

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

*Robert Scolnik, Chairman*  
*Doug Brown*  
*Kim Cyr*  
*Marcia Hovey-Wright*  
*Susie Hughes*

*Charles Nash, Vice-Chair*  
*Zach Lahring*  
*Malinda Pego*  
*Rillastine R. Wilkins*

Board Minutes may be found on the web at <https://www.co.muskegon.mi.us/AgendaCenter/Board-of-Commissioners-2>

**Full Board Meeting**

Tuesday, August 31, 2021  
3:00 p.m.

The Full Board Meeting of the Board of Commissioners was called to order by Chairman Scolnik in person and available via Zoom. The Invocation was given by Commissioner Hovey-Wright. The Pledge of Allegiance was led by Commissioner Lahring.

**Roll Call of Board Members:**

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

Also Present: Mark Eisenbarth, County Administrator  
Nancy A. Waters, County Clerk  
Kristin Barnhill, Executive Assistant  
Kathy Tharp, Administrative Coordinator  
Linda S. Schutter, Deputy County Clerk  
Laura Genovich, Corporate Counsel

**2021-333 APPROVAL OF THE AGENDA**

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

Voice vote.

**Motion Carried**

**2021-334 APPROVAL OF THE MINUTES OF AUGUST 10, 2021**

Moved by Commissioner Hughes, seconded by Commissioner Lahring, to approve the minutes of August 10, 2021.

Voice vote.

**Motion Carried**

**PUBLIC COMMENT (on an agenda item)**

None.

**PRESENTATIONS**

1. Director Jim Edmondson and Morgan Carroll, Director of Business Development, from Greater Muskegon Economic Development (formerly Muskegon Area First) presented their Board of Commissioners Update (see attached).
2. Public Health Director Kathy Moore updated the Board regarding COVID-19 (see attached).

**2021-335 OPEN BUDGET PUBLIC HEARING**

It was moved by Vice-Chair Nash, seconded by Commissioner Hughes, to open the Budget Public Hearing.

Voice vote.

**Motion Carried**

Finance Director Beth Dick gave a presentation for the Budget Public Hearing (see attached). The final budget amendments will be presented to the Ways & Means Committee on Tuesday, September 21 (as opposed to September 24 as indicated in the presentation), and the final budget will go before the Full Board on Thursday, September 30 for adoption.

**2021-336 CLOSE BUDGET PUBLIC HEARING**

It was moved by Vice-Chair Nash, seconded by Commissioner Hughes, to close the Budget Public Hearing.

Voice vote.

**Motion Carried**

**COMMITTEE/BOARD REPORTS**

**2021-337      AUTHORIZE REIMBURSEMENT TO THE MUSKEGON COUNTY FAIR ASSOCIATION OF \$26,281 FOR HALF OF THE COST TO REPLACE THE ROOFS ON HORSE BARN 4, UPDYKE SCHOOL BUILDING, AND FAIR OFFICE/GARAGES AND REIMBURSE 100% OF THE TOTAL PROJECT COST FOR HORSE BARN 5 NOT TO EXCEED \$30,000 WHEN IT IS COMPLETED**

CDSP21/08-20

The Community Development/Strategic Planning Committee recommended, moved by Commissioner Brown, seconded by Commissioner Hughes, to authorize reimbursement to the Muskegon County Fair Association of \$26,281 for half of the cost to replace the roofs on horse barn 4, Updyke school building, and fair office/garages and reimburse 100% of the total project cost for horse barn 5 not to exceed \$30,000 when it is completed.

Roll call:

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

No:             None **Motion Carried**

**2021-338      APPROVE THE AGREEMENT REGARDING DALTON TOWNSHIP PROPERTY AND AUTHORIZE THE BOARD CHAIR TO SIGN THE AGREEMENT**

CDSP21/08-21

The Community Development/Strategic Planning Committee recommended, moved by Commissioner Brown, seconded by Commissioner Hughes, to approve the Agreement Regarding Dalton Township Property and authorize the Board Chair to sign the agreement.

Roll call:

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

No:             None **Motion Carried**

**2021-339 ACCEPT THE FOURTH AMENDMENT TO THE SERVICE FACILITY LEASE AGREEMENT BETWEEN THE COUNTY OF MUSKEGON AND SAFELITE FULFILLMENT, INC. TO EXTEND THE LEASE FROM AUGUST 1, 2021 – JULY 31, 2023 OF THE TWO-STALL GARAGE AND SMALL OFFICE LOCATED AT 102 SINCLAIR DRIVE, NORTON SHORES, MI 49441, ON THE GROUNDS OF THE MUSKEGON COUNTY AIRPORT. THIS LEASE AMENDMENT INCLUDES A CPI ADJUSTMENT AND HAS BEEN AGREED TO BY THE LESSEE**

TR21/08-21

The Transportation Committee recommended, moved by Commissioner Brown, seconded by Vice-Chair Nash, to accept the Fourth Amendment to the Service Facility Lease Agreement between the County of Muskegon and Safelite Fulfillment, Inc. to extend the lease from August 1, 2021 – July 31, 2023 of the two-stall garage and small office located at 102 Sinclair Drive, Norton Shores, MI 49441, on the grounds of the Muskegon County Airport. This lease amendment includes a CPI adjustment and has been agreed to by the lessee.

