

MUSKEGON COUNTY BOARD OF COMMISSIONERS

Courts & Public Safety Committee

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

January 11, 2022 – 4:00 p.m.

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

MINUTES

CALL TO ORDER

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

ROLL CALL

Present: Kim Cyr, Doug Brown, Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins (arrived after roll call), Malinda Pego
Excused: Marcia Hovey-Wright
Also Present: Mark Eisenbarth, County Administrator; Kathy Tharp, Administrative Coordinator

APPROVAL OF THE AGENDA

It was moved by Commissioner Nash, supported by Commissioner Brown, to approve the agenda as written. [Voice Vote] **Motion carried.**

APPROVAL OF MINUTES

It was moved by Commissioner Hughes, supported by Commissioner Brown, to approve the minutes of the December 7, 2021, meeting as written. [Voice Vote] **Motion carried.**

PUBLIC COMMENT

None

ITEMS FOR CONSIDERATION

CPS22/01 - 01 It was moved by Commissioner Nash, supported by Chairman Scolnik, to amend the FY2022 Coronavirus Public Safety Fund (2110) budget, increasing revenues and expenditures by \$14,650 from \$6,957 to \$21,607.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown
No: Malinda Pego **Motion carried.**

CPS22/01 - 02 It was moved by Commissioner Wilkins, supported by Commissioner Nash, to award Kelly Austin to provide cognitive behavioral services in the jail and

authorize the Board Chair to sign the contract for services with the option to renew for two subsequent years depending on availability of grant funding and mutual agreement of both parties.

Roll Call:

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

No: None

Motion carried.

CPS22/01 - 03 It was moved by Commissioner Nash, supported by Chairman Scolnik, to award Catholic Charities to provide cognitive behavioral services in the community and authorize the Board Chair to sign the contract for services with the option to renew for two subsequent years depending on availability of grant funding and mutual agreement of both parties.

Roll Call:

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

No: None

Motion carried.

CPS22/01 - 04 It was moved by Commissioner Nash, supported by Commissioner Hughes, to add a fully grant funded hourly Specialty Court Enforcement Officer position, grade NO 2070, with a salary range of \$22.848 to \$28.755, to the Circuit Court for Recovery Court.

Roll Call:

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

No: None

Motion carried.

CPS22/01 - 05 It was moved by Commissioner Brown, supported by Commissioner Nash, to approve the creation of a new hourly Juvenile Transition Center (JTC) Administrative Assistant position at pay table/grade QU-00173, \$16.63/hr - \$20.78/hr.

Roll Call:

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

No: None

Motion carried.

CPS22/01 – 06 It was moved by Commissioner Nash, supported by Commissioner Wilkins to Table CPS22/01 – 06 To approve the Sole Source purchase of 10 mobile

fingerprint scanners at a cost of \$35,174.00 to the next Courts & Public Safety meeting.

Roll Call on Motion to Table:

Yes: Rillastine Wilkins, Doug Brown, Susie Hughes, Charles Nash

No: Kim Cyr, Zach Lahring, Robert Scolnik, Malinda Pego

Motion to Table failed.

It was moved by Commissioner Nash, supported by Commissioner Wilkins to Postpone CPS22/01 – 06 to the next Courts & Public Safety meeting.

Roll Call on Motion to Postpone:

Yes: Rillastine Wilkins, Susie Hughes, Charles Nash,

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

Motion to Postpone failed.

It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the Sole Source purchase of 10 mobile fingerprint scanners at a cost of \$35,174.00. This is 100% grant funded using Homeland Security funding with no cost to the County.

Roll Call:

Yes: Susie Hughes, Robert Scolnik, Rillastine Wilkins

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

Motion failed.

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Lahring requested an investigation to determine whether Commissioner Hovey-Wright's COVID19 condition exposed the Board. Discussed ensued.

CPS22/01 – 07 It was moved by Commissioner Lahring, supported by Commissioner Pego, to support the Muskegon County Resolution to Ensure all Constitutional Rights of Inmates at the Muskegon County Jail.

It was moved by Chairman Scolnik, supported by Commissioner Nash, to postpone the proposed Muskegon County Resolution to Ensure all Constitutional Rights of Inmates at the Muskegon County Jail until the investigative report is issued by the Michigan State Police.

Roll Call:

Yes: Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: Zach Lahring, Malinda Pego

Motion to Postpone carried.

Commissioner Cyr asked if the County could have corporate counsel make an inquiry to the State Police regarding the progress of the investigation. Corporate Counsel, Michael Homier, indicated he would do so.

PUBLIC COMMENT

None

FINAL BOARD COMMENT

None

ADJOURNMENT

There being no further business to come before the Courts & Public Safety Committee, the meeting adjourned at 3:44 p.m.



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

February 8, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order by Commissioner Pego at 3:04 p.m.

2. Roll Call

Present: Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Excused: Commissioner Doug Brown
Also Kathy Tharp, Administrative Coordinator

Present: Michael Homier, Corporate Counsel

3. Approval of the Agenda

Moved by Commissioner Hovey-Wright, supported by Commissioner Hughes, to approve the agenda (Voice Vote) **Motion Passes**

4. Approval of Minutes of January 11, 2022

A. Approval of the Minutes of January 11, 2022

It was moved by Commissioner Hughes, supported by Commissioner Lahring, to approve the minutes of January 11, 2022 (Voice Vote) **Motion Passes**

5. Public Comment (on an agenda item)

Persons may address the Board during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the Board 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 Board.

