. In 2012 we anticipate excavating and

placing approximately 194,000 cubic meters of material. On November 17, 2011 staff received seven qualified bids. Based on the evaluation it is recommended to award the unit price contract to Catskill Remedial Contracting Service, the low bidder, in the amount of \$818,000. Catskill has worked at the South Kent Landfill for the past three years.

Commissioner Rolls inquired what we know about Catskill, what their price was last year and if additional items were added to the contract to get to that price. Mr. Denhoff said they are currently a contractor for us. Mr. Landis stated he didn't remember but thought we ended up at the end of October last billing was \$900,000 and that additional items were added. Director Wood added that there are two elements. One is the general work and the other is time and materials. He added that this year on the time and materials we had to do extra work on the liner. Mr. Landis said that when you build the landfill, the south slope of it, once you get it covered, it drains into stormwater. We had a change in DEQ management and it was strongly suggested but not mandated to put in what's called a rain flap which takes the liner and wraps it back up over. That's 800 meters that had to be done and it's very detailed work. Commissioner Groenleer inquired where the contaminated water goes? Mr. Landis said it would go into the storm drain, into the storm sed pond and we will design that into the next cell. Commissioner Koorndyk inquired where the bidders were located and Mr. Landis said they are from the Plainwell area. Commissioner Shroll noted there's a huge price difference and asked if there's something that the other bid offers? Mr. Landis noted the 3, or 4 bidders that were up over a million dollars are road contractors and have never worked at a site and have no landfill experience. We've had road contractors out there for one year and it's a whole different operation. The 3 bidders that were very close to each other they have a lot of landfill experience. That's what I attribute to the reason. When I gave the gentlemen tours of the sight you could tell, they're just looking for work because road work is real slow. Director Wood asked if one was from Ohio, Mr. Landis said yes. Commissioner Byl noted that they (Drain Commission) have the same phenomenon on excavators that they use for their work and have a half a dozen they use regularly who know the type of work and how to do it and always get, especially when times are tough, a number of other bidders who say, "hey, how hard can this be, I can do that if I'm not digging basements or doing road excavation and they come in and they end up ..." You get two tiers of business, the ones who've been doing it for a long time who know what they're doing and then you get the other ones and they're always twenty, thirty, forty percent higher because they don't. That's fairly standard.

## **MOTION**

It was moved by Commissioner Byl and seconded by Commissioner VanderMolen to award the South Kent Annual Earthwork unit price contract to Catskill Remedial Contracting Services in the amount of \$818,000 and authorize the Director to execute the contract.

Motion carried unanimously.



**B. Sewer Cleanings for Landfills/Townships**

Director Wood presented a request for approval of a contract for Sewer Cleaning and Videoing for Kentwood, South Kent and North Kent Landfills and Plainfield, Alpine and Cannon Townships. In the past sewer cleaning and videoing work was completed by County personnel and equipment, since the Utility Services work is being transferred to the North Kent Sewer Authority at the end of 2012 we are planning on selling both the Vactor and video trucks in early 2012. In order to complete Cleaning and videoing in 2012, staff requested bids to perform any cleaning and videoing in 2012. The work will involve cleaning and videoing leachate collection lines at all landfills on an as needed basis. Because of the nature of this work the contractor will be paid at an hourly rate. In addition, the contractor was requested to provide a cost per foot for the quarterly cleaning of sanitary sewers in Plainfield, Cannon, and Alpine Townships. This work is scheduled maintenance on known areas of concern. If the NKSA purchases the Vactor truck this work may be completed by NKSA.

Staff is recommending awarding the Contract to complete sewer cleaning and videoing to Plummer's Environmental Services, the low bidder, in the amount of \$ 119,950. Other bids that were submitted were: Terra Contracting LLC at \$178,840 and Young's Environmental at \$323,130.

Commissioner Vonk asked if the Vactor truck was up for bid. Director Wood stated we're in discussion with the authority (NKSA) about them purchasing the truck from us. They have to go through their process. Ron tells me they have a meeting December 14<sup>th</sup> and they should decide by that date. If we reach a price with them then we'll certainly sell it to them. Or if we don't then we'll go through a process with the Purchasing Division to sell it. They have no interest in the Video truck so we'll be selling that as soon as we can. Commissioner Vonk asked if we're using the Video truck. Mr. Landis stated minimum use.

