

**MUSKEGON COUNTY APPORTIONMENT  
COMMISSION 2011**

**MINUTES**

**Central Services Building  
141 E. Apple Avenue, 2<sup>nd</sup> Floor  
Muskegon, MI 49442**

**Thursday, February 17, 2011**

**9:00 a.m.**

Nancy A. Waters, Muskegon County Clerk  
Tony Tague, Muskegon County Prosecutor  
Tony Moulatsiotis, Muskegon County Treasurer  
Steve Markel, Democratic Party Chair  
Christina Achterhoff, Republican Party Chair

Nancy A. Waters, Muskegon County Clerk Presiding.

The meeting was called to order at 9:02 a.m. by County Clerk Waters.

**Roll Call:**

Present: Achterhoff, Markel, Moulatsiotis, Tague, Waters

Absent: None

Also Present: Kenneth Mahoney the County Commissioner Chairman, Muskegon Chronicle Reporter.

Mark Fairchild, Muskegon County Register of Deeds, arrived shortly after meeting began.

**MATERIAL DISTRIBUTION BY ACTING CHAIR:**

County Clerk Waters reviewed documents included in notebooks distributed to Committee Members, and indicated there will be plenty of room for future documents such a Agenda's, Minutes, etc.

County Clerk Waters opened nominations for Chairman.

2011 - 1      **NOMINATE AND ELECT TONY MOULATSIOTIS AT CHAIRMAN TO  
THE APPORTIONMENT COMMISSION**

Moved by Achterhoff, seconded by Tague, to nominate Tony Moulatsiotis as Chairman of the Apportionment Commission. There being no other nominations the nominations were closed and a voice vote was taken to elect Tony Moulatsiotis as Chairman of the 2011 Apportionment Commission

Voice vote.

**Motion Carried**

Chairman Moulatsiotis Presiding at 9:07 a.m.

**DISCUSSION OF DRAFT RULES OF PROCEDURES:**

County Clerk Waters noted guidelines that govern this board and draft procedures, modeled after Hillsdale County, are included in notebooks distributed to the Commission members.

Chairman Moulatsiotis noted the Commission will review this information and approve procedures at the next meeting which will be scheduled during this meeting.

It was noted that a quorum consists of three members being present. Prosecutor Tague noted a vote of three is required for a majority vote of this body.

Chairman Moulatsiotis recognized the Clerk's office and Jeanne Pezet as the official record keeper and contact for this Commission.

Discussion regarding procedures determined that the draft included in the materials distributed to the Commissioners should be reviewed prior to the next meeting and suggestions will be accepted at that time.

**DISCUSSION OF COMPUTER PROGRAM:**

Discussion ensued regarding software. Commission Member Markel noted his son works in mapping and may be willing to work as a consultant. Commission Member Achterhoff noted she has received several emails regarding software being used and offered to other Counties. County Clerk Waters noted a laptop and software were purchased for the last Apportionment. However we do not have the laptop or software. The County Clerk put \$5000 in the Clerk's budget for the Apportionment Commission expenses.

Register of Deeds, Mark Fairchild, addressed the Board indicating that the Autobound software program was used during the last apportionment. Although the license on this program is expired, we could purchase upgrades at a reduced cost. It was noted that Thomas Van Bruggen, Geographic Information System with Muskegon County Equalization, had assisted with maps that were displayed in the meeting room. Register of Deeds Fairchild and County Clerk Waters will bring information to the next meeting regarding software and possible upgrades.

Chairman Moulatsiotis noted input and concerns from citizens will be welcome in this process. It was determined that future meetings at a County facility will be held at the County Commissioners Board Room. Chairman Moulatsiotis stated he would notify municipalities of future meetings.

County Clerk Waters noted, although she was not County Clerk 10 years ago, the Apportionment meeting minutes, meeting notices, maps, etc., are to be kept for 10 years until a new plan is adopted and since taking office, none of those records have been found in the County Clerk's office from the previous apportionment. Chairman Moulatsiotis stated he would contact the former County Treasurer to see if they may have copies of the previous minutes.

**MEETING DATES:**

County Clerk Waters noted City of Muskegon Clerk, Ann Becker, has requested 10 - 15 minutes to address this Commission. It was suggested that Ann Oakes, as Muskegon County Clerk's Association President, also be able to address this Commission. Discussion ensued regarding presentations. It was recommended that presentation materials be submitted in writing prior to the meeting.

2011-3      **ALLOW TWO MINUTES FOR PUBLIC COMMENTS WITH OPTION OF BOARD TO ALLOW MORE TIME**

Moved by Markel to allow two minutes for public comments with option of Board to allow more time.

Motion died for lack of support.

2011-4      **ALLOW FIVE (5) MINUTES FOR PUBLIC COMMENT SUBJECT TO EXTENSION BY THE COMMISSION**

Moved by Tague, seconded by Waters, to allow five (5) minutes for public comment subject to extension by the Commission.

Voice vote.

**Motion Carried**

Committee Members approved the following dates and times for future meetings at the Michael E. Kobza Hall of Justice in the Board of Commissioners Board Room:

Wednesday, February 23, 2011, 9:00 a.m.

Monday, February 28, 2011, 5:30 p.m.

**PUBLIC COMMENT:**

Ben Gillette addressed the Board regarding software and computer purchases.

Kay Punter expressed concerned about meeting times.

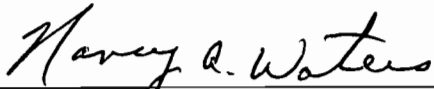
Tammy Jager also addressed the board with meeting time and place concerns.

2011-5      **ADJOURN**

Moved by Waters, seconded by Achterhoff, to adjourn at 11:04 a.m.



Tony Moulatsiotis, Chairman

  
Nancy A. Waters, County Clerk

NAW/TM/jmp

Please address comments to the County Clerk by calling (231) 724-6316 or by email at [clerk@co.muskegon.mi.us](mailto:clerk@co.muskegon.mi.us)

***Preliminary Minutes to be approved at the February 23, 2011 meeting.  
Approved, Wednesday, February 23, 2011***