Roll call:

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

No: None **Motion Carried**

**2021-340 APPROVE A CONSTRUCTION CONTRACT WITH KORTHASE AND SONS CO IN THE AMOUNT OF \$122,189.00 TO REMOVE THE EXISTING AIRPORT ROTATING BEACON STRUCTURE AND LIGHT, AND REPLACE IT WITH A NEW BEACON TOWER AND CONTROLS. THE BID WAS AWARDED AT THE JUNE 15, 2021 FULL BOARD MEETING, MOTION 2021-244**

TR21/08-22

The Transportation Committee recommended, moved by Commissioner Brown, seconded by Vice-Chair Nash, to approve a construction contract with Korthase and Sons Co in the amount of \$122,189.00 to remove the existing airport rotating beacon structure and light, and replace it with a new beacon tower and controls. The bid was awarded at the June 15, 2021 Full Board meeting, Motion 2021-244.

Roll call:

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

No: None **Motion Carried**

**2021-341 AMEND THE C&S ENGINEERS LUMP SUM CONSULTANT AGREEMENT FOR PROFESSIONAL DESIGN AND ENGINEERING SERVICES FOR THE AIRPORT BEACON REPLACEMENT PROJECT TO INCLUDE CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES. THE ADDITIONAL SERVICES WILL INCREASE THE CONTRACT VALUE IN THE AMOUNT OF \$25,017 TO AN AMENDED TOTAL COST OF \$44,891**

TR21/08-23

The Transportation Committee recommended, moved by Commissioner Brown, seconded by Vice-Chair Nash, to amend the C&S Engineers Lump Sum Consultant Agreement for professional design and engineering services for the Airport Beacon replacement project to include construction administration and observation services. The additional services will increase the contract value in the amount of \$25,017 to an amended total cost of \$44,891.

Roll call:

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

No: None

**Motion Carried**

**2021-342 AUTHORIZE MATS TO DISPOSE OF THE BUS SHELTER LOCATED AT THE MUSKEGON HEIGHTS FARMERS MARKET SITE, BY PROVIDING THE CITY OF MUSKEGON HEIGHTS THE OPTION TO TAKE POSSESSION OF IT FOR MARKET USE, OR BY REMOVING IT IF THE CITY DOES NOT DESIRE IT**

TR21/08-24

The Transportation Committee recommended, moved by Commissioner Brown, seconded by Vice-Chair Nash, to authorize MATS to dispose of the bus shelter located at the Muskegon Heights Farmers Market site, by providing the City of Muskegon Heights the option to take possession of it for market use, or by removing it if the City does not desire it.

Roll call:

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

No: None

**Motion Carried**

**2021-343 AUTHORIZE MATS TO ENTER INTO AN INTERLOCAL AGREEMENT WITH HARBOR TRANSIT MULTI MODAL TRANSPORTATION SYSTEM TO FACILITATE CONNECTION OF THE MATS GO2 PROGRAM AND THE HARBOR TRANSIT PROGRAM AT SPRING LAKE FIRE STATION 2 ON 174TH AVENUE**

TR21/08-25

The Transportation Committee recommended, moved by Commissioner Brown, seconded by Vice-Chair Nash, authorize MATS to enter into an interlocal agreement with Harbor Transit Multi Modal Transportation System to facilitate connection of the MATS Go2 program and the Harbor Transit program at Spring Lake Fire Station 2 on 174th Avenue.

Roll call:

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

No: Malinda Pego **Motion Carried**

**2021-344 APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$4,066,562.78 COVERING THE PERIOD OF JULY 23, 2021 THROUGH AUGUST 5, 2021 FOR CHECKS AS PRESENTED BY THE COUNTY CLERK**

WM21/08-81

The Ways & Means Committee recommended, moved by Commissioner Cyr, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$4,066,562.78 covering the period of July 23, 2021 through August 5, 2021 for checks as presented by the County Clerk.

Roll call:

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

No: None **Motion Carried**

**2021-345 APPROVE THE FINAL ONE YEAR OPTIONAL RENEWAL WITH REHMANN ROBSON AS THE COUNTY'S INDEPENDENT AUDITOR FOR THE FY2021 AUDIT AT A COST OF \$67,100 AND AUTHORIZE THE BOARD CHAIR TO SIGN THE ENGAGEMENT LETTER**

WM21/08-82

The Ways & Means Committee recommended, moved by Commissioner Cyr, seconded by Commissioner Hughes, to approve the final one year optional renewal with Rehmann Robson as the County's independent auditor for the FY2021 audit at a cost of \$67,100 and authorize the Board Chair to sign the engagement letter.

