

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

FULL BOARD

Hall of Justice

990 Terrace, Muskegon, MI

April 26, 2011 - 3:30 PM

Kenneth Mahoney, Chair
I. John Snider, II, Vice-Chair

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Approval of Meeting Minutes of April 12, 2011
7. Presentations
 - A. The Muskegon County Genealogical Society
 - B. Tribute to Kyra Foster
8. Public Comment (on an agenda item)
9. Communication
 - Huron County Resolution: Approval of 2011 Legislative Agenda
10. Committee Reports
 - A. Board of Public Works (Page 6)
 - B. Community Development Strategic Planning Committee (to be distributed)
 - C. Transportation Committee (to be distributed)
 - D. Ways & Means Committee (Pages 9 & 10)

Public Comment

Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to **two (2) minutes** for each participant, unless time is extended prior to the public comment period by a vote of a majority of the commission.

Full Board
Agenda
April 26, 2011

11. Chairman's Report/Committee Liaison Reports
12. Administrator's Report
 - A. Approve Accounting Manager Position Pay Scale
 - B. Authorize Staff to Apply for Funds Under the OJJDP Second Chance Act Juvenile Mentoring Initiative
13. Old Business
14. New Business
15. Public Comment (on a new topic)
16. Adjournment

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

ADDENDUM

FULL BOARD

Hall of Justice

990 Terrace

April 26, 2011 - 3:30 PM

Kenneth Mahoney, Chair
I. John Snider, II, Vice-Chair

12. Administrator's Report
 - A. Approve Accounting Manager Position Pay Scale
 - B. Authorize Staff to Apply for Funds Under the OJJDP Second Chance Act Juvenile Mentoring Initiative
 - C. **Approve Resolution Appointing County Administrator as Authorized Agent of the County for Withdrawals from Community Foundation of Muskegon County's - Cruising the Lakeshore - Muskegon Fund**
13. Old Business
14. New Business
15. Public Comment (on a new topic)
16. Adjournment

RESOLUTION

To: The Honorable Board of Commissioners
Huron County
Michigan

WE, the LEGISLATIVE COMMITTEE, respectfully beg leave to submit the following resolution for your consideration:

WHEREAS, Huron County is interested in having its opinion known and shared with Michigan legislators; and

WHEREAS, Huron County has the utmost respect for the challenges faced by the State of Michigan in difficult economic times; and

WHEREAS, Huron County also faces reduced revenues and increased costs to provide essential services; and

WHEREAS, Huron County has been conscientious with regard to employee compensation, fiscal planning, and strategic planning; and

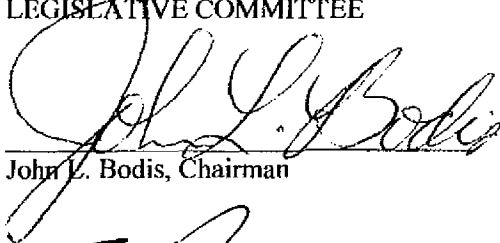
WHEREAS, Huron County benefits from stability and long-term financial planning from other levels of government and community partners; now

THEREFORE, BE IT RESOLVED that the Huron County Board of Commissioners hereby approves the attached Legislative Agenda; and

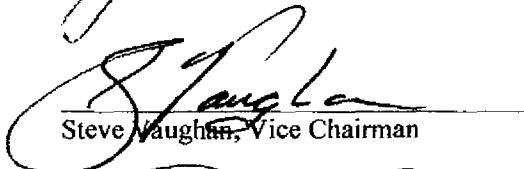
BE IT FURTHER RESOLVED that the Huron County Board of Commissioners directs that this agenda be shared with Senator Mike Green, Representative Kurt Damrow, Governor Rick Snyder, and the Michigan Association of Counties.

Respectfully submitted,

LEGISLATIVE COMMITTEE



John L. Bodis, Chairman



Steve Vaughan, Vice Chairman



David G. Peruski, Member

Dated: April 12, 2011

Roll Call Vote:

Horny Yes No Absent
Peruski Yes No Absent
Ellitman Yes No Absent
Vaughan Yes No Absent

Bodis Yes No Absent
Wruble Yes No Absent
Nugent Yes No Absent



Huron County

2011 Legislative Agenda

The Huron County Board of Commissioners believes in living within our means and planning for the future. To that end, the County of Huron has taken necessary steps, difficult at times, to insure that we live within our budget while planning for the future. The following legislative opinions are consistent with our practice and desire to see the State of Michigan act in a like manner with long-term financial and strategic plans. We believe this practice eliminates the need for dramatic short-sighted cuts to revenues and expenditures and allows us, as an extension of the state government, to deliver critical services with continuity our citizens expect.

