

AGENDA

TRANSPORTATION COMMITTEE

County of Muskegon
Whitehall Township Hall
7644 Durham Road, Whitehall
September 20, 2012 - 3:30 p.m.

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair

1. Call to Order

2. Roll Call

3. Approval of Minutes

Approve Minutes of Transportation Meeting of August 16, 2012

4. Informational Items

Airport	Full-Scale Disaster Drill September 26, 2012
Airport	Operations Report through August 2012
Transit	Operations Report through August 2012

5. Public Comment (on an agenda item)

6. Items for Consideration

TR12/09-40	Airport	Authorization of Cooperative Service Agreement with the USDA for Airport Wildlife Management Training
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7. Old Business

8. New Business

9. Public Comment (on a new topic)

10. Adjournment

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

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 twenty-four 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 the following:

Bonnie Hammersley, County Administrator
County Building, Fourth Floor
990 Terrace Street
Muskegon, MI 49442
(231) 724-6505

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

AUGUST 16, 2012

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Mahoney, to approve the minutes of the July 26, 2012, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Plummer, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

PUBLIC HEARING

Solicit Public Comment on MATS Capital Grant Application for TIGER Funds.
Moved by Mahoney, seconded by Engle to open the meeting to public hearing. MOTION CARRIED.

Bob Lukens, Community Development Director, stated that no public comments were received. Moved by Mahoney, seconded by Engle to close public hearing. MOTION CARRIED.

ACTION ITEMS

TR12/08-39 Authorization to Issue RFB for Lighting Upgrades at the Louis A. McMurray Conference and Transportation Center

Transit recommends, moved by Engle, seconded by Longmire, to authorize the Muskegon Area Transit System to issue a Request for Bids for the upgrade and replacement of light fixtures and bulbs in the Louis A. McMurray Conference and Transportation Center.

OLD BUSINESS

Commissioner Scolnik commented on the large number of buses that Pioneer Resources has. Jim Koens said Pioneer Resources has many contracts throughout Muskegon and Ottawa counties for transportation services.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:51 pm.



**Muskegon
County
Airport**

**Muskegon County Airport
Operations Report**

Calendar Year 2012

	PASSENGER ACTIVITY							AIRCRAFT OPERATIONS					CARGO	
	Avail Seats	Comm Pass	Load Factor	Enplaned	Deplaned	Total	Vs. FY2011	Air Carrier/ Charter	General Aviation	Military	Total	Vs. FY2011	Pounds	Vs. FY2011
JANUARY	5500	2255	41%	1314	1066	2380	40%	165	2235	41	2441	48%	1588	39600%
FEBRUARY	5400	2750	51%	1484	1366	2850	69%	161	2479	9	2649	45%	4	-100%
MARCH	5700	3184	56%	1745	1521	3266	55%	191	2944	49	3184	-5%	3	-100%
APRIL	6000	3026	50%	1413	1706	3119	66%	176	2439	26	2641	5%	85	-97%
MAY	6100	3215	53%	1639	1678	3317	67%	184	2693	58	2935	-3%	31	-97%
JUNE	5900	3208	54%	1561	1752	3313	39%	223	3237	201	3661	-6%	51	-99%
JULY	5900	3597	61%	1874	1841	3715	13%	220	2803	208	3231	-18%	99	-43%
AUGUST	6000	3817	64%	2082	1878	3960	23%	223	3148	211	3582	-24%	8989	320%
SEPTEMBER														
OCTOBER														
NOVEMBER														
DECEMBER														
YTD TOTALS	46500	25052	54%	13112	12808	25920	42%	1543	21978	803	24324	-2%	10850	-79%

**COUNTY OF MUSKEGON
MUSKEGON AREA TRANSIT SYSTEM
OPERATIONS REPORT
AUGUST 2012**

	MONTH TO MONTH			YEAR TO DATE		
	2012	2011	CHANGE	2012	2011	CHANGE
MATS PASSENGER ACTIVITY						
Fixed Route Services						
Base (Day) Service	49,220	51,347	-4%	397,836	415,738	-4%
Evening New Service	8,855	9,008	-2%	62,453	58,804	6%
Trolley Route Service	1,996	1,580	26%	5,865	4,048	45%
Fixed Route Total	60,071	61,935	-3%	466,154	478,590	-3%
Demand/Response Services						
GoBus Base (Day) Service	1,899	1,380	38%	12,296	9,773	26%
GoBus New Evening Service	69	85	-19%	709	657	8%
Demand/Response Total	1,968	1,465	34%	13,005	10,430	25%
TOTALS	62,039	63,400	-2%	479,159	489,020	-2%
DAILY AVERAGE						
Fixed Route Services						
Base (Day) Service	1,823	1,902	-4%	1,922	2,038	-6%
Evening New Service	385	392	-2%	361	346	4%
Trolley Route Service	74	59	26%	71	50	41%
Demand Response Services						
GoBus Base (Day) Service	70	51	38%	59	48	24%
GoBus New Evening Service	3	4	-19%	4	4	6%
PASSENGERS PER HOUR						
Fixed Route Services						
Base (Day) Service	17.5	18.3	-4%	18.5	19.7	-6%
Evening New Service	13.1	13.4	-2%	12.3	11.8	4%
Trolley Route Service	5.0	7.2	-31%	4.8	6.2	-22%
Fixed Route Average	15.5	16.7	-8%	16.8	17.9	-6%
Demand Response Services						
GoBus Base (Day) Service	2.0	2.0	-1%	1.9	1.8	4%
GoBus New Evening Service	1.0	1.2	-15%	1.2	1.4	-18%
Demand/Response Average	1.9	1.9	-1%	1.8	1.8	2%