Roll call:

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

No: None **Motion Carried**

**2021-346 APPROVE ENTERING INTO AN AGREEMENT WITH LEAN ADVISORS, INC., TO PROVIDE LEAN GOVERNMENT TRAINING AND TECHNICAL ASSISTANCE AT A COST NOT TO EXCEED \$24,000 FOR THE PUBLIC HEALTH DEPARTMENT AND AUTHORIZE THE BOARD CHAIR TO SIGN THE AGREEMENT**

WM21/08-83

The Ways & Means Committee recommended, moved by Commissioner Cyr, seconded by Commissioner Hughes, to approve entering into an agreement with Lean Advisors, Inc., to provide Lean government training and technical assistance at a cost not to exceed \$24,000 for the Public Health Department and authorize the Board chair to sign the agreement.

Roll call:

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

No: None **Motion Carried**

**CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS**

Commissioner Lahring attended the meeting of the Fair Board where a motion was passed to have the Muskegon County Sheriff's Department vacate Barn #5 and turn it over to the Fair Board.

- A. The Muskegon Polish Festival is taking place at Hackley Park on September 3-4, 2021. <https://www.muskegonpolishfest.com/>

- B. The StandUp for the Cure in-person paddle board event will be taking place at Ross Park in Norton Shores on Saturday, September 4, 2021. <https://www.suftc.org/standup-muskegon>

### **ADMINISTRATOR'S REPORT**

- A. Upcoming American Rescue Plan Work Sessions. Administrator Eisenbarth informed the Board that there will be no work sessions this week. Administrator Eisenbarth also indicated that next Tuesday, September 7, the Sheriff's Department and Veteran's Affairs will be considered; and DLZ and Facilities will be considered next Thursday, September 9.

### **2021-347 AUTHORIZE STAFF TO HIRE SILL APPRAISAL GROUP TO PERFORM THE SECOND APPRAISAL FOR DUNE HARBOR PARK FOR A NOT-TO-EXCEED COST OF \$7,850**

Admin 11-B

It was recommended by Administrator Eisenbarth, moved by Commissioner Hughes, seconded by Vice-Chair Nash, to authorize staff to hire Sill Appraisal Group to perform the second appraisal for Dune Harbor Park for a not-to-exceed cost of \$7,850.

Bob Lukens, Community Development Director, gave the Board an explanation regarding this motion. The second appraisal is required by the Michigan Department of Natural Resources.

Chairman Scolnik indicated that there is a group who has raised almost \$500,000 for this project.

Commissioner Lahring asked where the funds would come from for this. Administrator Eisenbarth indicated that the funds would come from Parks but then reimbursed by the group that has raised money.

Roll call:

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

No: Zach Lahring, Malinda Pego

**Motion Carried**

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

None.



## **PUBLIC COMMENT**

Several citizens addressed the Board regarding the substandard condition of the roads in Holton Township, as well as the poor relationship between the Township and the Muskegon County Road Commissioner and managing director, Ken Hulka.

Several citizens addressed the Board regarding the pandemic and children wearing masks in school.

One citizen, after watching the Board meetings in Kent and Ottawa Counties, appealed to the Board for Muskegon to be better than other counties and to respect others.

## **FINAL BOARD COMMENTS**

Vice-Chair Nash would like to recommend a resolution to declare September 2021 as National Recovery Month in Muskegon County regarding mental health issues to come before the Human Services Committee.

### **2021-348 DIRECT CORPORATE COUNSEL TO DRAFT A LEGAL OPINION DESCRIBING THE MUSKEGON COUNTY BOARD OF COMMISSIONERS' AUTHORITY OVER SCHOOL DISTRICTS**

It was moved by Commissioner Pego, seconded by Commissioner Lahring, to direct Corporate Counsel to draft a legal opinion describing the Muskegon County Board of Commissioners' authority over school districts.

Discussion ensued.

Roll call:

Yes: Doug Brown, Kim Cyr, Zach Lahring, Malinda Pego, Robert Scolnik

No: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Rillastine Wilkins

**Motion Carried**

**2021-349 DIRECT CORPORATE COUNSEL TO PREPARE A LEGAL OPINION AS TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS' AUTHORITY TO REMOVE THE MANAGING DIRECTOR OF THE MUSKEGON COUNTY ROAD COMMISSION**

It was moved by Commissioner Lahring, seconded by Commissioner Pego, to direct Corporate Counsel to draft a legal opinion as to the Muskegon County Board of Commissioners' authority to remove the managing director of the Muskegon County Road Commission.

Discussion ensued.

Roll call:

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

No: None **Motion Carried**

**2021-350 ADJOURNED TO CALL OF THE CHAIR**

Meeting adjourned at 5:26 p.m.

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Linda S. Schutter, Deputy County Clerk

/lss

To be approved at the Full Board meeting on Tuesday, September 14, 2021.