

MUSKEGON COUNTY BOARD OF COMMISSIONERS

Ways & Means Committee

REVISED AGENDA

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

Tuesday, August 3, 2021 – 3:00 p.m.

Kim Cyr, Chair

Doug Brown, Vice-Chair

Connect to Zoom from your computer, tablet or smartphone at:

<https://us06web.zoom.us/j/86381825893?pwd=K09OL1lzRnpqdXFibHc5OFFJTndvdz09>

Phone: (312) 626-6799

Meeting ID: 863 8182 5893

Passcode: 307156

Cell phones may mute & unmute by dialing *6
Raise and lower hand to speak by dialing *9

To raise your digital hand from your PC or
MAC, at the bottom of the window on the right
side of the screen, click the button labeled
"Raise Hand"

View the meeting on Facebook at:

<https://www.facebook.com/MuskegonCountyMI>

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Minutes of July 20, 2021
- 4) Public Comment (on an agenda item)
- 5) Items for Consideration

WM21/08 – 77 (Finance/Beth Dick) To approve payment of the accounts payable of \$17,143,012.56 covering the period of July 9, 2021 through July 22, 2021 for checks and P Card and EFT payments for the period covering June 1 through June 30, 2021 as presented by the County Clerk.

WM21/08 – 78 (Human Resources/Kristen Wade) To authorize Human Resources to extend the agreement with United Health Care as the insurance carrier for the Medicare Advantage Plan from January 1, 2022 through December 31, 2022.

WM21/08 – 79 (Human Resources/Kristen Wade) To authorize Human Resources to exercise the first one-year contract extension with The ASU Group for Workers Compensation Third Party Administrator services from January 1, 2022 through December 31, 2022 at a fixed rate of \$8,500.00 paid annually with a per claim fee of \$150.00 for New/Take over Medical only claims and \$750.00 for New/Take over Indemnity claims.

Public Comment

Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the Commission and state their name for the record. Comments shall be limited to **two (2) minutes** for each participant, unless time is extended prior to the public comment period by a vote of the majority of the Commission.

WM21/08 – 80 (Finance/Beth Dick) To approve setting the Public Hearing date for the FY2022 Proposed Muskegon County Budget for Tuesday, August 31, 2021 at 3:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice and to authorize the publication of a Notice of Public Hearing in a newspaper of general circulation on or before August 22, 2021.

- 6) Unfinished Business
- 7) New Business
- 8) Public Comment
- 9) Final Board Comment
- 10) Adjourn to the call of the Chair

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours' notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520

MUSKEGON COUNTY BOARD OF COMMISSIONERS
Ways & Means Committee

July 20, 2021
4:00 p.m. via Zoom

Kim Cyr, Chair
Doug Brown, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Cyr at 4:02 p.m.

ROLL CALL

Present: Doug Brown, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr

Also Present: Mark Eisenbarth, County Administrator; Kathy Tharp, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Hughes, supported by Commissioner Nash, to approve the minutes of the July 13, 2021 meeting as written. [Voice Vote] **Motion carried**

PUBLIC COMMENT

A citizen addressed the board regarding WM21/07-75.

ITEMS FOR CONSIDERATION

WM21/07 - 74 It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve payment of the accounts payable of \$3,313,058.68 covering the period of June 23, 2021 through July 8, 2021 for checks as presented by the County Clerk.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Doug Brown, Marcia Hovey-Wright, Kim Cyr

No: None **Motion carried.**

It was moved by Commissioner Pego, supported by Commissioner Wilkins, to add a friendly amendment to WM21/07-75. The amendment would read, "to make the approval contingent upon the Water Resources Commissioner signing the agreement."

Roll Call:

Yes: Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Doug Brown, Marcia Hovey-Wright, Susie Hughes, Kim Cyr

No: Malinda Pego **Motion carried.**

WM21/07 - 75 It was moved by Commissioner Hughes, supported by Commissioner Brown, to approve the Wolf Lake Resolution, authorizing the preliminary lake level study and further authorizing Corporate Counsel and the Water Resources Commissioner to cause a preliminary lake study and take the matter to Muskegon County Circuit Court to formalize the established lake level of Wolf Lake pursuant to MCL 324.30704 contingent upon the Water Resources Commissioner signing the agreement.

Roll Call:

Yes: Charles Nash, Bob Scolnik, Rillastine Wilkins, Doug Brown, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Kim Cyr

No: Malinda Pego

Motion carried.

