

# **M u s k e g o n    C o u n t y**

## **Board of Commissioners**

**Kenneth J. Hulka, Chairman**  
**Paul Baade**  
**Douglas Bennett**  
**Nancy Frye**  
**James J. Kobza**

**Bill Gill, Vice-Chairman**  
**Louis A. McMurray**  
**Tony Moulatsiotis**  
**Clarence Start**

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

**Regular Meeting**

**January 22, 2002**  
**3:30 P.M.**

**Honorable Chairman Kenneth J. Hulka, Presiding**

The Regular Meeting of the Board of Commissioners was called to order by Chairman Hulka. The pledge of Allegiance was recited in unison followed by the invocation given by Commissioner McMurray.

**Roll Call**

Present: Baade, Bennett, Frye, Gill, Hulka, Kobza, McMurray, Moulatsiotis

Excused: Start

Absent: None

John Koens introduced Lt. Governor Dick Posthumus.

2002-5    **APPROVAL OF PREVIOUS MINUTES**

Moved by Frye, supported by Baade, to approve the minutes of the Regular Meeting of December 20, 2001 and January 8, 2002, and the Organizational Meeting of January 3, 2002, as presented.

**Motion Carried**

2002-6      **COMMUNICATIONS**

Moved by Gill, supported by Baade, to receive and place on file the following communications.

- A. Central Operations for Police Services-Financial Statements & Independent Auditors' Report (available on commission desk)
- B. City of Norton Shores Zoning Board of Appeals Public Hearing

**Motion Carried**

2002-7      **GREAT LAKES BASIN PROGRAM FOR SOIL EROSION GRANT**

The board of Public Works recommends, moved by McMurray, supported by Frye, to approve the Great Lakes Basin Program for Soil Erosion Grant ("Burying Ground Point") as proposed by Mr. Tom Hamilton and the Muskegon Conservation District.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-8      **APPROVE FUNDING CHANGES IN THE PROSECUTOR'S OFFICE**

The Courts and Public Safety Committee recommends, moved by Kobza, supported by Moulatsiotis, to approve funding changes in the Prosecutor's Office for position X08001 from 1010-0229 to 1150-0230 and for position X08503 from 1150-0230 to 1010-0229 effective October 1, 2001.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-9      **APPROVE THE PURCHASE OF EIGHT DESKTOP COMPUTERS FOR THE PROSECUTOR'S OFFICE**

The Courts and Public Safety Committee recommends, moved by Kobza, supported by Moulatsiotis, to approve the purchase of eight desktop computers for the Prosecutor's Office at a total cost of \$7,200 from the equipment revolving loan fund.

2002-9      **APPROVE THE PURCHASE OF EIGHT DESKTOP COMPUTERS FOR THE PROSECUTOR'S OFFICE (continued)**

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-10 **APPROVE THE SHERIFF'S OFFICE TO RENEW THE CONTRACT WITH DAVID H. DEITRICK, MD**

The Courts and Public Safety Committee recommends, moved by Kobza, supported by Moulatsiotis, to approve the Sheriff's Office to renew the contract with David H. Deitrick, MD for medical services at the County Jail at the rate of \$2,000 per month for the year January 1, 2002 to December 31, 2002.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-11 **APPROVE THE RECLASSIFICATION IN THE PROSECUTOR'S OFFICE**

The Courts and Public Safety Committee recommends, moved by Kobza, supported by Moulatsiotis, to approve the reclassification in the Prosecutor's Office of one Crime Victim Rights Coordinator to Victim Services Supervisor and the reclassification of Domestic Violence Specialist according to the attached materials.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-12     **APPROVE THE REQUEST FROM THE SHERIFF'S OFFICE TO  
MOVE REGISTERED NURSE POSITION**

The Courts and Public Safety Committee recommends, moved by Kobza, supported by Moulatsiotis, to approve the request from the Sheriff's Office to move Registered Nurse position N65302 from Step 1 of the current salary range to Step 5.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-13     **APPROVE THE PURCHASE OF THE IMPALA FROM RYPMA'S IN  
WHITEHALL ACCORDING TO THE ORIGINAL BID**

The Courts and Public Safety Committee presents, without recommendation, moved by Frye, supported by Bennett, to approve the rejection of the vendor bids submitted to Purchasing for the Family Court vehicle and authorize Family Court to seek new bids for the purchase of a full size automobile as approved in the 2002 budget.

