

**Muskegon County**  
**Board of Commissioners**  
*Hall of Justice, 990 Terrace, 4<sup>th</sup> 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, January 14, 2020  
3:30 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 Tim Cross, Living Word Church, 1551 Wood Street, Muskegon, MI 49442. The Pledge of Allegiance was led by Vice-Chair Foster and recited in unison.

**Roll Call**

Present: Gary Foster, Susie Hughes, Zach Lahring, Kenneth Mahoney,  
Charles Nash, I. John Snider II, Rillastine R. Wilkins

Excused: Marcia Hovey-Wright, Robert Scolnik

Also present: Mark Eisenbarth, County Administrator  
Linda M. Larsen, Chief Deputy County Clerk  
Jeanne Pezet, Elections Coordinator  
Linda Schutter, Deputy County Clerk  
Michael D. Homier, Corporate Counsel  
Ivan Phillips, Information Systems Director

2020-8 **APPROVE THE AGENDA**

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

Voice vote

**Motion Carried**

2020-9 **APPROVE THE REGULAR AND CLOSED BOARD MINUTES OF  
DECEMBER 19, 2019, AND THE ORGANIZATIONAL MEETING OF  
JANUARY 3, 2020**

Moved by Vice-Chair Foster, seconded by Commissioner Snider, to approve the Regular and Closed Board Minutes of December 29, 2019, and the Organizational Meeting of January 3, 2020.

Voice vote

**Motion Carried**

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

Kip Smith spoke regarding Agenda Item 12A, Approval to Reinstate and Recruit Airport Manager Position.

**COMMUNICATIONS**

The following Communications were provided to Commissioners for information and will be placed on file:

- A) Bay County Board of Commissioners Resolution in Support of Four Year Terms for Commissioners
- B) Bay County Board of Commissioners Resolution in Support of Great Lakes Shoreline Disaster Area Declaration
- C) Kalkaska County Board of Commissioners Resolution in Support of Four Year Terms for Commissioners

**PRESENTATION OF 2019 SHERIFF'S OFFICE AWARDS BY SHERIFF POULIN**

Deputy Troy Olson – Life Saving Award  
Deputy Richard VanAmburg – Life Saving Award  
Captain Shane Brown – Life Saving Award  
Sergeant Eric Ridout – Life Saving Award  
Lieutenant Michael Herremans, - Life Saving Award  
Deputy Nate Stephenson – Life Saving Award  
Deputy Jake Ashker – Life Saving Award  
Detective Matthew Schultz – Life Saving Award  
Deputy Darric Roesler – Life Saving Award  
Deputy Doug Schmidt – Life Saving Award  
Deputy Jeff Holmstrom – Life Saving Award  
Deputy Christopher Bush – Life Saving Award  
Sergeant Chris Griswold – Combat Star Award & Life Saving Award

The Muskegon County Sheriff's Office also acknowledged staff from other agencies who assisted them during the year:

MSP Trooper Huber – Letter of Recognition

City of North Muskegon Police Officer Katie Brandt – Life Saving Award

Tele-communicator Ashley Chesebro - Certificate of Recognition

### **COMMITTEE/BOARD REPORTS**

2020-10      **ACCEPT THE 2020-24 MUSKEGON COUNTY RECREATION PLAN AND RESOLUTION OF ADOPTION AS WRITTEN, WITH ANY CHANGES/ADDITIONS DISCUSSED TODAY, AND WHEN FINALIZED, TO INSTRUCT COUNTY STAFF TO SUBMIT THE COMPLETED PLAN AND REQUIRED DOCUMENTS TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES BY THE DEADLINE OF FEBRUARY 1, 2020**

CD/SP20/01 – 01

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Snider, to accept the 2020-24 Muskegon County Recreation Plan and Resolution of Adoption as written, with any changes/additions discussed today, and when finalized, to instruct County staff to submit the completed plan and required documents to the Michigan Department of Natural Resources by the deadline of February 1, 2020.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-11 **APPROVE THE PROSECUTOR TO ACCEPT THE FY2020 STOP VIOLENCE AGAINST WOMEN GRANT, TO APPROVE THE CREATION OF A FULL-TIME SENIOR ASSISTANT PROSECUTOR (PAY TABLE NX-00421 \$37.501-\$47.702/HR), AND APPROVE THE FUNDING TRANSFER OF THE ADMINISTRATIVE SERVICES MANAGER POSITION X04301 FROM 40% 1010-0229 60% 2800-0232 TO 35% 1010-0229, 60% 2800-0232 AND 5% NEW STOP GRANT FUND**

