

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN
AGENDA

WAYS AND MEANS

Hall of Justice
990 Terrace, Muskegon, MI 49442
January 8, 2013 - 3:30 p.m

James Derezinski, Chair
Charles Nash, Vice-Chair

1. Call to Order
2. Roll Call
3. Approval of the Minutes of December 18, 2012
4. Public Comment (on an agenda item)
5. Items for Consideration
WM13/01 – 01 (Administration) Approve Accounts Payable
WM13/01 – 02 (Administration) Approve the County of Muskegon Anti-Retaliation Policy
6. Old Business
7. New Business
8. Public Comment (on a new topic)
9. Closed Session (Pending Litigation)
10. Adjournment

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.

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-hour 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
Ways & Means Committee Meeting
December 18, 2012
3:30 p.m.
Hall of Justice, 4th Floor
990 Terrace
Muskegon, MI**

Lewis Collins, Chair

Scott Plummer, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Collins at 3:30 p.m.

ROLL CALL

Present: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Kenneth Mahoney, Scott Plummer, Bob Scolnik, I. John Snider, Rillastine Wilkins

APPROVAL OF MINUTES

It was moved by Engle, supported by Longmire, to approve the minutes of the December 6, 2012, meeting as written. Motion carried.

PUBLIC COMMENT/AGENDA ITEM

None.

ITEMS FOR CONSIDERATION

WM12/12 - 159 It was moved by Plummer, supported by Engle, to approve the payment of the accounts payable of \$10,373,168.67 covering the period of December 1, 2012 through December 11, 2012 as presented by the County Clerk. Motion carried.

WM12/12 - 160 It was moved by Engle, supported by Wilkins, to increase the contract with Trinity Village Non-Profit Housing Corporation, the developer for the Neighborhood Stabilization 3 Program, from \$900,000 to \$964,710 and to authorize the Chairman of the County Board of Commissioners to sign the contract amendment. Motion carried.

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- WM12/12 - 161 It was moved by Engle, supported by Cross, to authorize staff to apply for funding in the amount of \$70,754.00 from the Office of Land Survey and Remonumentation, Michigan Department of Licensing and Regulatory Affairs and authorize the County Administrator to sign the grant application. There is no match.
Motion carried.
- WM12/12 - 162 It was moved by Plummer, supported by Engle, to authorize the Circuit Court Administrator to contract for the following services: 1) Family Court Referee (20 hours per week) to handle Domestic Relations matters in the amount of \$30,000 annually; 2) Family Court Contract Attorney to handle conflict cases in Abuse and Neglect and Delinquency cases in the amount of \$20,000 annually; additionally, to approve the funding transfer for the Court Reporter.
Motion carried.
- WM12/12 - 163 It was moved by Engle, supported by Cross, to authorize the Sheriff's Office to apply for the 2013 calendar year Marine Safety Grant from the State of Michigan Department of Natural Resources.
Motion carried.
- WM12/12 - 164 It was moved by Engle, supported by Longmire, to accept the FY2012-13 Snowmobile Law Enforcement Grant and the Off-Road Vehicle Law Enforcement Grant from the Michigan Department of Natural Resources.
Motion carried.
- WM12/12 - 165 It was moved by Plummer, supported by Cross, to approve the purchase of the large Patrol/Fire/Dive/Rescue boat from Harbor Guard Boats in the amount of \$246,165.00 and purchase the small boat from Harbor Guard Boats in the amount of \$56,200.00 pending approval of the grant amendment from the Department of Homeland Security.
Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT/NEW TOPIC

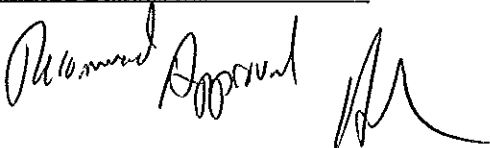
None.

