

**AGENDA**  
**JACKSON COUNTY REGULAR BOARD OF PUBLIC WORKS MEETING**  
**August 26, 2019**  
**8:00 a.m., Conference Room 604**  
**Jackson County Tower Building**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENTS** Each individual will state their name, and have three (3) minutes to address the Board. You may only address the Board once under this public comment opportunity and may not yield your time to others. Board members will not debate or answer questions at this time.
4. **MINUTES** - Approval of minutes for regular BPW meeting held 5/20/19
5. **CAPITAL IMPROVEMENT PROJECTS – None.**
6. **UNFINISHED BUSINESS**
  - A. **SRI Update**
7. **NEW BUSINESS**
  - A. **2020 Budget**
8. **CONSIDERATION & ALLOWANCE OF CLAIMS**
  - A. **Committee Claims:**  
May, June, July 2019
  - B. **Balance Sheet**  
Through July 31, 2019
9. **ADJOURN TO THE CALL OF THE CHAIR**
10. **NEXT SCHEDULED MEETING:** November 18, 2019

Geoff Snyder  
James E. Shotwell, Jr  
Phil Duckham  
Dr. Allan Tompkins  
Mike Way

**MINUTES OF THE JACKSON COUNTY BOARD OF PUBLIC WORKS  
REGULAR MEETING  
May 20, 2019  
6th Floor Conference Room**

**MEMBERS PRESENT:** James E. Shotwell, Jr, Dr. Allan Tompkins, Mike Way

**MEMBERS EXCUSED/ABSENT:** Geoffrey Snyder, Phil Duckham

**OTHERS PRESENT:** Mike Overton, Debra Kubitskey

**MEETING CONVENED:** 8:34 a.m.

**PUBLIC COMMENTS:** None.

**MINUTES:** Approval of the 2/25/19 Board of Public Works minutes.

**UNFINISHED BUSINESS**

**SRI Bond Update**

**Motion:** Moved by Tompkins, supported by Way to approve default resolution and send to the full Board for approval. Motion passed.

**NEW BUSINESS**

**Rives Township Sewer Bond**

No Rives Township representative attended, moved to next meeting

**CONSIDERATION & ALLOWANCE OF CLAIMS:**

A. Claims – Claims for February 1, 2019 through April 30, 2019 were presented for payment.

**Motion:** Moved by Way, supported by Tompkins to approve the payment of February 2019 through April 2019 claims. Motion passed.

B. Balance Sheet.

**Motion:** Moved by Way, supported by Shotwell to receive balance sheet. Motion passed.

**PUBLIC COMMENT** – None

**ADJOURN:** 8:44 a.m.

**NEXT SCHEDULED MEETING:** August 19, 2019

Geoff Snyder, Chair  
James E. Shotwell, Jr, Vice Chair  
Phil Duckham, III  
Dr. Allan Tompkins  
Mike Way

