

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
MUSKEGON COUNTY, MICHIGAN

**AGENDA**

**FULL BOARD**

**Hall of Justice**

**990 Terrace, Muskegon, MI**

**February 12, 2013 - 3:30 PM**

**Kenneth Mahoney, Chair**  
**Rillastine Wilkins, Vice-Chair**

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1. Call to Order
  2. Invocation
  3. Pledge of Allegiance
  4. Roll Call
  5. Approval of Agenda
  6. Approval of the Minutes of January 29, 2013
  7. Public Comment (on an agenda item)
  8. Public Hearing
    - Accept Citizen Comments on the Muskegon County Recreation Plan Update, 2013
  9. Communication
  10. Committee Reports
    - A. Courts & Public Safety Committee (Page 3)
    - B. Human Resources Committee (Page 4)
    - C. Ways & Means Committee (Page 5)

**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.

11. Chairman's Report/Committee Liaison Reports
  - A. Board Rules Committee Appointments
  - B. Workforce Development Board Appointments:
    - Catherine Brubaker-Clarke; Economic Development Slot; term through 12/31/15
    - Dan Rinsema-Sybenga; Education- Post Secondary Slot; term through 12/31/14
12. Administrator's Report
  - Approve Request of Village of Ravenna for Exemption from County Board Policy # 2009-367 County Board Tax Sharing Policy
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

The Courts/Public Safety Committee met on February 5, 2013, it was recommended and I move:

- CPS13/02 -01 To authorize the Circuit Court, through its Chief Judge, William C. Marietti, to enter into a contract with Jennifer Hylland to serve as a part-time referee (20 hours per week) handling domestic relations matters at the rate of \$30,000 annually effective February 13, 2013, through September 30, 2013.
- CPS13/02 - 02 To authorize the Circuit Court, through its Chief Judge the Honorable William C. Marietti, to enter into a contract with Brenda Sprader to provide legal representation in family division conflict cases, as required by law, to indigent defendants and families at the rate of \$20,000 annually effective February 13, 2013 through September 30, 2013.
- CPS13/02 – 03 To authorize the Prosecutor to apply for the Fiscal Year 2014 VOCA (Victims of Crime Act) grant from the Michigan Department of Community Health, for the purpose of continuing funding for the Domestic Violence Specialist and operating expenses and for the Chairman of the Board to affix his signature to the certification page.
- CPS13/02 – 04 To accept the 2011 and 2012 Homeland Security Grant Program Intergovernmental Agreement between the West Michigan Shoreline Regional Development Commission and the Muskegon County on behalf of the Muskegon County Sheriff Department/Emergency Services, and direct the Board Chair and appropriate staff to sign the agreement.
- CPS13/02 – 05 To approve the amendment to the Strategic Traffic Enforcement Grant to purchase electronic message boards in the amount of \$27,000.00 from All Traffic Solutions.

The Human Resources Committee met on February 5, 2013, it was recommended and I move:

- HR13/02 – 06 To authorize the Community Mental Health Director to take the necessary action to move forward on developing a new Western Regional Entity which will include Ottawa, Allegan, Kent, Lake, Oceana and Mason County CMHs to serve as the "Region Three" Prepaid Inpatient Health Plan (PIHP). This action will include Muskegon County CMH's full participation in responding to the Application for Participation (AFP).
- HR13/02 – 07 To authorize the Community Mental Health Executive Director to sign a contract with Insight Telepsychiatry, LLC, for the provision of Telepsychiatry Services for an average of eight (8) hours per week, effective February 1, 2013, at a cost of \$195.00 per hour for child/adolescent services and \$175.00 per hour for adult services.
- HR13/02 – 08 To authorize the Community Mental Health Services of Muskegon County Director to sign a contract with AH Services, Inc., for a clinically integrated wellness program, effective December 1, 2012 through November 30, 2013, at an amount not to exceed \$45,000.00.
- HR13/02 – 09 To authorize the creation of a Building Maintenance Mechanic I position with a salary range of \$11.41 to \$16.27 (GU 00150) per hour effective February 1, 2013.
- HR13/02 – 10 To authorize the creation of a seasonal Sanitarian Intern position and an additional Public Health Technician; deletion of vacant Environmental Quality Sanitarian position G34505; reclassification of vacant Medical Administrative Secretary (N51001) to Fiscal Technician; and title changes of Environmental Health Supervisor to Environmental Projects Supervisor and Nursing Supervisor to Public Health Compliance Supervisor effective March 1, 2013.
- HR13/02 – 11 To authorize Public Health – Muskegon County to request bids for water laboratory analysis for the period of March 2013 through September 2013 with a one year renewal option with no change in general fund.
- HR13/02 – 12 To authorize Public Health to enter into an affiliation agreement with Muskegon Community College for student nurse placement, with no effect on county general fund, further authorize the Board Chair and Public Health Director to sign the agreement.
- HR13/02 – 13 To approve the revision of the 2013 Muskegon County Board of Commissioners Meeting Schedule of meeting start times from 3:30 PM to 4:00 PM effective April 1, 2013, through October 31, 2013; and direct staff to report on any financial impact to the County at the November 5, 2013 Human Resources Committee meeting.

