

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

Meeting Minutes
January 4, 2017 @ 1:00 p.m.

CALL TO ORDER

John Divozzo, DPW Director, called the meeting of the Grand Traverse County Board of Public Works Finance Committee to order at 1:02 p.m. at the Public Services Building located at 2650 LaFranier Road, Traverse City, Michigan.

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: Richard Lewis, Bill Twietmeyer, Marty Colburn, and Bob Fudge

ELECTION OF FINANCE COMMITTEE CHAIR:

John Divozzo, Department of Public Works Director opened the floor for nominations for Finance Committee Chair.

Jay Zollinger nominated Rob Manigold.

MOTION by Jay Zollinger to close nominations and cast a unanimous ballot for Rob Manigold for Committee Chair; second by Chuck Korn.

The Motion PASSED.

ELECTION OF FINANCE COMMITTEE VICE CHAIR:

Rob Manigold assumed the role of Chair and opened the floor for nominations for Vice Chair.

Jay Zollinger nominated Chuck Korn.

MOTION by Jay Zollinger to close nominations and cast a unanimous ballot for Chuck Korn for Vice Chair; second by Rob Manigold.

All in Favor. The Motion PASSED.

ELECTION OF FINANCE COMMITTEE SECRETARY:

Rob Manigold opened the floor for nominations for Secretary.

Jay Zollinger nominated Jeff Shaw.

MOTION by Jay Zollinger to close nominations and cast a unanimous ballot for Jeff Shaw for Secretary; second by Chuck Korn.

All in Favor. The Motion PASSED.

PUBLIC COMMENT-none

APPROVAL OF AGENDA

MOTION by Chuck Korn to approve the agenda as presented; second by Jay Zollinger.

All in Favor. The Motion PASSED.

APPROVAL OF MEETING MINUTES

1. The meeting minutes of December 7, 2016 were approved without objection.

AGENDA ITEMS

1. Summary of Prepaid Claims-for information only.
2. Sharing Agreement – 2017 Amendment

John presented the 2017 sharing agreement percentages for review and acceptance by the Committee. He noted that the capacity associated with this breakdown is expected to be consistent with the mediation that occurred recently – that is 45% for the BPW.

Richard asked that the DPW get with the City attorney and Manager to finalize all the details of the revised MSA. John said that the draft is being prepared for submittal to the attorneys and the City manager and that this was very preliminary work. He also informed the Committee that the draft would be presented to this group prior to formal approval by the BPW and/or the Townships.

MOTION by JAY ZOLLINGER to approve the 2017 Sharing Agreement splits as presented; second by Chuck Korn.

All in Favor. The Motion PASSED.

3. Random Load Inspection Report

John submitted the following written report to the Committee for review and discussion:

Pursuant to the approved Load Inspection Policy, DPW staff selected one random load per month and reviewed the following information:

1. Site of Origin
2. Manifest Volume
3. Permit Volume (and type)
4. Hauler Invoice

Based on the information obtained, staff made a determination of consistency per inspection. Consistency can be determined if department information is the same or similar to the hauler information for a given site or load.

The DPW performed 12 random inspections; once per month.

The manifest, permit (if available), and hauler manifest were consistent with each load. In two instances, the hauler refused to submit a copy of the invoice, but a records check on the tank permit revealed the size and type of tank, which was consistent with the manifest. These were able to be determined to be consistent with the reporting requirements in the policy.

It is staff's opinion that this policy be discontinued on a regular routine basis and only be utilized in situations where staff believes inconsistency is possible.

Beth questioned discontinuing the inspections. John assured her that they will still be performed as needed, just not on a monthly basis.

MOTION by JAY ZOLLINGER supported by to recommend to the BPW to follow the Director's recommendation; second by Jeff Shaw.

All in Favor. The Motion PASSED.

PUBLIC COMMENT

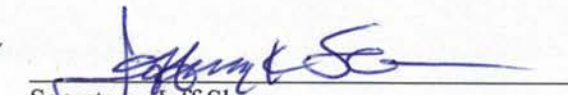
Marty Colburn commented that Bill Twietmeyer was preparing the audit to present to the City Commission this month.

NOTICES

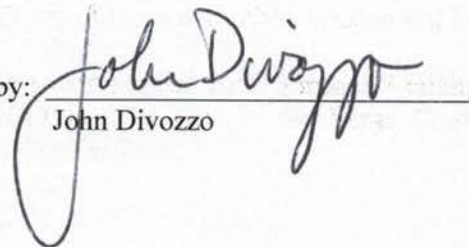
1. The next Regular BPW Meeting will be held on Thursday, January 12, 2017 at 9:00 a.m. in the upstairs meeting room at GARFIELD TOWNSHIP HALL, 3848 Veterans Drive.
2. There will be a tour of the Wastewater Treatment Plant on Monday, January 23, 2017 at 3 p.m.
3. The next regular BPW Finance Committee Meeting will be held on Wednesday, February 1, 2017 at 1:00 p.m. in the Large Conference Room in the Public Services Building, 2650 LaFranier Road.

ADJOURNMENT 1:48 p.m.


Committee Chair; Rob Manigold


Secretary, Jeff Shaw
(Approved as to form and content)

Date: February 1, 2017

Drafted by: 
John Divozzo