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2020 REQUESTED BUDGET	2021 REQUESTED BUDGET (DRAFT)
<b>Dept 530 - OPERATION &amp; MAINTENANCE</b>						
<b>OTHER REVENUE</b>						
515-530-644.000	SALE OF USED/SCRAP EQUIPMENT	\$ 5,492	\$ -	\$ -	\$ -	\$ -
515-530-695.000	MISCELLANEOUS	100	100	-	-	-
<b>OTHER REVENUE</b>		<b>5,592</b>	<b>100</b>			
<b>INTEREST &amp; RENTALS</b>						
515-530-664.000	INTEREST	4,885	7,419	200	200	200
515-530-690.099	UNREALIZED GAIN/LOSS MKT VAL	912	(1,053)			
<b>INTEREST &amp; RENTALS</b>		<b>5,797</b>	<b>6,366</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>TRANSFERS IN</b>						
515-530-699.000	PLANNED USE OF FUND BALANCE	-	-	140,080	146,565	21,789
515-981-695.101	TRANSFER IN - GENERAL FUND	-	-	-	-	127,161
<b>TRANSFERS IN</b>				<b>140,080</b>	<b>146,565</b>	<b>148,950</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>\$ 11,389</b>	<b>\$ 6,466</b>	<b>\$ 140,280</b>	<b>\$ 146,765</b>	<b>\$ 149,150</b>
<b>PERSONNEL SERVICES</b>						
515-530-704.000	WAGES-FULL TIME	\$ 32,188	\$ 38,474	\$ 39,070	\$ 39,855	\$ 41,050
515-530-706.000	WAGES-OVERTIME	321	-	500	510	525
515-530-715.000	FICA	2,315	2,832	2,870	3,090	3,185
515-530-716.000	HEALTH INSURANCE	11,397	12,371	13,730	12,095	13,175
515-530-717.000	LIFE INSURANCE	204	221	220	220	220
515-530-718.000	RETIREMENT	1,513	1,838	1,830	1,830	1,830
515-530-718.100	RHS EMPLOYER CONTRIBUTION	1,683	1,814	1,740	1,915	1,915
515-530-719.000	WORKER'S COMPENSATION	81	218	220	220	220
<b>PERSONNEL SERVICES</b>		<b>49,702</b>	<b>57,768</b>	<b>60,180</b>	<b>59,735</b>	<b>62,120</b>
<b>SUPPLIES AND MATERIALS</b>						
515-530-745.000	EMPLOYEE UNIFORMS	200	228	200	200	200
515-530-760.000	MEDICAL SERVICES	-	135	-	-	-
<b>SUPPLIES AND MATERIALS</b>		<b>200</b>	<b>363</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>CONTRACTUAL/PROF SERVICES</b>						
515-530-728.020	BANK CHARGES-LINE OF CREDIT	7,364	7,364	1,600	1,600	1,600
515-530-801.100	PROF SERVICE-PSG	-	2,488	-	-	-
515-530-802.000	CONTRACTUAL SERVICES	15,000	20,000	20,000	20,000	20,000
515-530-802.001	HOUSEHOLD HAZARDOUS WASTE	39,691	28,098	30,000	30,000	30,000
515-530-805.010	LICENSE AND PERMITS	3,260	3,946	3,500	3,500	3,500
515-530-805.020	LABORATORY FEES	43,909	45,977	45,000	45,000	45,000
515-530-816.000	SERVICE CONTRACTS	198	144			
515-530-921.020	LEACHATE DISPOSAL	42,393	42,348	50,000	50,000	50,000
<b>CONTRACTUAL/PROF SERVICES</b>		<b>151,815</b>	<b>150,365</b>	<b>150,100</b>	<b>150,100</b>	<b>150,100</b>
<b>OTHER EXPENSES</b>						
515-530-850.000	TELEPHONE USAGE	602	602	-	-	-
515-530-863.000	VEHICLE REPAIR & MAINTENANCE	1,050	605	2,000	2,000	2,000
515-530-864.000	GASOLINE USAGE	1,490		1,200	1,200	1,200
515-530-912.000	INSURANCE AND BONDS	1,280	1,280	1,300	1,300	1,300
515-530-921.000	UTILITIES	353		1,300	1,300	1,300
515-530-932.000	MAINTENANCE OF EQUIPMENT	864	1,639	4,000	4,000	4,000
515-530-932.001	WRITE OFF OF PRIOR CLOSING COSTS	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
515-530-935.000	MAINTENANCE OF GROUNDS	35	5,635	10,000	10,000	10,000
515-982-965-688	TRANSFER OUT - RETIREE HEALTH INSURANCE	-	6,930	-	6,930	6,930
<b>OTHER EXPENSES</b>		<b>(84,326)</b>	<b>(73,309)</b>	<b>(70,200)</b>	<b>(63,270)</b>	<b>(63,270)</b>
<b>TOTAL APPROPRIATIONS</b>		<b>\$ 117,391</b>	<b>\$ 135,187</b>	<b>\$ 140,280</b>	<b>\$ 146,765</b>	<b>\$ 149,150</b>