UNFINISHED BUSINESS

Commissioner Lahring inquired regarding the tolling agreement with Doug Hughes. Administrator Eisenbarth replied that the attorneys are setting up dates the first week in August.

Commissioner Pego addressed the issue of the doors to the Hall of Justice being locked at 5:00 p.m. which violates the Open Meetings Act and does not allow for access into the public meetings. Corporate counsel agreed. Administrator Eisenbarth addressed this issue by suggesting the Sheriff's department be available at the doors until the meetings end or move meeting start times to 3:00 p.m.

WM21/07 – 76 It was moved by Commissioner Pego, supported by Commissioner Hughes to have all Committee and Board Meetings start at 3:00 p.m.

Roll Call:

Yes: Malinda Pego, Bob Scolnik, Susie Hughes, Zach Lahring, Kim Cyr

No: Rillastine Wilkins, Doug Brown, Marcia Hovey-Wright, Charles Nash

Motion carried.

NEW BUSINESS

None

PUBLIC COMMENT

A citizen addressed the board regarding the Wolf Lake water levels.

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:34 p.m.

Muskegon County Ways & Means Committee

Request for Board Consideration

Requestor: Beth Dick

Committee Date: 08/03/2021

Requesting Department: Finance

Full Board Date: 08/10/2021

Budget: Budgeted

Agenda Number: WM21/08 - 77

Suggested Motion: *(State the following exactly as it should appear in the minutes.)*



Move to approve payment of the accounts payable of \$17,143,012.56 covering the period of July 9, 2021 through July 22, 2021 for checks and P Card and EFT payments for the period covering June 1 through June 30, 2021 as presented by the County Clerk.

Summary of Request: *(General description of financing, other operational impact, possible alternatives.)*

Expenditures for checks covering the period July 09, 2021 through July 22, 2021 and P Card and EFT payments covering the period June 1 through June 30, 2021 totaled \$17,143,012.56 and included the following large or unusual items:

- 1) Payments to Beacon Services for \$305,139.40 for HealthWest residential contractual services.
- 2) Payments to CDW Government for \$111,435.80 for HealthWest Microsoft Office software subscriptions and Cisco phone upgrade.
- 3) Payments to Cherry Street Services, Inc. for \$150,390.79 for HealthWest substance use disorder contractual services.
- 4) Payment to the City of Muskegon for \$161,623.53 for reimbursement of Windward Pointe restoration services.
- 5) Payments to Consumers Energy for \$243,001.07 for partial May and June electricity usage.
- 6) Payment to Dell Marketing L.P. for \$241,726.08 for County IT Windows 10 software and maintenance.
- 7) Payment to McCormick Sand Inc. for \$367,517.12 for Channel Crossing water project.
- 8) Payment to Muskegon Area District Library for \$201,575.43 for penal fines distribution.
- 9) Payments to Pioneer Resources Inc. for \$531,743.87 for HealthWest room & board, personal care, rec club, and autism contractual services.
- 10) Payment to Samaritas-LSSM for \$128,224.79 for HealthWest adult fostercare homes and services.
- 11) Payment to Sierra Health and Life Insurance Co. Inc. for \$101,301.20 for August Medicare Advantage insurance premium payment for retiree insurance.
- 12) Payment to State of Michigan for \$155,263.53 for June payroll income tax withholdings.
- 13) Electronic Funds Transfer (EFT) payments to Muskegon County Road Commission for \$1,559,584.98 for distribution of Act 51 funds.
- 14) EFT payment to Macatawa Bank for \$4,053,600.00 debt services payments for delinquent tax notes.
- 15) EFT payment to Bank of New York for \$535,181.17 for distribution of delinquent taxes on behalf of Muskegon Heights Schools.
- 16) EFT payment to Capital One for \$369,385 for debt service payment on judgment bonds.
- 17) EFT payment to Highpoint Bank for \$228,051.95 for debt service payments on various drainage district notes.

