

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross, Chairman
Marvin Engle
Gary Foster
Susie Hughes
Kenneth Mahoney*

*Charles Nash, Vice Chair
Robert Scolnik
I. John Snider II
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Full Board Meeting

Tuesday, January 17, 2017
3:30 p.m.

Chairman Benjamin E. Cross, Presiding

The Full Board of Commissioners meeting was called to order by Chairman Cross. The invocation was given by Commissioner Nash. The Pledge of Allegiance was led by Commissioner Foster and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins

Also Present: Mark E. Eisenbarth, Administrator
Nancy A. Waters, County Clerk
Jeanne Pezet, Administrative Secretary
Doug Hughes, Corporate Counsel

2017-14 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to approve the agenda.

Voice vote

Motion Carried

2017-15 **APPROVE THE MINUTES OF THE CLOSED SESSION MEETING OF DECEMBER 20, 2016**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the Closed Session Meeting of December 20, 2016.

Discussion ensued regarding amending the minutes of the Organizational Meeting to indicate work sessions to be scheduled before meetings without a specified time. Commissioner Nash stated that they had one correction which would be to strike the 1:30 start time for Work Sessions and add in that they would start before Full Board Meetings. Commissioner Engle said that they had already talked about this and if things were to change that would have to be done at the next organizational meeting. Chairman Cross stated that this was just a clarification to say that work sessions would begin before the Full Board Meetings. Commissioner Nash said that as a point of clarity that this is the way it came out in the written minutes but if you go

back to the voice minutes where Commissioner Scolnik restated his motion, he said that it could be at 1:30 p.m., or whatever time they needed prior to the Full Board Meetings and did not have to be at 1:30 p.m. Commissioner Snider stated that he recalled it stating 1:30 p.m. Commissioner Snider also said that maybe the Board should consider consolidating committee meetings. Chairman Cross said that they were discussing the start time of the Work Sessions and not the consolidation of committee meetings.

County Clerk Waters stated that item 4 on page 3 of the Organizational Meeting Minutes, which was the third amendment states:

Change the start time of the Full Board Meetings to 3:30 p.m., with work sessions at 1:30 p.m.

We are more than willing to make any necessary corrections. Commissioner Scolnik stated that as the maker of the motion his intent was to have the Works Sessions be held prior to the Full Board Meetings.

Chairman Cross asked for a motion to fix that time.

Commissioner Hughes made a motion that the Full Board Meetings be held at 3:30 p.m. and the Work Sessions be held prior to that time.

Commissioner Engle stated that was not a problem as long as you do it at the Organizational Meeting next year.

Chairman Cross asked that they hear from Corporate Counsel Doug Hughes. Mr. Hughes stated that the meeting schedule is laid out in the Board Rules. Corporate Counsel Hughes stated that he thinks it is fair to note that there was a discussion. He said that they can append these Board Rules, as they will be doing in the next few months to address other changes. The only motion before the Board is to approve the minutes. We got off on this topic, but that is not before the Board yet. Mr. Hughes suggested that they approve the minutes with the suggestions and that Mr. Hughes would get back to them on the start time for Work Sessions.

Commissioner Nash again stated that he did not believe that the minutes were exactly right because of the discussion that we had. Corporate Counsel stated that this is why we review the minutes so that if there is something that you believe is inaccurate.

Chairman called for a vote on approval of the minutes of the Regular and Closed Sessions of December 20, 2016.

Voice vote

Motion Carried

2017-16 **APPROVE THE MINUTES OF THE ORGANIZATIONAL MEETING OF JANUARY 4, 2017**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to approve the minutes of the Organizational Meeting of January 4, 2017.

Voice vote

Unsure of Result

Chairman Cross asked for a roll call vote.

Roll Call:

Yes: Marvin Engle

No: Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

Motion Failed

2017-17 **APPROVE THE MINUTES OF THE REGULAR FULL BOARD MEETING OF DECEMBER 20, 2016**

Voice vote

Motion Carried

County Clerk Waters addressed the Chairman stating she would review the recording of the Organizational Meeting, type it verbatim and let this body decide on what wording should be used on the Work Session times.

PUBLIC COMMENT (on an agenda item)

There was no public comment.

