

Grand Traverse County Board of Public Works-Finance Committee
Public Services Building
Large Conference Room
2650 LaFranier Rd, Traverse City, MI 49686

Meeting Minutes
April 4, 2018 @ 1:00 p.m.

CALL TO ORDER

The Chair, called the meeting of the Grand Traverse County Board of Public Works Finance Committee to order at 1:03 p.m. at the Public Services Building located at 2650 LaFranier Road, Traverse City, Michigan. The Secretary was present.

ROLL CALL

PRESENT:

Jay Zollinger, Jeff Shaw, Rob Manigold, Chuck Korn, and Beth Friend

ABSENT:

N/A

STAFF:

John Divozzo and Dianne Thompson

Also Present:

Art Krueger, Bill Twietmeyer, Jennifer Hodges, and Bob Fudge.

PUBLIC COMMENT

None.

APPROVAL OF AGENDA

John Divozzo requested that the OMI/Jacobs Contract Discussion be added to the agenda as Item #6.

MOTION by BETH FRIEND to approve the agenda as amended; second by Rob Manigold.
The Motion PASSED unanimously.

APPROVAL OF MEETING MINUTES

There were no objections so the meeting minutes of March 7, 2018 are approved as presented.

AGENDA ITEMS

1. Summary of Prepaid Claims

There were no questions or objections.

2. Sharing Agreement: 2018 Exhibit A

John presented the 2018 Sharing Agreement flow percentages for the committee's review and recommendation. The 2018 budget is based on this breakdown for wastewater treatment costs, but was not formally approved by the board outside of the budget process. John requested the committee recommend the board approve this exhibit.

MOTION by ROB MANIGOLD to approve Exhibit A to the Sharing Agreement Contract for 2018, second by Jeff Shaw.

The Motion PASSED unanimously.

3. Memo Re: BPW Purchasing Policy

John presented the supporting information for the new purchasing policy. He stated that he had reviewed the policy and did not think changes were appropriate as the changes would conflict with the County's original policy. He did; however, think that the associated procedures would allay the board's concerns regarding waiving any requirement regarding number of estimates received prior to a purchase being made. He wanted the board to feel comfortable with the spending limits and trust the process.

4. Memo Re: MBR Tank Cleaning

John presented his memo outlining the difficulties with having the MBR tanks cleaned. The tanks (coating) are under warranty provided certain conditions are met. One of the conditions is a leak test that was to be performed every five years to insure construction integrity. John doesn't think the tanks were tested after the initial testing so there may be some difficulties if the tanks fail this test. He was working with Jacobs (Elizabeth Hart) to get a scope of work and schedule together. NTH will be involved during the process to insure the walls have maintained their integrity since the rebuild.

5. 2017 Water Cross Connection Reports

John presented the annual cross-connection report for each of the water systems. He stated the systems are in compliance for 2017. Each year additional inspections and testing occurs and the results are reported to the State DEQ through this report.

6. OMI/Jacobs Contract

John presented two options for the committee to consider; one a 4-year deal per the RFP and the second, an 8-year option that included additional engineering services up to \$25,000 as incentive to increase the first term to eight years. Jeff Shaw asked John to verify if the \$25,000 in engineering services was a one-time offering or per year. John also recommended that the annual increase be negotiated as a flat fee to avoid confusion with the current method per the formula. John said he would get the answers and provide a final version to the board at its next meeting.

PUBLIC COMMENT

Art Krueger reported that the City is starting construction at their site on LaFranier for a 2 million gallon storage tank. October 15, 2018 is the expected date of completion.

NOTICES

1. The next Regular BPW Meeting will be held on Thursday, April 12, 2018 at 9:00 a.m. in the upstairs meeting room at GARFIELD TOWNSHIP HALL, 3848 Veterans Drive.
2. The next regular BPW Finance Committee Meeting will be held on Wednesday, May 2, 2018 at 1:00 p.m. in the Large Conference Room in the Public Services Building at 2650 LaFranier Rd

ADJOURNMENT

The Chair adjourned the meeting at 1:44 p.m.

Date: June 6, 2018


BPW Finance Committee Chair


BPW Finance Committee Secretary
(Approved as to form and content)

Drafted by: John Divozzo
John Divozzo