

**EMMET COUNTY
DEPARTMENT OF PUBLIC WORKS
BOARD OF DIRECTORS MEETING
Held via ZOOM Meeting #844 9380 7635
May 8, 2020**

Members Present: D. Keiser, Chairperson; B. Dohm, Vice Chairperson; D. Fuller, Secretary; C. MacInnis; B. Notestine; J. Kargol

Members Absent: A. Bawkey

Members of Public: None

Staff Members: A. Shepherd; J. Steffel

CALL TO ORDER

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

MINUTES

The minutes of the March 5, 2020 DPW Board meeting were reviewed. C. MacInnis motioned to accept the March 5, 2020 minutes. B. Notestine supported. All present voted in favor.

FINANCIALS

The February and March Financial reports were reviewed. J. Kargol motioned to accept both February and March financial reports; D. Fuller supported. All present voted in favor. D. Keiser suggested developing a DPW Finance sub-committee of three members to monitor finances closely. Members of the DPW sub-committee will be: D. Keiser, C. MacInnis, B. Dohm and A. Shepherd.

OPERATIONS UPDATE (OLD BUSINESS)

Personnel: Covid 19 update; A. Shepherd discussed new administrative procedures and safety policies that continue to develop through Covid-19 and the effects on employees and daily production. Earl Marshall was hired as a temporary county employee to fill a position of another driver who is on long-term disability. After working with DPW through a temporary staffing service, and doing an exemplary job, we are happy to have him on County staff.

Enforcement: No updates at this time.

MRF Upgrade: Due to COVID 19 and border closures, the MRF upgrade project has been placed on hold until August 28. August is one of the busiest months of the year at Emmet County Recycling. A. Shepherd is working to push the upgrade date past Labor Day to get past seasonal business levels.

OTHER BUSINESS (NEW BUSINESS)

Little Traverse Disposal: The DPW Board was updated on communications between Civil Counsel, Emmet County DPW and Little Traverse Disposal.

2020 Tire Grant: Emmet County was awarded a grant to cover the cost of recycling 7000 tires in 2020. The tire grant kicked off on Saturday May 2, and goes through August or when 7000 tires are collected. 2000 tires were collected in the first two days.

W. Fought MRC Presentation: While the 2020 MRC Conference was rescheduled for a later date due to COVID 19, a small video conference was held in its stead for two days. Transfer Station Manger Wendy Fought gave two fantastic online presentations regarding COVID-19, and General Safety Protocols.

Rate Increase: A. Shepherd suggested working on a solid waste rate increase for 2021 early. This topic will remain as an agenda item for the DPW Finance sub-committee.

2019 Annual Report: A draft copy of the "2019 Whole Works" annual report was issued to the DPW Board to look over and approve before presenting to the Board of Commissioners. D. Keiser requested that DPW Board members issue corrections, suggestions or any changes in the next couple of weeks, but definitely before June.

NEXT MEETING: Thursday, June 4, at 8:30 a.m., Pleasantview Drop-off Center, 7363 Pleasantview Rd. Harbor Springs, MI 49740. Board Members: Please call the DPW office at 348-0640 if you are unable to make the meeting.

D. Keiser adjourned the meeting at 9:20 a.m.