1. The County of Huron is opposed to any legislation or budgeting that would make irresponsible cuts to revenue sharing. We define irresponsible cuts as being the current proposed 40% reduction of the previous year's allocation. The County of Huron and other counties across the state use Revenue Sharing to support critical services, such as law enforcement. Cuts of any revenue or expenditure to this magnitude demonstrate a lack of foresight. Ideally, we would like to see the State present a reasonable expectation for county governments to assist the State of Michigan with its budget challenges.
2. Similar to Revenue Sharing, the County will not support the elimination of Personal Property Tax. We believe this would be a short-sighted elimination of a source of local revenue in an irresponsible manner. Any combination of Personal Property Tax elimination and Revenue Sharing reduction would have a devastating impact on our ability to provide critical services. In fact, the County of Huron believes that such reduction and/or elimination is prohibited by the Michigan Constitution of 1963, which reads in pertinent part as follows: "The state is prohibited from requiring any new or expanded activities by local governments without full state financing, *from reducing the proportion of state spending in the form of aid to local governments, or from shifting the tax burden to local government.*" Article 9, Subsection 25 (Emphasis added).
3. The County of Huron supports the desire to make appropriations based on collaboration and performance. The County has already implemented service sharing and consolidation with other forms of government in numerous ways. The County supports legislation that facilitates the ability of all levels of government to share services.

The Board of Public Works met on April 14, 2011, it was approved and recommended, and I so move:

To reclassify one Irrigation Operator Position as an Operation Maintenance Mechanic under the supervision of the engineer Operations Manager per the Request for Reclassification Position form.

To authorize the Finance & Management Services Director to coordinate the refunding process of the Wastewater Management System No. 2 Bonds with First Southwest and bond counsel.

**REQUEST FOR NEW POSITION , RECLASSIFICATION,
SALARY ADJUSTMENT, FUNDING TRANSFER, DELETION OF
EXISTING POSITION, TITLE CHANGE, OR CHANGE OF HOURS**

Fund/Organization (Names &Numbers): Wastewater fund 5920

Request: New Position Deletion
 Reclassification Title Change
 Salary Adjustment Change of Hours
 Funding Transfer

Present Position Number/Pos. Class/Pos. Description W12505 / WF125 / Irrigation Operator FT
 Present Table/Grade/Hourly Range WW / 00080 / \$15.71-\$19.08/hr
 Present Funding Source 5920-5060-100%

Requested Position Class/Pos. Description WF250 / Operations Maintenance Mechanic FT
 Requested Table/Grade/Hourly Range WW / 00100 / \$16.98-\$20.61/hr
 Requested Funding Source _____

Salary and Fringe Benefit Cost Increase/(Decrease)- *2011 Cost

Account	Present Cost*	Requested Cost*	Increase/(Decrease)
Salary and Wages	39,733	35,318	(4,414)
Social Security	3,040	2,702	(338)
Hospitalization Ins.	5,878	5,878	0
Life Ins.	72	64	(8)
Retirement	4,530	3,323	(1,206)
Retirement - ICMA	0	0	0
Dental Insurance	759	759	0
Retirees' Benefits	6,520	5,796	(724)
L. T. Disability Ins.	0	0	0
Longevity	1,150	0	(1,150)
Cost of Living	416	0	(416)
Unemployment Ins.	0	0	0
Workers' Comp.	1,315	1,169	(146)
Total	63,412	55,009	(8,403)

Purpose of Request:

Position Responsible For:

If requesting a new position or reclassification, also please complete a Position Classification Questionnaire form, and send it to the Budget office via interoffice mail.

County of Muskegon, Michigan**Bond Refinancing Analysis****Strategic Goals:**

1. Take advantage of low current interest rates to refund existing Wastewater Management System No. 2 Bonds for debt service savings
2. No extension of existing maturity (July, 1, 2026) or change in existing payment dates, with level debt service savings over the life of the issue.

Bonds to be Refinanced

Existing Wastewater Management System No. 2 Revenue Bonds, Series 2002 with an average interest rate of 4.94%

New Proposed Refunding Bonds

Wastewater Management System No. 2 Revenue Refunding Bonds, Series 2011 with projected all-in interest cost of 4.40%

	Existing Bonds	New Refunding Bonds	<i>Difference</i>
Interest Rates	4.94%	4.40%	0.54%
Total Principal and Interest Payments	\$17,790,925	\$17,266,842	\$524,083
Average Annual Debt Service Payment	\$1,186,062	\$1,151,123	\$34,939

Projected total savings of approximately \$520,000 is the minimum under which this transaction will be recommended for execution. The average annual savings under this target are approximately \$35,000 beginning in fiscal year 2012 and ending in fiscal year 2026.