Current and previous accounts payable detail may be viewed on the Accounting Services website at <https://www.co.muskegon.mi.us/Archive.aspx?AMID=36>

Human Resources Approval? No	Beth Dick, Finance Director/Management Analysis: ✓ 
Michael Homier, Corporate Counsel Analysis Required? No	Mark Eisenbarth, County Administrator Recommendation: ✓ 

COUNTY OF MUSKEGON
RECAP FOR ACCOUNTS PAYABLE

Total Checks Issued	07/09/21	through	07/22/21	\$ 4,792,988.63
Total P-Card Purchases	06/01/21	through	06/30/21	\$ 172,136.79
Total Electronic Fund Transfers	06/01/21	through	06/30/21	\$ 12,177,887.14
				<hr/>
			TOTAL ACCOUNTS PAYABLE	\$ 17,143,012.56

Muskegon County Ways & Means Committee

Request for Board Consideration

Requestor: Kristen Wade

Committee Date: 08/03/2021

Requesting Department: Human Resources

Full Board Date: 08/10/2021

Budget: Budgeted

Agenda Number: WM21/08 - 78

Suggested Motion: *(State the following exactly as it should appear in the minutes.)*

Move to authorize Human Resources to extend the agreement with United Health Care as the insurance carrier for the Medicare Advantage Plan from January 1, 2022 through December 31, 2022.



Summary of Request: *(General description of financing, other operational impact, possible alternatives.)*

United Health Care (UHC) has provided the Medicare Advantage plan for the County since January 1, 2019 with comprehensive coverage to members. They were most recently selected through an RFP process conducted by our insurance broker Arthur J. Gallagher in 2020 to provide this service through December 31, 2021.

For the 2022 plan year UHC has offered a rate reduction, lowering the monthly premium from the current rate of \$194.81 to \$190.91. This will result in a premium savings of approximately \$24,000, based on the current 515 enrolled members. Plan design will remain the same and a new fitness vendor, Renew Active, will be utilized in addition to a Healthy at Home benefit which will provide special services to members coming out of a hospital or skilled nursing facility to help them transition back into their homes.

The medical plan for active employees will be bid out in 2022 for 2023 and we will plan to bid this plan as well at that time.

Human Resources requests permission to continue utilizing UHC as the County's carrier for the Medicare Advantage Plan for the period of January 1, 2022 through December 31, 2022.

Kristen Wade, HR Director Analysis Required? Yes	Beth Dick, Finance Director/Management Analysis: <input checked="" type="checkbox"/> 
Michael Homier, Corporate Counsel Analysis Required? No	Mark Eisenbarth, County Administrator Recommendation: <input checked="" type="checkbox"/> 

Muskegon County Ways & Means Committee

Request for Board Consideration

Requestor: Kristen Wade

Committee Date: 08/03/2021

Requesting Department: Human Resources

Full Board Date: 08/10/2021

Budget: Budgeted

Agenda Number: WM21/08 - 79

Suggested Motion: *(State the following exactly as it should appear in the minutes.)*


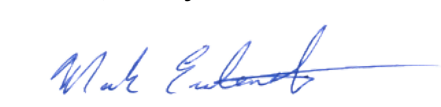
Move to authorize Human Resources to exercise the first one-year contract extension with The ASU Group for Workers Compensation Third Party Administrator services from January 1, 2022 through December 31, 2022 at a fixed rate of \$8,500.00 paid annually with a per claim fee of \$150.00 for New/Take over Medical only claims and \$750.00 for New/Take over Indemnity claims.

Summary of Request: *(General description of financing, other operational impact, possible alternatives.)*

RFP18-2308 was released on July 26, 2018 to acquire proposals and exercise due diligence in evaluating a Muskegon County Workers' Compensation Third Party Administrator. As a result, The ASU Group was awarded a three (3) year contract with two (2) one (1) year extensions.

Human Resources is requesting permission to exercise the first of the two extensions and continue obtaining W/C TPA services from The ASU Group for January 1, 2022 through December 31, 2022 at a fixed rate of \$8,500.00 paid annually and a per claim fee of \$150.00 for New/Take over Medical only claims and \$750.00 for New/Take over Indemnity claims.

The current rates are a fixed rate of \$8,500.00 paid annually and a per claim fee of \$140.00 for New/Take over Medical only claims and \$725.00 for New/Take over Indemnity claims.

