

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

*Benjamin E. Cross
Marvin Engle
Susie Hughes
Kenneth Mahoney
Charles Nash*

*Terry Sabo
Robert Scolnik
Rillastine R. Wilkins
District 7 - Vacant*

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

Regular Meeting

Tuesday, June 10, 2014
4:00 p.m.

Chairman Mahoney, Presiding

The Full Board of Commissioners was called to order by Chairman Mahoney. The invocation was given by Chairman Mahoney. The Pledge of Allegiance was recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins

Excused: Robert Scolnik

Also Present: Bonnie B. Hammersley, County Administrator,
Nancy A. Waters, County Clerk,
Jeanne Pezet, Deputy County Clerk,
Doug Hughes, Corporate Counsel

2014-210 **APPROVAL OF THE AGENDA**

Moved by Commissioner Nash, seconded by Commissioner Cross, to approve the agenda.

Voice vote

Motion Carried

2014-211 **APPROVE MINUTES OF TUESDAY, MAY 22, 2014**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the minutes of Tuesday, May 22, 2014.

Voice vote

Motion Carried

PUBLIC COMMENT (ON AN AGENDA ITEM)

There was no public comment on an agenda item.

2014-212 **OPEN PUBLIC HEARING RE: TRUTH IN TAXATION**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to open the Public Hearing Re: Truth in Taxation.

Voice vote

Motion Carried

The Administrator and County Clerk reported that there were no verbal or written communications regarding the Public Hearing Re: Truth in Taxation.

2014-213 **CLOSE PUBLIC HEARING RE: TRUTH IN TAXATION**

Moved by Commissioner Cross, seconded by Commissioner Wilkins, to close the Public Hearing Re: Truth in Taxation.

Voice vote

Motion Carried

**PRESENTATION-WEST MICHIGAN ENFORCEMENT TEAM (WEMET) ANNUAL REPORT
D/F/LT. ANDY FIAS, MICHIGAN STATE POLICE**

D/F/Lt. Andy Fias, WEMET Commander since December, 2013, noted he had been team leader in Muskegon Since 2007 so has been involved with Muskegon County for some time. Commander Fias thanked Commissioner Wilkins and Administrator Hammersley for their contributions to WEMET and noted Administrator Hammersley will be missed. Following Commander Fias's report, discussion ensued. Commissioner Cross thanked the WEMET team for their work in Muskegon County.

COMMUNICATION

The following communication item was received by Commissioners for information purposes and placed on file:

- Alger County Resolution #2014-15: Opposition to Development of Underground Nuclear Waste Facility Near Kincardine, Ontario

COMMITTEE/BOARD REPORTS

2014-214 **AUTHORIZE STAFF TO APPLY FOR \$75,000 IN FUNDING FOR VETERANS TREATMENT COURT FROM THE MICHIGAN STATE COURT ADMINISTRATORS OFFICE AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN THE ELECTRONIC GRANT APPLICATION**

CPS14/06-19

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to authorize staff to apply for \$75,000 in funding for Veterans Treatment Court from the Michigan State Court Administrators Office and authorize the County Administrator to sign the electronic grant application.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo, Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-215 **AUTHORIZE THE CIRCUIT COURT, FAMILY DIVISION TO ENTER INTO AN AGREEMENT WITH THE MUSKEGON COUNTY YMCA TO PROVIDE SUMMER EVENING RECREATIONAL PROGRAMMING FOR YOUTH INVOLVED WITH THE JUVENILE DIVISION**

CPS14/06-20

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to authorize the Circuit Court, Family Division to enter into an agreement with the Muskegon County YMCA to provide summer evening recreational programming for youth involved with the Juvenile Division.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo, Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-216 **AWARD CATHOLIC CHARITIES TO PROVIDE COGNITIVE BEHAVIORAL SERVICES IN THE COMMUNITY AND AUTHORIZE THE COUNTY BOARD CHAIR TO SIGN THE CONTRACT FOR SERVICES FOR FISCAL YEAR 2014 WITH THE OPTION TO RENEW FOR TWO SUBSEQUENT YEARS DEPENDING ON AVAILABILITY OF GRANT FUNDING**

CPS14/06-21

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to award Catholic Charities to provide cognitive behavioral services in the community and authorize the County Board Chair to sign the contract for services for fiscal year 2014 with the option to renew for two subsequent years depending on availability of grant funding.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-217 **AWARD KELLY SADLER TO PROVIDE COGNITIVE BEHAVIORAL SERVICES IN THE MUSKEGON COUNTY JAIL AND AUTHORIZE THE COUNTY BOARD CHAIR TO SIGN THE CONTRACT FOR SERVICES FOR FISCAL YEAR 2014 WITH THE OPTION TO RENEW FOR TWO SUBSEQUENT YEARS DEPENDING ON AVAILABILITY OF GRANT FUNDING**

