

**EMMET COUNTY  
DEPARTMENT OF PUBLIC WORKS  
BOARD OF DIRECTORS MEETING  
February 2, 2023  
Meeting held at 8:30 a.m.  
Emmet County Drop-Off Center  
7363 Pleasantview Rd. Harbor Springs, MI.**

Members Present: D. Keiser, Chairperson; B. Dohm, Vice Chairperson; D. Fuller, D. Mapes, B. Gutowski  
Members Absent: M. Hoffman, A. Bawkey  
Members of Public:  
Staff Members: A. Tolzdorf; M. Myers, J. Steffel

**Call to Order**

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

**Minutes**

The minutes of the January 5, 2023 DPW meeting were reviewed. B. Gutowski motioned to approve the January 5<sup>th</sup> Minutes; D. Mapes supported. All voted in favor.

**Financials**

The December financial report was reviewed by A. Tolzdorf. D. Fuller motioned to approve the financials and fully supported by D. Mapes. All present voted in favor.

**Operations Update (OLD BUSINESS)**

Write off Policy: The DPW Board implemented a Write off Policy in 2021. The county now has a new collections agency. Director Tolzdorf is going to meet with county administration to ensure the two policies align with each other.

Personnel: DPW has two open positions, a recycle processing position and a DPW Attendant & Driver position.

**Other Business (NEW BUSINESS)**

EGLE: DPW applied for the grant to get a new curbside truck and drop site bins. EGLE only awarded a grant for two drop-site bins. The total grant amount is \$40,000, with a \$28,000 grant and a \$12,000 match from DPW's capital budget. D. Mapes motioned for the administrator to recommend the approval of this grant to the Board of Commissioners B. Gutowski fully supported. All voted in favor.

**Public Comments**

N/A

**Round Table Discussion**

A. Tolzdorf wanted to thank the board members for letting the DPW get a new truck. The truck is in the building process.

Meeting Adjourned: 9:10am

A handwritten signature in black ink that reads "Douglas Fuller". The signature is written in a cursive style with a large, looped initial 'D'.

**Next Meeting:** Thursday March 2<sup>nd</sup> at 8:30am, at the Emmet County Drop Off Center, 7363 Pleasantview Rd. Harbor Spring.