

AGENDA

November 1, 2012

8:00 AM

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

MEMBERS PRESENT: Commissioners Vonk, Koorndyk, Byl, Shroll, Vander Molen

ABSENT WITH NOTICE: Commissioners Groenleer, Rolls

OTHERS PRESENT: Douglas G. Wood, Director; Dan Kendall, Finance Division Director; Dennis Kmiecik, Solid Waste Division Director; Bill Allen, WTE Division Director; Elissa Soto, Office Manager; Linda Howell, Assistant Corporate Counsel; Cal Brinks, Purchasing Division

I. Call to Order

The meeting was called to order at 8:00 a.m.

II. Public Comment

None

III. Review and Approval of Minutes

MOTION

It was moved by Commissioner VanderMolen and supported by Commissioner Byl to approve the minutes from the October 6, 2012 meeting.

Motion carried unanimously.

IV. Administration

A. Kent County Road Commission Lease Extension

Director Wood came to the Board for the review and approval of a five-year rental agreement with Kent County Road Commission. Board members received a copy of the rental agreement between DPW and the Board of County Road Commissioners of the County of Kent. The contract presented are the same terms agreed to the previous year with adjustment for rental rates and estimated utility and janitorial rates. The rent has been decreased approximately \$500 per month from \$9,106 to \$8,607. The primary reason for the reduction is the elimination of the office and the maintenance barn used by the Utility Services Division. Al Jano of the Kent County Facilities Management Department has indicated the rent is at a fair market rate. The rate for the office has increased due to the utilities expense increases. This expense has increased \$8,000 per year (for our share). After examining the utility costs, it was determined that in fact rates have increased. Mr. Jano has confirmed that rates have increased substantially

the last few years and the County itself is maintaining more reasonable costs due to lighting and heating changes added to buildings. In discussions with the Road Commission personnel it was agreed that they will review the expense and adjust the rent if warranted, as they have done similar energy savings updates. The agreement provides cancellation of the lease with six months notice. Staff recommended approval of the rental agreement. The rental agreement was approved by KCRC on September 25th.

Mr. Wood added that he has met with Daryl Delabbio, Kent County Administrator, and presented the idea of the construction of a Public Works building and extending office space with the Parks Department. The Department currently pays approximately \$100,000 per year for office space in the Road Commission building. This money could be used toward the construction of a new facility.

Commissioner Koorndyk asked whether the rate charged by the Road Commission was competitive given that the cost for commercial property and rental rates in general are low. Mr. Kendall answered that the rate was competitive and lower than rates found at comparable office space.

MOTION

It was moved by Commissioner Byl and seconded by Commissioner VanderMolen to approve the five year rental agreement with the Kent County Road Commission and authorize the Director to execute the agreement.

Motion carried unanimously.

V. Utility Services

A. Amendment to Utility Services Agreement

Director Wood requested approval of an Amendment to the Utility Services Agreement for the North Sewage Disposal System, (Kent County Service Agreement) Termination Agreement

At the March 1, 2012 meeting the Board of Public Works approved and authorized Director Wood to sign a Memorandum of Understanding (MOU) regarding the early termination of the Utility Services Agreement between Board of Public Works the North Kent Sewer Authority (NKSA) and its member municipalities.

The Utility Services Agreement termination was December 31, 2013 subject to early termination without cause. The Department of Public Works indicated its desire to terminate the Agreement effective October 1, 2012. The purpose of the MOU was to express the intent of the parties to terminate the Agreement subject to approval of a contract for operation and maintenance services between the NKSA and its member communities.

The NKSA and its member municipalities have reached an agreement for operation and maintenance services which included the early termination of the Utility Services Agreement with the Department.

There was no further discussion on this item.

MOTION

It was moved by Commissioner Koorndyk and seconded by Commissioner Vander Molen to approve the Amendment to the Utility Services Agreement for the North Kent Sewage Disposal System, Termination Agreement and further authorizes the Director to execute the Agreement.

Motion carried unanimously.

VI. Solid Waste Operations

A. South Kent Landfill

1. Annual Earthwork Contract

Approval of Kent County refuse disposal system Annual Earthwork Contract for South Kent Landfill was requested. Staff through the Purchasing Division requested 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 2013 we anticipate excavating and placing approximately 105,400 cubic meters of material. On October 23, 2012 staff received five qualified bids. Based on the evaluation it is recommended to award the unit price contract to Oetman Excavating, the low bidder, in the amount of \$604,472. Oetman has only completed a small job at the Landfill in the past years and their Landfill experience in minimal. However based on discussions with the owner and reviewing other projects they have completed we believe they will be able to complete any work requested at the South Kent Landfill. Board members received a summary of the bids that were received.