CPS14/06-22

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to award Kelly Sadler to provide cognitive behavioral services in the Muskegon County Jail and authorize the County Board Chair to sign the contract for services for fiscal year 2014 with the option to renew for two subsequent years depending on availability of grant funding.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-218 **APPROVE THE SHERIFF'S OFFICE SELLING TWO (2) AGING PURSUIT CENTER CONSOLE BOATS WITH MOTORS AND TRAILERS VIA AN ONLINE E-COMMERCE SITE**

CPS14/06-23

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the Sheriff's Office selling two (2) aging Pursuit Center Console Boats with motors and trailers via an online e-Commerce site.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-219 **AUTHORIZE THE COMMUNITY MENTAL HEALTH (CMH) DIRECTOR TO SIGN A CONTRACT WITH KORI BISSOT FOR THE PROVISION OF CONSULTATION SERVICES AT CMH, AT A RATE OF \$75.00 PER HOUR, FOR NO MORE THAN TEN (10) HOURS PER WEEK, EFFECTIVE MAY 1, 2014, THROUGH JANUARY 31, 2015, WITH A MAXIMUM AMOUNT OF \$18,000.00 FOR THE CONTRACT**

HS14/06-31

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Wilkins, to authorize the Community Mental Health (CMH) Director to sign a contract with Kori Bissot for the provision of Consultation Services at CMH, at a rate of \$75.00 per hour, for no more than ten (10) hours per week, effective May 1, 2014, through January 31, 2015, with a maximum amount of \$18,000.00 for the contract.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-220 **AMEND THE MENTAL HEALTH FY2104 BUDGET PROPOSED TO THE COUNTY OF MUSKEGON FROM \$64,357,613 UP TO \$66,390,310 FOR REVENUES AND FROM \$67,916,936 UP TO \$69,949,633 FOR EXPENDITURES, AND TO APPROVE COMMUNITY MENTAL HEALTH (CMH) PERSONNEL POSITION CHANGES LISTED ON THE CMH BUDGET AMENDMENT TO BE EFFECTIVE JUNE 11, 2014**

HS14/06-32

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Wilkins, to amend the Mental Health FY2104 budget proposed to the County of Muskegon from \$64,357,613 up to \$66,390,310 for revenues and from \$67,916,936 up to \$69,949,633 for expenditures, and to approve Community Mental Health (CMH) personnel position changes listed on the CMH Budget Amendment to be effective June 11, 2014.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-221 **AUTHORIZE THE COMMUNITY MENTAL HEALTH EXECUTIVE DIRECTOR TO SIGN THE AMENDMENT #2 TO THE CONTRACT WITH THE MICHIGAN DEPARTMENT OF HUMAN SERVICES, EFFECTIVE OCTOBER 1, 2014, WHICH EXTENDS THE CURRENT AGREEMENT THROUGH SEPTEMBER 30, 2015, AND INCREASES THE DOLLAR AMOUNT OF THE AGREEMENT BY \$2,000.00 TO A MAXIMUM OF \$56,300.00 FOR FY 2015**

HS14/06-33

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Wilkins, to authorize the Community Mental Health Executive Director to sign the Amendment #2 to the contract with the Michigan Department of Human Services, effective October 1, 2014, which extends the current agreement through September 30, 2015, and increases the dollar amount of the Agreement by \$2,000.00 to a maximum of \$56,300.00 for FY 2015.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-222 **POSTPONE THE ADOPTION OF THE MUSKEGON COUNTY ENVIRONMENTAL HEALTH REGULATIONS**

HS14/06-34

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Wilkins, to postpone the adoption of the Muskegon County Environmental Health Regulations.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-223 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$3,323,436.44 COVERING THE PERIOD OF MAY 10, 2014 THROUGH MAY 23, 2014 AS PRESENTED BY THE COUNTY CLERK**

WM14/06-58

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$3,323,436.44 covering the period of May 10, 2014 through May 23, 2014 as presented by the County Clerk.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-224 **AMEND THE GENERAL FUND FY14 BUDGET IN AN AMOUNT NOT TO EXCEED \$45,000 TO PROVIDE A LOAN FOR THE VETERAN'S PARK IMPROVEMENT PROJECT**

WM14/06-59

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to amend the General Fund FY14 Budget in an amount not to exceed \$45,000 to provide a loan for the Veteran's Park Improvement Project.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-225 **APPROVE THE ATTACHED 2014 CAPITAL IMPROVEMENT PROJECT APPROPRIATION AND THE RESOLUTION AUTHORIZING NOTICE OF INTENT TO ISSUE BONDS AND DECLARING INTENT TO REIMBURSE FOR EXPENDITURES**

WM14/06-60

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve the attached 2014 capital improvement project appropriation and the resolution authorizing notice of intent to issue bonds and declaring intent to reimburse for expenditures.

