

**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, September 4, 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: Rob Manigold, Jeff Shaw, Chuck Korn, Beth Friend, and Jay Zollinger

ABSENT: N/A

STAFF: John Divozzo and Dianne Thompson

Also Present: Bob Fudge, Doug White, Jennifer Hodges, & Art Krueger

**PUBLIC COMMENT**

None.

**APPROVAL OF AGENDA**

The Director requested that STF Blower upgrades be added to the agenda as Item 5.

**MOTION by ROB MANIGOLD to approve the agenda as revised; second by Beth Friend.**  
The Motion PASSED unanimously.

**APPROVAL OF MEETING MINUTES**

1. There were no objections, so the meeting minutes of August 7, 2019 were approved as presented.

**AGENDA ITEMS**

1. Summary of Prepaid Claims

The committee had no objections to the prepaid claims and recommended approval by the board.

2. Gosling Czubak Professional Services Proposal (Acme Generator)

Staff invited the township engineers to submit proposals to design and coordinate the purchase and installation of generators at (3) three locations. Acme Township, Peninsula township, and East Bay township. Gosling Czubak is the engineer for Acme. GFA is the engineer for Peninsula and Wade Trim is the engineer for East Bay. GFA submitted a proposal that was within staff purchasing authority to approve, but Gosling Czubak's proposal exceeded this limit. Wade Trim has not submitted a proposal yet.

The generators are included in this year's budget and based on the actual bid for Peninsula, should be within budgeted amounts. Staff recommends approval of the proposal.



**MOTION by CHUCK KORN to accept and recommend to the BPW the proposal for engineering services from Gosling Czubak for the purchase and installation of a generator in Acme Township; second by Jeff Shaw. The Motion PASSED unanimously.**

3. Memo from Director

4. Generator Proposals – Peninsula

Staff received (3) three proposals; one of which was rejected for incompleteness. Of the two remaining, Shoreline Power Services was the low bidder. Topline was next at \$650 higher. An addendum was included in the proposal. Staff recommends the low bidder, Shoreline, be offered the contract. The amount of the Shoreline bid was \$74,500. GFA will be submitting a formal recommendation.

**MOTION by CHUCK KORN to accept and recommend to the BPW the bid for the Peninsula generator submitted by Shoreline Power Services in an amount not to exceed \$74,500; second by Rob Manigold. The Motion PASSED unanimously.**

5. **Added to the Agenda:** Blower Upgrades at the Septage Treatment Facility

The blower upgrades were included in the 2019 Capital Improvement plan and recommended in the Structural Capacity study. This is for information. Staff will submit to the BPW for formal approval.

#### **PUBLIC COMMENT**

Art Krueger, City Director of Municipal Utilities

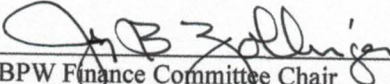
The City Commission approved a revised approach to the WWTP Facilities Plan. The City received two bids with a wide margin between costs; the new approach will focus on 14 tasks that are prioritized by importance in smaller steps. The first is the primary header. A firm with knowledge of the facility was hired to review the header and submit recommendations for action. The cost is significantly lower than originally anticipated. Today they started draining the LaFranier 4 Mgal water tank for rehabilitation. They need it back on line by next May.

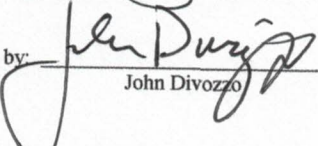
#### **NOTICES**


1. The next regular BPW Meeting will be held on Thursday, September 12, 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, October 2, 2019 at 1:00 p.m. in the Large Conference Room in the Public Services Building at 2650 LaFranier Rd.

**ADJOURNMENT 1:25 p.m.**

Date: 10/2/19

  
\_\_\_\_\_  
BPW Finance Committee Chair

Drafted by:   
\_\_\_\_\_  
John Divozzo

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