Commissioner Koorndyk asked what experience the Department has had with this company. Mr. Brinks stated that Oetman had a large contract with the County during the construction of the Human Services building. All of their references were checked and were very good.

Commissioner Byl asked how often the quantities listed in the bid summary are verified. Ron Landis replied that they are verified four times during the contract and once at the end.

Commissioner Shroll wondered why Oetman's bid was considerably lower in certain areas than other companies. Mr. Landis replied that is possible that Oetman owns some of the equipment necessary eliminating costs of renting them. In the event that the company falls short, Department staff will hold them accountable and assure that the work is completed in its entirety.

MOTION

It was moved by Commissioner Byl and seconded by Commissioner Shroll to award the South Kent 2013 Annual Earthwork unit price contract to Oetman Excavating in the amount of \$604,472.

Motion carried unanimously.

B. Resource Recovery/Household Hazardous Waste

1. Electronics Recycling Disposal Contract

Director Wood presented a request to execute a Service Agreement with Comprenew Environmental for the collection, packaging, transportation and

disposal of electronic recyclables.

Through the Purchasing Division bids for electronic recycling services were solicited on October 16, 2012. Eight proposals were received and evaluated. Staff is recommending Comprenew Environmental of Grand Rapids, Michigan located at 629 Ionia SW. The proposals ranged from the Department receiving revenues to having to pay for services. The agreement will be for a one year period with the option to extend the agreement for an additional year.

Commissioner Byl asked how many pounds of electronics the Department collects. Mr. Kmiecik stated that the Department collects approximately 300 tons a year. Comprenew will pay \$.06 a pound for all electronics. Mr. Wood added that the key thing to consider is the flat rate Comprenew is offering. Other companies were offering a higher rate on certain items, and far lower rates on items such as televisions which is the bulk of what is collected.

MOTION

It was moved by Commissioner Shroll and seconded by Commissioner Vander Molen to authorize the Director to execute an agreement with Comprenew Environmental for the collection, packaging, transportation and disposal of electronic recyclables.

Motion carried unanimously.

VII. Approval of Monetary Outlays

MOTION

It was moved by Commissioner Byl and supported by Commissioner Koorndyk to approve the Monetary Outlays for November 2012.

Motion carried unanimously.

VIII. Director's Report

A. Recycling and Education Center/MIOSHA Inspection

The Recycling and Education Center had a MIOSHA inspection. A community service worker sent a complaint to MIOSHA. MIOSHA staff was overwhelmed because of the different entities providing services at the Recycling Center.

Mr. Kmiecik added that the initial complaint was because community service workers are required to use port-a-johns instead of the restrooms in the facility. This is because in the past community service workers have vandalized the restrooms to the extent that professionals in hazard suits were required to clean them. Although MIOSHA understood why these measures have been taken, a decision must be made by the Attorney General.

MIOSHA regulation is that employees must have a permanent restroom with running water. Since community service workers are not Department employees, staff feels this regulation does not apply. The issue is presently under review and awaiting a response from the Attorney General.

B. South Kent Landfill/Bio-Energy Consortium

The Director is part of an informal group of people with an interest in bio-mass technology. This group will be touring the landfill gas-to-energy project.

C. West Michigan Sports Commission/Groundbreaking

Director Wood thanked Commissioner Vander Molen for acknowledging the Department at the West Michigan Sports Commission groundbreaking.

D. Solid Waste Plan

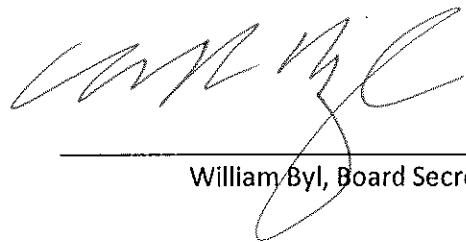
Director Wood made a presentation to the Board Executive Committee and also to the Legislative Committee where the amendment was approved. The Solid Waste Plan Amendment will be presented to the full Board on November 8, 2012. The following week the Amendment will be mailed to the communities for approval, where a 67 percent approval is required. Staff will be available to the communities to answer any questions. This is the first step; the Amendment lays the foundation for the ordinance that is required to implement the proposed surcharge.

IX. Miscellaneous

Board members received Director Wood's annual review. Chair Vonk asked that Board members complete and return them by Thursday, December 6, 2012.

X. Adjournment

The meeting was adjourned at 8:31 a.m.



William Byl, Board Secretary

