



KENT COUNTY BOARD OF PUBLIC WORKS

June 5, 2014

8:30 AM

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

MEMBERS PRESENT: Commissioners, Vonk, VanderMolen, Groenleer, Shroll, Bulkowski, Byl

ABSENT: Commissioner Morgan

OTHERS PRESENT: Douglas G. Wood, Director; Dennis Kmiecik, Solid Waste Division Director; Dan Kendall, Finance Division Director; Elissa Soto, Office Manager; Molly Sherwood, Environmental Compliance Manager; Chris Robinson, WTE Operations Manager; Kristen Wieland, Resource Recovery & Recycling Manager; Becky Dyer, Financial Analyst; Joni Laming, Purchasing Division; Linda Howell, Kent County Assistant Corporate Counsel

I. Call to Order

Chair Vonk called the meeting to order at 8:30 a.m.

II. Public Comment

None

III. Review and Approval of Minutes

MOTION

It was moved by Commissioner Shroll and supported by Commissioner Groenleer to approve the minutes from the May 1, 2014 meeting.

Motion carried unanimously.

Solid Waste Operations

A. NKTS Scalehouse Radiation Detector System

Approval was requested for the purchase and installation of a radiation detector system at the North Kent Transfer Station scalehouse. The existing radiation detection system at the North Kent Transfer Station scalehouse is a Bicon gate monitor. It is a 1980's model, functionally obsolete and spare parts are no longer available. Over the past two years the department has replaced the radiation detection units at the WTE and South Kent Landfill with identical units from Feyen Zylstra. North Kent Transfer Station

is the last unit to be replaced. A quote from Feyen Zylstra (included with the mailing) for the Thermo-Fisher system was \$15,460. Staff is recommending approval of the quotation from Feyen Zylstra for the Thermo-Fisher system at a cost of \$15,460. This item is funded in the 2014 NKTS Capital Budget.

MOTION

It was moved by Commissioner Shroll and seconded by Commissioner Byl to approval the purchase of a radiation detector system from Feyen Zylstra LLC at a cost of \$15,460.

Motion carried unanimously.

B. CIP Budget Amendment

Staff requested approval of an amendment to the 2014 Capital Improvement Budget for vehicle replacement. The Department has vehicles assigned to facility sites and also to certain management staff (Department Director, Solid Waste Division Director and Solid Waste Operations Manager). The Department vehicle purchase program is dependent on an evaluation of the vehicle condition related to minor or major repairs rather than just mileage. Currently, South Kent Landfill has vehicle #2685, a pickup truck, with 135,000 that has exceeded its useful life. It is proposed to replace the landfill vehicle with truck #1965 currently used by the Solid Waste Operations Manager. Further, it is proposed to purchase a replacement vehicle that initially was in our 2015 Capital Budget. This approach to managing Department vehicles has worked to provide maximum usage without incurring major repair expenses. For example, the Waste-to-Energy Operation had an approved vehicle in its 2013 CIP but it was deferred until 2014. Funds are available in the 2014 budget to make this purchase at an estimated cost of \$25,000. Staff is recommending approval.

MOTION

It was moved by Commissioner Byl and supported by Commissioner VanderMolen to approve amendment of the 2014 Capital Improvement Budget authorizing the purchase and replacement of vehicle #2685 at an estimated cost of \$25,000.

Motion carried unanimously.

C. Gas-to-Energy Well Installation

Approval was requested of the contract for the installation of four new gas collection wells and associated piping. Staff prepared project plans, specifications and bidding documents for the addition of four new gas collection wells. The Purchasing Division assisted with the bidding of the gas well expansion project. The addition of the new wells is consistent with the overall landfill gas master plan. The four 8" PVC wells will be placed to a depth of between 70 and 100 feet. Well heads will be installed to each well and 4" HDPE pipe will be used to connect the wells to a 6" HDPE header pipe extending to the existing gas collection system.

Four qualified bids were received on May 28, 2014. Of these staff is recommending awarding the contract to Landmarc Environmental LLC in the amount of \$135,750.25.

