

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

## Meeting Minutes

Wednesday, June 5, 2019 @ 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 1:00 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: Bob Fudge, Art Krueger, City Director of Municipal Utilities, Jennifer Hodges, and Bill Twietmeyer.

PUBLIC COMMENT-None

### APPROVAL OF AGENDA

**MOTION by CHUCK KORN to approve the agenda as presented; second by Jeff Shaw.**  
The Motion PASSED unanimously.

### APPROVAL OF MEETING MINUTES

1. There were no objections so the meeting minutes of May 1, 2019 are approved as presented.

**MOTION by CHUCK KORN to approve the agenda as presented; second by Rob Manigold.**  
The Motion PASSED unanimously.

### AGENDA ITEMS

1. Summary of Prepaid Claims

John submitted a summary of claims approved by staff; the committee had no objections.

2. Jacob's Capacity Study \$5,189.00

Jacobs agreed to fund a capacity study up to \$25,000 with the renewal of the service agreement. The actual cost of the study was \$34,

3. Memo Re: City Utility Budgets

a. 2019/2020 Sewer information submitted from the City for their 2019-2020 sewer budget.

John submitted a memo to the board detailing the City's proposed sewer budgets. He indicated that the budget numbers were consistent with last year, the City's CIP, and the monthly reports from Jacobs. He identified potential budget costs for the townships and stated that this would be formally submitted to the committee as the budgets. He also explained that the numbers included the 8<sup>th</sup> and final membrane install.

b. 2019/2020 Water information submitted from the City for their 2019-2020 water budget. John's memo included an evaluation of the City's water budget; he indicated that the budget totals were very similar to last year, but he was most likely to include a certain percentage increase to the township budgets to account for increases in water purchased. He indicated that the costs would be presented in the formal budget submittal and the board will have a chance to review and discuss in July or August.

### PUBLIC COMMENT

Art Krueger, City Director of Municipal Utilities, handed out some information regarding updated WWTP repair expenses. He also updated the committee on City utility issues.

Bill Twietmeyer, City Treasurer, informed the committee that there were several capital projects approved by the City commission that have not yet been completed; this may occur later this year. He indicated that Garfield #1 Booster flow is still being worked on for a fair and equitable resolution.

Jennifer Hodges, GFA, updated the board on activities associated with the mapping program. She indicated that future updates will occur online, which will provide real time information and upgrade the accuracy of the maps. The fee is \$400 a year for ESRI to store the data.

### NOTICES

1. The next Regular BPW Meeting will be held on Thursday, June 13, 2019 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, July 3, 2019 at 1:00 p.m. in the Large Conference Room in the Public Services Building at 2650 LaFranier Rd

### ADJOURNMENT 1:48 p.m.

Date: July 3, 2019

Joy Zollinger  
BPW Finance Committee Chair Joy Zollinger

Jeff Shew 7/3/19  
BPW Finance Committee Secretary Jeff Shew  
(Approved as to form and content)

Drafted by: John Divozzo  
John Divozzo