

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

*Susie Hughes, Chairman
Marcia Hovey-Wright
Zach Lahring
Kenneth Mahoney
Charles Nash*

*Gary Foster, Vice Chair
Robert Scolnik
I. John Snider II
Rillastine R. Wilkins*

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

Full Board Meeting

Tuesday, August 13, 2019

3:34 p.m.

Chairman Susie Hughes, Presiding

The Full Board Meeting of the Board of Commissioners was called to order by Chairman Susie Hughes. An invocation was given by Pastor Casey Arnouts, Grace Assembly of God, 2956 E. Pontaluna Road, Fruitport, MI 49415. The Pledge of Allegiance was led by Commissioner Nash and recited in unison.

Roll Call

Present: Gary Foster, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider II, Rillastine R. Wilkins

Also Present: Mark E. Eisenbarth, Administrator
Nancy A. Waters, County Clerk
Jeanne Pezet, Deputy County Clerk
Michael D. Homier, Corporate Counsel

2019-307 **APPROVAL OF THE AGENDA**

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

Voice vote

Motion Carried

2019-308 **APPROVE THE BOARD MINUTES OF JULY 30, 2019**

Moved by Vice Chair Foster, seconded by Commissioner Nash, to approve the Board Minutes of July 30, 2019.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Anna Derouin asked Commissioners to approve item 11. to authorize County Information Technology Department to Install Video Recording Equipment and Record all Committee and Full Board Meetings.

COMMUNICATIONS

The following Communication items were provided to the Commissioners for informational purposes and will be placed on file:

- A. Charlevoix County Board of Commissioners: Opposition to the Trial Court Funding Commission Interim Report
- B. Kalkaska County Board of Commissioners: Support of Caro Center in Tuscola County, Michigan
- C. Marquette County Board of Commissioners: Opposition to the Trial Court Funding Commission Interim Report

Commissioner Nash asked County Clerk her opinion on the resolutions regarding the Trial Court Funding.

County Clerk Waters announced that an agreement with the Michigan Association of Counties (MAC) had very recently been presented that she expected to be ratified at the MACC (Michigan Association of County Clerks) Conference next week to approve the Report removing County Clerk Circuit Court Record staff from the report to keep Circuit Court Records staff under the County Clerk, consistent with Constitutional State Statute.

COMMITTEE/BOARD REPORTS

2019-309 **THAT EFFECTIVE OCTOBER 1, 2019, THE FULL TIME DISTRICT COURT ADMINISTRATIVE ASSISTANT POSITION #N03501 BE RECLASSIFIED FROM FULL-TIME TO HOURLY AT PAY TABLE/GRADE NO-00165 \$15.590/HOUR -\$19.629/HOUR**

CPS19/08-35

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, that effective October 1, 2019, the full time District Court Administrative Assistant position #N03501 be reclassified from full-time to hourly at pay table/grade NO-00165 \$15.590/hour -\$19.629/hour.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-310 **THAT THE VACANT DISTRICT COURT CLERICAL SUPPORT SPECIALIST POSITION #D09001 BE ELIMINATED, EFFECTIVE IMMEDIATELY**

CPS19/08-36

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, that the vacant District Court Clerical Support Specialist position #D09001 be eliminated, effective immediately.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-311 **APPROVE THE CREATION OF DISTRICT COURT PROJECT/TRAINING MANAGER POSITION AT PAY TABLE/GRADE NX-00195 \$20.904/HR - \$26.333/HR EFFECTIVE OCTOBER 1, 2019**

CPS19/08-37

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the creation of District Court Project/Training Manager position at pay table/grade NX-00195 \$20.904/hr - \$26.333/hr effective October 1, 2019.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-312 **APPROVE THE PROSECUTOR TO APPLY THE CRIME VICTIM RIGHTS NAVIGATOR PILOT PROGRAM FY 2020 GRANT**

CPS19/08-38

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the Prosecutor to apply the Crime Victim Rights Navigator Pilot Program FY 2020 grant.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-313 **APPROVE THE PROSECUTOR TO APPLY FOR AND ACCEPT THE FY2020 VOCA GRANT IN THE AMOUNT OF \$70,791**

CPS19/08-39

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the Prosecutor to apply for and accept the FY2020 VOCA Grant in the amount of \$70,791.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-314 **APPROVE THE CREATION OF AN ADDITIONAL SERGEANT POSITION TEMPORARILY UNTIL SEPTEMBER 30, 2019**

CPS19/08-40

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the creation of an additional Sergeant position temporarily until September 30, 2019.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-315 **APPROVE THE REQUEST TO APPLY FOR \$153,325 FROM THE OFFICE OF COMMUNITY CORRECTIONS IN LANSING FOR FY 2020**

CPS19/08-41

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the request to apply for \$153,325 from the Office of Community Corrections in Lansing for FY 2020.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-316 **APPROVE THE MUSKEGON COUNTY SHERIFF'S DEPARTMENT TO INITIATE THE PROPOSAL PROCESS FOR COGNITIVE BEHAVIORAL SERVICES IN THE MUSKEGON COUNTY JAIL AND IN THE COMMUNITY AND ALLOW THE SHERIFF'S DEPARTMENT TO ENTER INTO A CONTRACT WITH THE MOST QUALIFIED VENDOR**