The Commissioners asked whether the installation of the new cells would result in more methane production. They also wanted to know the life expectancy of these wells. Daniel Rose, Solid Waste Operations Manager responded that he believes that the wells

will generate more methane gas but it is difficult to calculate exactly how much. He believes that a 10 to 15 percent increase can be expected. Mr. Rose also stated that the wells could last at least 10 years but much of that depends on how the waste settles.

Commissioner Bulkowski asked if there was anything that the Department was doing to speed up or increase the production of methane. Mr. Rose responded that currently, the gas is being collected as naturally occurring as possible.

Commissioner Byl asked the status of the yard waste bill. Director Wood responded that the bill is currently at a standstill and he will update the Board when there any more news about the bill.

Below is a summary of the bids:

<u>Contractor</u>	<u>Total</u>
Landmarc Environmental LLC	\$135,750.25
Catskill Remedial Contracting Services, Inc.	\$142,031.55
CB&I Environmental & Infrastructure, Inc.	\$153,458.00
Advance One Development, LLC	\$206,473.25

MOTION

It was moved by Commissioner VanderMolen and seconded by Commissioner Groenleer to award the South Kent Landfill Gas-to-Energy Well Installation to Landmarc Environmental, LLC in the amount of \$135,750.25 and further authorizes the Director to execute the agreement.

Motion carried unanimously.

IV. Accounting & Finance

A. 2015 Budget

Staff requested approval of the Department Budget for 2015. The Budget presentation this year follows the format of the 2014 Budget. Last year the Department merged the Waste-to-Energy Fund and the Administration Fund into the Solid Waste Fund. With the exception of a Debt Service Fund, which administers the bond paying for a City of Wyoming bond, the Department is one fund.

The budget presentation has been “modernized” to show one fund format. We still have all the individual organizations (orgs). The revenue section of the budget is based on type of revenue, such as tipping fees, electric generation revenue, etc. The expenses are presented in org format by operation area, South Kent Landfill, Waste-to-Energy, etc. We have added some graphs and charts as visual aids but have also included the more traditional budget summaries.

First discussed were the Department revenues. Director Wood pointed that the largest source of revenue are the tipping fees followed by electric generation revenues. In the past the Department received a significant amount of revenue from interest earning; over the last few years interest earnings have dwindled.

Next, expenses were reviewed. Mr. Wood stated that expenses for the WTE facility is the highest because of the amount of resources it takes for the facility to operate

followed by the landfill. In these operations tipping fees typically cover expenses.

Staff recommended leaving all tipping fees at the same rate.

Mr. Kmiecik gave an overview of the sales at the Recycle and Education Center. He stated that sale prices are market driven and fluctuate. Staff has made a conservative estimate based on previous years. So far sales are doing well and staff anticipates that the price of commodities will increase.

Commissioner VanderMolen asked if staff has made projections about what commodity prices will be in the future. Mr. Kmiecik stated that they have and added that since tonnage is increasing have identified alternative uses for the material that are not recycled. The goal is to become a recycling operation with zero waste.

Commissioners inquired on the future plans for the MRF knowing that the plant is operating near capacity. They wondered if there was an opportunity to expand the current plant. Mr. Kmiecik responded that the MRF cannot expand but there is the potential for the creation of another MRF.

Commissioner VanderMolen asked about the increasing amount of trash received at the MRF and how that will be controlled. Mr. Kmiecik stated that protocol has been implemented to control this issue. Staff has also met with the City of Grand Rapids regarding this issue and together they are working towards a resolution.

Commissioner Shroll asked whether there was an update on a market for the glass received at the MRF. Ms. Wieland stated that there is a market for it but the Department is not paid for it. Since different colors of glass are mixed it is difficult to find a company who will pay for it. An outside company pays to transport the glass out of the MRF.

