

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, July 3, 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, Jay Zollinger, and Beth Friend (1:06)

ABSENT: N/A

STAFF: John Divozzo and Dianne Thompson

Also Present: Bob Fudge, Art Krueger, City Director of Municipal Utilities, 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 June 5, 2019 are approved as presented.

AGENDA ITEMS

1. Summary of Prepaid Claims

The committee had no objections.

2. Consumer Confidence Reports

John reported that the CCRs for each township were completed and posted to the website.

3. Perform Director Job Review

- a. Process
- b. Personnel Committee Meeting Minutes (Draft)
- c. Director Comments – Employee Comments
 - i. Goals & Objectives
 - ii. Job Description
 - iii. Salary Charts
- d. DPW Organizational Chart

In summary, the committee felt that the Director met or exceeded expectations. There are still things in progress, but they felt he is doing the job better than anyone before in this position. Korn stated he has a written summary of the evaluation and will submit to the BPW along with John's comments.

MOTION by CHUCK KORN to Recommend to the Board of Public Works that the Personnel Committee's synopsis be sent to the County HR office; second by Rob Manigold. The Motion PASSED unanimously.

4. Request to move the August Board of Public Works meeting from August 8th to August 15th.

MOTION by CHUCK KORN to recommend to the BPW that the August Board of Public Works meeting be moved from August 8th to August 15th; second by Rob Manigold. The Motion PASSED unanimously

PUBLIC COMMENT

Art Krueger, City Director of Municipal Utilities reported that the Wastewater Treatment Plant has seen higher flows than normal. The lake levels are way up and ground water is everywhere and there must be significant infiltration. The Front Street lift station will require a diver to inspect and repair for infiltration.

The City Commission approved the Digester #3 project design-build contract that was bid out. One bid was very high and they decided to work with the low bidder. The project is expected to take 1½ years.

Divozzo discussed Township projects vs. DPW projects and the fact that the engineers are leaving out all electrical and SCADA work and then having those expenses invoiced to us. As we are not included in the planning they are not included in our budgets. A solution would be to include those costs in the project. They could still be bid this work, but the amount would be paid by the township as part of the project. It is a benefit to use the DPW electrical/SCADA contractor(s).

NOTICES

1. The next Regular BPW Meeting will be held on Thursday, July 11, 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, August 7, 2019 at 1:00 p.m. in the Large Conference Room in the Public Services Building at 2650 LaFranier Rd

ADJOURNMENT 1:46 p.m.

Date: August 7, 2019

[Signature]
BPW Finance Committee Chair

[Signature]
BPW Finance Committee Secretary
(Approved as to form and content)

Drafted by: [Signature]
John Divozzo