None

6. Items for Consideration

A. **(Nancy Waters CPS22/02 - 08)** To approve the purchase of six (6) laptop computers, six (6) desk top scanners, and six (6) bar-coding units for Circuit Court Records not to exceed \$14,000.00 and adjust the budget accordingly.

ACTION: Moved by Commissioner Wilkins, supported by Commissioner Hovey-Wright;
YES: Kim Cyr, Marcia Hovey-Wright, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
NO: Susie Hughes, Zach Lahring

Motion Passes

B. **(Rich Warner CPS22/02 - 09)** Move to approve the Sole Source purchase of 10 mobile fingerprint scanners at a cost of \$35,174.00. This is 100% grant funded using Homeland Security funding with no cost to the County.

ACTION: Moved by Commissioner Hughes, supported by Commissioner Wilkins;
YES: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
NO: Kim Cyr, Zach Lahring, Malinda Pego

Motion Passes

C. **(Michael Poulin CPS22/02 - 10)** Motion to approve the addition of a Sheriff Support Coordinator job classification. This is a GEU position with the wage scale of GU-00240 (\$20.79 - \$26.17).

ACTION: Moved by Commissioner Hughes, supported by Commissioner Nash;
YES: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
NO: None

Motion Passes

D. **(Michael Poulin CPS22/02 - 11)** Move to approve the Sheriff's Office Capital Requests and Disposals in the amount of \$130,000.00, for the purchase of four (4) detective vehicles and authorize the sale of the department vehicles as requested.

ACTION: Moved by Commissioner Rillastine Wilkins, supported by Commissioner Susie Hughes;
YES: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
NO: Commissioner Lahring, Commissioner Pego

Motion Passes

E. **(Michael Poulin CPS22/02 - 12)** Move to approve the Sheriff's Office to enter into a new lease with the Board approved leasing provider, for an investigative vehicle, not to exceed \$11,000 and authorize the board chair to sign the lease agreement once finalized.

ACTION: Moved by Commissioner Nash, supported by Commissioner Wilkins, with the friendly amendment to approve a 60-month lease at \$6,500 annually;
YES: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Robert Scolnik, Rillastine Wilkins

NO: Zach Lahring, Malinda Pego
Motion Passes

F. **(Michael Poulin CPS22/02 - 13)** Move to approve the Sheriff's Office Capital Request in the amount of \$68,000.00, for the purchase of ten (10) SCBA masks and harnesses funded using FY2021 surplus budget.

ACTION: Moved by Commissioner Nash, supported by Commissioner Wilkins;
YES: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Robert Scolnik, Rillastine Wilkins

NO: None
Motion Passes

7. **Unfinished Business**

None

8. **New Business**

CPS22/02 - 14 It was moved by Chairman Scolnik, seconded by Commissioner Wilkins, to adopt a Resolution in Honor of Black History Month.

ACTION: Moved by Chairman Scolnik, supported by Commissioner Wilkins to adopt a Resolution in Honor of Black History Month;
YES: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik
NO: Marcia Hovey-Wright, Charles Nash, Rillastine Wilkins
Motion Passes

9. **Public Comment**

None

10. **Final Board Comments**

None

11. **Adjournment**

At 4:03 p.m. the meeting was adjourned.



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

March 8, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Pego at 3:01 p.m.**

2. **Roll Call**

Present: Commissioner Doug Brown
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Kim Cyr
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Also Present: Mark Eisenbarth, County Administrator
Kathy Tharp, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Minutes of February 8, 2022**

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Susie Hughes

VOICE VOTE: Passed 9:0

4. **Approval of Agenda**

ACTION: Moved by Commissioner Susie Hughes, supported by
Commissioner Marcia Hovey-Wright
Passed 9:0

5. **Public Comment (on an agenda item) - NONE**

Persons may address the Board during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the Board 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 Board.

6. **Items for Consideration**

CPS22/03-15 **(Sheriff/Michael Poulin)** Move to accept and sign the FY22 Byrne JAG – WEMET grant (MSP #JAG 70834 WEMET-2022) in the amount of \$16,284.00.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash

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

NO: Zach Lahring

Passed 8:1

CPS22/03-16 **(Accounting/Finance/Angela Gasiewski)** Move to establish a balanced budget of \$161,000 for the Coronavirus Supplemental Grants as approved by the Chief Judge.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

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

NO: Susie Hughes, Zach Lahring, Malinda Pego

Passed 6:3

7. **Unfinished Business - NONE**

8. **New Business - NONE**

9. **Public Comment**

A citizen addressed the Board regarding paying by credit card.

