

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

Thursday, January 13, 2021 – 3:00 p.m.

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Brown at 3:38 p.m.

ROLL CALL

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

APPROVAL OF AGENDA

It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the agenda as written. [Voice Vote] **Motion Carried.**

APPROVAL OF MINUTES

It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the minutes of the December 9, 2021, meeting as written. [Voice Vote] **Motion Carried.**

PUBLIC COMMENT

None

ITEMS FOR CONSIDERATION

TR22/01 – 01 It was moved by Commissioner Nash, supported by Commissioner Hughes, to accept a bid from Hutson, Inc. in the amount of \$280,019.60 for the purchase of two field tractors with mowing decks to be used at the Muskegon County Airport.

Roll Call:

Yes: Kim Cyr, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins,
Doug Brown
No: None **Motion carried.**

TR22/01 – 02 It was moved by Commissioner Wilkins, supported by Commissioner Hughes, to accept the Qualification Statement submitted by C&S Engineers, Inc. for consulting services at the Muskegon County Airport, and authorize staff to negotiate a 3-year contract with two one-year renewal options.

Roll Call:

Yes: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr,
Doug Brown
No: None **Motion carried.**

TR22/01 – 03 It was moved by Commissioner Nash, supported by Commissioner Scolnik, to approve the Muskegon Area Transit System's FY2023 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: Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins, Kim Cyr, Doug Brown

No: None

Motion carried.

TR22/01 – 04 It was moved by Commissioner Nash, supported by Commissioner Wilkins, to authorize County Purchasing to issue a Request for Bids for procurement of a replacement administration/operations vehicle at the Muskegon County Airport.
[Voice Vote]

Motion carried.

TR22/ 01 – 05 It was moved by Commissioner Scolnik, supported by Commissioner Wilkins, to begin monthly invoicing to the Sheriff's Department, Emergency Management Department, and HazMat Team for rental of the 8,000 square foot hangar at 685 Airport Road at the Muskegon County Airport beginning January 2022.

Roll Call:

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

No: Zach Lahring

Motion carried.

TR22/ 01 – 06 It was moved by Commissioner Nash, supported by Commissioner Hughes, to accept F3 Airport's Goals and Incentives for calendar year 2022.

Roll Call:

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

No: None

Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

FINAL BOARD COMMENT

Commissioner Hughes suggested encouraging businesses like Amazon to utilize the Airport as a hub.

ADJOURNMENT

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



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

February 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 Wilkins at 3:23 p.m.

2. Roll Call

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

Excused: Commissioner Doug Brown
Commissioner Zach Lahring

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

3. Approval of the Agenda

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

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

NO: None

Motion Passes

4. Approval of Minutes of January 13, 2021

A. Approval of the Minutes of January 13, 2021

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

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

NO: None

Motion Passes

5. Informational Items

None

6. 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

7. Items for Consideration

- A. **(Bob Lukens TR22/02 - 07)** Move to approve a three-year contract with C&S Engineers, Inc., to provide project engineering services in support of the Muskegon County Airport Improvement Program with two one-year options and authorize the Board Chair to sign the contract.

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

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

NO: Malinda Pego

Motion Passes

- B. **(Bob Lukens TR22/02 - 08)** Move to authorize staff to continue participating with West Michigan Shoreline Regional Development Commission (WMSRDC) and SRF in developing a transit authority model for Muskegon County, develop a framework for transit services, and prepare a roadmap for a future Muskegon County Transit Authority.

ACTION: Moved by Commissioner Malinda Pego, supported by Commissioner Susie Hughes;

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

NO: None

Motion Passes

8. Unfinished Business

None

9. New Business

Commissioner Hughes commented regarding the Veteran's Center out on Apple Avenue.

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

At 3:58 p.m. the meeting was adjourned.



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

March 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. The Transportation Committee was called to order by Commissioner Brown at 3:01 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
Kathy Tharp, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

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

VOICE VOTE: **Passed**

4. **Approval of Minutes of February 10, 2022**

A. Approve the minutes of the February 10, 2022, Transportation Committee meeting.

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

VOICE VOTE: **Passed**

5. **Informational Items**

A. Muskegon County Airport February Operating Report

B. MATS February Operational Report

6. **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.

