

**MUSKEGON COUNTY BOARD OF COMMISSIONERS**  
**Transportation Committee**

January 21, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Chairman Brown at 4:02 p.m.

**ROLL CALL**

Present: Kim Cyr (Muskegon County), Marcia Hovey-Wright (Petoskey), Susie Hughes (Muskegon County), Zach Lahring (Ravenna), Charles Nash (City of Muskegon), Malinda Pego (Norton Shores), Robert Scolnik (Norton Shores), Rillastine Wilkins (County of Muskegon), and Doug Brown (County of Muskegon)

Also Present: Beth Dick, Finance Director/Assistant County Administrator;  
Kathy Tharp, Administrative Coordinator

**APPROVAL OF MINUTES**

It was moved by Commissioner Hovey-Wright, supported by Commissioner Wilkins, to approve the minutes of December 10, 2021, meeting as written.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Robert Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None Motion carried.

It was moved by Commissioner Wilkins, supported by Commissioner Hovey-Wright, to accept the Transit and Airport Operational Reports.

Roll Call:

Yes: Robert Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Doug Brown

No: None Motion carried.

**PUBLIC COMMENT**

None

**ITEMS FOR CONSIDERATION**

TR21/01 - 01      It was moved by Commissioner Hughes, supported by Commissioner Nash, to approve the MATS Title VI Program February 2021 Update and the included MATS Service Standards and Service Policies.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Robert Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None Motion carried.

TR21/01 – 02 It was moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to extend the services of Richard Taig consulting services for additional two months, to provide FAA Part 139 documentation, airfield operations review, staff training, and staff supervision during the transition period for an amount not to exceed \$20,000.

Roll Call:

Yes: Zach Lahring, Charles Nash, Malinda Pego, Robert Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Doug Brown

No: None Motion carried.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENT**

None

**FINAL BOARD COMMENT**

Commissioner Hovey-Wright would like an update on the changes to the MATS system.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:14 p.m.

**MUSKEGON COUNTY BOARD OF COMMISSIONERS**  
**Transportation Committee**

February 11, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Brown at 4:29 p.m.

**ROLL CALL**

Present: Kim Cyr (Twin Lake), Marcia Hovey-Wright (Muskegon), Susie Hughes (Muskegon Township), Zach Lahring (Muskegon), Bob Scolnik (Norton Shores), Rillastine Wilkins (Muskegon), Malinda Pego (Muskegon), Doug Brown (Muskegon)

Excused: Charles Nash

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Wilkins, supported by Commissioner Hughes, to approve the minutes of the January 21, 2021, meeting as written.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None Motion carried.

**INFORMATION ITEMS**

It was moved by Commissioner Hughes, supported by Commissioner, Wilkins, to accept the Transit Operations Report of January 21, 2021.

Roll Call:

Yes: Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Doug Brown

No: None Motion carried.

**PUBLIC COMMENT**

None

**ITEMS FOR CONSIDERATION**

TC 21/02 - 03      It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to authorize the Muskegon Area Transit System to publish the public notice regarding the FY2021 Federal Capital assistance applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing.

Roll Call:

Yes: Susie Hughes, Bob Scolnik, Rillastine Wilkins, Marcia Hovey-Wright

No: Zach Lahring, Malinda Pego, Kim Cyr, Doug Brown

Motion failed.

TC 21/02 - 04            It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the Muskegon Area Transit System's FY2022 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.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Marcia Hovey-Wright, Susie Hughes

No: Zach Lahring, Malinda Pego, Kim Cyr, Doug Brown

Motion failed.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Bob Lukens updated the commissioner on the transition at the airport with F3.

TC 21/02 – 05            It was moved by Commissioner Hughes, supported by Commissioner Pego, to allow F3 to move the date of the contract up from April 1, 2021 to March 1, 2021.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik, Rillastine Wilkins,  
Kim Cyr, Doug Brown

No: None

Motion carried.

**PUBLIC COMMENT**

Jim Koens encouraged the commissioners to reach out to him if they have any questions on funding and the operations at MATS as well as his role.

Pete Bosheff stated that he strongly supports public transit. He stated that it's more and more important in communities like ours as well.

**FINAL BOARD COMMENT**

Commissioner Cyr stated that he supports public transportation and would like to see it become an authority.

Commissioner Hovey-Wright asked Jim Koens what effect the failed motions would have on MATS. Mr. Koens replied that we have to have these funds to have a viable program.

Commissioner Hughes asked if the buses and things that have been ordered will be the responsibility of the County. Mr. Koens replied that some of the buses have been ordered, but they may be able to cancel two of them.

Commissioner Brown thanked third grader, Jack, for the card sent to the commissioners.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:04 p.m.

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
Special Transportation Committee

February 23, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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MINUTES

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**CALL TO ORDER**

The special meeting was called to order by Commissioner Brown at 3:31 p.m.

**ROLL CALL**

Present: Kim Cyr (Twin Lake), Marcia Hovey-Wright (Muskegon), Susie Hughes (Muskegon Township), Zach Lahring (Muskegon), Charles Nash (Muskegon), Malinda Pego (Holton Township), Bob Scolnik (Norton Shores), Rillastine Wilkins (Muskegon), Doug Brown (Muskegon)

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Wilkins, supported by Commissioner Hughes, to approve the minutes of the February 11, 2021 meeting as written.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None Motion carried.

**MOTIONS TO AMEND THE AGENDA**

- A) It was moved by Commissioner Nash, supported by Commissioner Hughes, to amend the agenda to include the following suggested motion under New Business: To authorize the Muskegon Area Transit System to publish the public notice regarding the FY2021 Federal Capital assistance applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing

Roll Call:

Yes: Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Doug Brown

No: Zach Lahring, Malinda Pego Motion carried.

- B) It was moved by Commissioner Nash, supported by Commissioner Hughes, to amend the agenda to include the following suggested motion under New Business: To approve the Muskegon Area Transit System's FY2022 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.

Roll Call:

Yes: Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Doug Brown

No: Zach Lahring, Malinda Pego

Motion carried.

## **PUBLIC COMMENT**

None

## **ITEMS FOR CONSIDERATION**

TR21/02 – 06 It was moved by Commissioner Hughes, supported by Commissioner Nash, to adopt the transit system governance implementation timeline presented by the West Michigan Shoreline Regional Development Commission (WMSRDC).

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: Malinda Pego

Motion carried.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

TR21/02 – 07 It was moved by Commissioner Nash, supported by Commissioner Hughes, to authorize the Muskegon Area Transit System to publish the public notice regarding the FY2021 Federal Capital assistance applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Doug Brown

No: Malinda Pego, Zach Lahring

Motion carried.

TR21/02 – 08 It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve the Muskegon Area Transit System's FY2022 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.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Doug Brown

No: Zach Lahring, Malinda Pego

Motion carried.

## **PUBLIC COMMENT**

None

**FINAL BOARD COMMENT**

Chairman Scolnik thanked Commissioner Brown for calling this special meeting of the Transportation Committee. Many commissioners concurred.

**ADJOURNMENT**

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

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
Transportation Committee

March 11, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Commissioner Brown at 4:14 p.m.

**ROLL CALL**

Present: Kim Cyr (Twin Lake), Marcia Hovey-Wright (Muskegon), Susie Hughes (Muskegon Township), Zach Lahring (Muskegon), Charles Nash (Muskegon), Bob Scolnik (Norton Shores), Rillastine Wilkins (Muskegon), Malinda Pego (Muskegon), Doug Brown (Muskegon)

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Hovey-Wright, supported by Commissioner Hughes, to approve the minutes of the February 23, 2021, meeting as written.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None Motion carried.

**PUBLIC COMMENT**

None

**ITEMS FOR CONSIDERATION**

TR21/03 - 09 It was moved by Commissioner Hughes, supported by Commissioner Nash, to grant an easement to DTE Gas Company to install an above-ground gate valve and associated infrastructure on property owned by the Muskegon County Airport. This easement request has been reviewed and approved by the Federal Aviation Administration.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None Motion carried.

TR21/03 - 10 It was moved by Commissioner Hughes, supported by Commissioner Nash, to approve acceptance of a Grant Offer from the FAA in the amount of \$1,006,702 and authorize the Board Chair to sign and authorize the County Clerk to execute any necessary resolutions for the grant offer.

Transportation Committee

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Roll Call:

Yes: Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes,  
Doug Brown

No: Zach Lahring, Malinda Pego

Motion carried.

TR21/03 – 11 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to authorize the Board Chair to execute MDOT Aeronautics ARFF grant 2021-0156 in the amount of \$2,000 and authorize the County Clerk to execute the required resolution.

Roll Call:

Yes: Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright,  
Susie Hughes, Zach Lahring, Doug Brown

No: None

Motion carried.

TR21/03 – 12 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to authorize MATS to award RFP 21-2403 for a Microtransit Turnkey Demand Response Service for the Muskegon Area Transit System to highest-rated vendor River North Transit, LLC, a wholly-owned subsidiary of Via Transportation, Inc., contingent on Corporate Counsel review of the contract terms, and to authorize the Transit Systems Manager to work with River North Transit, LLC, to finalize, and continuously modify as necessary, the service parameters of a MATS microtransit program for a three-year period, for a not-to-exceed price of \$2,705,611.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes,  
Charles Nash, Doug Brown

No: Malinda Pego, Zach Lahring,

Motion carried.

TR21/03 – 13 It was moved by Commissioner Hughes, supported by Chairman Scolnik, to authorize MATS to extend its operation of the temporary Reserve-A-Ride program until July 31, 2021.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash,  
Doug Brown

No: Zach Lahring, Malinda Pego

Motion carried.

TR21/03 – 14 It was moved by Commissioner Hovey-Wright, supported by Commissioner Hughes, to authorize MATS to remove bus #0703 from the roster of active revenue vehicles and to permit MATS to dispose of the bus in a future vehicle/ equipment auction to be conducted using County surplus goods procedures, or a scrap sale if a buyer is not found at auction.

Roll Call:

Yes: Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash,  
Malinda Pego, Bob Scolnik, Doug Brown

No: None

Motion carried.

TR21/03 – 15 It was moved by Commissioner Nash, supported by Commissioner Hughes, to authorize MATS to transfer ownership of MATS minivans 1303, 1304, 1305, 1306, 1307, 1308, and 1309, and small buses 1904 and 1905, to Saginaw Transit Authority Regional Services (STARS) using the MDOT vehicle transfer process.

Roll Call:

Yes: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Doug Brown

No: None Motion carried.

**UNFINISHED BUSINESS**

Commissioner Nash addressed the board regarding the possibility of a motion to have all expenditures approved by the board for the expenditures that go through for that grant funding on the \$1M grant. Administrator Eisenbarth recommended that a report come forth to the Ways & Means committee regarding the monies spent. Corporate Counsel responded about the scope of the spending. He listed many scenarios including operational expenses that money would be able to be spent on. He stated that the grant is very broad. The funds were allocated on a variety of factors to all airports.

Administrator Mark Eisenbarth addressed the board regarding the agreement with the tenant at the airport. He believes they are very close to an agreement and informed the board he would like to bring this under his report at full board.

**NEW BUSINESS**

TC21/03 – 16 It was moved by Commissioner Lahring, supported by Commissioner Pego, to reroute the MATs bus to go by the veteran's facility and out to the airport.

It was moved by Commissioner Hovey-Wright, supported by Commissioner Wilkins, to Table TC21/03 – 16 to the Full Board meeting on March 30, 2021.

Roll Call on Motion to Table:

Yes: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Doug Brown

No: None Motion carried.

**PUBLIC COMMENT**

None

**FINAL BOARD COMMENT**

Commissioner Lahring commented regarding the commissioners and administrator addressing who is present for public comment.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:43 p.m.

**MUSKEGON COUNTY BOARD OF COMMISSIONERS**  
**Transportation Committee**

April 15, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Brown at 4:28 p.m.

**ROLL CALL**

Present: Kim Cyr (Twin Lake), Marcia Hovey-Wright (Muskegon), Susie Hughes (Muskegon Township), Zach Lahring (Muskegon), Charles Nash (Muskegon), Bob Scolnik (Norton Shores), Rillastine Wilkins (Muskegon), Malinda Pego (Muskegon), Doug Brown (Muskegon)

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve the minutes of the March 11, 2021, meeting as written.

Roll Call:

Yes: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None Motion carried.

**PUBLIC COMMENT**

None

**ITEMS FOR CONSIDERATION**

TR21/04 - 17      It was moved by Chairman Scolnik, supported by Commissioner Nash, to approve the staff recommendation to award Bergman Associates the contract to perform architecture and engineering services for the Airport Terminal Roof replacement.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None Motion carried.

TR21/04 - 18      It was moved by Commissioner Wilkins, supported by Chairman Scolnik, to authorize staff to participate in discussions of a transit-related parking facility project in downtown Muskegon, to pursue federal and state transit capital grant funding to support the transit portions of such a project, and to prepare partnership agreements for Board consideration if transit project funding is awarded for such a development.

Roll Call:

Yes: Zach Lahring, Charles Nash, Bob Scolnik, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: Malinda Pego, Rillastine Wilkins, Susie Hughes Motion carried.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENT**

None

**FINAL BOARD COMMENT**

Commissioner Lahring asked Chairman Scolnik with two vaccinations who is he needing protection from?

Commissioner Brown commented on the ribbon cutting ceremony and how much the downtown has changed and is proud to be part of it.

Commissioner Nash stated that the parking downtown is going to be a great need with the new convention center. The parking downtown will not be adequate and is a great concern for him. He would like to see a partnership for this.

Commissioner Hovey-Wright agrees with Commissioner Nash that more parking is needed downtown. We are definitely growing in the downtown. I'm glad that we're going to go forward with this. Hopefully, negotiate a benefit for the county.

Commissioner Cyr thanked Commissioner Brown for his performance today.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:15 p.m.

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
Transportation Committee

June 17, 2021  
4:00 p.m. via Zoom

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Commissioner Wilkins at 4:45 p.m.

**ROLL CALL**

Present: Kim Cyr (Twin Lake), Marcia Hovey-Wright (Muskegon), Zach Lahring (Muskegon), Charles Nash (Muskegon), Malinda Pego (Grand Haven), Robert Scolnik (Norton Shores), Rillastine Wilkins (Muskegon), Susie Hughes (Muskegon Township)

Excused: Doug Brown

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to approve the minutes of the April 15, 2021 meeting as written.

Roll Call:

Yes: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins

No: None Motion carried.

**PRESENTATION:** The MATS Fixed Route and Microtransit Update was given by Jim Koens, MATS Manager, Alejandro Miranda and Matthew Deery.

**PUBLIC COMMENT**

None

**ITEMS FOR CONSIDERATION**

TR21/06 - 17 It was moved by Commissioner Hughes, supported by Commissioner Nash, to contract with C&S Engineers, Inc. for professional engineering services for the new airport beacon and tower, crack seal design support (Federal Project # 3-26-0017-4621). This contract is 100% federally funded.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Kim Cyr, Marcia Hovey-Wright, Rillastine Wilkins

No: None Motion carried.



# MUSKEGON COUNTY BOARD OF COMMISSIONERS

## Transportation Committee

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

August 12, 2021 – 3:00 p.m.

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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### MINUTES

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#### CALL TO ORDER

The meeting was called to order by Commissioner Brown at 3:20 p.m.

#### ROLL CALL

Present: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Rillastine Wilkins, Malinda Pego, Doug Brown

Excused: Bob Scolnik

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

#### APPROVAL OF MINUTES

It was moved by Commissioner Wilkins, supported by Commissioner Hughes, to approve the minutes of the June 17, 2021, meeting as written. [Voice Vote] **Motion Carried.**

#### PUBLIC COMMENT

None

#### ITEMS FOR CONSIDERATION

TR21/08 – 21 It was moved by Commissioner Hughes, supported by Commissioner Cyr, to accept the Fourth Amendment to the Service Facility Lease Agreement between the County of Muskegon and Safelite Fulfillment, Inc. to extend the lease from August 1, 2021 – July 31, 2023 of the two-stall garage and small office located at 102 Sinclair Drive, Norton Shores, MI 49441, on the grounds of the Muskegon County Airport. This lease amendment includes a CPI adjustment and has been agreed to by the lessee.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None

**Motion carried.**

TR21/08 – 22 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to approve a construction contract with Korthase and Sons Co in the amount of \$122,189.00 to remove the existing airport rotating beacon structure and light, and replace it with a new beacon tower and controls. The bid was awarded at the June 15, 2021 Full Board meeting, Motion 2021-244.

Roll Call:

Yes: Zach Lahring, Charles Nash, Malinda Pego, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Doug Brown

No: None

**Motion carried.**

TR21/08 – 23 It was moved by Commissioner Hughes, supported by Commissioner Pego, to amend TR21/08 – 23 as follows. [Voice Vote] **Motion carried.**

It was moved by Commissioner Nash, supported by Commissioner Wilkins, to amend the C&S Engineers Lump Sum Consultant Agreement for professional design and engineering services for the Airport Beacon replacement project to include construction administration and observation services. The additional services will increase the contract value in the amount of \$25,017 to an amended total cost of \$44,891.

Roll Call:

Yes: Charles Nash, Malinda Pego, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Doug Brown

No: None **Motion carried.**

TR21/08 – 24 It was moved by Commissioner Hughes, supported by Commissioner Cyr, to authorize MATS to dispose of the bus shelter located at the Muskegon Heights Farmers Market site, by providing the City of Muskegon Heights the option to take possession of it for market use, or by removing it if the City does not desire it. [Voice Vote] **Motion carried.**

TR21/08 – 25 It was moved by Commissioner Hughes, supported by Commissioner Hovey-Wright, to authorize MATS to enter into an interlocal agreement with Harbor Transit Multi Modal Transportation System to facilitate connection of the MATS Go2 program and the Harbor Transit program at Spring Lake Fire Station 2 on 174th Avenue.

Roll Call:

Yes: Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Doug Brown

No: None **Motion carried.**

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

None

#### **PUBLIC COMMENT**

None

#### **FINAL BOARD COMMENT**

Commissioner Lahring commented on the motions being confusing.

#### **ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:51 p.m.

# MUSKEGON COUNTY BOARD OF COMMISSIONERS

## Transportation Committee

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

September 16, 2021 – 3:00 p.m.

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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### MINUTES

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#### CALL TO ORDER

The meeting was called to order by Commissioner Brown at 3:00 p.m.

#### ROLL CALL

Present: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Malinda Pego, Doug Brown

Also Present: Mark Eisenbarth, County Administrator; Tina Nash, Public Works Coordinator

#### APPROVAL OF MINUTES

It was moved by Commissioner Hughes, supported by Commissioner Nash, to approve the minutes of the August 12, 2021, meeting as written. (Voice Vote) **Motion Carried.**

#### INFORMATIONAL ITEMS

The following items were placed of file:

Transit Operations Report – August 2021

Airport Operations Report – August 2021

#### PUBLIC COMMENT

None

#### PRESENTATION

Jim Koens provided an update on the Transportation Route System and Go2 Micro Transit Program (see attached). Jim Koens spoke about the realigned route program, the areas served, ridership, revenue and current hours of operation. Jim Koens stated MATS is required to offer the ADA paratransit program. Jim Koens stated the new Go2 micro transit program is operated by a third party, Via. Jim Koens stated the area the Go2 operates in, the features of the Go2 app and how it works, hours of operation, and the various fees Go2 riders pay.

#### ITEMS FOR CONSIDERATION

TR21/09 - 26 It was moved by Commissioner Nash, supported by Commissioner Hughes, to accept a First Amendment of Office Lease Agreement between the County of Muskegon and Safecutters, Inc., for additional office space in the Muskegon County Airport Administration Building, 99 Sinclair Drive, Norton Shores, Michigan, 49441. (Voice Vote) **Motion carried.**

TR21/09 - 27 It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the lease agreement between Muskegon County and JCP Holdings, Inc., for a

3,660 sq. ft. box hangar with office located at 4776 Stariha Drive at the Muskegon County Airport, for a two-year period with three (3) one-year options.  
(Voice Vote) **Motion carried.**

**TR21/09-28** Moved by Commissioner Nash, supported by Commissioner Hughes, to authorize MATS to remove bus #905 from the roster of active revenue vehicles and to permit MATS to dispose of the bus in a future vehicle / equipment auction to be conducted using County surplus goods procedures, or a scrap sale if a buyer is not found at auction.

Voice Vote **Motion carried**

### **UNFINISHED BUSINESS**

**TR21/09-29** Moved by Commissioner Lahring, supported by Commissioner Pego, to stop entertaining outside entities from requesting American Rescue Plan funding.

Roll Call:

Yes: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego, Doug Brown

No: Marcia Hovey-Wright, Charles Nash, Robert Scolnik, Rillastine Wilkins

### **NEW BUSINESS**

Administrator Eisenbarth spoke to a report put together by Matthew Farrar, Public Works Director, regarding storage used at the Fairgrounds and Airport by the Sheriff's Department. Administrator Eisenbarth stated neither Matthew Farrar nor Sheriff Poulin could attend the meeting today.

**TR21/09-30** Moved by Commissioner Lahring, supported by Commissioner Hughes, that the Sheriff's Department move the items out from the Fairgrounds and Airport or pay the fair market value for rent.

**TR21/09-31** Moved by Commissioner Hovey-Wright, supported by Commissioner Nash, to table this until the next Full Board meeting for additional information.

Roll Call:

Yes: Kim Cyr, Marcia Hovey-Wright, Charles Nash, Robert Scolnik, Rillastine Wilkins

No: Susie Hughes, Zach Lahring, Malinda Pego, Doug Brown

### **PUBLIC COMMENT**

None

### **FINAL BOARD COMMENT**

None

### **ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:21 p.m.

# MUSKEGON COUNTY BOARD OF COMMISSIONERS

## Transportation Committee

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

October 14, 2021 – 3:00 p.m.

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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### MINUTES

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#### CALL TO ORDER

The meeting was called to order by Commissioner Brown at 3:28 p.m.

#### ROLL CALL

Present: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Malinda Pego, Doug Brown

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

#### APPROVAL OF MINUTES

It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve the minutes of the September 16, 2021, meeting as written. [Voice Vote] **Motion Carried.**

#### PUBLIC COMMENT

None

#### ITEMS FOR CONSIDERATION

TR21/10 - 31 It was moved by Commissioner Nash, supported by Commissioner Wilkins, to authorize award of RFP 21-2425 for a five-year period of Hosted Intelligent Transportation System (ITS), Services and Support for the Muskegon Area Transit System to highest-rated vendor Connexionz, for the amount of \$590,508.70, contingent on Corporate Counsel review of the contract terms.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: Malinda Pego

**Motion carried.**

TR21/10 - 32 It was moved by Commissioner Nash, supported by Chairman Scolnik, to authorize the Muskegon Area Transit System to publish the public notice regarding the Federal Transit Administration ARPA Operating Assistance application and to authorize staff to execute the electronic grant application. [Voice Vote] **Motion carried.**

TR21/10 - 33 It was moved by Commissioner Nash, supported by Commissioner Wilkins, to approve the list of projects submitted by MATS to the West Michigan Shoreline Regional Development Commission for consideration in development of the FY2024-FY2026 Congestion Mitigation Air Quality program of projects. [Voice Vote] **Motion carried.**

- TR21/10 - 34 It was moved by Commissioner Hovey-Wright, supported by Commissioner Nash, to approve MDOT Master Agreement 2022-0110 and the Signature Resolution authorizing the County Administrator to execute the Master Agreement and associated Project Authorizations under the agreement. [Voice Vote] **Motion carried.**
- TR21/10 - 35 It was moved by Commissioner Nash, supported by Commissioner Hughes, to authorize the Muskegon Area Transit System to publish the public notice regarding the Federal Transit Administration FY2022 CMAQ application and to authorize staff to execute the electronic grant application. [Voice Vote] **Motion carried.**
- TR21/10 - 36 It was moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to approve staff issuing a Request for Qualifications (RFQ) and conducting a qualification-based selection process to hire a consultant to perform airport engineering services for fiscal years 2022-2024, with two additional 1-year extensions. [Voice Vote] **Motion carried.**

### UNFINISHED BUSINESS

Corporate Counsel's Legal Opinion of September 13, 2021 was discussed.

Administrator Mark Eisenbarth informed the Board that WMSRDC indicates that discussions are continuing on the proposal of MATS becoming an authority; and the proposed plan should be out in November. Open meetings will be scheduled.

### NEW BUSINESS

TR21/10 – 37 It was moved by Commissioner Lahring, supported by Commissioner Pego, that Administration pursue consolidating the County Clerk's Office and Register of Deeds offices.

It was moved by Commissioner Hovey-Wright, supported by Chairman Scolnik, to postpone consideration to the next Transportation Committee meeting.

Roll Call on Motion Postpone:

Yes: Marcia Hovey-Wright, Charles Nash, Robert Scolnik, Rillastine Wilkins

No: Susie Hughes, Zach Lahring, Malinda Pego, Kim Cyr, Doug Brown

**Motion to table failed.**

Roll Call on TR21/10 - 37

Yes: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego, Doug Brown

No: Marcia Hovey-Wright, Charles Nash, Robert Scolnik, Rillastine Wilkins

**Motion carried.**

### PUBLIC COMMENT

None

### FINAL BOARD COMMENT

None

### ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:20 p.m.

# MUSKEGON COUNTY BOARD OF COMMISSIONERS

## Transportation Committee

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

November 16, 2021 – 3:00 p.m.

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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### MINUTES

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#### CALL TO ORDER

The meeting was called to order by Commissioner Brown at 3:00 p.m.

#### ROLL CALL

Present: Kim Cyr, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Malinda Pego, Doug Brown (Remote City of Muskegon)

Excused: Susie Hughes

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

#### APPROVAL OF MINUTES

It was moved by Commissioner Wilkins, supported by Commissioner Cyr, to approve the minutes of the October 14, 2021, meeting as written. [Voice Vote] **Motion Carried.**

#### PUBLIC COMMENT

None

#### ITEMS FOR CONSIDERATION

TR21/11 – 38 It was moved by Commissioner Wilkins, supported by Chairman Scolnik, to authorize MATS to create an additional Transit Maintenance Mechanic position, Pay Table/Grade GU-00220 \$18.78/hr - \$23.90/hr, effective December 1, 2021, and to subsequently eliminate Transit Maintenance Mechanic position G86001 upon the retirement of the incumbent in that position.

Roll Call:

Yes: Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: Malinda Pego

**Motion Carried.**

TR21/11 – 39 It was moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to authorize staff to engage the Federal Transit Administration regarding the necessary steps and/or costs to settle the Federal Transit Administration's remaining grant-funded interest in past improvements and renovations made to the Union Depot facility.

Roll Call:

Yes: Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None

**Motion Carried.**



MUSKEGON COUNTY BOARD OF COMMISSIONERS  
Transportation Committee

via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street, Muskegon, MI 49442

December 9, 2021 – 3:00 p.m.

Doug Brown, Chair  
Rillastine Wilkins, Vice-Chair

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MINUTES

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**CALL TO ORDER**

The meeting was called to order by Commissioner Brown at 3:00 p.m.

**ROLL CALL**

Present: Kim Cyr, Marcia Hovey-Wright, Susie Hughes (Attended from Muskegon Township via Zoom due to medical concerns), Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Malinda Pego, Doug Brown

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

**APPROVAL OF MINUTES**

It was moved by Commissioner Wilkins, supported by Commissioner Hovey-Wright, to approve the minutes of the November 16, 2021, meeting as written. [Voice Vote] **Motion carried.**

**MOTIONS TO ADD TO ITEMS FOR CONSIDERATION**

A) It was moved by Commissioner Nash, supported by Commissioner Hughes, to add TR21/12 – 43 to the Items for Consideration – TR21/12 – 43 Move to rescind the previously adopted motion #2021-417 brought by Commissioner Lahring which passed at the Full Board meeting on October 12, 2021, to liquidate the Humvee and Maxpro per the surplus property disposal policy. Per Rule 6, Section 6 of the Muskegon County Board Rules.

Roll Call to add Motion to the Agenda:

Yes: Charles Nash, Bob Scolnik, Rillastine Wilkins, Marcia Hovey-Wright, Susie Hughes, Doug Brown

No: Zach Lahring, Malinda Pego, Kim Cyr

**Motion to add to the agenda carried.**

B) It was moved by Commissioner Lahring, supported by Commissioner Pego, to add TR21/12 – 44 to the Items for Consideration – TR21/12 – 44 Move to rescind the Resolution to Declare Racism a Public Health Crisis in Muskegon County originally moved on July 7, 2020, and then to full board on July 14, 2020.

Roll Call to add Motion to the Agenda:

Yes: Zach Lahring, Malinda Pego, Kim Cyr, Doug Brown

No: Charles Nash, Bob Scolnik, Rillastine Wilkins, Marcia Hovey-Wright, Susie Hughes

**Motion to add to the agenda failed.**

**PUBLIC COMMENT**

Sheriff Michael Poulin addressed the Board regarding the need to approve #43.

**INFORMATION ITEMS** – Placed on the Record

## ITEMS FOR CONSIDERATION

TR21/12 - 42 It was moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to accept the Additional Service Proposal from Bergmann for airport terminal entrance architecture, design and engineering for a total cost not to exceed \$47,900 and adjust the budget accordingly.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Doug Brown

No: None

**Motion carried.**

TR21/12 – 43 It was moved by Nash, supported by Commissioner Hovey-Wright, to rescind the previously adopted motion #2021-417 brought by Commissioner Lahring which passed at the Full Board meeting on October 12, 2021, to liquidate the Humvee and Maxpro per the surplus property disposal policy. Per Rule 6, Section 6 of the Muskegon County Board Rules.

Roll Call:

Yes: Bob Scolnik, Rillastine Wilkins, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Doug Brown

No: Zach Lahring, Malinda Pego

**Motion carried.**

## UNFINISHED BUSINESS

None

## NEW BUSINESS

TR21/12 – 44 It was moved by Commissioner Pego, supported by Commissioner Lahring, to rescind the Resolution to Declare Racism a Public Health Crisis in Muskegon County.

Roll Call:

Yes: Rillastine Wilkins, Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego, Doug Brown

No: Bob Scolnik, Marcia Hovey-Wright, Charles Nash

**Motion carried.**

It was moved by Commissioner Wilkins, supported by Commissioner Nash, to Reconsider

Roll Call on Motion to Reconsider:

Yes: Rillastine Wilkins, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik

No: Kim Cyr, Zach Lahring, Malinda Pego, Doug Brown

**Motion to Reconsider carried.**

Roll Call after Motion to Reconsider on Original Motion TR21/12-44

Yes: Kim Cyr, Zach Lahring, Malinda Pego, Doug Brown

No: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins

**Motion failed.**

C) TR21/12 – 44 It was moved by Commissioner Lahring, supported by Commissioner Pego, to rescind the Resolution to Declare Racism a Public Health Crisis in Muskegon County originally moved on July 7, 2020, and then to full board on July 14, 2020.

Roll Call:

Yes: Zach Lahring, Malinda Pego, Kim Cyr

No: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins,  
Doug Brown

**Motion failed.**

**PUBLIC COMMENT**

None

**FINAL BOARD COMMENT**

None

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:25 p.m.