10. **Final Board Comments - NONE**

11. **Adjournment - the meeting was adjourned at 3:10 p.m.**



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

April 12, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Vice Chair Hovey-Wright at 3:40 p.m.**

2. **Roll Call**

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Excused: Vice Chair Susie Hughes, Commissioner Malinda Pego

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. **Approval of Minutes**

Move to approve the Minutes of March 8, 2022
ACTION: Moved by Commissioner Charles Nash,
supported by Commissioner Bob Scolnik
VOICE Passed
VOTE:

4. **Approval of Agenda**

ACTION: Moved by Commissioner Charles Nash,
supported by Commissioner Bob Scolnik
VOICE Passed
VOTE:

5. **Public Comment (on an agenda item) - NONE**

6. **Items for Consideration**

CPS22/04-17 **(Emergency Services/Rich Warner)** Move to approve allocating
\$14,913.00 of the Muskegon County Homeland Security portion of the

Region 6 Homeland Security regional Allocation to support the Law Enforcement Terrorist Prevention Act (LETPA) and Priority Area projects.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Bob Scolnik

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

NO: Zach Lahring

Passed 6:1

7. **Unfinished Business - NONE**

8. **New Business - NONE**

9. **Public Comment - NONE**

10. **Final Board Comments - NONE**

11. **Adjournment - the meeting was adjourned at 3:44 p.m.**



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

May 10, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Pego at 3:47 p.m.**

2. **Roll Call**

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. **Approval of Minutes**

Move to approve the Minutes of April 12, 2022

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Susie Hughes

VOICE VOTE: Passed

4. **Approval of Agenda**

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Doug Brown

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

HealthWest Director Julia Rupp asked for support for the sheriff's motion for correctional officers.

Medical Director asked for support for the motion for correctional officers.

Sheriff Poulin addressed the Board re: motion #29.

Commissioner Lahring was disappointed that two directors are competing for funds.

Chief Judge Gregory Pittman commented in support of a work session.

6. **Items for Consideration**

CPS22/05-18 **(Prosecutor/DJ Hilson)** Move to authorize the Prosecutor to fund and fill Senior Assistant Prosecutor position X75009 (non-bargaining) at pay table/grade NX-00433, to create and fill one Digital Media/Discovery Coordinator position (non-bargaining) at pay table/grade NO-00212, and to add and fill one Prosecutor Legal Specialist position (bargaining) at pay table/grade GU-00215 and adjust the budget accordingly.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright, to **Postpone to the June 7, 2022**, C&PS Meeting

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

NO: None

POSTPONE: 9:0

CPS22/05-19 **(Prosecutor/DJ Hilson)** Move to authorize the reclassification and salary adjustments for the following Prosecutor's Office positions and adjust the budget accordingly:
Legal Secretary classification (bargaining) from pay table/grade GU-00160 to Prosecutor Legal Specialist pay table/grade GU-00215 for position numbers G49004, G49008, G49009, G49012, G49013, and G49014;
Legal Secretary II classification (bargaining) from pay table/grade GU-00175 to Prosecutor Legal Specialist II pay table/grade GU-00236 for position number G49101.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright, to **Postpone to the June 7, 2022**, C&PS Meeting

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

NO: None

POSTPONE: 9:0

CPS22/05-20 **(Prosecutor/DJ Hilson)** Move to authorize the salary range adjustments for the following Prosecutor's Office positions and adjust the budget accordingly:

Administrative Services Manager, position X04301, (non-bargaining) from pay table/grade NX-00330 to NX-00375; Assistant Prosecutor I classification XF080 (non-bargaining) from pay table/grade NX-00288 to NX-00309; Assistant Prosecutor II classification XF085 (non-bargaining) from pay table/grade NX-00308 to NX-00343; Senior Assistant Prosecutor classification XF750 (non-bargaining) from pay table/grade NX-00421 to NX-00433; Chief Trial Attorney classification XF900 (non-bargaining) from pay table/grade NX-00432 to NX-00442; Chief Assistant Attorney classification XF740 (non-bargaining) from pay table/grade NX-00440 to NX-00450; Prosecutor E15001 (non-bargaining) from pay table/grade EO-00080 to EO-00085.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright, to **Postpone to the June 7, 2022**, C&PS Meeting

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

NO: None

POSTPONE: 9:0

CPS22/05-21 **(Sheriff/Michael Poulin)** Move to approve the one-year extension of the agreement for the Partnership in Neighborhood Safety Program between Egleston Township, the Muskegon County Sheriff and the Board of Commissioners with the County's share of the cost being 50% or \$73,848.50 and authorize the Board Chair and Sheriff to sign the document.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr

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

NO: Malinda Pego

Passed 8:1

CPS22/05-22 **(Sheriff/Michael Poulin)** Move to approve the one-year extension of the agreement for the Partnership in Neighborhood Safety Program between Laketon Township, the Muskegon County Sheriff and the Board of Commissioners with the County's share of the cost being 50% or \$59,012.50 and authorize the Board Chair and Sheriff to sign the document.

ACTION: Moved by Commissioner Doug Brown, supported by Commissioner Charles Nash

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

NO: Malinda Pego

Passed 8:1

CPS22/05-23 **(Sheriff/Michael Poulin)** Move to approve the one-year extension of the agreement for the Partnership in Neighborhood Safety Program between Fruitland Township, the Muskegon County Sheriff and the Board of Commissioners with the County's share of the cost being 50% or \$63,917.00 and authorize the Board Chair and Sheriff to sign the document.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Doug Brown

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

NO: Malinda Pego

Passed 8:1

CPS22/05-24 **(Sheriff/Michael Poulin)** Move to approve the salary range adjustment for the Undersheriff, position X92001, from Pay Table/Grade NX-00380 to NX-00430 and place the incumbent at Step 4 effective October 10, 2021.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright, to **Postpone to the June 7, 2022**, C&PS Meeting

