



**KENT COUNTY BOARD OF PUBLIC WORKS**

**October 1, 2015**

**8:30 AM**

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

**MEMBERS PRESENT:** Commissioners Vonk, VanderMolen Shroll, Bulkowski, Morgan, Groenleer

**ABSENT:** Morgan

**OTHERS PRESENT:** Darwin Baas, Director; Elissa Soto, Office Manager; Kimberly Williams, Finance Division Director; Chris Robinson, WTE Operations Manager; Dan Rose, Solid Waste Operations Manager; Cal Brinks, Purchasing Division; Kristen Wieland, Community Relations Coordinator; Nicholas VanderVinne, Resource Recovery/Recycling Manager; Kimberly Alexander, Tracey Croskery; Harvey Gershman

**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 Byl and supported by Commissioner Shroll to approve the minutes of the September 3, 2015 meeting.

Motion carried unanimously.

**IV. Administration**

**A. DPW Efficiency Study Presentation – Harvey Gershman, GBB**

Harvey Gershman, GBB was present to report on the efficiency review of the Kent County Integrated Solid Waste Management system.

Some highlights from the presentation were:

- The goal was to help the DPW identify opportunities to improve for broader

changes

- GBB aimed to identify ways to reach higher levels of waste diversion and waste management sustainability.
- GBB reviewed and analyzed the DPW facilities, operations and organization
- GBB conducted staff workshops and stakeholder interviews
- GBB concluded that the DPW administers an award winning system
- Some changes are needed for aged assets
- Some safety concerns were identified
- They found that recycling in Western Michigan is not well embraced and only 8-10% of recycling is reported
- Industries want Zero Waste to Landfill and more recycling
- MRF needs attention
- There is potential for increased organics and C&D recycling
- WTE facility needs an improved maintenance and upkeep plan for the future
- Recycle drop off could be expanded
- Closed landfills need a long term closure plan
- DPW has a sound organization that could use a few more strategic positions
- DPW strong financial position could be utilized for necessary improvements and stabilizing tipping fee

## **V. Solid Waste Operations**

### **A. 2016 Disposal Rates**

Staff requested approval of the 2016 Waste Description and Rates schedule for the North Kent Transfer Station, the South Kent Landfill and the Material Recycling Facility.

The Board received the proposed 2016 Waste Descriptions and Rates Schedule. The proposed rates for South Kent Landfill and North Kent Transfer Station include the Kent County Solid Waste Surcharge of \$1.68 per ton.

The Material Recycling Facility's rate of \$10.00 per ton starting in 2016 was added to the rate schedule.

The rate schedule proposes a \$0.75 increase for minimum charge customers with a car; pickup, van and SUV; car and trailer; and truck and trailer loads for 2016. A prorated percentage of the Environmental and Safety Fee, Michigan Surcharge and County Surcharge are included in these per load fees.

Staff is recommending approval of the 2016 Waste Descriptions and Rate Schedule.

### **MOTION:**

It was moved by Commissioner VanderMolen and seconded by Commissioner Byl to approve the 2016 Waste Description and Rates schedule for the North Kent Transfer Station, the South Kent Landfill and the Materials Recycling Facility.

Motion carried unanimously.

### **B. Transfer Trailer Bid Award**

Review and approval the purchase of two new transfer trailers for use at the North Kent Transfer Station and the Waste to Energy Facility was requested.

Bids for transfer trailers were solicited on September 29, 2015 by the Kent County Purchasing Department. Two bids were received and evaluated. One bid was received for trailers consisting of all steel construction, similar to the current fleet of trailers, and another was received for trailers constructed of aluminum as indicated below.

Spector Manufacturing Inc. (Steel): \$112,876.00 (Each)

MAC Trailer (Aluminum): \$145,028.00 (Each)

The proposed transfer trailers will replace two trailers in the current fleet that have reached the end of their useful life. The Department has an approved Capital Improvement budget for the purchase of the trailers.

Staff is recommending the purchase of two new transfer trailers in accordance with the bid submitted September 29, 2015 by Spector Manufacturing Inc. of St. Clair, Pennsylvania in the amount of \$225,752.

**MOTION:**

It was moved by Commissioner Shroll and seconded by Commissioner VanderMolen to approve the purchase of two new transfer trailers manufactured by Spector Manufacturing Inc. and to authorize the Director to work with the Kent County Purchasing Department to execute related procurement documentation for an amount not to exceed \$225,752.

Motion carried unanimously.

**VI. Finance and Administration**

**A. Scalehouse Software Management**

Review, approval and authorization was requested for the Director to sign all appropriate documents to purchase a software system and related hardware for Scale House Operations.

The current scale house software, Insight Environmental Software, was purchased in late 2002 and implemented in the spring of 2003. Since that time, Insight Environmental was purchased by AMCS. The system had its last upgrade in 2012. AMCS has informed the DPW they will not provide further development of the Insight product.

Deficiencies in the current software require manual processing and reconciliation such as brokering commodities at the Material Recycling Facility, one of several time consuming process that increase the risk for errors.

With the 2016 implementation of a \$10 per ton tipping fee at the Material Recycling Facility and the Kent County Solid Waste Surcharge of \$1.68 per ton, it was determined Insight Environmental Software does not have the functionality to handle the additional fees.

The Purchasing Division issued Request for Proposal 1633 for Scale House Management Software and received four responses on August 17, 2015. The Purchasing Division and Department of Public Works staff interviewed two finalists and recommend the award of the proposal to Paradigm Software LLC. The software cost estimate is \$91,005. With a ten percent contingency of \$9,100, the total project cost is \$100,105.

## **MOTION**

It was moved by Commissioner VanderMolen and seconded by Commissioner Groenleer to approve the implementation of Paradigm Software LLC scale house management software and to authorize the Director to execute related procurement contracts as approved by legal counsel in the amount not to exceed \$100,105.

Motion carried unanimously.

### **VII. Waste-to-Energy Facility Operations**

#### **A. 2016 Disposal Rates**

Staff requested approval of the Waste to Energy Facility 2016 General Refuse and Special Waste Disposal Rates.

The General Refuse disposal fee of \$45.00 per ton, unchanged from 2015.

After reviewing the special burn rate at a neighboring facility, it was determined the Special Waste Rate will be increased from the minimum \$67.50 to a minimum \$90.00 for the first 2,000 pounds of material and prorated at \$90.00 per ton for any additional material. With the increase, the WTE special waste rate is still 31% less than the closest alternate facility.

## **MOTION:**

It was moved by Commissioner VanderMolen and seconded by Commissioner Shroll to approve a 2016 Waste to Energy General Refuse Disposal Rate of \$45.00 per ton and a minimum Special Waste Disposal Rate of \$90.00 per ton effective January 1, 2016.

Motion carried unanimously.

### **VIII. Approval of Monetary Outlays**

## **MOTION**

It was moved by Commissioner Byl and supported by Commissioner Groenleer to approve the monetary outlays for October 2015

Motion carried unanimously.

### **IX. Director's Report**

#### **A. Employee Recognition – Tracey Croskery**

The Director recognized Tracy Croskery for her contributions to the department and nomination for County Employee Service Award – 3<sup>rd</sup> Quarter.

#### **B. Solid Waste Management Ordinance Implementation Timeline**

The implementation timeline and steps for Waste Hauler Licensing was provided to Board members.

#### **C. Kentwood Landfill Gas Collection/Flare System Update**

Under the direction of Molly Sherwood, Environmental Compliance Manager, the KWL gas collection and flare system was installed by Catskill and is now operational. This project was required by the USEPA and MDEQ to manage landfill gas migration.

D. 12<sup>th</sup> Annual Mayors' Grand River Cleanup – WMEAC

The DPW provided the West Michigan Environmental Action Council a dumpster for the annual river cleanup. Half a ton of debris was collected.

E. New Phone Numbers

DPW switched over to a new phone system for the administrative offices located at 1500 Scribner. The new system is connected to the County's network and have 632 – prefixes.

X. Miscellaneous

None

XI. Adjournment

The meeting was adjourned at 10:07 a.m.