**MOTION**

It was moved by Commissioner Vonk and seconded by Commissioner VanderMolen to award the one year contract for Cleaning and Videoing sanitary sewers for Kentwood, South Kent, and North Kent Landfills; and Alpine, Cannon and Plainfield Townships to Plummer's Environmental Services in the amount of \$119,950.

Motion carried unanimously.

**V. Conference/Education Travels**

**A. SWANA's 16<sup>th</sup> Annual Senior Executive Seminar**

Director Wood presented a request for review and approval for himself to attend SWANA's 16th Annual Senior Executive Seminar in Miami, FL.

SWANA's Senior Executive Seminar brings together executive-level directors and managers of major public sector solid waste agencies throughout North America along with their counterparts from the private sector. The seminar features presentations and panel

discussions dealing with today's most important issues, breakout sessions where participants come together to brainstorm practical solutions to the most pressing questions regarding solid waste management and informal networking opportunities, including a Wednesday night reception.

Director Wood indicated that seminar attendance is by invitation all the DPW Director's, Solid Waste Director's, to this event. Commissioner Vonk asked Director Wood if he could give a report when he returns.

#### **MOTION**

It was moved by Commissioner VanderMolen and seconded by Commissioner Rolls to approve the travel request for Director Wood to attend SWANA's 16th Annual Senior Executive Seminar in Miami, FL, January 18-20, 2012 at an estimated cost of \$1981.

Motion carried unanimously.

#### **VI. Approval of Monetary Outlays**

#### **MOTION**

It was moved by Commissioner Byl and supported by Commissioner Shroll to approve the Monetary Outlays for December 2011.

Motion carried unanimously

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

#### **VIII. Miscellaneous**

Commissioner Byl asked if there was anything new on the lawsuit filed on the solid waste land that we got. Director Wood stated there wasn't a lawsuit filed. They felt we didn't follow the process. We met with both of our attorney's, Linda Howell, and Matt Zimmerman from Varnum and put in writing that we did what we were supposed to do. If there's a few people that feel there's some issues let's go visit them and talk about them and move on. It can take us a couple more months for that process. Commissioner Groenleer stated that Road Commission's having a public hearing December 13, 2011 at 6:30pm regarding Clyde Park and the railroad crossing, south of 100<sup>th</sup> and asked if there were any concerns? Director Wood stated staff will look into it.

#### **IX. Adjournment**

The meeting was adjourned at 8:18 a.m.

MEETING DATE: **January 5, 2012**

AGENDA ITEM#: V-A



**BOARD OF  
PUBLIC WORKS  
ACTION REQUEST**

SUBJECT: 2012 Departmental Budget Adjustments

DIVISION: Solid Waste, Waste-to-Energy

PREPARED BY: Daniel M. Kendall

**ACTION REQUESTED:**

Approve Budget Transfers for 2012 Solid Waste Budget (Waste-to-Energy Budget change is within an account)

**SUMMARY OF REQUEST:**

In review of the year to date information for 2011 it became apparent that the revenues budgeted for the 2012 may have been too optimistic. We have reviewed the revenues and expenses and made adjustments as necessary.

The budget for 2012 has been adjusted to reclassify the tonnage into a wider selection of revenue accounts that include pricing them at the different rates. For example, demolition tons are valued at the demolition rate (\$32.00 not the \$35.00 regular rate). As tonnage has decreased the former method in viewing revenue is no longer acceptable. Revised tons for SKL are 9,000 tons lower.

To offset the reduction in revenues certain expenditures have been lowered in the 2012 Budget. The accounts will be monitored closely to make sure the adjusted budget is not exceeded. Certain expenses planned for 2012 may be postponed. Some expenses have had some of the 2012 work accomplished in 2011 or may not be needed after further analysis. A major change in the Resource Recovery Programs is wages and benefits for a proposed position, not currently filled, has been eliminated and the advertising reduced.

