WAYS AND MEANS
Hall of Justice
990 Terrace Street, Muskegon, MI
January 10, 2019 - 3:30 PM
Robert Scolnik, Chair
Charles Nash, Vice-Chair

1. Call to Order
2. Roll Call
3. Approval of the Minutes of December 18, 2018
4. Public Comment (on an agenda item)
5. Items for Consideration
   WM19/01 – 01 (Administration) Approve Payment of the Accounts Payable of $14,309,057.98, Covering the Period of December 8, 2018 through December 20, 2018 for Checks and November 1, 2018 through November 30, 2018 for P-Card and EFT Payments as Presented by the County Clerk
   WM19/01 – 02 (Public Works) Authorize an Eight Month Extension of the Development Agreement Between Muskegon County and Grand Trunk LLC for the Grand Trunk Depot and Authorize the Board Chair to Sign
6. Old Business
7. New Business
8. Public Comment
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
CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 5:29 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Ken Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II

Excused: Rillastine Wilkins

Also Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of December 6, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/12 - 154  It was moved by Chairman Cross, supported by Commissioner Snider, to approve payment of the accounts payable of $5,615,730.91, covering the period of November 17, 2018 through December 7, 2018 for checks as presented by the County Clerk. Motion carried.

WM18/12 – 155  It was moved by Commissioner Engle, supported by Commissioner Snider, to approve revisions made to the Muskegon County Donated Leave Policy, #2011-472 as presented. Motion carried.

WM18/12 – 156  It was moved by Commissioner Engle, supported by Commissioner Nash, to approve a change order of $5,000 for the FY2018 audit
and $3,500 for subsequent year audits to the Rehmann Robson contract for them to issue a separate audit report to include the stand-alone financial statements of the Muskegon County Drainage Districts. Motion carried.

WM18/12 – 157

It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve the removal of the 59 ½ age requirement from the Health Care Savings Plan document and further approve the restoration of the 15 former employees Health Care Savings Plan account balances that had previously achieved 6 years of service without having achieved 59 ½ years of age to their forfeited amount. Motion carried.

WM18/12 – 158

It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the transition of the County’s payroll functions to the Human Resources Department to include the transfer of the Payroll Specialist position, G57702, creation of new Administrative Analyst position NX-00220 ($22.53/hr – $28.39/hr) with a labor distribution of 50% 1010-0226 and 50% 6770-0203, and a salary range adjustment for the Human Resources Manager, position X42502, from NX-00330 ($30.20/hr - $38.06/hr) to NX-00362 ($31.57/hr - $39.79/hr), effective January 7, 2019 and amend the budget accordingly. [No – Hughes] Motion carried.

WM18/12 – 159

It was moved by Commissioner Snider, supported by Commissioner Engle, to amend Personnel Rule 9, Section III, D. l. to read: “Possession of a concealed weapon without written authorization in the course of employment with the County. For the Hall of Justice, the Jail or a Sheriff’s Department vehicle, advance written authorization must be obtained from the Sheriff. Within all other County buildings and vehicles the County Administrator makes all written authorization decisions. ‘In the course of employment with the County’ includes without limitation employee possession of a concealed weapon within County buildings or in a County vehicle.” Motion carried.

WM18/12 – 160

It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the proposal for Excess Workers’ Compensation insurance with Midwest Employers Casualty for the period of 1/1/19 to 12/31/20 with a $600,000 self-insured retention, a premium rate of $0.1339 per $100 payroll, and an annual deposit premium is $69,867. Motion carried.

WM18/12 – 161

It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve the request for the Information Systems

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department to go out for Requests for Proposals for servers and storage capacity. Motion carried.

WM18/12 – 162 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize the Muskegon County Information Systems department to enter into a contract with Pictometry International Corporation for acquisition of Spring 2019 oblique aerial photography and associated deliverables for enhancement into the County GIS System and associated systems at a price not to exceed $243,326.00; and to further authorize the Board Chair to sign. Motion carried.

WM18/12 – 163 It was moved by Commissioner Foster, supported by Commissioner Snider, to authorize the Public Defender’s Office to apply for the Conduct Research on Improving Pretrial Court Appearance grant through the Laura and John Arnold Foundation. Motion carried.

WM18/12 – 164 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize the reclassification of the budgeted vacant Deeds Record Technician position G31203 with the pay table/grade of GU-00160 ($14.57-$17.97) to a Microfilm Records Technician with the identical pay table/grade of GU-00160 ($14.57-$17.97), to be funded by an 80% General Fund and 20% Deeds Automation Fund. Motion carried.

WM18/12 – 165 It was moved by Commissioner Snider, supported by Chairman Cross, to accept the FY19 Snowmobile Law Enforcement Grant in the amount of $2,000.00 from the Michigan Department of Natural Resources, authorize the Sheriff sign the agreement and amend the budget accordingly. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

WM18/12 – 166 It was moved by Commissioner Nash, supported by Commissioner Foster, to approve a Resolution for Muskegon County Board of Commissioner Chairman Benjamin Cross in recognition of his years of service to the citizens of Muskegon County. Motion carried.
WM18/12 – 167 It was moved by Commissioner Scolnik, supported by Commissioner Foster, to approve a Resolution upon the retirement of Muskegon County Board of Commissioner Marvin Engle in recognition of his years of service to the citizens of Muskegon County. [Abstain – Engle] Motion carried.

PUBLIC COMMENT
None.