Chairman Mahoney noted Commission Scolnik had asked for clarity on the capital improvement requests in the future.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-226 **CHANGE THE REPORTING STRUCTURE OF THE COUNTY PARKS SYSTEM AND MOVE IT UNDER THE CONVENTION AND VISITORS BUREAU, MAKE THE RANGE ADJUSTMENT FOR THE COMMUNITY DEVELOPMENT DIRECTOR POSITION TO ND00035, AND CREATE THE POSITION OF PUBLIC WORKS TECHNICIAN NX00220 POSITION IN THE PUBLIC WORKS DEPARTMENT EFFECTIVE JUNE 11, 2014; WHEN THE PUBLIC WORKS TECHNICIAN POSITION BECOMES VACANT THE POSITION WILL BE DELETED**

WM14/06-61

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to change the reporting structure of the County Parks system and move it under the Convention and Visitors Bureau, make the range adjustment for the Community Development Director position to ND00035, and create the position of Public Works Technician NX00220 position in the Public Works Department effective June 11, 2014; when the Public Works Technician position becomes vacant the position will be deleted.

Commissioner Sabo asked if the water and other issues are in place for the transfer of responsibilities with these changes.

Administrator Hammersley stated, yes, and noted that Mr. Lukens has been meeting with other departments involved.

Commissioner Sabo noted John Warner, Public Works Director, has done well in the past and does not want this to reflect poorly on Mr. Warner.

Chairman Mahoney also noted that John Warner has done a good job with the Parks.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-227 **APPROVE THE OPERATING LEVY OF 5.6984 MILLS FOR MUSKEGON COUNTY TO BE LEVIED IN JULY 2014, THE OPERATING LEVY OF 0.3221 MILLS FOR THE LAKESHORE MUSEUM CENTER TO BE LEVIED IN DECEMBER 2014, THE OPERATING LEVY OF 0.0752 MILLS FOR THE DEPARTMENT OF VETERAN'S AFFAIRS TO BE LEVIED IN DECEMBER 2014, THE OPERATING LEVY OF 0.3000 MILLS FOR MUSKEGON COUNTY CENTRAL DISPATCH TO BE LEVIED IN DECEMBER 2014 AND THE DEBT REPAYMENT LEVY OF 0.2600 MILLS FOR THE QUALITY OF LIFE BOND ISSUANCE TO BE LEVIED IN DECEMBER 2014 AND TO AUTHORIZE THE MUSKEGON COUNTY CLERK AND THE CHAIR OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN THE ASSOCIATED FORMS REQUIRED BY THE STATE OF MICHIGAN WHICH WILL BE SUBMITTED TO THE STATE OF MICHIGAN BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT**

WM14/06-62

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve the operating levy of 5.6984 mills for Muskegon County to be levied in July 2014, the operating levy of 0.3221 mills for the Lakeshore Museum Center to be levied in December 2014, the operating levy of 0.0752 mills for the Department of Veteran's Affairs to be levied in December 2014, the operating levy of 0.3000 mills for Muskegon County Central Dispatch to be levied in December 2014 and the debt repayment levy of 0.2600 mills for the Quality of Life bond issuance to be levied in December 2014 and to authorize the Muskegon County Clerk and the Chair of the Muskegon County Board of Commissioners to sign the associated forms required by the State of Michigan which will be submitted to the State of Michigan by the Muskegon County Equalization Department.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-228 **REORGANIZE THE HUMAN RESOURCES/EMPLOYMENT & TRAINING DEPARTMENT AS DETAILED ON THE ATTACHED DOCUMENT**

WM14/06-63

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to reorganize the Human Resources/Employment & Training Department as detailed on the attached document. (See attached)

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Mahoney invited everyone to the Farewell Reception for County Administrator Hammersley on Thursday, June 19th, 5:30 p.m. to 7:00 p.m. at the Convention & Visitors Bureau (610 W. Western Ave.)

Chairman Mahoney reminded Commissioners that the Board Planning Session will meet Tuesday, June 17th to 1:30 p.m., Room #205 Training Center (133 E. Apple Avenue) which will include Roberts Rules of Order discussion and Environmental Health Regulations.

Chairman Mahoney invited everyone to the Project Fresh Family Fun Day, Saturday, June 21st, 8 a.m. to 11:30 a.m., Muskegon County Public Health (209 E. Apple Avenue).

Chairman Mahoney noted there will be a second Expungement Clinic on Saturday, June 28th, 9 a.m. to 2 p.m. at the Training Center (133 E. Apple Avenue). Chairman Mahoney noted the first event was very well attended and hopes this event will be also, as it will benefit our citizens.

Chairman Mahoney noted this is the last Full Board meeting before Administrator Hammersley begins a new position in North Carolina and thanked Administrator Hammersley for her time here and her help to move Muskegon County forward.

