

**EMMET COUNTY
DEPARTMENT OF PUBLIC WORKS
BOARD OF DIRECTORS MEETING
Meeting held at 8:30 a.m.
Via Zoom Meeting #86169500288
January 7, 2021**

Members Present: D. Keiser, Chairperson; B. Dohm, Vice Chairperson; D. Fuller, Secretary; C. MacInnis; B. Notestine; A. Bawkey; D. Bachelor

Members Absent: None

Members of Public: None

Staff Members: A. Shepherd; J. Steffel; W. Fought

CALL TO ORDER

D. Keiser called the meeting to order at 8:30 a.m.

WELCOME NEW DPW BOARD MEMBERS

ELECTION OF OFFICERS

C. MacInnis motioned that the slate of officers remains the same. D. Keiser Chair, B. Dohm Vice Chair and D. Fuller Secretary; B. Notestine supported. All present voted in favor.

MINUTES

The minutes of the December 3, 2020 DPW Board meeting were reviewed. D. Fuller motioned to accept the December 3 minutes; D. Fuller supported. All present voted in favor.

FINANCIALS

The November 2020 Financial report was reviewed. B. Dohm motioned to accept the November financial report, A. Bawkey supported. All present voted in favor. Third Quarter Report and November Aged Accounts Reports were presented and discussed. A. Bawkey motioned to accept the 2020 Third Quarter Report, B. Notestine supported. All present voted in favor.

OPERATIONS UPDATE (OLD BUSINESS)

Personnel: a long-term temporary employee will hopefully fill an unfilled position within Emmet County Recycling in 2021.

Enforcement: Drop-site contamination seems to be at an all-time high. We have a temporary worker performing daily drop-site maintenance and sending information on illegally dumped materials to the administrative office to follow up with illegal dumping/ordinance enforcement. She is working an average of 20 hours a week just to keep drop-sites clean. The new trail cameras have limitations in catching illegal dumping in real-time without electricity and Wi-Fi.

OTHER BUSINESS (NEW BUSINESS)

DPW Board Zoom Meeting Procedures: C. MacInnis motioned to approve the DPW Zoom Meeting Procedures as presented; A. Bawkey supported. All present voted in favor.

2021 Schedule of DPW Board Meetings: D. Fuller motioned to approve the 2021 scheduled of DPW Board Meetings as presented; D. Bachelor supported. All present voted in favor.

2021 DPW Holiday Schedule was presented.

EGLE Organics Contract: EGLE will be rewarding Emmet County DPW a \$150,000 grant. As part of the grant agreement, Emmet County DPW must match \$37,500. The funds will be used for a new “used” loader and food- scrap collection truck to replace a 1998 truck with 500,000 miles on it, which we currently use. DPW has \$70,000 budgeted in 2021 for a new food scrap truck. This grant would reduce the cost from DPW from \$70,000 to \$37,500. C. MacInnis motioned to recommend to the Administrator that the Board of Commissioners approve the EGLE Organics Contract as presented; A. Bawkey supported. All present voted in favor.

CLEAResult Recycling Contract: A. Shepherd recommended approval of a contract extension for the recycling of Freon containing appliances for City of Harbor Springs Electric customers. D. Fuller motioned to approve the CLEAResult recycling contract, D. Bachelor supported. All present voted in favor.

Website Bid: The TRP Grant that we received covers the cost to overhaul our website. Three bids were received. The two lowest bids were very basic. The Stone Arch bid was recommended by the Emmet County I.T. Director, and Stone Arch references came back very positive. A Shepherd requested recommendation to the Board of Commissioners to approve the Stone Arch Bid for \$8550 with an annual contract of \$125 per month to host the website, perform support, and backup. D. Keiser suggested that a contract term is in the contract. C. MacInnis motioned to recommend to the Administrator that the Board of Commissioners approve the Stone Arch bid for \$8550 and an annual contract of \$125 per month with a contract term built into the contract, A. Bawkey supported. All present voted in favor.

NEXT MEETING: Thursday February 4 at 8:30 a.m. via ZOOM. Zoom meeting information to be announced. Board Members: Please call the DPW office at 348-0640 if you are unable to attend the meeting.

D. Keiser adjourned the meeting at 9:45 a.m.