

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

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

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

Regular Meeting

Tuesday, August 25, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Casey Arnouts - GRACE Fellowship (Fruitport). The Pledge of Allegiance was led by Commissioner Engle and recited in unison.

Roll Call

Present: Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Excused: Benjamin Cross

Also Present: Mark Eisenbarth, County Administrator;
Marcia L. Wilkes, Chief Deputy County Clerk;
Lisa Chalko, Administrative Coordinator
Doug Hughes, Corporate Counsel

2015-322 **APPROVAL OF THE AGENDA**

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

Voice vote

Motion Carried

2015-323 **APPROVE THE MINUTES OF AUGUST 11, 2015**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve the meeting minutes of August 11, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no Communication items to come before the Board.

BUDGET PRESENTATION

Beth Dick, Finance Director / Assistant Administrator, presented the Budget (PowerPoint attached). For more information on the Muskegon County Budget, please see <http://www.co.muskegon.mi.us/budget/>

COMMITTEE/BOARD REPORTS

2015-324 **ADOPT THE AGREEMENT WITH FINELINE CREATIVE TO DEVELOP, DESIGN, PRODUCE, PROVIDE ADVERTISING SALES AND SERVICES, STORE AND DELIVER 90,000 COPIES OF THE OFFICIAL 2016 MUSKEGON COUNTY VISITORS GUIDE FOR A COST OF \$52,516 PLUS A 12% COMMISSION ON ADVERTISING SALES, AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/08-18

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to adopt the Agreement with Fineline Creative to develop, design, produce, provide advertising sales and services, store and deliver 90,000 copies of the Official 2016 Muskegon County Visitors Guide for a cost of \$52,516 plus a 12% commission on advertising sales, and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Abstained: Marvin Engle

Excused: Benjamin E. Cross

Motion Carried

2015-325 **AUTHORIZE HIRING A SPORTS AND NICHE MARKETING SALES EXECUTIVE, UNDER THE DIRECTION OF THE COMMUNITY DEVELOPMENT DIRECTOR/CVB, TO BRING NEW SPORTS TOURNAMENTS AND CONSUMER SHOWS TO VARIOUS VENUES THROUGHOUT MUSKEGON COUNTY, WITH THE OBJECTIVE OF FILLING HOTEL ROOMS DURING THE SHOULDER AND WINTER SEASONS; WITH A PAY GRADE OF NX-00219 (\$43,582.24 - \$55,438.24 ANNUALLY)**

CD/SP15/08-19

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to authorize hiring a Sports and Niche Marketing Sales Executive, under the direction of the Community Development Director/CVB, to bring new sports tournaments and consumer shows to various venues throughout Muskegon County, with the objective of filling hotel rooms during the shoulder and winter seasons; with a pay grade of NX-00219 (\$43,582.24 - \$55,438.24 annually).

Roll Call:

Yes: Susie Hughes, Jeff Lohman, Kenneth Mahoney,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Abstained: Marvin Engle, Charles Nash

Excused: Benjamin E. Cross

Motion Carried

2015-326 **APPROVE THE LETTER OF UNDERSTANDING REGARDING RECOMMENDED FEDERAL TRANSIT FORMULA FUNDING DISTRIBUTIONS BETWEEN THE COUNTY OF MUSKEGON AND HARBOR TRANSIT MULTI-MODAL TRANSPORTATION SYSTEM, EFFECTIVE BEGINNING WITH FY2016 FEDERAL FUNDING APPROPRIATIONS**

TR15/08-27

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the Letter of Understanding regarding recommended federal transit formula funding distributions between the County of Muskegon and Harbor Transit Multi-Modal Transportation System, effective beginning with FY2016 federal funding appropriations.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-327 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$11,179,520.71 COVERING THE PERIOD OF JULY 25, 2015 THROUGH AUGUST 7, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/08-107

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$11,179,520.71 covering the period of July 25, 2015 through August 7, 2015, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-328 **APPROVE THE MEMORANDUM OF UNDERSTANDING WITH THE STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE PROCESSING OF COUNTY CHILD CARE FUND FOSTER CARE PAYMENTS OUT OF THE LANSING ACCOUNTING SERVICE CENTER FOR THE PERIOD OF OCTOBER 1, 2015 TO SEPTEMBER 30, 2016 AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN THIS DOCUMENT**