ADJOURNMENT
There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:47 p.m.
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE
Ways & Means

BUDGETED  NON-BUDGETED  PARTIALLY BUDGETED

REQUESTING DEPARTMENT
Administration

COMMITTEE DATE
January 10, 2019

REQUESTOR SIGNATURE
Beth Dick

SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

Expenditures for checks covering the period December 8, 2018 through December 20, 2018, P-Card and EFT payments covering the period November 1, 2018 through November 30, 2018 totaled $14,309,057.98 and included the following large or unusual items:

1) Payment to Beacon Services for $181,660.05 for Healthwest residential services.
2) Payments to Cherry Street Services for $133,039.72 for Healthwest substance use disorder services.
3) Payment to Correct Care Solutions for $170,152.20 for December inmate medical services and September pharmacy bill back.
4) Payment to Grand River Construction for $190,119.00 for Wastewater fleet maintenance building and bar screen construction projects.
5) Payments to HGA Services for $218,004.52 for Healthwest autism and adult foster care services.
6) Payments to McCormick Sand Inc. for $368,286.20 for Kuis drain project.
7) Payments to Melching Inc. $194,074.38 for demolition and clean up of 17 Lank Bank properties.
8) Payments to Mercy Health Partners for $162,111.32 for Healthwest for substance use disorder and inpatient care services.
9) Payments to MOKA for $464,087.75 for Healthwest for autism, skill building, room and board and specialized residential services.
10) Payment to State of Michigan for $223,980.81 for November DHHS foster care reimbursements.
11) Payment to State of Michigan for $122,484..75 for November District Court fee transmittal.
12) Payment to Triangle Associates Inc. for $197,680.50 for Wastewater Cell 3 improvement project.
13) EFT to Road Commission for $1,136,509.90 for Act 51 distribution.
14) EFT to US Bank for $3,190,482.78 for various bond debt service payments.
15) EFT to Flagstar Bank for $1,000,000 for certificate of deposit.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to approve payment of the accounts payable of $14,309,057.98, covering the period of December 8, 2018 through December 20, 2018 for checks and November 1, 2018 through November 30, 2018 for P-Card and EFT payments, as presented by the County Clerk.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS:

FINANCE & MANAGEMENT ANALYSIS:

CORPORATE COUNSEL ANALYSIS:

ADMINISTRATOR RECOMMENDATION:

If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee.

AGENDA DATE: 1/10/19  AGENDA NO.: WMS 19/01-01  BOARD DATE: 1/15/19  PAGE NO.

Revised 1/4/19
# RECAP

## FOR ACCOUNTS PAYABLE

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<tr>
<th>Item</th>
<th>Date Range</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Total Checks Issued</td>
<td>12/08/18 - 12/20/18</td>
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<tr>
<td>Total P-Card Purchases</td>
<td>11/01/18 - 11/30/18</td>
<td>$171,247.29</td>
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<tr>
<td>Total Electronic Fund Transfers</td>
<td>11/01/18 - 11/30/18</td>
<td>$8,926,424.46</td>
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**TOTAL ACCOUNTS PAYABLE**

$14,309,057.98
REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE
Ways & Means

BUDGETED NON-BUDGETED PARTIALLY BUDGETED

REQUESTING DEPARTMENT
Public Works

COMMITTEE DATE REQUESTOR SIGNATURE
January 10, 2018 Matthew Farrar

SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

Staff seeks approval to extend the Development Agreement between the County and Grand Trunk LLC for the Grand Trunk Depot located at 683 West Western Avenue.

The original purchase agreement approved by the Board of Commissioners in 2014 contained provisions requiring the developer to obtain a certificate of occupancy within 24 months. Six-month extensions were granted in September of 2017 and March of 2018.

Unforeseen environmental challenges made the original timeline impractical. The project is nearly complete however the current extension has expired.

The developer requests an additional eight month extension of the Development Agreement, beginning August 9, 2018 to April 8, 2019.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to authorize an eight month extension, beginning August 9, 2018 to April 8, 2019, of the Development Agreement between Muskegon County and Grand Trunk LLC for the Grand Trunk Depot (Parcel 61-24-205-318-001-10) located at 683 West Western Avenue, and authorize the Board Chair to sign.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS:

FINANCE & MANAGEMENT ANALYSIS:

CORPORATE COUNSEL ANALYSIS:

ADMINISTRATOR RECOMMENDATION:

If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee

AGENDA DATE: 1/10/19  AGENDA NO.: (Wm) 19/01-02  BOARD DATE: 1/15/19  PAGE NO.

Revised 1/7/19
AMENDMENT TO DEVELOPMENT AGREEMENT

This Amendment is entered into between the County of Muskegon, a Michigan municipal corporation, whose address is 990 Terrace Street, Muskegon, Michigan ("County"), and Grant Trunk, LLC, a Michigan limited liability company, whose address is 1007 Moorings Court, North Muskegon, Michigan ("Developer").

RECITALS

Whereas, County sold property at 683 West Western Avenue ("subject property") to Developer in 2014;

Whereas, a Development Agreement, dated October 5, 2017, required Developer to complete the proposed project on the subject property by April 8, 2018;

Whereas, Developer has requested an extension of the completion date due to unforeseen environmental issues;

Whereas, given the Developer's significant monetary investment in the subject property, County agrees to grant an extension of the completion date;

NOW, THEREFORE, County and Developer mutually agree as follows:

1. The Development Agreement at Section 2(c) shall be amended to read as follows:

(C) A certificate of occupancy from the City of Muskegon shall be issued no later than April 8, 2019.

2. All terms and provisions of the Development Agreement not amended hereby, either expressly or by necessary implication, shall remain in full force and effect.

The Parties have executed this Amendment as of the date last written below.

COUNTY OF MUSKEGON

Dated: January ________, 2019

By: ______________________

Susie Hughes, Chair

GRAND TRUNK, LLC

Dated: January ________, 2019

By: ______________________

Brett Gilbert, Member