Commission Nash noted the LCC Board will be discontinued as of October 1, 2014. The new LRP employee transfers and legacy cost details are still being resolved.

ADMINISTRATOR'S REPORT

Bonnie B. Hammersley, Muskegon County Administrator, March 30, 2009 – June 20, 2014, addressed the Board as follows:

“I would like to take this opportunity, at my last Full Board meeting to express my appreciation to you, Commissioners of Muskegon County, and your colleagues with whom I had the pleasure serving, and for the wonderful experience you have afforded me as your County Administrator.

When I accepted your offer of employment over 5 years ago, I could not have imagined all that has been accomplished as a result of the leadership that you exercised and the confidence that you bestowed on me. I know that I have become a better manager as a result, but more importantly, I know that Muskegon County citizens and residents have benefited greatly by your achievements and will benefit even more for years to come.

I had an opportunity to reflect recently on what you and your predecessors have accomplished these past 5 years. The list is too long to enumerate here, but I do think a few are particularly noteworthy and worthy of mention today.

On the financial side, Muskegon County, like other local governments across the state and nation, has been faced with major fiscal challenges over these several years. In FY 2010, the County faced a structural General Fund budget deficit of \$3.8 million, which has been whittled down to \$800,000 for the upcoming fiscal year, or an 80 percent reduction. Although we have been able to balance the budget each year, I am confident

that the County will return to structural balance in short order. All of this was made possible with the hard work of our functional budget teams, and the tough decisions made by you. You accomplished all of this without drawing down on the County's emergency reserve. Through your efforts, the County has been rewarded with a credit rating upgrade.

On the economic development front, you have taken some bold steps to bolster the local economy. Although some initiatives have not yet come to fruition, others are already paying dividends, including the hiring of a Community Development director, who is making progress by increasing tourism, which has resulted in significant accommodation tax receipts. In addition, the creation of the new Economic Development Coordinator position will reinforce the county's contribution to economic development. These are incremental improvements, when taken together, will position the County for a more diverse and stronger economy.

Internally, you have approved reorganizations and other initiatives that have streamlined operations, enhanced customer service and improved service levels. We are already seeing the benefits from county-wide acceptance of credit card payments, implementation of a new financial system, and implementation of energy savings performance contract. The cooperation of department heads, elected officials and County staff was integral to the success of these and other program improvements.

Last, but not least, you moved forward with two projects that have been on the drawing board for over 20 years –the construction of a new jail that will be completed in 2015, and the Juvenile Transition Center which will open their doors this fall. Those critical facilities, combined with creation of the new public defender program, will go a long way in strengthening the justice system in Muskegon County.

What I think I learned from my experience here is that no problem is unsolvable or no opportunity foregone, if you have employees, managers, department directors, elected officials, court administrators, and most importantly, a governing body like yourselves, who are willing to roll up your sleeves, set aside any differences and tackle the tough issues together. With that kind of teamwork and support, my job and that of my successors could not be more rewarding. And for that reason, I salute you and extend my heartfelt thanks for this enriching experience. I will miss you and this community. Thank you.

I look forward to saying my personal goodbyes to the employees and to you at the reception I am hosting at The Depot next Thursday evening at 5:30 pm. Again, thank you. (And, there will be cake.)”

OLD BUSINESS

Commissioner Sabo inquired about Board Committee appointments to fill the Commission District 7 vacancy. Chairman Mahoney noted the appointments will be forthcoming.

Commissioner Nash inquired about filling the Ways and Means Committee Chair as well.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

There was no public comment.

2014-229 **MOVED TO ADJOURN AT 4:29 P.M.**

Moved by Commissioner Nash, seconded by Commissioner Sabo, to adjourn at 4:29 p.m.

Voice vote

Motion Carried

Meeting adjourned at 4:29 p.m.

Nancy A. Waters, County Clerk

NAW/jp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, June 24, 2014

HUMAN RESOURCES DEPARTMENT REORGANIZATION

Current Classification	Funding		New Classification	New Funding		New Grade
Employment & Training Deputy Director	100%	2739-6913	HR Deputy Director/ Human Resources/ Employment & Training	85%	2739-6913	NX00424
				10%	1010-0226	
				5%	6770-0203	
Human Resources Deputy Director	25%	1010-0226	HR Manager/ Risk & Benefits	10%	6770-0202	No Change
	75%	6770-0203		50%	6770-0203	
				40%	6770-0204	
Human Resources Coordinator	25%	1010-0226	HR Manager/Recruitment	40%	1010-0226	NX00330
	20%	6770-0203		60%	6770-0203	
	55%	6770-0204				
Human Resources Analyst	10%	1010-0226	No Change	30%	6770-0202	No Change
	30%	6770-0202		45%	6770-0203	
	60%	6770-0203		25%	6770-0204	