Patricia Steele, Family Division/Circuit Court Administrator, addressed the Board noting that the Impala was the only "full-sized" car on the proposed bid. She stated that Friend of the Court would accept the Impala as provided in the original bid.

Commissioner Kobza withdrew the motion and moved, supported by Bennett, to approve the purchase of the Impala from Rypma's in Whitehall according to the original bid.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, Moulatsiotis, Hulka

Abstain: McMurray

Nays: None

2002-14     **AUTHORIZE BROOKHAVEN TO SOLICIT BIDS**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to authorize Brookhaven to solicit bids to purchase two Automated Defibrillator/EKG Units.

2002-14     **AUTHORIZE BROOKHAVEN TO SOLICIT BIDS (Continued)**

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-15     **AUTHORIZE BROOKHAVEN TO SOLICIT BIDS**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to authorize Brookhaven to solicit bids for the purchase of resident care transfer equipment.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-16     **AUTHORIZE BROOKHAVEN TO AWARD STAFFORD SMITH THE BID FOR THE DIETARY BLAST CHILLER**

The Human Resources Committee recommends, moved by Frye , supported by Moulatsiotis, to authorize Brookhaven to award Stafford Smith the bid for the Dietary Blast Chiller in the amount of \$10,086.

Roll Call

Ayes: Baade, Bennett, Frye, Kobza, McMurray, Moulatsiotis, Hulka

Nays: Gill

**Motion Carried**

2002-17     **AUTHORIZE THE DIRECTOR OF HEALTH & COMMUNITY RESOURCES TO SIGN AN AGREEMENT WITH LAKESHORE LUNG SOCIETY**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to authorize the Director of Health & Community Resources to sign an agreement with Lakeshore Lung Society to provide respiratory health presentations and smoking cessation classes to Muskegon, Newaygo and Ottawa Counties at a rate of \$50 per presentation and/or class.

2002-17     **AUTHORIZE THE DIRECTOR OF HEALTH & COMMUNITY  
RESOURCES TO SIGN AN AGREEMENT WITH LAKESHORE  
LUNG SOCIETY (Continued)**

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-18     **APPROVE THE FEE RATES FOR SERVICES PROVIDED**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to approve the fee rates for services provided by Community Mental Health effective October 1, 2001.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-19     **ADJUST THE CONVENTION & VISITORS BUREAU STAFF**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to adjust the Convention & Visitors Bureau staff in the following manner: delete budget position number N18001, Clerk II hourly at 24 hours per week; adjust budget position number N18003, Clerk II hourly at 24 hours per week to Clerk II part-time at 32 hours per week; and adjust budget position number N80001, Tourism Information Aide part-time at 32 hours per week to Tourism Information Aide full-time at 40 hours per week.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-20      **AUTHORIZE EXECUTION OF THE INTERGOVERNMENTAL AGREEMENT**

The Human Resources Committee recommends, moved by Frye, supported by Moulatsiotis, to authorize execution of the Intergovernmental Agreement with the Lakeshore Coordinating Council and the County of Muskegon.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-21      **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve payment of the accounts payable of \$3,112,497.89 covering the period of December 15, 2001 through December 28, 2001, as presented by the County Clerk.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-22      **AUTHORIZE THE ADMINISTRATOR/CONTROLLER TO REQUEST A BUDGET CHANGE**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to authorize the Administrator/Controller to request a budget change from the Michigan State Housing Development Authority to transfer the \$30,750 of emergency repair funds to rehabilitation.