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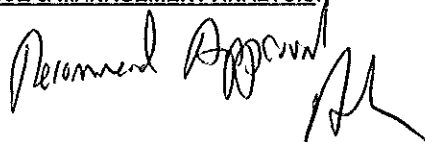
ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 3:54 p.m.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Ways & Means		BUDGETED NON-BUDGETED PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Administration	COMMITTEE DATE January 8, 2013	REQUESTOR SIGNATURE Bonnie Hammersley	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
Accounts payable - already distributed.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
I move to approve payment of the accounts payable of \$7,623,015.32 covering the period of December 12, 2012 through December 28, 2012, as presented by the County Clerk.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>	
			
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
		Recommend Approval <i>Bonnie Hammersley</i>	
AGENDA DATE: <i>1/8/13</i>	AGENDA NO.: <i>Wm13/01-01</i>	BOARD DATE: <i>1/15/13</i>	PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Ways & Means		BUDGETED NON-BUDGETED PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Administration	COMMITTEE DATE 1/8/2013	REQUESTOR SIGNATURE Bonnie Hammersley	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>The attached Anti-Retaliation Policy prepared by the EEO Office and reviewed by Corporate Counsel is being recommended for approval. This policy serves to further strengthen the Board's Anti-Harassment policy and to ensure that employees who come forward with a complaint in good faith or are witness to a harassing situation are not subject to retaliation.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>To approve the County of Muskegon Anti-Retaliation Policy as presented.</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: 1/8/13	AGENDA NO.: WM13/01-02	BOARD DATE: 1/15/13	PAGE NO.

MUSKEGON COUNTY BOARD OF COMMISSIONERS

ANTI-RETALIATION POLICY

POLICY NO. _____

APPROVAL DATE: _____

(This policy shall be observed by all County of Muskegon operations including those under the auspices of Elected and/or Appointed County Officials.)

Statement of Policy

It is the policy of Muskegon County to afford each individual employee the ability to exercise his or her rights in good faith in order to bring issues of concern to management or governmental agencies or to participate in an investigation free from the threat of retaliation. The County of Muskegon prohibits the use or threat of an adverse employment action based on the good faith exercise of statutorily protected workplace rights. Employment actions include, but are not limited to, recruitment, selection, placement, promotion, transfer, accommodation, training, compensation, benefits, demotion or termination decisions, or other material actions which would dissuade a reasonable worker from the good faith exercise of statutorily protected workplace rights.

The County of Muskegon will not tolerate any retaliatory conduct or harassment, either explicit or implicit, based on an individual's good faith exercise of statutorily protected workplace rights. No individual shall be retaliated against for making a good faith complaint, for assisting in an investigation, for requesting an accommodation, or for exercising rights statutorily protected from retaliation.

Compliance with this policy is required of all employees, appointed and or elected officials. The County of Muskegon will promptly investigate all complaints of retaliation and will take prompt and appropriate action to remedy the situation. Illegal, retaliatory conduct can also result in individual liability for the perpetrator.

This policy is intended to comply with the anti-retaliation provisions of all federal laws and governmental agency procedures, as well as any state or local statutes.

Procedure

Anyone that experiences or witnesses prohibited retaliation should immediately report the incident to the Equal Employment Opportunity Office or a member of County management. All allegations of retaliation will be investigated. All management receipt and/or knowledge of what he or she believes may constitute retaliatory action should be reported to the County's Equal Employment Opportunity Office within five (5) business days. To the extent possible, the confidentiality of the complaint will be protected against unnecessary disclosure. When the investigation is complete, the outcome of the investigation will be shared with the complainant. Any complainant, feeling adversely affected by the

decisions made at any point in this procedure, maintains all of the external legal remedies set forth in Title VII of the Civil Rights Act of 1964 and the Michigan Civil Rights Act.

Written Policy

You will receive a copy of Muskegon County's Anti-Retaliation policy when you begin working for the County of Muskegon. If the County should amend or modify this policy, you should receive a copy of the amended or modified policy from your department. The policy will be posted on the County intranet and on the Equal Employment Opportunity website at www.co.muskegon.mi.us/eeo.

Penalties

Retaliation will not be tolerated at Muskegon County. If an investigation of any allegation of retaliation shows that retaliation has taken place, the harasser will be subject to disciplinary action, up to and including dismissal.

Contact Information

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Michael E. Kobza Hall of Justice
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