YES: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego

NO: Doug Brown, Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins

POSTPONE: **Failed 4:5**

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Doug Brown, to approve the motion with the amended effective date of May 17, 2022

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

NO: Kim Cyr, Zach Lahring

AS AMENDED: Passed: 7:2

CPS22/05-25 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office applying for and accepting the Michigan First Responder Training Grant in the amount of \$79,874.00 and adjust the revenue and expense budgets accordingly with no impact on the General Fund.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes

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

NO: None

Passed 9:0

CPS22/05-26 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to seek competitive solicitations through the Purchasing Office for the purchase and installation costs of (1) industrial/commercial laundry machine and (3) industrial/commercial dryers and to sell or dispose of the existing machines in a manner most advantageous to the County.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

CPS22/05-27 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to purchase a finger print machine from IDNetworks at an estimated price of \$20,000.00, utilizing surplus FY21 funds, and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Doug Brown

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

NO: None

Passed 9:0

CPS22/05-28 **(Sheriff/Michael Poulin)** Move to approve the creation of six (6) new Correctional Officer positions and to reinstate a Captain position within the Command Division.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright, to **Postpone to the June 7, 2022**, C&PS Meeting

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

NO: None

POSTPONE: 9:0

7. Unfinished Business

Commissioner Hughes would like the options for the undersheriff position from Mr. Homier.

8. New Business

Commissioner Nash asked to add the Resolution for Dr. Nesbary to CD/SP; agreed to by Board.

9. Public Comment

Sheriff Poulin thanked the board for their support and spoke about the security screening.

10. Final Board Comments

Commissioner Hovey-Wright commented stating that we do need to give raises.

Commissioner Hughes addressed the sheriff regarding outdated information and asked for updated information.

Commissioner Nash commented that the board has received at least two emails from the sheriff to contact him directly for information. He would like for everyone to study this stuff ahead of time.

11. Adjournment - the meeting was adjourned at 4:47 p.m.



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

June 7, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **The meeting was called to order by Commissioner Pego at 3:10 p.m.**
2. **Roll Call**
 - Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins
 - Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator
3. **Approval of Minutes**
 - A. Move to approve the Minutes of May 10, 2022
ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Susie Hughes
VOICE VOTE: Passed
4. **Approval of Agenda**
 - ACTION:** TO POSTPONE 32, 33, 34, 35 AND APPROVE AGENDA - It was moved by Commissioner Hovey-Wright, supported by Commissioner Lahring, to postpone CPS22/06-32, 33, 34, and 35 until after the salary study is complete and approve the balance of the agenda.
VOICE VOTE: To Postpone and Approve Agenda Passed
5. **Presentation by Vital Core Held**
6. **Public Comment (on an agenda item)**

Sheriff Poulin addressed the Board regarding marine patrol staff. He noted that they will be receiving life-saving awards. Deputy John Yax, MCSO, described the life-saving incident on May 20, 2022.

7. **Items for Consideration (Items 32, 33, 34, and 35 postponed)**

- CPS22/06-29 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to accept the Marine Safety grant (MS22-67) in the amount of \$71,800.00 for personnel and operating costs for the 2022 calendar year.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
- Passed 9:0**
- CPS22/06-30 **(Sheriff/Scott Lamiman)** Move to approve the request to apply for and accept a grant in the amount of \$204,800 from the Office of Community Corrections in Lansing for FY 2023, and authorize the board chair to sign that agreement.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
- Passed 9:0**
- CPS22/06-31 **(Emergency Services/Rich Warner)** Move to apply for and accept the FY2021-22 Hazardous Material Emergency Preparedness (HMEP) grant for the Muskegon County Local Emergency Planning Committee (LEPC), and authorize the Board Chair to sign the agreement.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
- Passed 9:0**
- CPS22/06-36 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2023 VOCA Grant in the amount of \$90,000 and authorize the Board Chair to sign the agreement.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
- Passed 9:0**
- CPS22/06-37 **(Circuit Court/Sandra Vanderhyde)** Move to approve the Proclamation for Reunification Day 2022.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

8. Unfinished Business

- A. **(DJ Hilson CPS22/05-18)** Move to authorize the Prosecutor to fund and fill Senior Assistant Prosecutor position X75009 (non-bargaining) at pay table/grade NX-00433, to create and fill one Digital Media/Discovery Coordinator position (non-bargaining) at pay table/grade NO-00212, and to add and fill one Prosecutor Legal Specialist position (bargaining) at pay table/grade GU-00215 and adjust the budget accordingly.

ACTION TO POSTPONE: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Susie Hughes to postpone CPS22/05-18 until after the wage study is complete

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

NO: Kim Cyr

To Postpone Passed 8:1

- B. **(DJ Hilson CPS22/05-20)** Move to authorize the salary range adjustments for the following Prosecutor's Office positions and adjust the budget accordingly: Administrative Services Manager, position X04301, (non-bargaining) from pay table/grade NX-00330 to NX-00375; Assistant Prosecutor I classification XF080 (non-bargaining) from pay table/grade NX-00288 to NX-00309; Assistant Prosecutor II classification XF085 (non-bargaining) from pay table/grade NX-00308 to NX-00343; Senior Assistant Prosecutor classification XF750 (non-bargaining) from pay table/grade NX-00421 to NX-00433; Chief Trial Attorney classification XF900 (non-bargaining) from pay table/grade NX-00432 to NX-00442; Chief Assistant Attorney classification XF740 (non-bargaining) from pay table/grade NX-00440 to NX-00450; Prosecutor E15001 (non-bargaining) from pay table/grade EO-00080 to EO-00085.

