



**KENT COUNTY BOARD OF PUBLIC WORKS**

**February 5, 2015  
8:30 AM**

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

**MEMBERS PRESENT:** Commissioners VanderMolen, Morgan, Shroll, Byl, Bulkowski

**MEMBERS ABSENT:** Commissioners Vonk, Groenleer

**OTHERS PRESENT:** Darwin Baas, Director; Elissa Soto, Office Manager; Molly Sherwood, Environmental Compliance Manager; Kristen Wieland, Resource Recovery & Recycling Manager; Chris Robinson, WTE Operations Manager; Kimberly Williams, Finance Division Director; Dan Rose, Solid Waste Operations Manager; Joni Laming, Purchasing Division; Linda Howell, Kent County Assistant Corporate Counsel; Francine Farrington, Stephanie Lee

**I. Call to Order**

Vice Chair Shroll 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 VanderMolen and supported by Commissioner Morgan to approve the January 5, 2015 minutes.

Motion carried unanimously.

**IV. Resource Recovery and Recycling Operations**

**A. Electronics Collection Fee Schedule**

Staff requested approval of the implementation of a fee structure for the Electronics Recycling program. Proposed fees for Kent County residents are \$10 for a diagonally-measured television of 27" or less and \$20 for a television greater than 27". Proposed fees for non-Kent County residents are \$15 for a diagonally-measured television of

27" or less and \$30 for a television greater than 27".

Kent County has collected 5.6 million pounds of electronics since 2001 without charging residents a fee. Presently, televisions are accepted at three Kent County sites and processed by Comprenew. The DPW was able to offer the program at no cost. The DPW needs to implement a fee for recycling televisions at the North Kent Transfer Station, South Kent Landfill and Recycling & Education Center. The fees are expected to cover one-half to two-thirds of the actual cost of processing. The disposal fee is based on the diagonal size of the television and whether the televisions are from Kent County residents: 27" or less = \$10 charge and greater than 27" = \$20 charge for Kent County residents; 27" or less = \$15 charge and greater than 27" = \$30 charge for non-Kent County residents.

Televisions, particularly the older-style Cathode Ray Tube (CRT) televisions, present a challenge for recyclers because each contains between 5 - 10 pounds of lead in the glass display and approved downstream outlets for CRT glass processing is limited. Until recently, Michigan residents were able to drop off most electronics at no cost because manufacturers provided programs with financial support for approved and certified recyclers. Manufacturers are now limiting or have completely eliminated support of Michigan's recycling programs since State law does not ban electronics from landfills nor require any minimum collection amount.

Other collection and recycling programs and companies are charging similar fees or discontinuing television collection programs altogether. The cost-share program allows Kent County to continue to accept televisions from residents and share the responsibility of recycling them with the consumer until the State of Michigan enacts a more robust electronics recycling framework with manufacturer support.

Commissioners were curious about the change and why CRT collection is ending. Staff explained there is a lack of processing centers for the leaded glass. At one point there were a number of companies processing the glass to place in new CRT's, but consumers are no longer buying CRT's processing of the glass has ceased.

Members expressed concerns about these CRT's ending up in the waste stream. Staff explained that there is cause for concern because of the lead components in these units and presently there is no landfill ban for disposing the units. Leadership has considered banning them from the landfill altogether.

Board members appreciated the memo from Comprenew because it helped break down the issues.

## **MOTION**

It was moved by Commissioner VanderMolen and seconded by Commissioner Byl to approve the implementation of a fee structure for the Electronics Recycling program. Fees are 27" or less = \$10 charge and greater than 27" = \$20 charge for Kent County residents; 27" or less = \$15 charge and greater than 27" = \$30 charge for non-Kent County residents.

Motion carried unanimously.

B. Feasibility Assessment for Processing Equipment at the Recycling & Education Center

Staff requested the review and approval for Nalex, Inc. to provide a feasibility study to add a secondary baler and to proceed with the Carton Council proposal to add equipment to sort cartons as a separate commodity at the Recycling & Education Center.

The Recycling & Education Center operates with a primary baler processing nearly 30,000 tons of material in 2014. Over the past four years of use, the baler has performed well but, is subject to wear and need for maintenance and repair. In June of 2013, the baler underwent unplanned maintenance causing a two week plant shut-down resulting in the loss of 2.75 million pounds of recyclables costing nearly \$200,000 in lost revenue and disposal along with negative public relations.

A secondary baler is being evaluated to improve efficiency, eliminate added staffing to bale other materials off shift and as a backup should the primary baler need repair or maintenance during the processing shift. Nalex, Inc., a handling equipment firm based in Grand Rapids with extensive experience in recycling facility processing equipment, was recommended by RRT, the original design firm. The Nalex proposal is to determine possible placement, equipment specification, cost, general electrical and space requirements for a secondary baler at a cost not-to-exceed \$10,000.

The Carton Council proposal is for equipment additions, education and outreach support to enable the Recycling & Education Center to sort, bale and sell cartons and aseptic packaging, including juice boxes and "paper" milk cartons. The Carton Council proposes to provide funding for design and equipment installation and develop a community-specific education campaign. The initial project budget, to be paid by the Carton Council will range from \$100,000 - \$200,000 depending on equipment. Evaluation of a secondary baler and proposed Carton Council equipment additions will be coordinated to ensure future design, location and installation of equipment can complement each other.

Commissioner Bulkowski asked about the timeframe. Staff will move forward with the consultants within the next month with hopes of moving beginning construction by the end of summer and completed by the end of the year.

**MOTION**

It was moved by Commissioner Bulkowski and seconded by Commissioner Byl to approve Nalex, Inc. to provide a feasibility study to add a secondary baler and to proceed with the Carton Council proposal to add equipment to sort cartons as a separate commodity at the Recycling & Education Center.

Motion carried unanimously.

**V. WTE Insurance – 2015**

Authorization was requested for the Director to acquire insurance coverage for the WTE. For the WTE Property and liability insurance renewals, staff, through the Kent County Fiscal Services Department, solicited proposals from three insurance agencies. The effective date of the insurance policies is March 1, 2015.

The Board received a recommendation from Francine Farrington, Fiscal Services Deputy Director and Stephanie Lee, Kent County Risk Manager, and a summary of the bids received. For the

2015 Coverage the only bids solicited were from the current carriers. For property insurance through Arthur J. Gallagher, with ACE, 2014 premium was a cost of \$203,705.50. The 2015 premium will be \$207,422.00 which is an increase of \$3,716.50 or 1.8%. This 1.8% increase is directly related to an increase in total values, as the premium rate remained stable. For general liability insurance, through Berends Hendricks Stuit Insurance Agency, it is recommended to renew with Chubb along with excess liability from Chubb and Scottsdale Insurance. The premium for liability coverage is a decrease from last year of \$1,928.33 for a premium total of \$157,675.50 from \$159,603.83 in the prior year, a 1.2% decrease. This decrease is related to a decrease in power production. The combined 2015 property and liability premium cost of \$365,097.50 is \$59,902.50 less than the WTE budget of \$425,000. (Additional insurance such as auto is charged by the County to this line item also.)

Stephanie Lee, Risk Manager and Francine Farrington, Fiscal Services Deputy Director were present to answer any questions.

## **MOTION**

It was moved by Commissioner Byl and seconded by Commissioner Bulkowski to authorize the Director to acquire insurance coverage for the WTE through Arthur J. Gallagher for property at a premium of \$207,422.00 and through Berends Hendricks Stuit Insurance Agency for liability at a premium of \$157,675.50.

Motion carried unanimously.

## **VI. Conference/Education Travel**

### **A. Government Finance Officers Assoc. 109<sup>th</sup> Annual Conference**

Staff requested approval for the Finance Division Director to attend the Government Finance Officers Association (GFOA) 109th Annual Conference in Philadelphia, Pennsylvania.

Approval is being requested for the Finance Division Director to attend the GFOA 109th Annual Conference, May 31, 2015 – June 03, 2015 at a total cost of \$1,540.

GFOA's conference program will feature a broad range of sessions covering all aspects of state and local government finance. Finance professionals will gain practical advice and learn effective techniques to meet the continuing challenges facing the public and private sector. Speakers will include leading public-sector practitioners; experts from the auditing, banking, consulting and technology industries; and leading academic and researchers at the forefront of the public finance profession. Thousands of public finance professionals gather each year for this three-day conference to share ideas, develop technical and managerial skill, and view new products and network with peers.

## **MOTION**

It was moved by Commissioner VanderMolen and seconded by Commissioner Byl to approve conference travel for the Finance Division Director to attend the GFOA 109<sup>th</sup> Annual Conference, May 31 – June 3, 2015 at a total cost of \$1,540.

Motion carried unanimously.

## **VII. Approval of Monetary Outlays**

### **MOTION**

It was moved by Commissioner Byl and supported by Commissioner VanderMolen to approve the Monetary Outlays for the month of February 2015.

Motion carried unanimously.

## **VIII. Director's Report**

### **A. Division Director Recruitment – Dar**

The Director provided an update that he plans to bring a request to the Board in March for an efficiency study that will include a review of how personnel are allocated within the department and would like to delay recruitment for a division director until the findings of the study are completed later this spring.

### **B. Solid Waste Management Ordinance – Dar**

The Department has met with solid waste industry representatives several times. The industry is recommending that a surcharge be collected and remitted “wholesale” at disposal facilities as compared to “retail” by the haulers. The Director is meeting with corporate counsel to determine what adjustments to the ordinance would be needed to implement this method of collection.

### **C. South Kent Landfill Gas to Energy Carbon Credits – Dar**

The Board was informed that the 2013 carbon credits from the South Kent Landfill landfill-to-gas project were sold.

### **D. WTE Circulation Line Findings – Chris**

Team Environmental completed their analysis of the 2 – 30” water circulation lines that had been an area of concern for the plant. Overall the findings were positive. Although normal wear was found, it was within a normal range for 25 years of operation. One area needs to be rechecked since the initial findings were inconclusive. Risers (piping that connects the circulation lines to in plant infrastructure) will need replacing as is scheduled for 2016.

### **E. WTE – Michigan Star Worksite**

Covanta was recognized by MIOSHA and awarded the Michigan Star Work Site for continuous development and improvement of its safety and health management system.

F. Credit/Debit Card Implementation – Kim

The Finance Director provided an update on the implementation of the credit/debit card transactions. Cards can now be accepted at North Kent, South Kent and at the administrative offices. As customers learn that we now accept credit/debit cards they are starting to use them more but it will take some time before it is fully utilized.

G. Cost Saving Initiatives – Brinks Armored Transportation – Kim

By changing the pickup schedule, the Finance Director is able to save approximately \$4000 a year in expenses related to transporting deposits. This represents a 40% savings.

H. Regional Conversations – Ottawa, Montcalm & Ionia Counties – Kristen

DPW representatives continue to meet with surrounding counties to learn more about their programs, share what we are doing and discuss areas for collaboration.

**IX. Miscellaneous**

None

**X. Adjournment**

The meeting was adjourned at 9:17 a.m.