2017-18 **ACCEPT THE FY2016-17 SNOWMOBILE LAW ENFORCEMENT GRANT IN THE AMOUNT OF \$3,900.00 FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND TO HAVE THE SHERIFF SIGN THE AGREEMENT**

CPS17/01-02

The Courts and Public Safety Committee recommend, moved by Commissioner Snider, seconded by Commissioner Wilkins, to accept the FY2016-17 Snowmobile Law Enforcement Grant in the amount of \$3,900.00 from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-19 **AUTHORIZE A REQUEST FOR PROPOSALS FOR REPLACEMENT OF 2 INCH DOMESTIC HOT WATER MAIN IN BROOKHAVEN MEDICAL CARE FACILITY**

HS17/01-01

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize a request for proposals for replacement of 2 inch domestic hot water main in Brookhaven Medical Care Facility.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-20 **AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE AGREEMENT WITH ANNIS WATER RESOURCES INSTITUTE, GRAND VALLEY STATE UNIVERSITY FOR THE MUSKEGON COUNTY QPCR MONITORING PROJECT, WHICH EXTENDS THE END DATE OF THE GRANT CONTRACT FROM DECEMBER 31, 2016 TO APRIL 30, 2017**

HS17/01-02

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize the Public Health Director to sign the agreement with the Michigan Department of Environmental Quality and the agreement with Annis Water Resources Institute, Grand Valley State University for the Muskegon County QPCR Monitoring Project, which extends the end date of the grant contract from December 31, 2016 to April 30, 2017.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-21 **ACCEPT FUNDING FROM THE LAKESHORE REGIONAL ENTITY IN THE AMOUNT OF \$414,917 FOR SUBSTANCE ABUSE PREVENTION SERVICES IN MUSKEGON COUNTY FOR FY2017; AND FURTHER AUTHORIZE THE BOARD CHAIR AND PUBLIC HEALTH DIRECTOR TO SIGN THE CONTRACT**

HS17/0-03

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to accept funding from the Lakeshore Regional Entity in the amount of \$414,917 for substance abuse prevention services in Muskegon County for FY2017; and further authorize the Board Chair and Public Health Director to sign the contract.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-22 **AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO ACCEPT FUNDING IN AN AMOUNT NOT TO EXCEED \$9,500 AND TO SIGN THE AGREEMENT WITH THE KENT COUNTY HEALTH DEPARTMENT TO CONTINUE TO PARTICIPATE IN THE REGION 4 CARE SYSTEM QUALITY IMPROVEMENT INITIATIVE, WITH NO EFFECT ON COUNTY GENERAL FUND**

HS17/01-04

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize the Public Health Director to accept funding in an amount not to exceed \$9,500 and to sign the agreement with the Kent County Health Department to continue to participate in the Region 4 Care System Quality Improvement Initiative, with no effect on county general fund.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-23 **ADD THREE NEW HEALTHWEST POSITION CLASSIFICATIONS. THESE POSITIONS WILL NOT RESULT IN BUDGET CHANGES OR REQUIRE ANY ADDITIONAL LOCAL COUNTY MATCH. THE POSITIONS ARE HEALTHWEST HUMAN RESOURCES MANAGER (NX 00390 - \$33.169 - \$42.175/HR) BUDGETED IN ORG 7705, CLINICAL SERVICES MANAGER/MI (NX 00390 - \$33.169 - \$42.175/HR) BUDGETED IN ORG 7147, AND BEHAVIOR TECHNICIAN MENTOR (NO 00160 - \$14.431 - \$18.167/HR) BUDGETED IN ORG 7319. ALL CHANGES TO BE EFFECTIVE DECEMBER 27, 2016**

HS17/01-05

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to add three new HealthWest position classifications. These positions will not result in budget changes or require any additional local county match. The positions are HealthWest Human Resources Manager (NX 00390 - \$33.169 - \$42.175/hr) budgeted in Org 7705, Clinical Services Manager/MI (NX 00390 - \$33.169 - \$42.175/hr) budgeted in Org 7147, and Behavior Technician Mentor (NO 00160 - \$14.431 - \$18.167/hr) budgeted in Org 7319. All changes to be effective December 27, 2016.

Commissioner Hughes said that she had found a job description which appeared to be the same as what HealthWest was requesting. Discussion continued regarding if this position should actually be a Credentialing Coordinator at a lesser pay scale, rather than establishing another Human Resources Manager. Julia Rupp, HealthWest Director, stated although that will be a part of the job, it is a much larger job with much more involved than credentialing and very specific to health care.

Roll Call:

Yes: Marvin Engle, Gary Foster, Kenneth Mahoney, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: Susie Hughes, Charles Nash

Motion Carried

2017-24 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$19,848,648.39 COVERING THE PERIOD OF DECEMBER 2, 2016, THROUGH DECEMBER 16, 2016, AS PRESENTED BY THE COUNTY CLERK**

WM17/01-01

The Ways and Means Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Snider, to approve payment of the accounts payable of \$19,848,648.39 covering the period of December 2, 2016, through December 16, 2016, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-25 **AUTHORIZE THE COUNTY OF MUSKEGON TO ACCEPT UP TO \$6,500 AWARD FROM THE MICHIGAN VETERANS AFFAIRS AGENCY AND FOR THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO SIGN THE ACCEPTANCE LETTER**

WM17/01-02

The Ways and Means Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Snider, to authorize the County of Muskegon to accept up to \$6,500 award from the Michigan Veterans Affairs Agency and for the Chairman of the County Board of Commissioners to sign the acceptance letter.