JACKSON COUNTY

CLAIMS PAYABLE APPROVAL LIST

DPW - RRF

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 515 RESOURCE RECOVERY FACILITY/LANDFILL					
Dept 530 OPERATION & MAINTENANCE					
515-530-728.020	BANK CHARGES-LINE OF CRED	US BANK	COUNTY OF JACKSON PERPETU	1,590.00	554963
515-530-745.000	EMPLOYEE UNIFORMS	LIBRA INDUSTRIES INC OF M	UNIFORM PANTS & WINTER BI	104.00	553411
515-530-745.000	EMPLOYEE UNIFORMS	GOLDEN TOUCH EMBROIDERY	EMPLOYEE UNIFORMS	83.00	553938
515-530-805.020	LABORATORY FEES	FISHBECK THOMPSON CARR AN	LANDFILL - ANNUAL SAMPLIN	5,918.25	553150
515-530-805.020	LABORATORY FEES	FISHBECK THOMPSON CARR AN	LANDFILL - ANNUAL EVENT E	13,458.97	554358
515-530-863.000	VEHICLE REPAIR & MAINTENA	K AND J TIRE SERVICE INC	LANDFILL - OIL CHANGE, ST	93.90	556184
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	553463
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	553463
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	553763
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554012
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554202
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554202
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554202
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554447
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554447
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554724
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554724
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554933
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	554933
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555184
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555184
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555366
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555366
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555714
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	555714
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE REMOV	468.75	556237
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	556237
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	556237
515-530-921.020	LEACHATE DISPOSAL	STRENGTH ENVIRONMENTAL	LANDFILL - LEACHATE WATER	847.50	556529
515-530-932.000	MAINTENANCE OF EQUIPMENT	BAKER'S GAS & WELDING SUP	LANDFILL - TANK REPAIRS	104.54	554327
515-530-932.000	MAINTENANCE OF EQUIPMENT	BLAINS FARM & FLEET	LANDFILL - BOLTS & NUTS	4.49	555108
515-530-932.000	MAINTENANCE OF EQUIPMENT	BLAINS FARM & FLEET	LANDFILL - HARDWARE	5.20	555108
515-530-932.000	MAINTENANCE OF EQUIPMENT	BLAINS FARM & FLEET	LANDFILL - TOOLS & CHAIN	179.76	555108
515-530-935.000	MAINTENANCE OF GROUNDS	FERGUSON ENTERPRISES INC	LANDFILL - COUPLINGS AND	118.77	554893
515-530-935.000	MAINTENANCE OF GROUNDS	M AND K JETTING	LANDFILL - SERVICE FOR LI	370.00	554903
515-530-935.000	MAINTENANCE OF GROUNDS	MICHIGAN PIPE AND VALVE I	LANDFILL - PIPE	80.00	554908
515-530-935.000	MAINTENANCE OF GROUNDS	MICHIGAN PIPE AND VALVE I	LANDFILL/TANK PROJECT -	536.20	554908
515-530-935.000	MAINTENANCE OF GROUNDS	MACALLISTER RENTALS	LANDFILL - RENTED EXCAVAT	5,336.00	555148
515-530-935.000	MAINTENANCE OF GROUNDS	MICHIGAN PIPE AND VALVE I	LANDFILL - PLUMBING SUPPL	60.46	555153
515-530-935.000	MAINTENANCE OF GROUNDS	LOWES	LANDFILL - MISC ITEMS	37.02	555918
515-530-935.000	MAINTENANCE OF GROUNDS	BAKER'S GAS & WELDING SUP	LANDFILL - SUPPLIES TO IN	74.74	555855
515-530-935.000	MAINTENANCE OF GROUNDS	BAKER'S GAS & WELDING SUP	LANDFILL - SAFETY FENCE S	37.58	555855
515-530-935.000	MAINTENANCE OF GROUNDS	MACALLISTER RENTALS	LANDFILL - DIESEL FOR EQU	193.55	556192
Total For Dept 530 OPERAT				47,500.18	
Total For Fund 515 RESOUR				47,500.18	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 515 RESOURCE RECOVER	47,500.18	
				<u>47,500.18</u>	

**JACKSON COUNTY**  
**BALANCE SHEET**  
**Period Ending 7/31/2019**

**Fund 515 - RESOURCE RECOVERY FACILITY/LANDFILL**

**Assets**

CLAIM ON CASH	\$ (49,418.69)
RESTRICTED ASSET-CITY LANDFILL	250,000.00
RESTRICTED ASSET - STATE CARE	533,191.32
Total Assets	<u>\$ 733,772.63</u>

ACCOUNTS PAYABLE	847.50
ACCOUNTS PAYABLE - ACCRUED	5,000.00
ACC LIABILITY -CLOSURE COSTS	612,500.00
ACCRUED PAYROLL	960.00
Total Liabilities	<u>\$ 619,307.50</u>

FUND BALANCE - January 1, 2019	170,188.74
Net of Revenues VS Expenditures - Current Year	<u>(55,723.61)</u>
Ending Fund Balance	<u>114,465.13</u>
Total Liabilities And Fund Balance	<u>\$ 733,772.63</u>

NOTE: The \$250,000 CD (Restricted Asset - City Landfill) will come due in August. The proceeds will not be reinvested and will be posted to Claim on Cash and this will correct the negative cash.