Proposed Bond Pricing Dates: Pricing period from May 12 to May 17, 2011

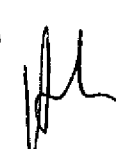
Proposed Closing Date: May 31, 2011

The Ways and Means Committee met on April 19, 2011, it was recommended, and I move:

- WM11/04 - 40 To approve payment of the accounts payable of \$7,470,788.63 covering the period of March 30, 2011 through April 12, 2011, as presented by the County Clerk.
- WM11/04 - 41 To authorize a contractual agreement between Brookhaven Medical Care Facility and Generation Care for the provision of rehabilitation services.
- WM11/04 - 42 To award the contract for RFP 11-1867, CMH Clubhouse renovation to Muskegon Quality Builders, Inc., of Muskegon Heights in the amount of \$231,890.
- WM11/04 - 43 To eliminate the Equalization Department's Clerk II position number G20004 effective immediately subject to GEU guidelines.
- WM11/04 - 44 To accept the technical assistance through the Communities Building Blocks Program awarded to Muskegon County from the Environmental Protection Agency.
- WM11/04 - 45 To authorize staff to apply for funds under the United States Environmental Protection Agency under the Sustainable Materials Management Program (CFDA #68.808) in the amount of \$50,000 for a one year period.
- WM11/04 - 46 To approve the proposed Debt Management Policy.
- WM11/04 - 47 To authorize the Finance & Management Services Director to prepare and advertise a request for proposals for credit card companies.
- WM11/04 - 48 To continue collection of the local 9-1-1 surcharge at \$0.34 as approved by Michigan Public Service Commission U-15489 for the time period July 1, 2011 to June 30, 2012, and to provide proper notification of this to the State 9-1-1 Committee.
- WM11/04 - 49 To authorize the Finance & Management Services Director to coordinate the refunding process of the Wastewater Management System No. 2 Bonds with First Southwest and bond counsel.
- WM11/04 - 50 To approve the 2011 Refunding Bond Ordinance to authorize the issuance of refunding bonds for the existing Wastewater Management System No. 2 Bonds.

- WM11/04 - 51 To accept the 60-month lease proposal from Applied Imaging - Muskegon and authorize the County Administrator to execute the lease agreement contingent upon Corporate Counsel approval of the agreement.
- WM11/04 - 52 To approve the resolution establishing the 2011 equalized valuation for Muskegon County as determined and submitted by the Muskegon County Equalization Department.

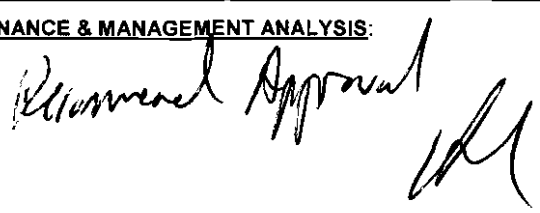
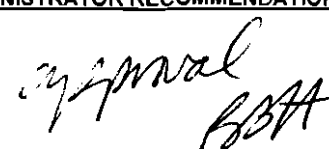
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Full Board	BUDGETED NON-BUDGETED PARTIALLY BUDGETED X	
REQUESTING DEPARTMENT Administration	COMMITTEE DATE April 26, 2011	REQUESTOR SIGNATURE Heath Kaplan
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)		
<p>The Budget Manager submitted a letter of resignation on April 15, 2011 effective May 20, 2011. Since the retirement of the Accounting Manager in December 2010 the Budget Manager assumed the Accounting Manager responsibilities. Due to the Budget Manager resignation the Accounting Manager position will need to be filled to meet the demands of the Accounting office. A review of the job responsibilities and pay scale was conducted by the Finance and Management Services Director with the Human Resources Director to determine the appropriate placement in the County classification system. The recommendation is to reduce the pay scale of the position from NX00410 (\$69,230 - \$88,327) to NX00390 (\$65,944 - \$84,125).</p>		
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)		
I move to approve the Accounting Manager position pay scale be set at NX00390 (\$65,944 - \$84,125).		
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)		
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommended Approved</i> 	
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> <i>approval</i> <i>BBH</i>	
AGENDA DATE:	AGENDA NO.:	BOARD DATE: 4-26-11
		PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Board of Commissioners		BUDGETED NON-BUDGETED PARTIALLY BUDGETED X	
REQUESTING DEPARTMENT Family Court	COMMITTEE DATE April 26, 2011	REQUESTOR SIGNATURE Judith Kell	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
Approval is being requested to apply for funds from the United States Department of Justice under the OJJDP FY 2011 Second Chance Act Juvenile Mentoring Initiative (CFDA #16.812) in the amount of \$480,000 for a three year period. The purpose of the grant is to support mentoring and other transitional services essential to reintegrate juvenile offenders into their communities. Grant funds will be used to mentor juvenile offenders during secure confinement, through transition back to the community, and post release; to provide transitional services to assist them in their reintegration into the community and to support training in offender and victims' issues. There is a 25% match of \$160,000. The match will come from in-kind sources such as staff, office and other services such as assessment, treatment, employment and educational services.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
I move to authorize staff to apply for funds under the OJJDP FY 2011 Second Chance Act Juvenile Mentoring Initiative (CFDA #16.812) in the amount of \$480,000 with a match of \$160,000 from in-kind sources.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>	
		Recommended Approval	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
Concur T. Williams		approval 	
AGENDA DATE: AGENDA NO.: BOARD DATE: PAGE NO.			
		4-26-11	