CPS20/01 - 01

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to approve the Prosecutor to accept the FY2020 STOP Violence Against Women Grant, to approve the creation of a full-time Senior Assistant Prosecutor (pay table NX-00421 \$37.501-\$47.702/hr), and approve the funding transfer of the Administrative Services Manager position X04301 from 40% 1010-0229 60% 2800-0232 to 35% 1010-0229, 60% 2800-0232 and 5% new STOP Grant fund.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-12 **AUTHORIZE THE PUBLIC DEFENDER'S OFFICE TO PURCHASE A NEW COPIER/PRINTER FROM BOSS FOR THE PURCHASE PRICE OF \$7,650.00 WITH A \$49.00/MONTH FEE FOR PARTS, LABOR, AND TONER**

CPS20/01 – 02

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to authorize the Public Defender's Office to purchase a new copier/printer from Boss for the purchase price of \$7,650.00 with a \$49.00/month fee for parts, labor, and toner.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-13 **ACCEPT THE FY2020 OFF-ROAD VEHICLE (ORV) LAW ENFORCEMENT GRANT IN THE AMOUNT OF \$10,000.00 FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND TO HAVE THE SHERIFF SIGN THE AGREEMENT**

CPS20/01 – 03

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to accept the FY2020 Off-Road Vehicle (ORV) Law Enforcement Grant in the amount of \$10,000.00 from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-14 **APPROVE THE RECLASSIFICATION OF THE CLERK II FT (POSITION G20022 PAY TABLE GU-00070, \$12.68-\$15.48/HR)) TO A DEPARTMENTAL CLERK (PAY TABLE GU-00138, \$12.47-17.49/HR) AND PLACE THE INCUMBENT AT STEP 8 WITH AN EFFECTIVE DATE UPON APPROVAL**

CPS20/01 – 04

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to approve the reclassification of the Clerk II FT (position G20022 pay table GU-00070, \$12.68-\$15.48/hr) to a Departmental Clerk (pay table GU-00138, \$12.47-17.49/hr) and place the incumbent at step 8 with an effective date upon approval.

Roll Call:

Yes: Gary Foster, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: Zach Lahring

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-15 **APPROVE AUTHORIZING THE SHERIFF'S OFFICE TO UTILIZE THE BEST OPTION BETWEEN THE COOPERATIVES: NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICERS (NASPO) OR OAKLAND COUNTY'S COURTS AND LAW ENFORCEMENT MANAGEMENT INFORMATION SYSTEM (CLEMIS) AS THE BIDDING SOURCE FOR THE PURCHASE AWARD TO WATCHGUARD VIDEO**

CPS20/01 – 05

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to approve authorizing the Sheriff's Office to utilize the best option between the cooperatives: National Association of State Procurement Officers (NASPO) or Oakland County's Courts and Law Enforcement Management Information System (CLEMIS) as the bidding source for the purchase award to WatchGuard Video.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-16 **ACCEPT AND SIGN THE FY20 BYRNE JAG – WEMET GRANT (MSP #JAG 70834 WEMET-20) IN THE AMOUNT OF \$15,000.00 AND AMEND THE BUDGET ACCORDINGLY**

CPS20/01 – 06

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to accept and sign the FY20 Byrne JAG – WEMET grant (MSP #JAG 70834 WEMET-20) in the amount of \$15,000.00 and amend the budget accordingly.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-17 **AWARD KELLY AUSTIN TO PROVIDE COGNITIVE BEHAVIORAL SERVICES IN THE JAIL AND AUTHORIZE THE COUNTY BOARD CHAIRPERSON TO SIGN THE CONTRACT FOR SERVICES WITH THE OPTION TO RENEW FOR TWO SUBSEQUENT YEARS DEPENDING ON AVAILABILITY OF GRANT FUNDING AND MUTUAL AGREEMENT BY BOTH PARTIES**