Part of the reduction of revenue at South Kent Landfill will be offset by increased revenues at the MRF. Revenues have been increased based on tonnage the last few months. Some MRF expenses have been increased due to this. The major expense increase is in temporary labor, i.e., Goodwill Industries of Grand Rapids.

The net result is that the current status of the Solid Waste Fund is a budgeted shortfall approaching \$125,000. We are planning on containing this with additional limitations on spending in 2012. Additionally, based on 2011 estimated tonnage at North Kent Transfer Station we are anticipating 2,000 additional tons.

To maintain the original expenditure limits if the tonnage does actually appear all these adjustments are made within the Solid Waste Fund and do not change the overall budget. Capital Improvement purchases are not affected as they are purchased through the reserved funds.

The major account adjustments are attached.

As part of this review the expenses associated with leachate disposal from the ash cells was transferred to the WTE. It is income neutral in both funds but puts the plus/minus of the expense where it belongs.

**SUGGESTED MOTION:**

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the 2012 Budget adjustments for the Refuse Disposal Fund and Waste-to-Energy Fund as presented and attached.

**ATTACHMENTS:**

Proposed 2012 Budget Adjustments

GOVERNING/ADVISORY BOARD APPROVAL DATE: January 5, 2012

DEPARTMENT DIRECTOR: *Douglas A. Wood* DATE: December 28, 2011

**BUDGET TRANSFER REQUEST**

<b>Fund Name:</b>	<b>PUBLIC WORKS</b>	<b>BTR Number:</b>	<b>BTPW000502</b>
<b>Org Name:</b>	<b>Solid Waste</b>	<b>BTR Date:</b>	<b>December 28, 2011</b>

Line	Budget Year	Fund Number	Org Number	Program Number	Sub Class Number	Account	Account Name	Dollar Amount of Change	Increase/Decrease
1	2012	517	561	0000	13363	648	Sales-Carbon Credits	(580,500.00)	Dec-Rev
2	2012	517	561	0000		989	Contingency	(580,500.00)	Dec-Exp
3									
4	2012	517	562	0000	10358	649	Sales-General Refuse	(1,830,500.00)	Dec-Rev
5	2012	517	562	0000		649	Sales-Sludge	210,000.00	Inc-Rev
6	2012	517	562	0000		649	Sales-Charities	37,700.00	Inc-Rev
7	2012	517	562	0000		649	Sales-Demolition	945,000.00	Inc-Rev
8	2012	517	562	0000	10353	649	WTE - Ash	(90,000.00)	Dec-Rev
9	2012	517	562	0000		921	Utilities	(9,000.00)	Dec-Exp
10	2012	517	562	0000	10320	831	Environmental Fees	800.00	Inc-Exp
11	2012	517	562	0000	???	831	ISO Expenses	5,000.00	Inc-Exp
12	2012	517	562	0000	10326	831	Tire Disposal	(2,500.00)	Dec-Exp
13	2012	517	562	0000	12113	931	Storm Water Mgt	(20,000.00)	Dec-Exp
14	2012	517	562	0000	12114	931	Erosion Control	(40,000.00)	Dec-Exp
15	2012	517	562	0000	12118	931	Leachate Sewer Line Cleaning	(10,000.00)	Dec-Exp
16	2012	517	562	0000	12119	931	Ash Leachate Disposal	(90,000)	Dec-Exp
17	2012	517	562	0000	12120	931	Byron Leachate Disposal	(18,000)	Dec-Exp
18	2012	517	562	0000		932	Rep & Maint - Building	10,000.00	Inc-Exp
19	2012	517	562	0000		932	Rep & Maint - Equipment	(10,000.00)	Dec-Exp
20	2012	517	562	0000		940	Rental - Landfill	(18,100.00)	Dec-Exp
21	2012	517	562	0000		962	Insurance	(10,000)	Dec-Exp
22	2012	517	562	0000	13361	974	Daily/Intermediate Cover	(15,000)	Dec-Exp
23	2012	517	562	0000		989	Perpetual Care	(11,250)	Dec-Exp
24									
25									
26	2012	517	565		10351	649	Sales-MRF	400,000	Inc Rev
27	2012	517	565			704	Temp Wages	100,000	Inc Exp
28	2012	517	565			775	Janitorial Supplies	2,500	Inc Exp
29	2012	517	565		10359	866	Recycle to MRF	(5,000)	Dec Exp
30	2012	517	565		10364	866	Freight Sales	(13,000)	Dec Exp
31	2012	517	565			921	Utilities	25,000	Inc Exp
32	2012	517	565			932	Rep & Maint - Buildings	5,000	Inc Exp
33	2012	517	565			933	Rep & Maint - Equip	40,000	Inc Exp
34									
35	2012	517	440			702	Salary & Wages	(40,000)	Dec Exp
36	2012	517	440			716	Group Insurance	(11,000)	Dec Exp
37	2012	517	440			715	FICA	(3,060)	Dec Exp
38	2012	517	440			718	Retirement	(3,720)	Dec Exp
39	2012	517	440			720	Workers Comp	(200)	Dec Exp
40	2012	517	440			719	Retiree Health	(920)	Dec Exp
41	2012	517	440			721	Unemployment	(160)	Dec Exp
42	2012	517	440			728	Printing	(7,500)	Dec Exp
43	2012	517	440			756	Uniforms	(300)	Dec Exp
44	2012	517	440		12148	831	Electronic Disposal	(1,000)	Dec Exp
45	2012	517	440			901	Advertising	(15,000)	Dec Exp
46	2012	517	440		12149	831	Propane Tank Disposal	(500)	Dec Exp
47									
48	2012	517	442			802	Consultants	(25,000)	Dec Exp

