

# Muskegon County Transportation Committee

*Rillastine R. Wilkins, Chair*  
*Terry Sabo, Vice-Chair*  
*Benjamin Cross*  
*James Derezinski*  
*Marvin Engle*

*Susie Hughes*  
*Kenneth Mahoney*  
*Charles Nash*  
*Robert Scolnik*

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Board of Commissioners Room  
990 Terrace

**NOVEMBER 21, 2013**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:37 pm.

## **ROLL CALL**

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

## **APPROVAL OF MINUTES**

Moved by Nash, seconded by Cross, to approve the minutes of the October 17, 2013, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR13/11-35 Authorization to Award RFQ 13-2089 for Architecture and Engineering Services to URS Corporation

Transit recommends, moved by Derezinski, seconded by Nash, to award RFQ 13-2089 for Architecture and Engineering Services related to the renovation and addition to the downtown transit center to URS Corporation and to execute a contract in the amount of \$198,859.11,

contingent on the County's successful negotiation of the property acquisition needed for the project. MOTION CARRIED

TR13/11-36 Authorization to Award RFO 13-2087 for Construction Program Management Services to Fishbeck, Thompson, Carr & Huber

Transit recommends, moved by Cross, seconded by Sabo, to award RFO 13-2087 for Construction Program Management Services related to the renovation and addition to the downtown transit center and other MATS capital projects to the firm Fishbeck, Thompson, Carr, and Huber using a contract in the amount of \$72,546 for transit center services and a contract in the amount of \$39,417 for miscellaneous capital project assistance over three years, both contracts contingent on the County's successful negotiation of the property acquisition needed for the transit center project. MOTION CARRIED

TR13/11-37 Approval of the Acquisition and Replacement of Two Airport Operations Vehicles

Airport recommends, moved by Derezinski, seconded by Engle, to approve the acquisition and replacement of two Airport Operations vehicles using \$28,000 in proceeds from the sale of a loader to the Solid Waste Department, and further authorize staff to dispose of the two vehicles being replaced, a 2000 Chevy Suburban and a 2001 Mercury Mountaineer, by offering each vehicle for sale to the public at fair market value. MOTION CARRIED

TR13/11-38 Approval of an Independent Contractor Agreement for Air Travel Marketing Consultant

Airport recommends, moved by Sabo, seconded by Hughes, to approve an Independent Contractor Agreement for Air Travel Marketing Consultant between the County and Dianne Hoofman, providing 100 hours per month of consulting services to the Airport, at the rate of \$30 per hour, for a total annual maximum of \$36,000, plus expenses related to services rendered, for a period of five years. MOTION CARRIED

## **OLD BUSINESS**

Commissioner Derezinski noted that he has a conflict with attending the Airport Advisory Committee meetings now that they have been moved to Thursday.

Commissioner Derezinski also asked if County employees were installing the new bus shelters. Bob Lukens said County employees were being utilized for the installation of the shelters. Ten shelters and benches are complete and 30 more will be installed over the next two years.

**NEW BUSINESS**

Commissioner Sabo arranged a tour at the Airport with a Boy Scout troop. He received great feedback from the kids and parents and thanked Marty Piette and the Airport staff for their involvement and the positive impression of the Airport the group received.

**PUBLIC COMMENT** (on a new topic)

None.

**CLOSED SESSION**

It was moved by Engle, supported by Mahoney, to go into closed session for the purpose of discussing real estate acquisition.

Roll Call Vote:

Yes: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins.

**MOTION CARRIED**

The Transportation Committee went into closed session at 5:02 pm.

The Transportation Committee returned to open session at 5:12 pm.

**RETURN TO OPEN SESSION**

TR13/11-34 Authorize a Purchase Agreement with the Downtown Muskegon Development Corporation for the County to Acquire Downtown Muskegon Property

Transit recommends, moved by Cross, seconded by Nash, to authorize a purchase agreement with the Downtown Muskegon Development Corporation for the County to acquire downtown Muskegon property parcels 61-24-233-000-0022-00 and 61-24-233-000-0023-00 for the combined price of \$152,000, with all closing costs to be paid by the County of Muskegon and with grant funding to reimburse 100% of the cost of this real property for use in the renovation and addition to the MATS downtown transit center. MOTION CARRIED

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:13 pm.