ACTION TO POSTPONE: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Susie Hughes to postpone **CPS22/05-20** until after the wage study is complete

YES: Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik

NO: Doug Brown, Kim Cyr, Charles Nash, Rillastine Wilkins

To Postpone Passed 5:4

- C. **(Michael Poulin CPS22/05-28)** Move to approve the creation of six (6) new Correctional Officer positions and to reinstate a Captain position within the Command Division.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Rillastine Wilkins

YES: Charles Nash, Malinda Pego

NO: Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Bob Scolnik, Rillastine Wilkins

Failed 2:7

9. New Business - NONE

10. Public Comment

Sheriff Poulin addressed the Board regarding the motions that are postponed and under Unfinished Business.

Prosecutor Hilson addressed the Board regarding the motions that have been postponed until after the wage study.

11. Final Board Comments

Commissioner Nash stated he agrees with the prosecutor and the sheriff and that they need more people and a wage study won't matter. We have to do better for our employees.

Commissioner Hovey-Wright addressed the same issues. She stated they need more information and to put it all together.

Commissioner Cyr was encouraged by the report from Vital Core.

Chairman Scolnik asked what the percentage is of payroll. It needs to be sustainable.

12. Adjournment - the meeting was adjourned at 4:18 p.m.



Muskegon County

Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

July 12, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Pego at 3:14 p.m.**

2. **Roll Call**

Present: Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Excused: Commissioner Doug Brown

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. **Approval of Minutes**

Move to approve the Minutes of June 7, 2022

ACTION: Moved by Commissioner Rillastine Wilkins, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

4. **Approval of Agenda**

ACTION 1: Moved by Commissioner Lahring, supported by Commissioner Cyr, to approve the agenda with the removal of Items 39, 40, 41 Moved by Commissioner Zach Lahring, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

ACTION 2: Moved by Chairman Scolnik, supported by Commissioner Nash, to appeal the decision of the committee Chair to determine whether the ruling of the committee Chair shall be sustained to move the voice vote forward to approve the agenda with the removal of Items 39, 40, 41 without discussion

YES: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego

NO: Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins

Failed 4:4

ACTION 3: Moved by Commissioner Lahring, supported by Commissioner Cyr, to approve the agenda with the removal of Items 39, 40, 41

YES: Kim Cyr, Susie Hughes, Malinda Pego, Zach Lahring

NO: Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins

Failed 4:4

ACTION 4: Moved by Commissioner Nash, supported by Commissioner Hovey-Wright, to approve the agenda as written.

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

NO: Malinda Pego

Passed 7:1

5. **Public Comment (on an agenda item) - NONE**

6. **Presentation Held - Juvenile Transition Center Update / Judge Pittman, Mary Jo French, Alisha Riedl**

7. **Items for Consideration**

CPS22/07-38 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2023 STOP Violence Women grant.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Kim Cyr

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

NO: None

Passed 8:0

CPS22/07-39 **(Sheriff/Michael Poulin)** Move to approve the creation of two (2) of the six (6) new Correctional Officer positions at pay table/grade OF-00050 and adjust the budget accordingly.

ACTION 1: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr, to amend the motion to remove the words "of the six (6)" from the motion and add " and filling".

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

NO: Zach Lahring

Passed 7:1

ACTION 2: Moved by Commissioner Nash, supported by Commissioner Wilkins, to approve the creation and filling of two (2) new Correctional Officer positions at pay table/grade OF-00050 and adjust the budget accordingly.

YES: Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Malinda Pego,

- NO:** Bob Scolnik, Rillastine Wilkins
Zach Lahring
Passed 7:1
- CPS22/07-40 **(Sheriff/Michael Poulin)** Move to approve the reinstatement of a Captain position within the Command Unit at pay table/grade SC-00051 and adjust the budget accordingly.
- ACTION:** It was moved by Commissioner Charles Nash and the motion did not have support
Failed 0:0
- CPS22/07-41 **(Sheriff/Michael Poulin)** Move to approve the Sheriff to initiate a Request for Proposal (RFP) to install security screening on the upper mezzanines in the Muskegon County Jail.
- ACTION:** Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash
- YES:** Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
Passed 8:0
- CPS22/07-42 **(Emergency Services/Rich Warner)** Move to accept the 2021 Homeland Security Grant Program Intergovernmental Agreement between the West Michigan Regional Medical Consortium (WMRMC) and the Muskegon County on behalf of the Muskegon County Emergency Services/Management, and direct the Board Chair and appropriate staff to sign the agreement.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash
- YES:** Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
Passed 8:0
- CPS22/07-43 **(Sheriff/Michael Poulin)** Move to approve the payoff of a 2020 Ford Police Interceptor leased vehicle through REV Financial Services (US Bank) that was totaled in an accident with \$32,700.00 in insurance proceeds and the remaining approximately \$18,290.00 to be applied to the Sheriff's Operations budget (1010-0301) for the lease (REV Financial/US Bank) of a new current model year fleet interceptor vehicle and amend the budget accordingly.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Bob Scolnik
- YES:** Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
Passed 8:0
- CPS22/07-44 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office purchasing a

used Ford Utility Vehicle and a new Ford Edge SE. Also, to sell through the Sheriff's contracted service provider two current departmental vehicles which are aged and beyond their useful life. The Sheriff will then use these sale funds and funds from a previous sale to purchase the two vehicles mentioned above.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

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

NO: None

Passed 8:0

CPS22/07-45 **(Prosecutor/DJ Hilson)** Move to authorize the Prosecutor to use its 2021 budget surplus to pay for on-call responsibilities for assistant prosecutors; said amount is not to exceed its surplus amount.

ACTION: Moved by Commissioner Rillastine Wilkins, supported by Commissioner Charles Nash

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

NO: None

Passed 8:0

CPS22/07-46 **(Administration/Mark Eisenbarth)** Move to approve the Memorandum of Understanding between the City of Muskegon, City of Muskegon Heights and the County of Muskegon for the FY22 Justice Assistance Grant Award Program and authorizes the Board Chair to sign the Memorandum.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash

VOICE VOTE: Passed

8. **Unfinished Business - NONE**

9. **New Business - NONE**

10. **Public Comment**

-Prosecutor DJ Hilson provided an update to the Board regarding the determination of whether a conflict of interest exists his office regarding most recent death in the jail
-Captain Shane Brown of the MCSO addressed the Board regarding the needs of the department.

11. **Final Board Comments**

Commissioner Hughes thanked Captain Brown for his service.
Commissioner Nash encouraged commissioners to speak to staff in the sheriff's office.

12. **Adjournment - the meeting was adjourned at 4:20 p.m.**



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

August 9, 2022 at 3:00 PM
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,
Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Pego at 3:03 p.m.**

2. **Roll Call**

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. **Approval of Minutes**

Move to approve the Minutes of July 12, 2022

ACTION: Moved by Commissioner Rillastine Wilkins, supported by Commissioner Susie Hughes

VOICE VOTE: Passed

4. **Approval of Agenda**

Commissioner Hovey-Wright requested a friendly amendment to postpone items 55 and 56 of the agenda until after the work session takes place. Commissioner Lahring and Hughes who motioned for and seconded, agreed to the proposed amendment and a roll call was taken:

ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Susie Hughes

YES: Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego

NO: Doug Brown, Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins

Failed 4:5

It was moved by Commissioner Lahring, supported by Commissioner Susie Hughes to approve the agenda as written.

ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Susie Hughes

VOICE VOTE: **Passed**

5. Public Comment (on an agenda item)

Prosecutor's Office Staff Katie Norton, Nicholas Sheridan, and Timothy Maat addressed the board regarding the needs of additional staffing in the prosecutor's office.

6. Items for Consideration

CPS22/08-47 **(Sheriff/Michael Poulin)** Move to approve Sheriff Poulin to sign the Amendment with Canteen Services, Inc for the increased cost of food service to the inmates of the Muskegon County Jail and further authorize the Sheriff to release a Request for Proposals for the expiring contract.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Bob Scolnik

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

NO: None

Passed 9:0

CPS22/08-48 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office accepting the Huron-Manistee National Forest Cooperative Law Enforcement Agreement (21-LE-11090400-018) between the Muskegon County Sheriff's Office and the USDA, Forest Service and to authorize the Sheriff sign this agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes

VOICE VOTE: **Passed**

CPS22/08-49 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2023 Crime Victim Rights Navigator Pilot Program Grant in the amount of \$77,608.00.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Rillastine Wilkins

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

NO: None

Passed 9:0

CPS22/08-50 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2023 Crime Victim Rights Grant in the amount of \$347,205.00.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Susie Hughes

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

NO: None

Passed 9:0

CPS22/08-51 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to purchase a second finger print machine from IDNetworks at an estimated price of \$20,000.00, utilizing surplus FY21 funds, and adjust the budget accordingly.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Rillastine Wilkins

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

NO: Zach Lahring

Passed 8:1

CPS22/08-52 **(Sheriff/Michael Poulin)** Move to approve authorization for the Sheriff's Office to purchase a Utility Task Vehicle (UTV), support equipment and a trailer for the vehicle. To use \$6,500.00 from the authorized FY22 Off-Road Vehicle (ORV) Law Enforcement Program grant and the remaining costs from FY21 Marine fund surplus.

ACTION: Moved by Commissioner Rillastine Wilkins, supported by Commissioner Charles Nash, with a friendly amendment to change the dollar amount in the summary of the motion to \$21,355.20.

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

NO: None

Passed 9:0

CPS22/08-53 **(Circuit Court/Sandra Vanderhyde)** Move that the Muskegon County Courts' Court Recording System Project (RFP 21-2397) be amended to add the amount of \$145,701.64, in accordance with the estimate submitted by the selected vendor, Business Information Systems (BIS), for the new court recording system for the future courtroom of the additional Muskegon County Circuit Court judicial seat . Further, move that this amendment continue to be funded using American Rescue Plan grant funding and the FY22 budget be amended accordingly.

ACTION: Moved by Commissioner Bob Scolnik, supported by Commissioner Rillastine Wilkins, with a friendly amendment to correct the date in the summary of the motion to 12/14/21.

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

NO: Malinda Pego

Passed 8:1

CPS22/08-54 **(Circuit Court/Sandra Vanderhyde)** Move to add a Full-Time Circuit Court Legal & Scheduling Secretary position at pay table/grade NO-00218 and a Full-Time Recorder Bailiff position at pay table/grade NO-00198 for the new Muskegon County 14th Circuit Court Judge, and to add the Circuit Court Legal & Scheduling Secretary, Recorder Bailiff, and Circuit Court Judge to the FY 23 Budget, effective 1/1/23, with a \$145,266.49 impact to the general fund.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Bob Scolnik

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

NO: None

Passed 9:0

CPS22/08-55 **(Prosecutor/DJ Hilson)** Move to authorize the Prosecutor to create and fill one Digital Media/Discovery Coordinator position (non-bargaining) at pay table/grade NO-00212 and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Bob Scolnik

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

NO: None

Passed 9:0

CPS22/08-56 **(Probate Court/Craig Monette)** Move to add a full-time Court Services Specialist position to the Probate Court at pay table/grade QU-00173 effective September 1, 2022 with an approximate impact to the general fund of \$66,425.00.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright

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

NO: Zach Lahring

Passed 8:1

CPS22/08-57 **(Circuit Court/Sandra Vanderhyde)** Move to change the name of the Juvenile Transition Center (JTC) to the Juvenile Detention Center (JDC) as approved by the Child Welfare Licensing Department of the Michigan Department of Health and Human Services.

ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Doug Brown

YES: Doug Brown, Marcia Hovey-Wright, Zach Lahring, Malinda Pego, Bob Scolnik, Rillastine Wilkins

NO: Kim Cyr, Susie Hughes, Charles Nash

Passed 6:3

7. Unfinished Business - NONE

- Administrator Eisenbarth offered an update on the MIDC, and the Board heard from Public Defender Fred Johnson regarding the MIDC negotiations on the grant.
- Commissioner Pego asked for an update regarding the JTC/JDC. Circuit Court Administrator Sandra Vanderhyde addressed the Board.

8. New Business - NONE

9. Public Comment

Prosecutor DJ Hilson thanked the Board.

- 10. Final Board Comments - NONE**

- 11. Adjournment - the meeting was adjourned at 4:24 p.m.**



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

October 11, 2022 at 3:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Pego at 3:00 p.m.**

2. **Roll Call**

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. **Approval of Minutes**

1. Move to approve the Minutes of August 9, 2022

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Rillastine Wilkins

VOICE VOTE: Passed

4. **Approval of Agenda**

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Susie Hughes

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

Adam Bayne, Superintendent of Holton Public Schools, commented in support of a school resource officer.

Melanie Arbogast, Blue Lake Township Officer, spoke in support of the school resource officer.

Tammy Jager, Trustee of Holton Township, stated they cannot afford the school resource officer.

Sheriff Poulin addressed the school resource officer.

6. **Items for Consideration**

- CPS22/10-58 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to accept for the Fiscal Year 2023 the Secondary Road Patrol (SRP) grant from the Office of Highway Safety Planning (OHSP) in the amount of \$98,580.00.
- ACTION:** Moved by Commissioner Doug Brown, supported by Commissioner Bob Scolnik
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Zach Lahring, Malinda Pego
- Passed 7:2**
- CPS22/10-59 **(Emergency Services/Rich Warner)** To request permission to accept through the FY2022 Michigan State Police – Emergency Management & Homeland Security Division (EMPG American Rescue Plan Act) reimbursement for up to 40.29% of the Muskegon County Emergency Services Director's salary and fringe benefits and adjust the revenue budget accordingly.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Malinda Pego
- Passed 8:1**
- CPS22/10-60 **(Sheriff/Michael Poulin)** Move to approve entering into a three (3) year agreement between the County of Muskegon, Holton Public Schools, Blue Lake Township and Cedar Creek Township to provide one (1) full-time deputy to conduct additional community policing activities in these areas.
- ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Zach Lahring, Malinda Pego
- 7:2**
- CPS22/10-61 **(District Court/Patrick Finnegan)** Move to approve the Muskegon County Courts' request to issue a formal Request for Proposals for Court Ordered Debt Collection Services under a 'remit then reimburse' payment model and to permit the Courts to select and engage the chosen vendor under the terms of the Muskegon County Courts' Procurement Policy.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins
- NO:** None
- Passed 9:0**

CPS22/10-62 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's department to sell a 2013 Ford Fusion, VIN 3FA6P0G72DR203475, that has aged beyond its useful life.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Rillastine Wilkins

VOICE VOTE: **Passed**

CPS22/11-63 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff to purchase four (4) 2023 Ford Police Interceptor Utility AWD vehicles and to utilize Emergency Services to coordinate the purchase/leasing, equipment purchases and up fitting using MiDeal pricing of \$39,999 per vehicle with additional equipment cost of \$11,227.08 per vehicle and to sell the four replaced vehicles to help offset the cost. The vehicles will be financed through the equipment revolving fund and reimbursed by the sheriff's surplus fiscal year funding.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Rillastine Wilkins

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

NO: Zach Lahring
Passed 8:1

7. Unfinished Business

Commissioner Pego asked Family Court Administrator Sandra Vanderhyde for an update on the Juvenile Detention Center as well as the current staffing levels.