	Income/Loss		Wage Adj/Benef
	(580,500)		
	580,500		
	-		
	(1,830,500)		
	210,000		
	37,700		
	945,000		
	(90,000)		
	9,000		
	(800)		
	(5,000)		
	2,500		
	20,000		
	40,000		
	10,000		
	90,000		
	18,000		
	(10,000)		
	(10,000)		
	18,100		
	10,000		
	15,000		
	11,250		
		(489,750)	7600
	400,000		
	(100,000)		
	(2,500)		
	5,000		
	13,000		
	(25,000)		
	(5,000)		
	(40,000.00)		
		245,500	2700
	40,000		
	11,000		
	3,060		
	3,720		
	200		
	920		
	160		
	7,500		
	300		
	1,000		
	15,000		
	500		
		83,360	740
	25,000		3800 NKTS
		25,000	
	(135,890)	(135,890)	14840 (121,050)

**Justification**

1	
2	
3	

**Approvals**

Fund Approval /Date	DPW Finance Director /Date	Prepared by Becky Dyer
Fiscal Services /Date	County Administrator /Date	Posted By/Date

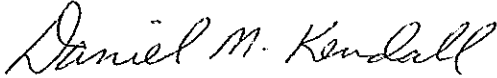
Per Board Resolution:

**KENT COUNTY DEPARTMENT OF PUBLIC WORKS  
MONETARY OUTLAY SUMMARY**

January 5, 2012

COMPANY		AMOUNT
ADMINISTRATION FUND	FUND 513	\$58,261.96
UTILITY SERVICES	FUND 514	\$124,158.38
SOLID WASTE FUND	FUND 517	\$564,903.99
WASTE-TO-ENERGY	FUND 597	\$1,452,476.36
TOTAL MONETARY OUTLAY		<u>\$2,199,800.69</u>

I certify that these disbursements have been reviewed and recommend that they be paid from the approved operating/CIP budget.



Daniel M. Kendall, Finance Division Director

THEODORE J. VONK  
Chairman

GARY ROLLS  
Vice Chairman

WILLIAM BYL  
Secretary

DAVID GROENLEER  
DAN KOORNDYK  
SHANA SHROLL  
RICHARD VANDER MOLEN

DOUGLAS G. WOOD  
Director



## Board of Public Works

### MEETING SCHEDULE – 2012

**First Thursday**  
**8:00 a.m.**

Road Commission Board Room  
Earl G. Woodworth Building  
1500 Scribner NW

January 5  
February 2  
March 1  
April 5  
May 3  
June 7  
July 5  
August 2  
September 6  
October 4  
November 1  
December 6  
January 3, 2013