Roll Call

Ayes: Baade, Bennett, Frye, Kobza, McMurray, Moulatsiotis, Hulka

Nays: Gill

**Motion Carried**

2002-23      **APPROVE THE RESOLUTION ESTABLISHING MUSKEGON COUNTY  
ENHANCED ACCESS TO PUBLIC RECORDS POLICY**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the resolution establishing Muskegon County Enhanced Access to Public Records Policy in accordance with Enhanced Access to Public records Act, 1996 P.A. 462.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-24      **AUTHORIZE THE MEMORANDUM OF AGREEMENT**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to authorize the Memorandum of Agreement between the Federal Aviation Administration (FAA) and the Muskegon County Emergency Services.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-25      **AUTHORIZE THE MUSKEGON COUNTY EMERGENCY SERVICES TO  
ACCEPT THE STATE DOMESTIC PREPAREDNESS EQUIPMENT  
GRANT**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to authorize the Muskegon County Emergency Services to accept the State Domestic Preparedness Equipment Grant (SDPEG) in the amount of \$61,725.00 on behalf of the Muskegon County Hazmat Team, and direct the Board Chair and appropriate staff to sign such and establish a budget for this amount.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**



2002-26      **APPROVE THE DEPARTMENT OF EMPLOYMENT & TRAINING/FM TO PURCHASE 30 COMPAQ DESKTOP CPU'S AND MONITORS**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the Department of Employment & Training/FM to purchase 30 Compaq desktop CPU's and monitors pursuant to the quote provided by the approved vendor, Office Machines, at a cost not to exceed \$29,100 from budgeted funds.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-27      **APPROVE THE EMPLOYMENT & TRAINING DEPARTMENT PURCHASE OF A TRUCK-MOUNTED SALT SPREADER**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the Employment & Training department purchase of a truck-mounted salt spreader not to exceed \$3,080.00 from low quote Muskegon Brake.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-28      **APPROVE THE EMPLOYMENT & TRAINING DEPARTMENT PURCHASE OF A DUMP TRAILER**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the Employment & Training department purchase of a dump trailer not to exceed \$4,450.00 from Monroe Custom Campers.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-29      **APPROVE THE EMPLOYMENT & TRAINING DEPARTMENT PURCHASE**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the Employment & Training department purchase of one pick-up truck and two cars from Don Rypma at a cost not to exceed \$50,357.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-30      **APPROVE THE EMPLOYMENT & TRAINING DEPARTMENT PURCHASE**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, to approve the Employment & Training department purchase of one Boss V-Plow from Muskegon Brake a cost not to exceed \$4,138.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-31      **APPROVE A BLUE CROSS/BLUE SHIELD OF MICHIGAN AS  
REPLACEMENT THIRD PARTY ADMINISTRATOR AND STOP-LOSS  
INSURANCE PROVIDER**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, approve Blue Cross/Blue Shield of Michigan as replacement Third Party Administrator and stop-loss insurance provider for the County's self-funded HMO/POS/PPO medical insurance plans effective April 1, 2002.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-32      **AUTHORIZE THE DRAIN COMMISSION TO PURCHASE**

The Ways and Means Committee recommends, moved by Baade, supported by Frye, authorize the Drain Commission to purchase a 2002 Chevrolet K2500 Silverado heavy duty 3/4 ton 4-wheel drive pickup from Don Rypma at a cost not to exceed \$20,654.00.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-33      **APPROVE A NEW FIVE-YEAR RENTAL CAR AGREEMENT WITH AVIS, HERTZ AND NATIONAL CAR RENTAL AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE AGREEMENTS**

The Transportation Committee recommends, moved by Gill, supported by Moulatsiotis, to approve a new five-year rental car agreement with Avis, Hertz and National Car Rental and further, authorize the Chairman to execute the agreements as prepared.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-34      **AWARD A CONTRACT TO TABER & OTTENWESS**