WM15/08-108

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Memorandum of Understanding with the State of Michigan Department of Health and Human Services for the processing of County Child Care Fund foster care payments out of the Lansing Accounting Service Center for the period of October 1, 2015 to September 30, 2016 and authorize the County Administrator to sign this document.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-329 **SUPPORT ACCEPTING A GRANT OF \$20,000 FROM ALCOA FOUNDATION TO SUPPORT DEVELOPMENT OF SUSTAINABLE MUSKEGON - A COMPREHENSIVE EDUCATION CAMPAIGN FOR MUSKEGON COUNTY**

WM15/08-109

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to support accepting a grant of \$20,000 from Alcoa Foundation to support development of Sustainable Muskegon - a comprehensive education campaign for Muskegon County.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-330 **APPROVE THE EQUALIZATION DEPARTMENT'S SOFTWARE UPGRADE TO ASSESSING.NET TO FULFILL THE RECENTLY AUTHORIZED ASSESSMENT ADMINISTRATION SERVICES AGREEMENT TO THE TOWNSHIP OF DALTON AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE A PROPOSAL/AGREEMENT PREPARED BY BS&A FOR THE SOFTWARE UPGRADE TO ACCOMMODATE THE ASSESSMENT ADMINISTRATION AGREEMENT**

WM15/08-110

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Equalization Department's software upgrade to Assessing.NET to fulfill the recently authorized Assessment Administration Services Agreement to the Township of Dalton and authorize the Chair of the County Board of Commissioners to execute a proposal/agreement prepared by BS&A for the software upgrade to accommodate the Assessment Administration Agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-331 **AUTHORIZE PUBLIC HEALTH TO REDUCE THE ASTHO MILLION HEARTS COLLABORATIVE GRANT AWARD FROM \$85,558 TO \$59,000; AND TO ENTER INTO AN AGREEMENT WITH THE MICHIGAN COUNTY CITIZEN CORPS COUNCIL TO IDENTIFY AND SET UP BLOOD PRESSURE SCREENING STATIONS WITHIN HIGH RISK ZIP CODE AREA OF 49442, 49441 AND 49444 AT A TOTAL COST NOT TO EXCEED \$9,000 WITH NO IMPACT ON GENERAL FUND; AND AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE COLLABORATIVE AGREEMENT**

WM15/08-111

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize Public Health to reduce the ASTHO Million Hearts collaborative grant award from \$85,558 to \$59,000; and to enter into an agreement with the Michigan County Citizen Corps Council to identify and set up blood pressure screening stations within high risk zip code area of 49442, 49441 and 49444 at a total cost not to exceed \$9,000 with no impact on general fund; and authorize the Public Health Director to sign the collaborative agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-332 **APPROVE THE SHERIFF'S OFFICE TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2016 SECONDARY ROAD PATROL GRANT FROM THE OFFICE OF HIGHWAY SAFETY PLANNING**

WM15/08-112

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Sheriff's Office to apply for and accept the fiscal year 2016 Secondary Road Patrol grant from the Office of Highway Safety Planning.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-333 **APPROVE THE RECOMMENDATIONS FROM CORPORATE COUNSEL AND THE HUMAN RESOURCES DIRECTOR**

WM15/08-113

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the recommendations from Corporate Counsel and the Human Resources Director.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

- A. Chairman Sabo turned the meeting over to Corporate Counsel Doug Hughes, who gave a brief overview of the proposed changes to the Muskegon County Board Rules. Corporate Counsel Doug Hughes stated that Commissioners should refer other changes to Chairman Sabo.

Chairman Sabo also referred the Commissioners to page 283, Item B, Departments, Community Development. A discussion followed about the fact that Community Development was crossed out. Commissioner Nash stated that they were looking at Departments and not Committees.

The proposed changes to the Muskegon County Board Rules will be voted on at the Full Board Meeting of Tuesday, September 8, 2015.

- B. Chairman Sabo stated that the Jail Open House appeared to have gone very well. People from the community came out in large numbers. Most of the comments were positive.

Commissioner Nash said that over 2,000 cookies had been ordered and a good probable guess of the number of people attending would be about 1,000 people. Commissioner Nash commended those who put together the Open House.

- C. Chairman Sabo announced that the Rededication & Celebration of WW I Cannons Restoration would be held Wednesday, August 26th - 7 PM - Veteran's Memorial Park – Causeway. He thanked Commissioner Scolnik for his fundraising efforts. The next phase for the beautification of the Veteran's Memorial Park will be habitat and water quality. (Flyer attached)

Commissioner Hughes stated that Thursday, September 10 is World Suicide Prevention Day. Health West will be sponsoring a Remembrance Walk at 5:30 pm beginning at 380 West Western Avenue. For more information call 231-724-6618.

2015-334 **MOVED BY COMMISSIONER HUGHES AND SUPPORTED BY COMMISSIONER MAHONEY, THAT THE BOARD ADOPT A RESOLUTION IN SUPPORT OF WORLD SUICIDE PREVENTION DAY.**

Voice vote

Motion Carried

Commissioner Hughes reminded everyone of the meeting of the Township Association, which will be held at the Laketon Township Hall on Monday, August 31, 2015, at 7:00 p.m.

Commissioner Scolnik announced that he will be walking in the Run for Sight walk/run on Saturday, September 5, 2015, at Pere Marquette Park. Commissioner Scolnik is looking for someone to walk with him.

Commissioner Sabo said that the Airport Advisory Board has been very productive. However, the Community Corrections Advisory Board is having a hard time maintaining a quorum at meetings.

Commissioner Wilkins said that the Airport Advisory Board was like that before, but now that they have some new members, it is much better.

Commissioner Nash said that some of these Advisory Boards have been functioning for a long time. He stated that maybe we need to begin with training and stressing the importance of regular meeting attendance.

Commissioner Engle said that he had not been attending the MSU Board due to conflicts and distance.

Commissioner Hughes said that people always want to be asked to be on these boards, but that we need to be sure that the members have something to bring to the table.

Commissioner Wilkins said that people just want to be appointed and maybe we should check out their attendance at previous meetings they were to attend.

Commissioner Engle stated that they are volunteers. It is hard to get a quorum, but how do we change attitude?

Commissioner Sabo said he will stress the importance and get it going again.

Commissioner Hughes stated that maybe some of these board members are just not feeling like their voice is being heard.

ADMINISTRATOR'S REPORT

County Administrator Eisenbarth had nothing to report at this time.

OLD BUSINESS

Commissioner Nash stated that he received a letter from the previous finance director of the LCC stating that the undisbursed funds need to be handled.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

There was no public comment.

2015-335 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER NASH, TO GO INTO CLOSED SESSION.**

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

Went into closed session at 5:03 pm

Returned to open session at 5:50 pm

2015-336 **MOVED BY COMMISSIONER WILKINS, SECONDED BY COMMISSIONER ENGLE, TO APPROVE THE RECOMMENDATION FROM CORPORATE COUNSEL TO PROCEED WITH THE APPEAL REGARDING THE DRAIN COMMISSIONER**

Discussion followed.

Commissioner Nash stated that he supported moving forward and setting precedence. He stated that he held no animosity toward the Drain Commissioner.

Commissioner Lohman stated that the cost should not be on the backs of our residents.

Commissioner Hughes stated that one way or another the residents of Muskegon County will pay.

Commissioner Mahoney said that he did not want to see infighting in the County.

Commissioner Lohman stated that he disagreed with moving forward. There are others who benefit, not just those within that drain district.

Commissioner Nash said that he was not against the Drain Commissioner, but that he did want a fair estimate.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Charles Nash, Rillastine R. Wilkins, Terry J. Sabo

No: Jeff Lohman, Kenneth Mahoney, Robert Scolnik,

Excused: Benjamin E. Cross

Motion Carried

2015-337 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER ENGLE, TO SUPPORT CORPORATE COUNSEL'S RECOMMENDATION TO START A DECLARATORY ACTION WITH REFERENCE TO THE WATER SYSTEM POLICY BOARD**

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-338 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER
LOHMAN, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 6:00 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, September 8, 2015

FY2016 Proposed Budget – Positions and Capital

Muskegon County

8/26/2015

FY2016 Proposed Budget – New Positions

<u>Budget</u>	<u>New</u>	<u>Impact</u>
Facilities	Building Maintenance Mechanic II (Master Electrician)	\$51,916

