

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN
AGENDA

WAYS AND MEANS

Hall of Justice
990 Terrace, Muskegon, MI
December 1, 2011 - 3:30 p.m.

Lewis Collins, Chair
Scott Plummer, Vice-Chair

-
1. Call to Order
 2. Roll Call
 3. Approval of the Minutes
 - A. Regular Session of November 15, 2011
 - B. Closed Session of November 15, 2011
 4. Public Comment (on an agenda item)
 5. Items for Consideration
 - WM11/12 - 164 (Administration) Approve Accounts Payable
 - WM11/12 - 165 (Equalization) Adopt the Amendment to the 2011 Apportionment Report
 - WM11/12 - 166 (Sheriff's Office) Authorize the Award of the Trade Portion of the Sheriff's Office Community Corrections Renovation
 6. Old Business
 7. New Business
 8. Public Comment (on a new topic)
 9. Adjournment

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 a majority of the commission.

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
Ways & Means Committee Meeting
November 15, 2011
3:30 p.m.
Hall of Justice, 4th Floor
990 Terrace
Muskegon, MI**

Lewis Collins, Chair

Scott Plummer, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Collins at 3:30 p.m.

ROLL CALL

Present: Lewis Collins, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Kenneth Mahoney, Robert Scolnik, I. John Snider, Rillastine Wilkins

Excused: Benjamin Cross, Scott Plummer

APPROVAL OF MINUTES

It was moved by Engle, supported by Wilkins, to approve the minutes of the November 3, 2011, meeting as written. Motion carried.

PUBLIC COMMENT/AGENDA ITEM

None.

ITEMS FOR CONSIDERATION

WM11/11 - 157 It was moved by Engle, supported by Longmire, to approve payment of the accounts payable of \$2,866,412.14 covering the period of October 29, 2011 through November 8, 2011, as presented by the County Clerk. Motion carried.

WM11/11 - 158 It was moved by Engle, supported by Wilkins, to authorize the Finance & Management Services Director to coordinate the RFP

process for the purchase of user devices in increments of 25 units per order. Motion carried.

WM11/11 - 159 It was moved by Engle, supported by Mahoney, to authorize the Finance & Management Services Director to coordinate the RFP process for an IT Training Solution Provider. Motion carried.

WM11/11 - 160 It was moved by Engle, supported by Longmire, to approve the continued membership for Muskegon County with the Michigan Municipal Risk Management Authority for Property, General Liability and Auto Liability coverage with a 2012 annual contribution of \$797,974. Motion carried.

WM11/11 - 161 It was moved by Engle, supported by Derezinski, to approve the purchase of Excess Workers' Compensation insurance with Safety National for the rate of \$0.15 of payroll, deposit premium of \$75,846, for the period of January 1, 2012 through January 1, 2013. Motion carried.

WM11/11 - 162 It was moved by Engle, supported by Derezinski, to approve the contract award for food service for the jail to Canteen Services and to Aramark Correctional Services for the Juvenile Transition Center, CMH-Brinks Hall and Child Haven for a period of one-year from date of contract extension; also that capital expenditures in an amount not to exceed \$30,000 be approved and used to upgrade the Juvenile Transition Center kitchen and food preparation capacity to meet the regulatory standards mandated by the Department of Community Health, State Fire Marshall and Department of Human Services. Motion carried.

OLD BUSINESS

Commissioner Derezinski voiced his frustration with the Muskegon Lakeshore Chamber of Commerce in their reluctance to pledge direct support to the proposed casino.

Commissioner Engle noted he is disappointed in the Chamber as well and feels there is a need for individual members to discuss the Chamber's position with the Chamber. He noted the casino is extremely important to the Fruitport area.

Commissioner Mahoney expressed his disappointment in the Chamber regarding their lack of support of the proposed casino. He noted a resolution was adopted by the Board of Commissioners in support of the casino.

NEW BUSINESS

Commissioner Wilkins noted she recently attended the Jobs of America graduation ceremony and was very impressed. She congratulated Ms. Debbie Groeneveld, Human Resources Director, on the project.

PUBLIC COMMENT/NEW TOPIC

None.

CLOSED SESSION

It was moved by Engle, supported by Derezinski, to proceed into closed session for the purpose of discussing pending litigation.

ROLL CALL:

Ayes: Collins, Derezinski, Engle, Jager, Longmire, Mahoney, Scolnik, Snider, Wilkins

Excused: Cross, Plummer

Motion carried.


The Muskegon County Ways & Means Committee went into closed session at 3:50 p.m. and returned to open session at 3:59 p.m.

WM11/11 - 163 It was moved by Derezinski, supported by Snider, to approve the attorney's recommendation regarding pending litigation.
Motion carried.