The Transportation Committee recommends, moved by Gill, supported by Moulatsiotis, to Award a contract to Taber & Ottenwess for the rehabilitation of three 1982 Boyertown Trolleys and to allow the Chairman to execute the contract.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-35      **APPROVE MDOT PROJECT AUTHORIZATION 2002-0072/Z2 AND THE  
REQUIRED THIRD PARTY CONTRACTS AND TO AUTHORIZE THE  
CHAIRPERSON TO EXECUTE THE CONTRACTS**

The Transportation Committee recommends, moved by Gill, supported by Moulatsiotis, to approve MDOT Project Authorization 2002-0072/Z2 and the required third party contracts and to authorize the Chairperson to execute the contracts.

Roll Call

Ayes: Baade, Bennett, Frye, Kobza, McMurray, Moulatsiotis, Hulka

Nays: Gill

**Motion Carried**

**CHAIRMAN'S REPORT**

2002-36      **CITIZEN APPOINTMENTS**

Motion made by Chairman Hulka , moved by Frye, supported by Bennett, to approve the appointment of citizens for the various boards with the removals of Inez Jones from the Museum Board and the CAAP Board was covered at a previous time.

**Motion Carried**

**ADMINISTRATOR'S REPORT**

2002-37      **AUTHORIZE DISTRICT COURT TO SOLICIT REQUEST FOR  
PROPOSALS FOR INFORMATION KIOSK AND UNIVERSAL  
CALENDARING SOFTWARE**

The Administrator/Controller recommends, moved by Gill, supported by Moulatsiotis, to authorize District Court to solicit Request for Proposals for an information kiosk and universal calendaring software.

**Motion Carried**

2002-38      **ESTABLISH PERSONNEL HEARING BOARDS**

The Administrator/Controller recommends, moved by Moulatsiotis, supported by Baade, to establish Personnel Hearing Board as requested by Becky Abercrombie. Drawing established Commissioner Start, Chair; Bennett & Frye. And to establish Personnel Hearing Board as requested by Pamela Witherell. Drawing established Commissioner Kobza, Chair; Baade & Moulatsiotis.

Roll Call

Ayes: Baade, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: Bennett

**Motion Carried**

2002-39     **APPROVE AGREEMENT BETWEEN ACCESS HEALTH & MUSKEGON COUNTY**

The Administrator/Controller recommends, moved by Frye, supported by Moulatsiotis, that the agreement between Access Health of Muskegon, Inc. and the County of Muskegon for intergovernmental transfers in the amount of \$768,000 be approved.

Roll Call

Ayes: Baade, Bennett, Frye, Kobza, McMurray, Moulatsiotis, Hulka

Nays: Gill

**Motion Carried**

2002-40     **APPROVAL OF ACCOUNTS PAYABLE**

The Administrator/Controller recommends, moved by Gill, supported by Kobza, to approve Accounts Payable of \$5,534,958.37 covering the period of December 29, 2001, through January 11, 2002, as presented by the County Clerk.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

**OLD BUSINESS**

None

**NEW BUSINESS**

2002-41     **RESOLUTION FOR PRESCRIPTION DRUG PROGRAM FOR SENIOR CITIZENS**

Motion was made by Baade, supported by Kobza, to prepare a resolution to establish a prescription drug program for senior citizens.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

2002-42     **APPOINTMENT OF PAR GROUP FOR EXECUTIVE SEARCH**

Motion was made by Kobza, supported by Moulatsiotis, to select the PAR Group to initiate an Executive Search for a new County Administration/Controller.

Roll Call

Ayes: Baade, Bennett, Frye, Gill, Kobza, McMurray, Moulatsiotis, Hulka

Nays: None

**Motion Carried**

Audience Participation:

Commissioner Frye recognized former Commissioner, Dennis Babcock, in the audience.

Charlie Syers from Roosevelt Park rebuked the Board relative to the lack of a quorum at the last Board of Commissioners meeting.

Students were present from Muskegon High School.

Adjourned at 4:23 p.m.

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Susan R. Doriot, County Clerk

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