Director Wood continued with the Department budget highlighting expenses that show an increase. Salaries show an increase of 2 percent for MPP employees and 2 percent for Union Employees because of an increase in healthcare expenses. There was also an increase to the WTE Rate Stabilization fund to help maintain the WTE rate at \$45. The NKTS shows an \$114,000 increase which comes from transportation costs due contractual obligations as part of the SWAP agreement.

The closed landfills shows a decrease in expenses because a number of projects at the closed landfills will be completed this year and no major projects are planned for 2015.

The MRF will show an increase in labor expenses because of the increased use of Courts workers and an increase in the number of shifts at the MRF. There is an increase in the RSRC budget due to staff changes. The goal is to increase the disposal amounts for HHW by 5 percent and this increase is reflected in the HHW disposal costs in the budget.

The Administration fund shows an increase which is primarily due to the Department re-organization and the fact that the Solid Waste Division Director position was moved to the administration fund. We currently have two (2) Solid Waste Division Directors in that fund for a short time.

The City of Wyoming's debt service will be paid off by 2016.

Commissioner Groenleer asked how much money was set aside for closed landfill maintenance. Mr. Kendall stated that there is about 8 million dollars set aside for

maintenance at the closed landfill and approximately 5 million set aside for perpetual care.

Commissioner Shroll asked where the income from the nonferrous metal extracted from the monofill is listed on the budget. Staff responded that this revenue is not listed on the current budget because the agreement is not finalized. Staff has received a draft agreement and is still reviewing the terms. Once an agreement is reached the income will be listed as additional revenue.

MOTION

It was moved by Commissioner VanderMolen and seconded by Commissioner Shroll to approve the 2015 Budget for the Solid Waste Fund and the Debt Service Fund for submittal to the County Administration as adjusted.

Motion carried unanimously.

V. Conference/Education Travels

A. Resource Recycling Conference

Review and approval for up to two staff members and any Board members to attend the Resource Recycling Conference in New Orleans, Louisiana. Approval is being requested for up to two staff members and any interested BPW members to attend the 2014 Resource Recycling Conference held in New Orleans, Louisiana September 15-17, 2014 at a total estimated cost of \$1418 per person. The Resource Recycling Conference is the premier conference for the recycling industry's most influential policy leaders, CEOs and government officials. The Resource Recycling Conference features:

- Engaging sessions from industry experts
- Educational workshops
- A bustling tradeshow

Nearly 500 recycling professionals from 37 states and four Canadian provinces attended this exclusive event in 2013, and recycling's best and brightest will be on hand again at the 2014 conference.

MOTION

It was moved by Commissioner VanderMolen and seconded by Commissioner Shroll to approve conference travel for up to two staff members and any interested Board members to attend the Resource Recycling Conference in New Orleans, Louisiana on September 15-17, 2014 at a total estimated cost of \$1418 per person.

Motion carried unanimously.

VI. Approval of Monetary Outlays

MOTION

It was moved by Commissioner VanderMolen and supported by Commissioner Shroll to approve the monetary outlays for June 2014.

Motion carried unanimously.

VII. Director's Report

- A. Ash monofill expansion update-Dan Rose, Solid Waste Operations Manager

Dan Rose, Solid Waste Operations Manager gave an update on the mechanically stabilized earth (MSE) wall which is being designed to increase the capacity of the ash monofil. Staff has met with consultants and the DEQ to discuss the preliminary design plans. Together there is an agreement on the preliminary design of the wall and staff will move forward on the construction of the site.

- B. Solid Waste Division Director

The Department has gone through the process of hiring Mr. Kmiecik's position. An offer was made to and has been accepted by Darwin Baas who will join the Department on June 16, 2014.

VIII. Miscellaneous

- A. Chair Vonk stated that he will be forming a personnel committee for the Department and appointed Commissioners Byl, Shroll and himself to meet in September.
- B. Director Wood updated the Board on a new process the Department is using in the hiring of new employees called Predictive Index. Management staff has taken the test and it has proven to be a beneficial tool in understanding each manager's unique way of making decision. It has also been a helpful tool for team building and will also be used for onboarding new employees.

IX. Adjournment

The meeting was adjourned at 9:24 a.m.