CPS19/08-42

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the Muskegon County Sheriff's Department to initiate the proposal process for cognitive behavioral services in the Muskegon County Jail and in the community and allow the Sheriff's Department to enter into a contract with the most qualified vendor.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: Zack Lahring

Motion Carried

2019-317 **APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF MUSKEGON, CITY OF MUSKEGON HEIGHTS AND THE COUNTY OF MUSKEGON FOR THE FY2019 JUSTICE ASSISTANCE GRANT AWARD PROGRAM AND AUTHORIZE THE BOARD CHAIR TO SIGN THE MEMORANDUM**

CPS19/08-43

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to approve the Memorandum of Understanding between the City of Muskegon, City of Muskegon Heights and the County of Muskegon for the FY2019 Justice Assistance Grant Award Program and authorize the Board Chair to sign the memorandum.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-318 **ALLOW THE SHERIFF'S OFFICE TO APPLY FOR THE OFF-ROAD VEHICLE (ORV) AND THE SNOWMOBILE GRANTS FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

CPS19/08-44

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Mahoney, to allow the Sheriff's Office to apply for the Off-Road Vehicle (ORV) and the Snowmobile grants from the Michigan Department of Natural Resources.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-319 **APPROVE THE RESOLUTION OF SUPPORT FOR THE 100-DAY CHALLENGE SPONSORED BY THE UNITED WAY OF THE LAKESHORE, MERCY HEALTH MUSKEGON AND THE MUSKEGON COMMUNITY HEALTH INNOVATION REGION TO HELP ACHIEVE ECONOMIC SELF-SUFFICIENCY IN MUSKEGON COUNTY AND TO ENSURE THAT MUSKEGON COUNTY ACTIVELY PARTICIPATES IN THIS PROCESS**

HS19/08-22

The Human Services Committee recommends, moved by Commissioner Hovey-Wright, seconded by Commissioner Mahoney, to approve the resolution of support for the 100-day Challenge sponsored by the United Way of the Lakeshore, Mercy Health Muskegon and the Muskegon Community Health Innovation Region to help achieve economic self-sufficiency in Muskegon County and to ensure that Muskegon County actively participates in this process.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-320 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$11,914,386.82, COVERING THE PERIOD OF JULY 12, 2019 THROUGH JULY 18, 2019 FOR CHECKS AND JUNE 1, 2019 THROUGH JUNE 30, 2019 FOR P-CARD AND EFT PAYMENTS AS PRESENTED BY THE COUNTY CLERK**

WM19/08-98

The Ways and Means Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$11,914,386.82, covering the period of July 12, 2019 through July 18, 2019 for checks and June 1, 2019 through June 30, 2019 for P-Card and EFT payments as presented by the County Clerk.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Kenneth Mahoney, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: Zack Lahring, Charles Nash

Motion Carried

2019-321 **APPROVE THE FY2020 BUDGET HEARING SCHEDULE AS PRESENTED**

WM19/08-99

The Ways and Means Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to approve the FY2020 Budget Hearing Schedule as presented

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: None

Motion Carried

2019-322 **APPROVE SETTING THE PUBLIC HEARING DATE FOR FY2020 PROPOSED MUSKEGON COUNTY BUDGET FOR THURSDAY, SEPTEMBER 5, 2019 AT 3:30 P.M. AT THE BOARD OF COMMISSIONERS ROOM ON THE 4TH FLOOR OF THE MICHAEL E. KOBZA HALL OF JUSTICE AND AUTHORIZE THE PUBLICATION OF A NOTICE OF PUBLICATION IN A NEWSPAPER OF GENERAL CIRCULATION ON OR BEFORE AUGUST 25, 2019**

WM19/08-100

The Ways and Means Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to approve setting the Public Hearing Date for FY2020 Proposed Muskegon County Budget for Thursday, September 5, 2019 at 3:30 p.m. at the Board of Commissioners Room on the 4th Floor of the Michael E. Kobza Hall of Justice and authorize the publication of a Notice of Publication in a newspaper of general circulation on or before August 25, 2019

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes, Zack Lahring

No: None

Motion Carried

2019-323 **TO AUTHORIZE COUNTY CLERK TO MAKE THE FOLLOWING POSITION CHANGES: 1) RECLASSIFY INTERIM ELECTIONS COORDINATOR POSITION, N40601, TO A FULL TIME, OVERTIME EXEMPT ELECTIONS COORDINATOR POSITION AT PAY/TABLE GRADE NX00290, \$25.888/HR - \$32.67/HR. UPON COMPLETION OF THE NOVEMBER 2019 ELECTION; 2) WHEN THE CHIEF COUNTY CLERK DEPUTY POSITION, X12701, IS FILLED, ELIMINATE THE CIRCUIT COURT COORDINATOR POSITION, G19801**

WM19/08-101

The Ways and Means Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to authorize County Clerk to make the following position changes: 1) Reclassify Interim Elections Coordinator position, N40601, to a full time, overtime exempt Elections Coordinator position at pay/table grade NX00290, \$25.888/hr - \$32.67/hr. upon completion of the November 2019 election; 2) When the Chief County Clerk Deputy position, X12701, is filled, eliminate the Circuit Court Coordinator position, G19801.