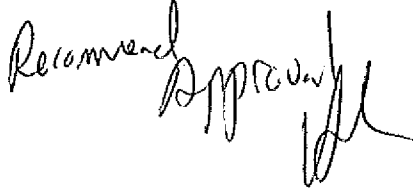
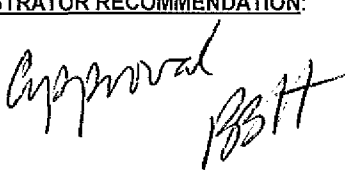
ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:00 p.m.

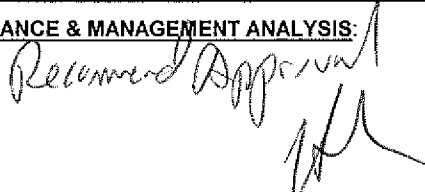
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Ways & Means		BUDGETED <input type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
REQUESTING DEPARTMENT Administration		COMMITTEE DATE December 1, 2011		REQUESTOR SIGNATURE
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES) Accounts payable - already distributed.				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES) I move to approve payment of the accounts payable of \$4,135,051.89 covering the period of November 9, 2011 through November 23, 2011, as presented by the County Clerk.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommend Approval</i> 		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
AGENDA DATE: <i>12/1/11</i>	AGENDA NO.: <i>WM11/12-164</i>	BOARD DATE: <i>12/8/11</i>	PAGE NO.	

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE – WAYS AND MEANS		BUDGETED NON-BUDGETED PARTIALLY BUDGETED X	
REQUESTING DEPARTMENT - EQUALIZATION	COMMITTEE DATE 12/01/2011	REQUESTOR SIGNATURE Donna VanderVries	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>The Department is requesting the adoption of the amendment that has been made to the attached 2011 Apportionment Report for Muskegon County. This revision is authorized by statute.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move for adoption of the amendment to the 2011 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommend Approval</i> 	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> <i>Approval</i> 	
AGENDA DATE: 12/1/11	AGENDA NO: Wm 11/12-165	BOARD DATE: 12/8/11	PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Ways & Means		BUDGETED <input type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
REQUESTING DEPARTMENT Sheriff		COMMITTEE DATE 12/1/11	REQUESTOR SIGNATURE	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The Purchasing Office solicited competitive quotes for the Community Corrections and moving of the Sheriff's IT Office renovation. Quotes were received on November 19, 2011 in the Purchasing Office. We are recommending award to Dimension Four Painting in the amount of \$1,400.00, Belasco Electric in the amount of \$12,063.00 and East Muskegon Roofing in amount of \$6,191.00. The total project cost of trade portion of the renovation is \$19,654.00.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>I move that award is made for the trade portion of the Sheriff's Office Community Corrections renovation to Dimension Four Painting, Belasco Electric and East Muskegon Roofing at a project cost of \$19,654.00.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>		
				
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
AGENDA DATE: 12/1/11	AGENDA NO.: wm 11/12-146	BOARD DATE: 12/8/11	PAGE NO.	

MUSKEGON COUNTY SUMMARY

No. of Bids Emailed	3 from each trade
No. of Bids Received	5
No. of No-Bids Received	0
No. of Non-Response	0
No. of Web Bids Received	N/A

COMMODITY #: 914-61, 914-38

___ BID x QUOTATION ___ PROPOSAL RFQ 12-1949

PRODUCT / SERVICE: Community Corrections/IT Renovation

DEPT: Sheriff

OPENING DATE:

Vendor Name	Painting	Electrical	HVAC				
AJ Vallier Sons 1664 6th Muskegon, MI 49441	\$1,750.00 \$300 deduct data area						
Dimension Four Painting 1090 Gateway Blvd Muskegon, MI 49441	\$915.00 Ceiling IT \$150 Corr Ceiling \$335						
Newkirk Electric 1875 Roberts Street Muskegon, MI 49442		\$13,275.00					
Belasco Electric 1391 Peck Street Muskegon, MI 49441		\$12,063.00					
East Muskegon Roofing 1665 Holton Road Muskegon, MI 49445			\$6,191.00				

DEPARTMENT RECOMMENDATION: low bid per trade

BUYER RESPONSIBLE FOR BID Name: Christian Toebe

PURCHASING RECOMMENDATION: concur

WITNESS Name: N/A

Signature:

RESPONSIBLE CONTRACTOR / SUBCONTRACTOR CHECKLIST: N/A

FINANCE & MGMT DIRECTOR Name: Heath Kaplan Signature:

THIS BID, PROPOSAL OR QUOTATION WAS AWARDED TO: