

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, Michigan

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

February 18, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator, Rita Bierman, Airport Administrative Analyst

APPROVAL OF MINUTES

Moved by Commissioner Hughes, supported by Commissioner Mahoney, to approve the minutes of the December 17, 2019 meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Commissioner Foster, supported by Commissioner Hughes, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

Anna Derouin addressed the Board in opposition to TR20/02-01.
Michael Haueisen addressed the Board in opposition to TR20/02-01.

ITEMS FOR CONSIDERATION

TR20/02-01 It was moved by Commissioner Mahoney, supported by Commissioner Foster, to approve the Muskegon Area Transit System's FY2021 application to the State of Michigan for operating and capital assistance, to authorize the Resolution of Intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice. [No-Lahring] MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

Anna Dourin addressed the Board to oppose the purchase of the Nugent Sand property by the County.

Michael Haueisen addressed the Board to express opposition of the County's plans to purchase the Nugent Sand property.

FINAL BOARD COMMENT

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:48 pm.

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, Michigan

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

March 12, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:15 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator, Rita Bierman, Airport Administrative Analyst

APPROVAL OF MINUTES

Moved by Commissioner Foster, supported by Commissioner Mahoney, to approve the minutes of the February 18, 2019 meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Commissioner Foster, supported by Commissioner Snider, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ITEMS FOR CONSIDERATION

- TR20/03-02 It was moved by Commissioner Snider, supported by Commissioner Mahoney, to approve the first amendment to the original lease agreement dated February 1, 2018, with SkyWest Airlines. MOTION CARRIED
- TR20/03-03 It was moved by Commissioner Snider, supported by Commissioner Foster, to approve acceptance of grant offers from the FAA and MDOT for the funding of the Airport's FY2021 capital improvement projects and authorize the Chair to execute the grant offers, execute contracts with C & S Companies for the engineering/consulting services and authorize the Clerk to execute the necessary resolutions for the grant offers. MOTION CARRIED
- TR20/03-04 It was moved by Commissioner Foster, supported by Commissioner Mahoney, to authorize the acceptance of a proposal from Light & Breuning, Inc. in response to RFP-20-2374 in the amount of \$132,588.00 and further authorize the Chair to execute a contract for same. MOTION CARRIED
- TR20/03-05 It was moved by Commissioner Foster, supported by Commissioner Hughes, to authorize the Muskegon Area Transit System to publish the public notice regarding the FY2020 Federal Operating and Capital Assistance application and to authorize staff to execute the electronic grant application if there is no request for public hearing. MOTION CARRIED
- TR20/03-06 It was moved by Commissioner Foster, supported by Commissioner Mahoney, to authorize MATS to issue a Request for Proposals for a Two-Year Period of Ad-Hoc Engine-Related Diagnostic and Maintenance Services on Diesel and CNG Buses with Cummins Engines. MOTION CARRIED
- TR20/03-07 It was moved by Commissioner Mahoney, supported by Commissioner Foster, to approve a contract with ARFF Specialists to provide Airport Rescue and Firefighting "Live Burn" training in the amount of \$9,400.00, authorize the Chair to execute MDOT Aeronautics ARFF grant 2020-0348 in the amount of \$2,000 and authorize the Clerk to execute the required resolution. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

TR20/03-08 It was moved by Commissioner Foster, supported by Commissioner Lahring, to remove 50% of all MATS buses from the roads during the Coronavirus crisis for the safety of the passengers so that 50% of the buses can be sanitized while the other 50% are on the roads.

MOTION TABLED

TR20/03-09 It was moved by Commissioner Hovey-Wright, supported by Commissioner Scolnik, to table Motion TR20/03-08 due to lack of information and until after the special directors/elected officials/court administrators meeting regarding the Coronavirus being held at 7:30 a.m. on Friday, March 13, 2020.

MOTION CARRIED

TR20/03-10 It was moved by Commissioner Foster, supported by Commissioner Lahring, to request that the Muskegon Area Transit Manager try to find a way to clean the MATS buses more frequently.

Roll Call:

Ayes: Foster, Hovey-Wright, Lahring

Nays: Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins

MOTION FAILED

PUBLIC COMMENT (on a new topic)

None

FINAL BOARD COMMENT

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:47 pm.

**Muskegon County
Transportation Committee**
Via Cisco WebEx

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

April 9, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator

APPROVAL OF MINUTES

Moved by Commissioner Hughes, supported by Commissioner Foster, to approve the minutes of the March 12, 2020 meeting. **MOTION CARRIED**

INFORMATIONAL ITEMS

Transit Update

Airport Update

PUBLIC COMMENT (on an agenda item)

Ann Derouin addressed the Board regarding closing down the MATS

ITEMS FOR CONSIDERATION

TR20/03-08 It was moved by Commissioner Foster, supported by Commissioner Snider, to remove 50% of all MATS buses from the roads during the Coronavirus crisis for the safety of the passengers so that 50% of the buses can be sanitized while the other 50% are on the roads.

MOTION WITHDRAWN

TR20/04-11 It was moved by Foster, supported by Hughes, to withdraw Motion TR20/03-08.

MOTION CARRIED

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins

No: None

OLD BUSINESS

None

NEW BUSINESS

It was moved by Foster, to transfer MATS direction to the Public Health Director until the COVID-19 crisis is over. No support.

MOTION FAILED

It was moved by Lahring, supported by Foster, to stop all MATS transportation and lay off the employees.

MOTION FAILED

Roll Call:

Yes: Foster, Lahring, Snider

No: Hovey-Wright, Hughes, Mahoney, Nash, Scolnik, Wilkins

PUBLIC COMMENT (on a new topic)

Ann Dourain commented on the fact that people are trying to comment and cannot get in to the meeting.

Melinda Peddle commented on handing out a form with a resource list for MATS passengers.

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:39 pm.

**Muskegon County
Transportation Committee**
Via Cisco WebEx

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

May 14, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator

APPROVAL OF MINUTES

Moved by Commissioner Foster, supported by Commissioner Lahring, to approve the minutes of the April 9, 2020 meeting. **MOTION CARRIED**

INFORMATIONAL ITEMS

Moved by Commissioner Foster, supported by Commissioner Lahring, to accept and place on file the Informational Items.

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR20/05-14 It was moved by Commissioner Mahoney, supported by Commissioner Scolnik, to approve award of the generator construction portion of the AIP 3-26-0071-4420 grant to the low bidder, Korthase & Sons, in the amount of \$75,500.00. **MOTION CARRIED**

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins.

No: None

TR20/05-15 It was moved by Commissioner Hovey-Wright, supported by Commissioner Mahoney, to approve the Muskegon Area Transit System Public Transit Agency Safety Plan and to have the Transit Systems Manager named as the Accountable Executive for PTASP efforts. **MOTION CARRIED**

Voice Vote

TR20/05-16 It was moved by Commissioner Foster, supported by Commissioner Lahring, to authorize elimination of vacant MATS full-time positions G13011, G13019, G57502, G86004, G28002 and N84004. **MOTION CARRIED**

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins.

No: None

TR20/05-17 It was moved by Commissioner Foster, supported by Commissioner Snider, to authorize MATS to publish a summary of proposed service changes, publicize a 15-day public comment period in June of 2020 and schedule a public hearing for June 11, 2020. **MOTION CARRIED**

Roll Call:

Yes: Foster, Hovey-Wright, Lahring, Mahoney, Scolnik, Snider, Wilkins.

No: Nash

Hughes was offline from the meeting and unable to vote.

A motion was made by Commissioner Nash, supported by Commissioner Hovey-Wright to table TR20/05-17.

MOTION FAILED

Roll Call:

Yes: Hovey-Wright, Nash, Snider.

No: Foster, Hughes, Lahring, Mahoney, Scolnik, Wilkins.

TR20/05-18 It was moved by Commissioner Mahoney, supported by Commissioner Nash, to authorize MATS to place an order in the amount not to exceed \$2,481,250 for up to five (5) heavy duty transit buses from Gillig Corporation using the existing FTA compliant procurement conducted by ITP-The Rapid, with 100% of the cost of the purchase to be paid with grant funds.

MOTION CARRIED

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins.

No: None

OLD BUSINESS

Commissioner Lahring asked Jim Koens, Transit System Manager, if riders are required to wear face masks. Mr. Koens responded saying that MATS is asking riders to comply, but they are not enforcing the Governor's order.

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

FINAL BOARD COMMENT

An amendment to motion TR20/05-17 was made by Commissioner Lahring, supported by Commissioner Foster to extend the public comment period from May 26, 2020 to June 9, 2020. After discussion the amendment to the motion was adopted as follows:

TR20/05-17 [As amended] Authorize MATS to publish a summary of proposed service changes, publicize a 15-day public comment period beginning May 26, 2020 and schedule a public hearing for June 11, 2020.

MOTION CARRIED

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Scolnik, Snider, Wilkins.

No: Nash

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:27 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

June 11, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator

APPROVAL OF MINUTES

Moved by Commissioner Hovey-Wright, supported by Commissioner Foster, to approve the minutes of the May 14, 2020 meeting. Motion carried.

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins

No: None

PUBLIC HEARING – MATS SERVICE CHANGE PROPOSAL

Moved by Chair Hughes, supported by Commissioner Hovey-Wright, to open the public hearing. Motion carried.

Voice Vote

The following individuals spoke in opposition to the MATS Service Change Proposal:

Tammie Bixler Smith

Donna Iverson
Sarah Place
D.J. Canter
Chris Pontiatowski
Cindy Caris
Jackline Knight
Allison Tyler
Brenda Moore

It was moved by Commissioner Nash, supported by Commissioner Lahring, to close the public hearing. Motion carried.

Voice Vote

INFORMATIONAL ITEMS

Moved by Commissioner Mahoney, supported by Commissioner Nash, to accept and place on file the Informational Items. Motion carried.

Voice Vote

PUBLIC COMMENT (on an agenda item)

Kip Smith supported Item TR20/06-20

ITEMS FOR CONSIDERATION

TR20/06-19 It was moved by Commissioner Nash, supported by Commissioner Foster, to execute the agreement between the Muskegon County Airport and its Essential Air Service provider, SkyWest Airlines, to defer terminal and gate rental payments and airport landing fee payments. Terminal and gate rental deferrals will be from May 1, 2020 to July 31, 2020, and will be payable by September 30, 2020. Landing fee deferrals will be from April 1, 2020 to June 30, 2020, and will also be payable September 30, 2020. Motion carried.

Voice Vote

TR20/06-20 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to authorize issuing a Request for Qualifications for architecture and engineering services for a new, flat roof for the airport terminal with funding provided by FAA CARES Act funds. Motion carried.

Voice Vote

TR20/06-21 It was moved by Commissioner Foster, supported by Commissioner Mahoney, to approve the award of RFP 20-2383 for a Two-Year Period of Ad-Hoc Engine-Related Diagnostic and Repair Services on Diesel and CNG Vehicles with Cummins Engines to Cummins Sales and Service.
Motion carried.

Voice Vote

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:27 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

July 9, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

Present: Gary Foster, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Kenneth Mahoney, Charles Nash, John Snider

Excused: Robert Scolnik, Rillastine R. Wilkins

Also

Present: Mark Eisenbarth, County Administrator

APPROVAL OF MINUTES

Moved by Commissioner Hughes, supported by Commissioner Snider, to approve the minutes of the June 11, 2020 meeting. Motion carried.

Roll Call:

Yes: Foster, Hovey-Wright, Hughes, Lahring, Mahoney, Nash, Scolnik, Snider, Wilkins

No: None

INFORMATIONAL ITEMS

Moved by Commissioner Mahoney, supported by Commissioner Nash, to accept and place on file the Informational Items. Motion carried.

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

- TR20/07-22 It was moved by Commissioner Hovey-Wright, supported by Commissioner Hughes, to authorize the Purchasing Department to issue a Request for Bids for a five-year contract for the delivery of diesel fuel and unleaded fuel to the Muskegon Area Transit System and to the Airport, Solid Waste and Wastewater departments. Motion carried.
- TR20/07-23 It was moved by Commissioner Hovey-Wright, supported by Commissioner Mahoney, to approve an amendment to a lease agreement with Safelite Fulfillment, Inc., dba Safelite AutoGlass to extend the current lease until July 31, 2021, with an option to renew the agreement for an additional year, in the amount of \$709.10 per month plus utilities for the building located at 102 Sinclair Drive. Motion carried.
- TR20/07-24 It was moved by Commissioner Nash, supported by Commissioner Snider, to authorize issuing a Request for Proposals for boiler replacement with funding provided by CARES Act grant funding. Motion carried.
- TR20/07-25 It was moved by Commissioner Hughes, supported by Commissioner Mahoney, to approve award of the sweeper acquisition portion of AIP grant 3-26-0071-4420 to the low bidder, Fredrickson Supply LLC and authorize the Chair to execute a contract with Fredrickson Supply LLC in the amount of \$224,900.50. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:43 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

August 13, 2020

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:30 pm.

ROLL CALL

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

Excused: None

Also

Present: Mark Eisenbarth, County Administrator

APPROVAL OF MINUTES

Moved by Commissioner Scolnik, supported by Commissioner Hovey-Wright, to approve the minutes of the July 9, 2020 meeting. Motion carried.

INFORMATIONAL ITEMS

Moved by Commissioner Snider, supported by Commissioner Hovey-Wright, to accept and place on file the Informational Items. Motion carried.

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR20/08-26 It was moved by Commissioner Hughes, supported by Commissioner Mahoney to authorize MATS to call back from furlough the incumbents in positions G13001, G13003, G13004, G13022, G13024, G13025, G13033, G13035, G13037, G57503, G57504, G57510, G57511, and G57513, effective August 31, 2020. Motion carried.

- TR20/08-27 It was moved by Commissioner Hovey-Wright, supported by Commissioner Mahoney, to authorize the creation of two new Transit Attendant Hourly positions at MATS, effective August 31, 2020, with salary range GU-00110 (\$11.97-\$16.76/hour). [No: Lahring] Motion carried.
- TR20/08-28 It was moved by Commissioner Snider, supported by Commissioner Mahoney, to authorize MATS to begin the process to terminate for convenience its custodial services contract with Professional Building Services, LLC, and to re-solicit for custodial services for MATS facilities. Motion tabled.
- TR20/08-29 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to recommend to the Board of Commissioners that it waive site plan review by the Architectural Review Committee for the Smart Vision Lights' project at the Airport Business Park, and to authorize Board Chair to execute appropriate documents to implement waiver. Motion carried.
- TR20/08-30 It was moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to authorize issuing a Request for Proposals for the replacement of two field tractors and two mowing decks attachments. Motion carried.
- TR20/08-31 It was moved by Commissioner Nash, supported by Commissioner Hughes, to table motion until the Full Board meeting on August 25, 2020. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:03 pm.

MUSKEGON COUNTY BOARD OF COMMISSIONERS
Transportation Committee

December 10, 2020
3:52 p.m. via Zoom

Rillastine Wilkins, Chair
Gary Foster, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Chair Wilkins at 3:30 p.m.

ROLL CALL

Present: Gary Foster, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, I. John Snider, II and Rillastine Wilkins

Excused: Kenneth Mahoney

Also Present: Mark Eisenbarth, County Administrator; Kathy Tharp, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Foster, supported by Commissioner Snider, to approve the minutes of September 10, 2020, meeting as written.

Roll Call:

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

No: None Motion carried.

It was moved by Chairman Hughes, supported by Commissioner Foster, to accept the Transit and Airport Operational Reports.

Roll Call:

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

No: None Motion carried.

PUBLIC COMMENT

None

ITEMS FOR CONSIDERATION

TR20/12 - 35 It was moved by Chairman Hughes, supported by Commissioner Foster, to award RFP 21-2398 for a three year period of Custodial and Cleaning Services at MATS Sites to Blu Perspectives (dba Blu Cleaning) and to authorize the Chair to sign the necessary vendor agreements.

Roll Call:

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

No: None Motion carried.