NUMBER OF DAYS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2012	2011	2012	2011
Fixed Route Base (Day) Service	27	27	207	204
Fixed Route New Service	23	23	173	170
GoBus Base (Day) Service	27	27	207	204
GoBus New Evening Service	23	23	173	170
Trolley Route	27	27	83	81

NUMBER OF REVENUE HOURS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2012	2011	2012	2011
Fixed Route Base (Day) Service	2805	2805	21453	21092
Fixed Route New Service	674	674	5097	4976
GoBus Base (Day) Service	962	690	6459	5343
GoBus New Evening Service	68	71	613	464
Trolley Route	399	219	1226	657

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION	BUDGETED <input checked="" type="checkbox"/> NON-BUDGETED <input type="checkbox"/> PARTIALLY BUDGETED <input type="checkbox"/>		
REQUESTING DEPARTMENT AIRPORT	COMMITTEE DATE 09/20/12	REQUESTOR SIGNATURE ROBERT LUKENS	
<p>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</p> <p>Airport staff who are responsible for Wildlife Hazard Management are required by Federal Aviation Regulation Part 139 to undergo annual wildlife training. The training consists of wildlife identification, habitat control, and abatement procedures in attempt to minimize the risks that wildlife can pose to aircraft. This item seeks approval of a Cooperative Services Agreement between the County and the United States Department of Agriculture and Plant Health Inspection Services - Wildlife Services (APHIS-WS) allowing APHIS-WS to conduct the annually required training at a cost of \$250.</p>			
<p>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</p> <p>Move to approve a Cooperative Services Agreement between the County and the United States Department of Agriculture and Plant Health Inspection Services - Wildlife Services (APHIS-WS), allowing APHIS-WS to conduct annual Wildlife Hazard Management training for Airport staff at a cost of \$250.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommended Agreement</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> <i>approval</i>		
AGENDA DATE: 09/20/12	AGENDA NO.: TR12/09-40	BOARD DATE: 09/25/12	PAGE NO.

COOPERATIVE SERVICE AGREEMENT

Agreement No.:
Accounting Code:

Between
Muskegon County Airport
and the

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)
WILDLIFE SERVICES (WS)

ARTICLE 1

The purpose of this agreement is to cooperate in a wildlife damage management project, as described in the Work Plan on the next page.

ARTICLE 2

APHIS WS has statutory authority under the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c), to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3

APHIS-WS and the Cooperator agree:

1. APHIS-WS will provide the requested wildlife damage management services.
2. The Cooperator will provide the U.S. Department of Agriculture the sum of \$250 to cover the costs as outlined in the Financial Plan. Payment will be made by check payable to "U.S. Department of Agriculture" by a mutually agreed upon date.
3. The Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
4. The monies received by APHIS-WS will be used for wildlife damage management activities and upon termination of the agreement any unexpended funds will be retained by APHIS-WS and used on similar program activities.
5. Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement..
6. The Cooperator certifies that APHIS WS has advised them that there may be private sector service providers available to provide wildlife management services that the Cooperator is seeking from APHIS WS.
7. The performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable environmental statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

ARTICLE 4

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

ARTICLE 5

APHIS assumes no liability for any actions or activities conducted under this Cooperative Service Agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (FTCA), (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

ARTICLE 6

The Agreement shall become effective September 1, 2012 and shall continue in effect until September 30, 2012. This Agreement may be amended or terminated at any time by mutual agreement of the parties in writing. Further, in the event the Cooperator does not provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

Tax Identification Number: 38-6006063

Muskegon County Airport
99 Sinclair Drive
Muskegon, MI 49441

USDA-APHIS-Wildlife Services
2803 Jolly Road, Suite 100
Okemos, MI 48864

Cooperator's Signature Date

State Director Date

WORK PLAN

Wildlife Species:

Description of Damage:

Location:

Services Provided: Airport Wildlife Training meeting 139.337 requirements

FINANCIAL PLAN

Personnel Costs.....	\$130.25
Travel & Vehicle Usage.....	\$ 50.00
Supplies & Equipment.....	\$ 35.00
Subtotal.....	\$ 215.25
Program Support.....	\$ 34.75
TOTAL	\$250.00

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed \$250.

Financial Point of Contact

Cooperator:	<u>MARTY PIETTE, A.A.E.</u>	<u>231-798-4596</u>
		Phone
APHIS, WS:	<u>Vickie Bovee</u>	<u>517-336-1928</u>
		Phone