7. **Items for Consideration**

TR22/03-09 **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System to issue a solicitation for two support vehicles and to award the solicitation administratively to the highest rated proposer(s) in an amount not to exceed \$60,000.

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

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

NO: Malinda Pego

Passed 8:1

TR22/03-10 **(Transit/Bob Lukens)** Move to authorize adjustment of the wage scale for MATS Transit Maintenance Mechanic positions (Classification GF860) from GU220 to GU280, effective the first full pay after April 1, 2022.

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

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

NO: Zach Lahring, Malinda Pego

Passed 7:2

TR22/03-11 **(Airport/Bob Lukens)** Approve a First Amendment allowing for two additional 5-year renewal periods, and Release and Consent to Assignment of Lease, relating to a parking lot Land Lease Agreement between Muskegon County Michigan, and GVB Development, LLC for land located at the Muskegon County Airport.

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

TR22/03-12 **(Airport/Bob Lukens)** Move to authorize issuance of a Request for Quotes (RFQ) to procure new facility boilers for the airport terminal building.

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

VOICE VOTE: 9:0

TR22/03-13 **(Airport/Bob Lukens)** Move to approve Amendment #1 between Muskegon County, Michigan and C&S Engineers for "Taxiway A Preliminary Design Services" at the Muskegon County Airport in the amount of \$190,139, which will be 95% Federally grant funded, 2.5% State funded, and 2.5% County funded for a total cost to the County of \$4,753.48.

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

TR22/03-14 **(Airport/Bob Lukens)** Authorize the Board Chair to sign MDOT Grant Contract 2022-0359 for the required Airport Rescue and Firefighting Training Services for 2022 in the amount of \$2,000.

ACTION: Moved by Commissioner Malinda Pego, 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

8. Unfinished Business

An update on Skywest Airlines was given by airport staff.

9. New Business - NONE

10. Public Comment - NONE

11. Final Board Comments - NONE

12. Adjournment - the meeting was adjourned at 3:35 p.m.



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

April 14, 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 at 4:06 p.m.

2. Roll Call

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

Excused: Vice Chair Susie Hughes, Commissioner Rillastine Wilkins

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

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

VOICE VOTE: Passed

Move to approve the Minutes of March 10, 2022

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

VOICE VOTE: Passed

5. Informational Items - NONE

6. Public Comment (on an agenda item) - NONE

7. Items for Consideration

TR22/04-15 **(Transit/Bob Lukens)** Move to authorize MATS to add to its Interlocal Agreement with Harbor Transit, permitting Harbor Transit to provide service into Muskegon County for the purposes of a trolley route circling Spring Lake.

ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

8. Unfinished Business

Mr. Lukens gave an update on the airport services.
Commissioner Nash asked for an update on the interlocal connection with Harbor Transit - Mr. Koens gave an update. The connection is at Mercy Health at the Lakes on Harvey. Mr. Koens indicated the best way to use it is to contact Harbor Transit.

9. New Business - NONE

10. Public Comment - NONE

11. Final Board Comments

Commissioner Cyr wanted to make everyone aware that he has had many constituents complaining to him on the service at the County Clerks Office.
Commissioner Pego indicated that the appointments are out after the filing date.

12. Adjournment at 4:24 p.m.



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

May 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 Brown at 3:30 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
Sara Cooper, Administrative Assistant

3. **Approval of Agenda**
ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr
VOICE VOTE: Passed

4. **Approval of Minutes**
ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner Rillastine Wilkins
VOICE VOTE: Passed
A. Move to approve the Minutes of April 14, 2022

5. **Informational Items Placed on File**
A. MATS Operations Report April 2022
B. Airport Operations Report April 2022

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

7. Items for Consideration

TR22/05-16 **(Transit/Bob Lukens)** Move to authorize MATS to remove from service and dispose of seven remaining 2007 and 2009 model year heavy duty buses in a vehicle / equipment auction to be conducted using County surplus goods procedures, or a scrap sale if a buyer is not found at auction.

ACTION: Moved by Commissioner Malinda Pego, 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

TR22/05-17 **(Transit/Bob Lukens)** Move to authorize MATS to sell bus #1107 in a vehicle/equipment auction to be conducted using County surplus goods procedures or a scrap sale if a buyer is not found at auction, and to reimburse the Federal Transit Administration for the remaining grant-funded federal interest in the vehicle.

ACTION: Moved by Commissioner Malinda Pego, supported by Commissioner Rillastine Wilkins

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

NO: Charles Nash

Passed 8:1

TR22/05-18 **(Transit/Bob Lukens)** Move to authorize MATS to dispose of support vehicle Units 0302 and 0601 using County surplus goods procedures or a scrap sale if a buyer is not found at auction.

ACTION: Moved by Commissioner Rillastine Wilkins, 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

TR22/05-19 **(Transit/Bob Lukens)** Move to authorize MATS to issue a Request for Proposals for a two-year period of ad-hoc engine-related diagnostic and maintenance services on diesel and CNG buses with Cummins Engines.

ACTION: Moved by Commissioner Malinda Pego, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

8. Unfinished Business

Commissioner Pego asked where we are at with the MATS study and moving to an authority? Manager Jim Koens said there is a real struggle with calendars at the moment.

9. New Business

Commissioner Cyr moved to waive the Board Rule at this standing committee outside the scope of this committee and bring forth a motion which was postponed from Courts & Public Safety to Transportation, supported by Commissioner Hughes.

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

YES: Doug Brown, Kim Cyr, Susie Hughes, Bob Scolnik, Rillastine Wilkins

NO: Marcia Hovey-Wright, Zach Lahring, Charles Nash, Malinda Pego

**MOTION TO
WAVE BOARD
RULES:** **Passed 5:4**

Commissioner Cyr, moved to approve CPS22/05-19 as presented at Courts & Public Safety and move to full board, seconded by Commissioner Hughes.

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

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

NO: Malinda Pego

MOTION #19 **Passed 8:1**

Commissioner Cyr, moved to approve CPS22/05-20 as presented at Courts & Public Safety, and move to full board seconded by Commissioner Hughes.

Commissioner Hovey-Wright moved to postpone CPS 22/05-20 to June 7, 2022, supported by Commissioner Scolnik.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Chairman Bob Scolnik

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

NO: Doug Brown, Kim Cyr, Susie Hughes, Charles Nash

**MOTION TO
POSTPONE:** **Passed 5:4**

10. Public Comment

Timothy Maat from the Prosecutor's Office addressed the board and thanked them regarding moving the support staff motion forward. It will mean a lot to their staff. He also stated they will be sitting down with the sheriff's department.

Patrick Finnegan, District Court Administrator, addressed the Board stating that no entity runs alone. His concern is that there are other issues that are going to need to be addressed as well because they are all interconnected. There will be a trickle down effect.

11. Final Board Comments

Commissioner Hughes stated that she thought Mr. Finnegan is right. Every government agency has trouble paying their staff what they are worth. We need to look at it from the top

down to the bottom. We can't leave our employees behind.

Commissioner Brown would like to see a study to compare other counties.

Administrator Eisenbarth commented he encourages all departments to do a wage study as the prosecutor's office did.

Commissioner Nash we need to pass this onto the people. We need to pay up or lose out.

12. Adjournment - the meeting was adjourned at 4:42 p.m. at the call of the Chair



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

August 11, 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 at 3:38 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 Agenda**

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

VOICE VOTE: Passed

4. **Approval of Minutes**

Move to approve the Minutes of May 12, 2022

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

VOICE VOTE: Passed

5. **Informational Items - Placed on File**

A. MATS July 2022 Operations Report

B. Airport July 2022 Operations Report

6. **Presentation - Held**

Presentation Regarding Year 1 of MATS Go2 Program

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

8. **Items for Consideration**

TR22/08-20 **(Airport/Bob Lukens)** Move to authorize issuing a Request for Bids (RFB) for replacement of the airport terminal roof and construction of a new terminal entrance canopy, per plans & specifications prepared by Bergmann. Engineers have estimated the cost to be approximately \$1.9 million.

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

TR22/08-21 **(Transit/Bob Lukens)** Move to authorize MATS to process a change to the agreement with River North Transit LLC for the Go2 Microtransit program, increasing Year 2 authorized Vehicle Hours by an amount equal to the unused Year 1 Vehicle Hours value, resulting in no net change in overall contract value.

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

TR22/08-22 **(Airport/Joel Burgess)** Move to contract with Northside Heating, Cooling, and Refrigeration for the removal of existing HVAC boilers in the airport terminal building, and installation of a new high efficiency boiler system in the amount of \$100,715.00.

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, Rillastine Wilkins

NO: None

Passed 9:0

9. **Unfinished Business - NONE**

10. **New Business**

Commissioner Hughes commented on well the new service is going.

11. Public Comment - NONE

12. Final Board Comments

Chairman Scolnik gave praise regarding the aviation camp at the airport.

13. Adjournment - the meeting was adjourned at 4:31 p.m.



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

October 13, 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 Brown at 3:31 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
Board Chairman Bob Scolnik
Commissioner Rillastine Wilkins

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

3. **Approval of Agenda**
ACTION: Moved by Commissioner Susie Hughes, supported by Commissioner None
VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of August 11, 2022
ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Susie Hughes
VOICE VOTE: Passed

5. **Informational Items**

A. Muskegon County Airport September Operations Report

B. MATS September Operations Report

C. Update on WMSRDC West Michigan Regional Transit Governance and Organizational Transition Study
WMSRDC President Erin Kuhn provided an update to the Board.

6. Public Comment (on an agenda item)

7. Items for Consideration

TR22/10-23 **(Transit/Bob Lukens)** Move to approve the Muskegon Area Transit System (MATS) Procurement Manual as updated effective October 18, 2022.

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

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

NO: Susie Hughes

Passed 7:1

8. Unfinished Business - NONE

9. New Business - NONE

10. Public Comment - NONE

11. Final Board Comments

Commissioner Hovey-Wright asked about the Go2 Transportation wait time. Manager Jim Koens replied that it has resolved nicely.

Chairman Bob Scolnik commended Manager Jim Koens.

12. Adjournment - the meeting was adjourned at 3:54 p.m.



Muskegon County Transportation Committee

Doug Brown, Chair
Rillastine Wilkins, Vice-Chair

November 10, 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 Brown at 3:11 p.m.

2. Roll Call

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

Excused: Commissioner Kim Cyr

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 13, 2022

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

VOICE VOTE: Passed

5. Informational Items

NONE

6. Public Comment (on an agenda item)

NONE

7. Items for Consideration

TR22/11-24 **(Airport/Robert M. Lukens)** Move to approve the lease agreement between the County of Muskegon and Southern Airways Express, LLC., to conduct commercial air service operations from the Muskegon County

Airport (MKG) terminal from October 1, 2022 through September 30, 2024, with a signature date of November 15, 2022.

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

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

NO: None

Passed 7:0

TR22/11-25 **(Airport/Robert M. Lukens)** Move to approve a resolution authorizing the Muskegon County Administrator to sign any contract agreements with MDOT-Office of Aeronautics.

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

VOICE VOTE: Passed

TR22/11-26 **(Airport/Robert M. Lukens)** Move to approve the Assignment with Consent agreement between Paradigm Jet Management, Inc. and 2R Johnstons, LLC., to transfer lease assignment of hangar facility at the Muskegon County Airport (MKG) under the original Paradigm commencement date of June 1, 2011 through May 31, 2033, with two (2) ten (10) year renewal options. Effective date will be the date of signing by the board.

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

VOICE VOTE: Passed

8. Unfinished Business

NONE

9. New Business

Administrator Eisenbarth discussed the appointment of the commissioner vacancy. Administration will add the item to the full board agenda for next Tuesday per the Board.

Commissioner Nash asked that Commissioner Wilkins be invited to the end of term event.

10. Public Comment

NONE

11. Final Board Comments

Commissioner Brown addressed the Board and stated it was an honor and a privilege.

12. Adjournment

Adjourned to the call of the Chair