CPS20/01 – 07

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to award Kelly Austin to provide cognitive behavioral services in the jail and authorize the County Board Chairperson to sign the contract for services with the option to renew for two subsequent years depending on availability of grant funding and mutual agreement by both parties.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-18 **AWARD CATHOLIC CHARITIES TO PROVIDE COGNITIVE BEHAVIORAL SERVICES IN THE COMMUNITY AND AUTHORIZE THE COUNTY BOARD CHAIRPERSON TO SIGN THE CONTRACT FOR SERVICES WITH THE OPTION TO RENEW FOR TWO SUBSEQUENT YEARS DEPENDING ON AVAILABILITY OF GRANT FUNDING AND MUTUAL AGREEMENT BY BOTH PARTIES**

CPS20/01 – 08

The Courts and Public Safety Committee recommends, moved by Commissioner Snider, seconded by Commissioner Wilkins, to award Catholic Charities to provide cognitive behavioral services in the community and authorize the County Board Chairperson to sign the contract for services with the option to renew for two subsequent years depending on availability of grant funding and mutual agreement by both parties.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-19 **AUTHORIZE PUBLIC HEALTH TO ACCEPT FUNDING IN THE AMOUNT OF \$63,908 EFFECTIVE OCTOBER 1, 2019 TO SEPTEMBER 30, 2020; AND AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE RELATED CONTRACT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY TO PERFORM ROUTINE ENVIRONMENTAL HEALTH INSPECTIONS, ACTIVITIES AND SERVICES**

HS20/01 - 01

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Vice-Chair Foster, to authorize Public Health to accept funding in the amount of \$63,908 effective October 1, 2019 to September 30, 2020; and authorize the Public Health Director to sign the related contract agreement with the Michigan Department of Environment, Great Lakes, and Energy to perform routine environmental health inspections, activities and services.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

2020-20 **AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE AGREEMENT WITH MERCY HEALTH PARTNERS FOR EMERGENCY VACCINE STORAGE**

HS20/01 – 02

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Vice-Chair Foster, to authorize the Public Health Director to sign the agreement with Mercy Health Partners for Emergency Vaccine Storage.

Roll Call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**



2020-21 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$18,532,931.67, COVERING THE PERIOD OF DECEMBER 7, 2019 THROUGH DECEMBER 25, 2019 FOR CHECKS AND NOVEMBER 1, 2019 THROUGH NOVEMBER 30, 2019 FOR P-CARD AND EFT PAYMENTS, AS PRESENTED BY THE COUNTY CLERK**

WM20/01 – 01

The Ways & Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$18,532,931.67, covering the period of December 7, 2019 through December 25, 2019 for checks and November 1, 2019 through November 30, 2019 for P-Card and EFT payments, as presented by the County Clerk.

Roll call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

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

2020-22 **RESOLUTION IN SUPPORT OF THE MONA SHORES FOOTBALL TEAM DIVISION 2 STATE CHAMPIONSHIP WIN**

It was recommended by Chairman Hughes in the absence of Commissioner Scolnik, moved by Commissioner Mahoney, seconded by Commissioner Snider, to recognize the Mona Shores football team for their Division 2 State Championship win.

Voice Vote

**Motion Carried**

2020-23 **APPROVE COMMITTEE APPOINTMENTS/REAPPOINTMENTS**

It was recommended by Chairman Hughes, moved by Commissioner Wilkins, seconded by Commissioner Snider, to approve the following appointments/reappointments:

**Commissioner Reappointments:**

**Senior Activities Committee** – terms through 12/31/20

Marcia Hovey-Wright

Ken Mahoney

Rillastine Wilkins

**Citizen Appointments/Reappointments:**

**Accommodations Tax Advisory Committee** – terms through 12/31/22

- Andrea Chambers (sports/recreation slot)
- Joel Kamp (food/beverage slot)
- Kevin Newton (festivals/events)

**Senior Activities Committee** – term through 12/31/22

- Peggy Foster (at-large rural area slot)
- Nancy McCarthy (at-large slot)

**Solid Waste Planning Committee** - terms through 12/31/21

- Russell Jones (solid waste management slot)
- Doug Wood (solid waste management slot) - Reappointment
- William Crabtree (industrial slot) – Reappointment
- Chris Hall (public slot) - Reappointment
- Linda Aerts (township slot) - Appointment

Voice Vote

**Motion Carried**

**COMMITTEE LIAISON REPORT**

Chairman Hughes reported that WMSRCD (West Michigan Shoreline Regional Development Commission) for transportation is attempting to work with Ottawa County. They are also looking at the Hunting Committee out at Wastewater and some appointments will be made out there, too.