Roll Call:

Yes: Gary Foster, Marcia Hovey-Wright, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes, Zack Lahring

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Susie Hughes announced the following;

- Muskegon's Water Week – Friday, August 9th – Sunday, August 18th
Muskegon's Lakes
<https://michiganmaritimecelebration.weebly.com/>
- Arts & Drafts Festival – Friday, August 16th – Saturday, August 17th at Ross Park
in Norton Shores <https://visitmuskegon.org/event/arts-drafts-festival-3/>
- Alexander Zonjic & Friends – Thursday, August 22nd – 7:30 PM at The Block
<https://visitmuskegon.org/event/alexander-zonjic-friends-the-block/>
- Shoreline Jazz Festival – Saturday, August 24th – Sunday, August 25th at
Heritage Landing
<https://visitmuskegon.org/event/shoreline-jazz-festival-4/>
- Western Market Sidewalk Celebration – Friday, August 23rd – 11 AM – 6 PM at
Western Market Chalets
<https://visitmuskegon.org/event/western-market-sidewalk-celebration/2019-08-23/>

ADMINISTRATOR'S REPORT

2019-324 **APPROVAL TO AUTHORIZE COUNTY INFORMATION TECHNOLOGY
DEPARTMENT TO INSTALL VIDEO RECORDING EQUIPMENT AND
RECORD ALL COMMITTEE AND FULL BOARD MEETINGS**

The Administrator recommends, moved by Commissioner Nash, seconded by Commissioner Lahring, to approve to authorize County Information Technology Department to install video recording equipment and record all Committee and Full Board Meetings.

Commissioner Scolnik asked if someone from the Information Technology (IT) department could answer questions. Ivan Phillips, IT Director, answered questions from the Board.

Commissioner Hovey-Wright stated this is a great idea for transparency.

2019-325 **DELAY DECISION ON VIDEO RECORDING MEETINGS**

Moved by Commissioner Wilkins, seconded by Vice Chair Foster, to delay this decision.

There is a prior motion on the floor to be determined. Discussion ensued.

2019-326 **TABLE MOTION 2019-324 FOR 30 DAYS**

Moved by Commissioner Scolnik, seconded by Vice Chair Foster, to table motion 2019-324 for 30 days.

Roll Call on motion to table:

Yes: Gary Foster, Bob Scolnik, I. John Snider, II, Rillastine Wilkins, Susie Hughes

No: Marcia Hovey-Wright, Zack Lahring, Kenneth Mahoney, Charles Nash **Motion Carried**

Corporate Counsel referred Commissioners to Hartland Township's YouTube Channel where Commissioners could view a sample of video recorded meetings:

<https://www.youtube.com/channel/UCMQRfj949pT7c7PRasKMcFQ>

Commissioner Lahring asked why the motion from Commissioner Scolnik was recognized but the motion by Commissioner Wilkins was not. It was noted that a motion to postpone continues debate but a motion to table ends debate and moves to the roll call.

Chairman Hughes thanked Ivan Phillips, IT Director; Nancy Waters, County Clerk; and Jeanne Pezet, Elections Coordinator for their work on the August 6th election.

Administrator Eisenbarth asked that Commissioners direct questions to him regarding video recording meetings.

Administrator Eisenbarth noted that Moxie the Mastodon has arrived at the Lakeshore Museum Center. A dedication ceremony is scheduled for August 22nd at 5 p.m. The public is welcome to attend. <https://visitmuskegon.org/event/moxie-and-the-minis/>

OLD BUSINESS

Commissioner Lahring reported on the Fair Board stating that the Fair Board, the Health Department and MSUE are collaborating on programming with an event similar to the tag days in Newaygo County with plans for potential farmers market at the Fairgrounds next summer.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

County Clerk Waters introduced and thanked Brienne Rodgers who has worked with the County Clerk's office since May and last summer and will now be returning to complete her College degree at Western Michigan University.

County Clerk Waters introduced her new Chief Deputy County Clerk, Linda Larsen, who she had originally hired into the Circuit Court Records office but will now be coming back from District Court effective Monday, August 26th. Clerk Waters noted Ms. Larsen will be taking her place at Board Meetings on occasion and Jeanne Pezet will be working as the full time Elections Coordinator.

Sheriff Poulin thanked everyone for continued support and reminded everyone that tickets were still available for the fundraiser at Hampton Farms to support the Sheriff's support services that are not covered by general fund. The \$100 ticket is for two people for a great meal and a chance to win \$10,000.

2019-327 **MOVED BY COMMISSIONER SNIDER, SECONDED BY COMMISSIONER NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:14 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

To Be Approved at Full Board Meeting on Thursday, August 22, 2019