Kristen Wade, HR Director Analysis Required? Yes	Beth Dick, Finance Director/Management Analysis: <input checked="" type="checkbox"/> 
Michael Homier, Corporate Counsel Analysis Required? No	Mark Eisenbarth, County Administrator Recommendation: <input checked="" type="checkbox"/> 

Muskegon County Ways & Means Committee

Request for Board Consideration

Requestor: Beth Dick

Committee Date: 08/03/2021

Requesting Department: Finance

Full Board Date: 08/10/2021

Budget: Budgeted

Agenda Number: WM21/08 - 80

Suggested Motion: *(State the following exactly as it should appear in the minutes.)*

Move to approve setting the Public Hearing date for the FY2022 Proposed Muskegon County Budget for Tuesday, August 31, 2021 at 3:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice and to authorize the publication of a Notice of Public Hearing in a newspaper of general circulation on or before August 22, 2021.

Summary of Request: *(General description of financing, other operational impact, possible alternatives.)*

Act 2 of 1968, as amended (The Uniform Budgeting and Accounting Act) and Act 43 of 1963, as amended (Budget Hearings of Local Governments) requires that a local unit shall hold a public hearing on its proposed budget. The local unit shall give notice of the hearing by publication in a newspaper of general circulation within the local unit at least 6 days before the hearing. This Request for Board Consideration requests authorization to set the Public Hearing date for the FY2022 Proposed Muskegon County Budget for Tuesday, August 31, 2021 at 3:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice, located at 990 Terrace Street, Muskegon, MI. In addition, this Request for Board Consideration requests authorization to publish the attached Notice of Public Hearing in a newspaper of general circulation on or before August 22, 2021 as required by the referenced state laws.

<p>Kristen Wade, HR Director Analysis Required? No</p>	<p>Beth Dick, Finance Director/Management Analysis:</p> <p><input checked="" type="checkbox"/> <u>Beth Dick</u></p>
<p>Michael Homier, Corporate Counsel Analysis Required? No</p>	<p>Mark Eisenbarth, County Administrator Recommendation:</p> <p><input checked="" type="checkbox"/> <u>Mark Eisenbarth</u></p>

**MUSKEGON COUNTY BOARD OF COMMISSIONERS
FY2022
BUDGET HEARING SCHEDULE**

DATE	MEETING	
August 3	Ways & Means	Request Authorization for Budget Public Hearing
August 10	Full Board	Request Authorization for Budget Public Hearing
August 11		Deliver public hearing notice to Muskegon Chronicle
August 22		Budget Public Hearing Notice Published in Muskegon Chronicle
August 26	Special Board Work Session	Proposed FY2021-22 Budget Distributed and Presented to the Board
August 31	Full Board	Budget Public Hearing
September 21	Ways & Means	Appropriation Ordinance Resolution FY2021-22 including final amendments
September 30	Full Board	Adoption

NOTICE OF PUBLIC HEARING
ON THE ADOPTION OF THE PROPOSED BUDGET FOR
FISCAL YEAR 2021-2022
FOR THE COUNTY OF MUSKEGON

Please take notice that a public hearing will be held with the Muskegon County Board of Commissioners on the proposed FY2022 general operating budgets on Tuesday, August 31, 2021 at 3:00 p.m. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice, located at 990 Terrace Street, Muskegon, MI, 49442.

The property tax millage rate proposed to be levied on July 1, 2022 to support the proposed FY2022 budget will be a subject of this hearing (FY2022 time period - October 1, 2021 through September 30, 2022).

The County must hold a public hearing before the final adoption of the budget. Any interested person will be given the opportunity to be heard at the public hearing regarding the proposed budget. A copy of the budget proposed for adoption is available for public inspection on the County's website at www.co.muskegon.mi.us/353/Budget.

The public may participate in the meeting either in person or electronically. To participate electronically the public may make public comment by joining the Zoom meeting at:

<https://us06web.zoom.us/j/89192218186?pwd=UGF4eVJDamlRdnF1UTVRcXpmY2V6dz09>

Meeting ID: 891 9221 8186

Passcode: 524841

Phone: 1-312-626-6799 US

For those people who desire to contact members of the Muskegon County Board of Commissioners to provide input or ask questions on any business that will come before the public body at the meeting, please contact Mark E. Eisenbarth, County Administrator at EisenbarthMa@co.muskegon.mi.us or (231) 724-6520 prior to the start of the meeting.

Individuals with disabilities requiring auxiliary aids or services in order to attend in person or electronically should notify Mark E. Eisenbarth, County Administrator at EisenbarthMa@co.muskegon.mi.us or (231) 724-6520 within a reasonable time in advance of the meeting.

Nancy A. Waters, County Clerk
Muskegon County, Michigan

Publish: Sunday, August 22, 2021