FY2016 Proposed Budget – Position Reclassifications

<u>Budget</u>	<u>Current</u>	<u>New</u>	<u>Impact</u>
Transit	Paratransit Operator HR	Transit Attendant HR	\$0

FY2016 Proposed Budget – Salary Adjustments

None

FY2016 Proposed Budget – Change in Hours

None

FY2016 Proposed Budget – Funding Transfers

- Numerous Funding Transfers are recommended in Family Court, Prosecutor, Register of Deeds, Health West and Treasurer to align positions with the most advantageous funding for those depts.

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
CVB	Tourism Info Aide – Hourly Temp (2)	\$7,644	Vacant
Residential Energy Pgrm	Project Specialist Grants Hourly	\$20,308	Vacant
HealthWest	Mental Health Aid – Skills Bld FT (17)	\$818,106	11 Filled 6 Vacant
HealthWest	Mental Health Aid – Skills Bld Hrly (12)	\$185,706	7 Filled 5 Vacant

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
HealthWest	Northern Operations Supervisor	\$85,549	Vacant
HealthWest	Skill Bld/Com Integration Sprv (2)	\$117,619	1 Filled 1 Vacant
HealthWest	Mental Health Aid – Residential FT (7)	\$293,289	7 Filled
HealthWest	Mental Health Aid – Residential Hrly (7)	\$111,871	7 Filled

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
HealthWest	Resident Care Supervisor/Hourly	\$23,630	Vacant
HealthWest	Resident Care Supervisor II	\$39,383	Filled
MSU Extension	Admin Secretary	\$67,850	Vacant
Sheriff	Activity Coordinator – 30 hours	\$31,883	Vacant
Wastewater	WW Utility Worker IV	\$71,977	Vacant

FY2016 Proposed Budget – Small Equipment

<u>Budget</u>	<u>Description</u>	<u>Cost</u>
Circuit Court	Monitors, Chairs, Security Cameras	\$5,000
Family Court	Laptop, Monitors, Chair	\$6,000
Child Care Fund – In Home Intensive Treatment	Monitors and Misc. Office Equipment	\$3,000
Sheriff - Jail	Fax machine, Pistol Permit Printer, Cell Phones	\$1,600

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Airport	Runway 6/24, Taxiway A and C, North Ramp expansion	\$21,375
HealthWest	Vehicles	\$27,000
Parks	Picnic Tables, Road Paving, ADA Restroom	\$240,000
Solid Waste	Hauled Waste Storage Facility, Landfill Expansion Property, Recycling Transfer Station, Cell 4 Landfill Gas Collection	\$2,610,000

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Hall of Justice	Engineering Study - 6 th floor renovation	\$50,000
Facilities Management	Plow Truck	\$30,000
Register of Deeds – Automation Fund	Archive Writer, Miscellaneous Technology Equipment	\$210,000
Sheriff	2 Detective Vehicles 5 Road Patrol SUV's	\$253,760

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Transit	3-4 Small Buses, Support Equipment and Furniture, Technology Study, Facility Study	\$0 All Grant Funded
Trolley Company	Storage Facility	\$80,000
Wastewater	PS#3 Improvements, C Station Wet Well Coating, Expansion of Fleet Maintenance Bldg, Vehicles, Trash Rakes, Replacement parts and equipment, Generator	\$2,662,000 Bonds \$640,000

FY2016 Budget Hearing Schedule

Date	Meeting	
Sept. 3	Ways & Means	Budget Public Hearing
Sept. 15	Ways & Means	Budget Amendments
Sept. 29	Full Board	Adoption



The End

You are Invited!

Dedication of the Cannons!

Please join us as we Thank our donors and dedicate and celebrate the restoration and reinstallation of the two World War I Cannons in Veteran's Memorial Park

Wednesday, August 26th, 2015 at 7 PM

**The ceremony will take place by the Cannons and the large flagpole on the island in the center of Veterans Memorial Park on the Muskegon Causeway. The Dedication will take place rain or shine and will last about 30 minutes. You are welcome to bring your own chairs. Questions? Call (231) 206-4873
Please attend!**