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Full Board		BUDGETED NON-BUDGETED PARTIALLY BUDGETED X		
REQUESTING DEPARTMENT Administration	COMMITTEE DATE April 26, 2011	REQUESTOR SIGNATURE Heath Kaplan		
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>On November 23, 2010, the Board approved an agreement with the Community Foundation for Muskegon County (2010-656) to provide non-profit support services. These services support the 2011 Hot Rod Power Tour. In order to coordinate the transfer of funds between entities, a resolution is needed to authorize the County Administrator to make such requests. This delegation will expedite the County's support of the event and ensure the timely payment of invoices.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>I move to approve the resolution appointing the County Administrator as the authorized agent of the County and as such, may make authorized withdrawals from the Community Foundation of Muskegon County's – Cruising the Lakeshore – Muskegon Fund.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u> 		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> 		
AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO.	

At a Full Board meeting of the Muskegon County Board of Commissioners, held in the City of Muskegon, County of Muskegon on April 26, 2011, at 3:30 p.m. in the Commission Chambers.

PRESENT:

ABSENT:

**RESOLUTION TO APPOINT THE COUNTY ADMINISTRATOR
AS THE AUTHORIZED AGENT TO MAKE AUTHORIZED WITHDRAWALS
FROM THE COMMUNITY FOUNDATION OF MUSKEGON COUNTY'S
CRUISING THE LAKESHORE – MUSKEGON FUND**

The following preamble and resolution was offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the County of Muskegon is a municipal corporation organized under the laws of the State of Michigan; and

WHEREAS, the Community Foundation of Muskegon County (“Foundation”) is a Michigan non-profit corporation; and

WHEREAS, the County of Muskegon has worked in full support of the Muskegon County Cruising the Lakeshore event; and

WHEREAS, the Foundation has agreed to set up a fund entitled “Cruising the Lakeshore – Muskegon Fund (“Fund”); and

WHEREAS, gifts made to this Fund will be used to support the Cruising the Lakeshore event to be held in June of 2011; and

WHEREAS, the Foundation will only make disbursements from this Fund to the County or other qualified representatives; and

WHEREAS, it is deemed to be advisable to authorize the County Administrator, Bonnie B. Hammersley, to withdraw funds from the Fund, as necessary to cover expenses related to the Cruising the Lakeshore event.

NOW THEREFORE, BE IT RESOLVED that the Muskegon County Board of Commissioners hereby approves the attached Foundation Non-Profit Support Services Agreement establishing the Muskegon County Cruising the Lakeshore – Muskegon Fund and authorizes the Board Chairperson to sign.

BE IT FURTHER RESOLVED that the Muskegon County Board of Commissioners hereby authorizes the County Administrator, Bonnie B. Hammersley, to make withdrawals from that Fund as necessary to cover expenses related to the Cruising the Lakeshore event.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Nancy A. Waters, County Clerk

I hereby certify that the following constitutes a true and complete copy of a resolution adopted by the Muskegon County Board of Commissioners at a Full Board meeting held on April 26, 2011, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267 of the Public Acts of Michigan of 1967.

Nancy A. Waters, County Clerk