Roll Call:

Yes: Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: None

Motion Carried

2017-26 **AUTHORIZE THE COUNTY CLERK TO USE THE BOARD OF COMMISSIONERS BOARD ROOM FOR LARGER WEDDINGS BASED ON AVAILABILITY FOR A \$25.00 FEE WITH THE MONEY GOING TO THE GENERAL FUND**

2017-24WM17/01-03

The Ways and Means Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Snider, to authorize the County Clerk to use the Board of Commissioners Board Room for larger weddings based on availability for a \$25.00 fee with the money going to the General Fund.

Roll Call:

Yes: Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Benjamin E. Cross

No: Marvin Engle, Robert Scolnik

Motion Carried

Note: Commissioner Hughes changed her vote from no to yes on 2017-26.

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2017-27 **APPROVE THE RECOMMENDED CITIZEN APPOINTMENTS**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Hughes, to approve the recommended Citizen Appointments.

- Accommodations Tax Advisory Committee [ATAC] (term through 12/31/18)
Lisa Grossenbacher (Hotels/Motels slot)
- Airport Advisory Committee (terms through 12/31/18)
Terry Boer (Airport Business Park Tenant)
Brandon Popp (Private Sector)
- Lakeshore Sports Commission (terms through 12/31/17)
Ashley Jarosz (Muskegon Hotel & Lodging Association slot)
Alana Matyas-Brower (At-Large slot)
- Public Health Advisory Committee (term through 12/31/19)
Chad Brewer (General Public slot)
- Solid Waste Planning Committee (terms through 12/31/18)
Jerry Garman (Public slot)
Wayne Kuerth (Solid Waste Management slot)
- Land Bank Authority (term through 12/31/17)
Tim Demumbrum (At-large slot)

Discussion ensued regarding the fact that Tim Demumbrum is a Countywide Elected and is that okay because it seems it should be a citizen? It was noted Mr. Demumbrum was the only one that applied for this spot.

- Public Works Board Appointment through 12/31/2018 to include all County Commissioners with the exception of Chairman Cross and including the Drain Commissioner.
- Approve Commissioner Liaison Appointments as recommended (see attached)

Voice vote

Motion Carried

ADMINISTRATOR'S REPORT

Administrator Mark Eisenbarth noted that there are Work Sessions scheduled through June which will be scheduled prior to Full Board Meetings. There is one Board Work Session scheduled for Thursday, January 19th, 3:00 p.m. regarding the Lakeshore Museum Update which will be held prior to the Public Works Board meeting.

Commissioner Snider requested a list of the dates, times, and locations of the Board, Committee and Council meetings that the Commissioners have been named as Liaisons to, although he does not need to be named to the committee, he would like to attend several as an interested observer and make point to those who are on the committee.

Chairman Cross and Administrator Eisenbarth agreed this information will be added to the website. Commission Nash noted he liked that the information would be added to the website.

Commissioner Hughes noted these are all public meetings. Chairman Cross noted it is good to have the information of when and where the meetings will be held available on the website for everyone.

Commissioner Nash stated when we make future Citizen Appointments, we should invite those being appointed so they can attend the meeting and we can see the people that are being appointed to these areas.

2017-28 **REDUCE THE BOARD ROOM RENTAL FOR MARRIAGE CEREMONIES FROM \$25 TO \$15**

Moved by Commissioner Engle, seconded by Commissioner Scolnik, to reduce the Board Room Rental for Marriage Ceremonies from \$25 to \$15.

Discussion ensued regarding the cost including the financial situation of many of the County residents. It was noted there is no charge for small groups to use the Clerk's conference room. Commissioner Wilkins noted the Board Room belongs to the public and should be made available. It was also noted it is a modest charge for the use of a public facility and recovery of the cost of County Clerk Water's staff. County Clerk Waters was surprised to hear this come up but approved the reduction of the fee.

Discussion ensued regarding Roberts Rules to which Corporate Counsel indicated that nowadays Commissioners have the right to decide what they are going to do, so let's not fight about it, but rather decide to change it.