**ADMINISTRATOR'S REPORT**

2020-24 **APPROVAL TO REINSTATE AND RECRUIT AIRPORT MANAGER POSITION X06301 AND AMEND THE BUDGET ACCORDINGLY**

The Administrator recommends, moved by Commissioner Mahoney, seconded by Commissioner Nash, to approve the reinstatement and recruitment of Airport Manager Position X06301 and amend the budget accordingly.

Discussion ensued.

Roll call:

Yes: Gary Foster, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: Zach Lahring

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

Administrator Eisenbarth discussed two upcoming Board Work Sessions next Tuesday, January 21, 2020, at 2:30 p.m. The first one is on the Judicial recommendation which will be handed out this week. The second one is regarding space needs throughout County facilities and possible changes in the Hall of Justice or South Campus.

Administrator Eisenbarth reported back on ICE 287(g). He spoke to Valentina Seeley from the ICE office. She has invited the Board to her office in Grand Rapids to learn more about the program. He asked for a show of hands as to who may be interested in going to Grand Rapids. Commissioner Lahring was the only one to raise his hand. Commissioner Lahring commented that Commissioner Scolnik had expressed interest as well.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Vice-Chair Foster requested staff work with the Sheriff's Department regarding meeting with counsel on a County-wide ORV ordinance.

### **PUBLIC COMMENT**

Prosecutor D.J. Hilson spoke regarding the Senior Millage. Prosecutor Hilson indicated that the Sheriff, the Chiefs of Police, and he have been working with the townships and cities regarding a Task Force to address Vulnerable Adult Abuse. He asked for Board support and from their constituents. The Task Force would be responsible for investigating and prosecuting these cases, and also community outreach and education. He handed the Board a copy of letter he sent to Supervisors and Mayors in December regarding this Task Force.

### **BOARD COMMENT**

Chairman Hughes indicated that the Board was put in a bad position since the Board was not provided a copy of the Vulnerable Adult Abuse Task Force letter at the time it was sent to the municipalities. The Board found it difficult to answer questions that arose.

2020-25 **GO INTO CLOSED SESSION REGARDING TWO ITEMS: A) PURSUANT TO MCL 15.268(H): TO DISCUSS CORPORATE COUNSEL LEGAL OPINION; AND B) PURSUANT TO MCL 15.268(H): TO DISCUSS CORPORATE COUNSEL LEGAL OPINION**

Moved by Vice-Chair Foster, seconded by Commissioner Snider, to go into Closed Session regarding two items:

- A) Pursuant to MCL 15.268(h): To discuss Corporate Counsel legal opinion.
- B) Pursuant to MCL 15.268(h): To discuss Corporate Counsel legal opinion, inviting Ivan Phillips, Information Systems Director.

Roll call:

Yes: Gary Foster, Zach Lahring, Kenneth Mahoney, Charles Nash, I. John Snider II, Rillastine Wilkins, Susie Hughes

No: None

Excused: Marcia Hovey-Wright, Bob Scolnik

**Motion Carried**

Went into closed session at 4:19 p.m.

The doors were opened to the public at 5:08 p.m.

2020-26 **MOVED BY COMMISSIONER SNIDER, SECONDED BY COMMISSIONER NASH TO RETURN TO OPEN SESSION**

Returned to open session at 5:09 p.m.

2020-27 **MOVED BY COMMISSIONER MAHONEY AND SECONDED BY COMMISSIONER NASH TO ADJOURN**

Meeting adjourned at 5:10 p.m.

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Linda M. Larsen, Chief Deputy County Clerk

LML/lss

To Be Approved at Full Board Meeting on Tuesday, January 28, 2020.