8. New Business - NONE

9. Public Comment

Sheriff Poulin thanked the Board for their support on the motions today. The sheriff also explained how the vehicles are assigned to deputies.

10. Final Board Comments

Chair Scolnik reminded the board that the county has about 176,000 and 1,460 square miles and police are necessary.

11. Adjournment - the meeting was adjourned at 3:43 p.m.



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

November 8, 2022 at 3:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order by Commissioner Pego at 3:03 p.m.

2. Roll Call

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Board Chairman Bob Scolnik

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. Approval of Minutes

1. Move to approve the Minutes of October 11, 2022

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Doug Brown

VOICE VOTE: Passed

4. Approval of Agenda

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Zach Lahring to remove item CPS22/11-67 and approve the balance of the agenda

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

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

Passed 5:3

5. Public Comment (on an agenda item)

NONE

6. Items for Consideration

CPS22/11-64 **(Sheriff/Michael Poulin)** Move to approve the addition of four (4) Marine Officer – Seasonal positions to the Sheriff’s Office at no additional impact to the Sheriff’s budget.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash

YES: Doug Brown, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik

NO: Kim Cyr, Zach Lahring, Malinda Pego

Passed 5:3

CPS22/11-65 **(Sheriff/Scott Lamiman)** Move to accept the FY23 Community Corrections grant in the amount of \$204,800 and authorize the Board Chairperson to sign the contract with the Michigan Department of Corrections. Grant funds will be utilized to provide programs and services in the jail and in the community to improve jail utilization, reduce the prison commitment rate and impact recidivism.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

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

NO: None

Passed 8:0

CPS11/22-66 **(Sheriff/Michael Poulin)** I move to accept the Independent Contractor Agreement for Law Enforcement Service between Michigan Works! West Central and the Muskegon County Sheriff’s Office. Funding for the second year of the agreement is \$8,280 for the year October 1, 2022 through September 30, 2023.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

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

NO: None

Passed 8:0

CPS11/22-67 **(Sheriff/Michael Poulin)** Move to approve the Sheriff’s Office to purchase two (2) Harley Davidson police motorcycles, three (3) police motorcycle communications systems, and three (3) police motorcycle helmets, not to exceed \$41,000 dollars.

ACTION: **Item removed from the Agenda**

CPS11/22-68 **(Circuit Court/Sandra Vanderhyde, Nancy Waters)** Move to approve Circuit/Family Court to use a portion of surplus funds designated for their “File Project” to be paid to court and CCR employees exempt from overtime at a rate of time and a half when hours worked in a week exceeds 40 hours.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash

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

NO: None

Passed 8:0

7. Unfinished Business

Commissioner Nash asked if Administration would set a work session on the motorcycles.

8. New Business

NONE

9. Public Comment

Two citizens spoke regarding collecting election data and preserving the vote.

Captain Shane Brown of the MCSO spoke regarding the motor unit and encouraged support.

Check Presented to the Sheriff Motor Unit.

Three citizens spoke in support of the MCCR.

Sheriff Michael Poulin expressed support a work session on the MCCR.

10. Final Board Comments

Commissioner Nash commended the group for the presentation and the donation to the Sheriff's Department and No More Sidelines.

Commissioner Hovey-Wright also commended the group for their donation.

11. Adjournment

The meeting was adjourned at 3:32 p.m.



Muskegon County Courts & Public Safety Committee

Malinda Pego, Chair
Marcia Hovey-Wright, Vice-Chair

December 6, 2022 at 3:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order by Commissioner Pego at 3:02 p.m.

2. Roll Call

Present: Commissioner Doug Brown
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Vice Chair Susie Hughes
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Malinda Pego
Commissioner Darrell Paige

Excused: Board Chairman Bob Scolnik

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. Approval of Minutes

1. Move to approve the Minutes of November 8, 2022

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

4. Approval of Agenda

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Doug Brown

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

NONE

6. Items for Consideration

CPS22/12-69 **(Sheriff/Michael Poulin)** Move to approve the funding increase in the amount of \$123,941.00 from the Office of Highway Safety Planning for a total allocation amount of \$222,521.00 from the FY23 Secondary Road

Patrol Program. The Sheriff's budget is being requested to be adjusted accordingly.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

YES: Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Darrell Paige

NO: None

Passed 8:0

CPS22/12-70 **(Sheriff/Michael Poulin)** Move to accept the FY23 Snowmobile Law Enforcement Grant in the amount of \$2,000.00 from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash

YES: Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Darrell Paige

NO: None

Passed 8:0

CPS22/12-71 **(Circuit Court/Sandra Vanderhyde)** Move to approve fully SAMHSA grant funded positions for the 14th Circuit Recovery Court Program, specifically a full-time Recovery Court Case Manager position (pay table/grade NX-00290) and increasing the current Enforcement Officer position, N32601 (pay table/grade NO-00270) from hourly to full-time, effective January 2023.

ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright

YES: Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Malinda Pego, Darrell Paige

NO: Zach Lahring

Passed 7:1

7. Unfinished Business

NONE

8. New Business

NONE

9. Public Comment

NONE

10. Final Board Comments

NONE

11. Adjournment

The meeting was adjourned by the chair at 3:10 p.m.