THE FOLLOWING MOTION WAS TABLED:

- HR13/02 – 05 To approve the amendments to the Muskegon County Board of Commissioners' Rules as presented.

The Ways & Means Committee met on February 7, 2013, it was recommended and I move:

- WM13/02 – 10 To approve the payment of the accounts payable of \$6,381,594.47 covering the period of January 16, 2013 through February 1, 2013 as presented by the County Clerk.
- WM13/02 – 11 To authorize the Board Chairman to sign the Resolution approving the 2013 Amendments to the County of Muskegon Recreation Plan following the public hearing on February 12, 2013.
- WM13/02 – 12 To approve the rejection of all bids for RFP 13-2025, Fleet Repair Services, due to lack of response.
- WM13/02 – 13 To support a tribute in recognition of Gail Kraft, Executive Director of Love INC, upon her retirement, for her years of service to that agency and her commitment to serving citizens of Muskegon County.



**PROJECT SUMMARY**

**Project Name:** Dollar General Redevelopment Project

**Project Location:** The property discussed in this Brownfield Plan ("Plan") is located at 3524 Main Street, Ravenna, Michigan (the "Eligible Property" or the "Property"). More specifically, the Property is situated on the east side of Main Street in downtown Ravenna at the intersection of Stafford Street and Main Street. The Parcel ID Number for the Property is: 61-43-725-006-0004-00.

**Project Base Taxable Value Estimate:** \$108,900

**Type of Eligible Property:** Pursuant to Part 201 of the Michigan Natural Resources and Environmental Protection Act ("NREPA"), the Property is a facility based on the presence of various contaminants in the soil and groundwater at levels in excess of Michigan Department of Environmental Quality (DEQ) Part 201 Generic Residential Cleanup Criteria (GRCC).

**Project Overview:** Midwest V, LLC ("Midwest" or the "Developer") intends to construct a new 9,000 square foot commercial retail building on the Site. New parking areas and driveways are proposed along with infrastructure improvements, green on-Site stormwater management, and creation of new greenspace. The Site building will incorporate numerous LEED building concepts such as energy efficient lighting, use of natural light, use of an energy efficient heating and cooling system, use of local building products and contractors, and use of materials with recycled content. The developer will seek to recycle as much demolition debris as possible. It is anticipated that the new building will be used for retail sales, including groceries, clothing, household décor and health/beauty items. The developer will lease the new building to Dollar General. Private investment is projected at approximately \$1,000,000, and approximately 10 new jobs will be created.

Dollar General  
Brownfield Redevelopment Plan

Eligible Activities:

Eligible activities, as defined under Michigan Public Act 381 of 1996, as amended ("Act 381"), will consist, but are not limited to the following: Baseline Environmental Assessment (BEA) activities; Due Care Plan preparation; Due Care Sampling Activities and Documentation; completion of a Health & Safety Plan (HASP); Pre-Demolition Surveys; Demolition Activities; Additional Response Activities; and Preparation of a Brownfield Plan and Act 381 Work Plan.

Eligible Activity Costs under  
this Plan:

\$135,848.00

Estimated Payback Period:

7 Years