Roll Call:

Yes: Marvin Engle, Gary Foster, Charles Nash, Robert Scolnik, Rillastine Wilkins,
Benjamin E. Cross

No: Susie Hughes, Kenneth Mahoney, I. John Snider II

Motion Carried

NEW BUSINESS

Administrator Mark Eisenbarth and Corporate Counsel Doug Hughes noted that Rule 1, Section II, Time of the Meeting, of the Board Rules was changed to meet at 3:30 p.m. The confusion is regarding Work Session start time. The Board Rules currently indicate: "Work Sessions of the Board of Commissioners may be held on any designated day, as determined by the Board Chair". So, if the intent is for the Board Chair to have those Meetings before the Regular Meeting, no other action is required.

PUBLIC COMMENT

County Clerk Waters noted she had a couple people with the Clerk's office in the audience to address the Board.

Kathryn Buikema addressed the Board stating she is an intern with the County Clerk's Circuit Court Records office from Baker College. Ms. Buikema noted her objective is to learn more about the interaction between the Clerk's office and the Judges offices and the Board of Commissioners so this is a great experience.

Brooke Slagle-Moore addressed the Board stating she worked previously with Ottawa County and with Moorland Township and is happy to be working with County Clerk Waters, assisting in the Clerk's office part time and nice to meet Commissioners.

Administrator Eisenbarth asked Bob Lukens and Jeff Tripp to give an update on the recent issues which caused 34 flight cancellations since December 23rd, 2016.

Bob Lukens, Community Development Director, noted there are two navigational aids in Muskegon County that guide planes into the airport that newer planes are no longer using so there was some difficulty in weather situations where visibility is below 1700 feet. Jeff Tripp, Airport Manager, has been working with the FAA, Sky West Airlines and United Airlines to determine an alternative way for planes to get in and was successful yesterday using a navigational aid southeast of Grand Rapids. This procedure went into effect today. They believe the issue is resolved and they will keep an eye on the situation and they will look to the future what will be necessary from the Airport, the Airline, or the FAA perspective to allow the airlines to get in more efficiently into Muskegon. During the busy holiday season, they may have lost some good will with the public but they will try to rebuild that now that there is a resolution.

Commissioner Hughes asked if there is any insurance to cover our losses on cancellations. Bob Lukens noted he will look into that but did not believe so.

2017-29 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER MAHONEY, TO ADJOURN**

Voice vote.

Motion Carried

Meeting adjourned at 4:14 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Approved at the Full Board Meeting on Tuesday, January 31, 2017

Commissioner Liaison Appointments
(Approved 1/17/17)

Ben Cross

- ACSET (Area Community Service Employment & Training Governing Board)
- Economic Development Corporation
- Foreign Trade Zone
- Friends of the County Parks
- Local Emergency Planning Committee
- Michigan Port Collaborative (Liaison)
- Muskegon Port Advisory Committee
- SMART Committee
- WMSRDC

Marve Engle

- Fair Board
- Lakeshore Museum Board
- Public Works Board

Gary Foster

- MSU District Extension Council
- Public Works Board
- Road Commission
- Solid Waste Planning
- Veterans Advisory Committee
- Water System Policy Board (Alternate)

Susie Hughes

- Economic Development Corporation
- HealthWest Board
- Land Bank Fast Track Authority
- Public Works Board
- Road Commission Board
- Veterans Advisory Committee
- Water System Policy Board
- WMSRDC (to include Transportation Policy Committee)

Ken Mahoney

- Accommodations Tax Committee
- ACSET Area Community Service Employment & Training Governing Board
- Airport Advisory Committee
- Central Dispatch (Alternate)
- Land Bank Fast Track Authority
- Local Emergency Planning Committee (at-large)
- MI Association of Local Public Health Officials (alternate)
- Muskegon Area First (alternate)
- Public Health Advisory Committee
- Public Works Board
- Water System Policy Board (by contract)
- Whitehall LDFA

Charles Nash

- Friends of the County Parks
- HealthWest Board
- Lakeshore Regional Entity Substance Use Disorder Oversight Policy Board
- Michigan Port Collaborative (Alternate)
- Muskegon Port Advisory Committee
- Public Works Board

Bob Scolnik

- Airport Advisory Committee
- Department of Health & Human Services Board
- Economic Development Corporation
- Muskegon Area District Library Board
- Muskegon Area-Wide Plan Advisory Committee
- Public Works Board
- Veterans Advisory Committee

I. John Snider, II

- Bear Lake Improvement Board
- Community Corrections Advisory Board
- HealthWest Board
- Land Bank Fast Track Authority
- Public Works Board
- Water System Policy Board
- WEMET

Rillastine Wilkins

- Airport Advisory Committee
- Muskegon Area-Wide Plan Advisory Committee
- Public Health Advisory Committee
- Public Works Board
- SMART Committee
- WMSRDC (to include Transportation Policy Committee)