

# MUSKEGON COUNTY BOARD OF COMMISSIONERS

## Ways & Means Committee

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

January 11, 2022 – 3:00 p.m.

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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### MINUTES

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#### CALL TO ORDER

The meeting was called to order by Commissioner Cyr at 3:44 p.m.

#### ROLL CALL

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

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 7, 2021, meeting as written. [Voice Vote] **Motion carried.**

#### PUBLIC COMMENT

None

#### ITEMS FOR CONSIDERATION

WM22/01 - 01 It was moved by Commissioner Hughes, supported by Commissioner Brown, to approve payment of the accounts payable of \$20,331,620.36 covering the period November 25, 2021 through December 16, 2021, for checks and P Cards and EFT payments for the period covering November 1, 2021 through November 30, 2021, as presented by the County Clerk.

Roll Call:

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

No: Malinda Pego

**Motion carried.**

WM212/01 - 02 It was moved by Commissioner Wilkins, supported by Commissioner Hughes, to approve the amended County of Muskegon Financial Policies.

Roll Call:

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

No: None

**Motion carried.**

WM22/01 - 03 It was moved by Commissioner Nash, supported by Commissioner Brown, to establish a balanced budget of \$308,100 for the Raise the Age program and approve labor distribution changes accordingly.

Roll Call:

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

No: Charles Nash

**Motion carried.**

WM22/01 - 04 It was moved by Commissioner Hughes, supported by Chairman Scolnik, to approve the purchase of Pivot Point Software at \$24,351.71 as a sole source and 8 iPads for \$6,279.84 with a data plan from the MiDeal agreement with Verizon and adjust the budget accordingly.

Roll Call:

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

No: Zach Lahring

**Motion carried.**

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

None

## **PUBLIC COMMENT**

None

## **FINAL BOARD COMMENT**

None

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:05 p.m.



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

### 1. Call to Order

The Ways & Means committee meeting was called to order by Commissioner Cyr at 4:16 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 Kathy Tharp, Administrative Coordinator

Present: Michael Homier, Corporate Counsel

### 3. Approval of the Agenda

Moved by Commissioner Wilkins, supported by Commissioner Hughes (Voice Vote)  
**Motion Passes**

### 4. Approval of Minutes of January 11, 2022

Moved by Commissioner Hughes, supported by Commissioner Nash (Voice Vote)  
**Motion Passes**

### 5. Finance Reports to be placed on file

### 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. **(Michael Baauw WM22/02 - 06)** Move to authorize Muskegon County Department of Veterans Affairs to accept the FY22 County Veteran Service Fund Grant Supplemental

Funds in the amount of \$33,319.00, to be expended as proposed, and authorize the Chairman of the Board of Commissioners to sign the grant amendment.

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

**Motion Passes**

- B. **(Mark Eisenbarth WM22/02 - 07)** Move to extend the corporate counsel contract with Foster, Swift, Collins & Smith, PC, for an additional three (3) year term commencing July 16, 2022, and authorize the Board Chair to sign the agreement.

- 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:** Zach Lahring, Malinda Pego

**Motion Passes**

- C. **(Tony Moulatsiotis WM22/02 - 08)** Move to authorize the adoption of the attached resolution allowing the County of Muskegon Treasurer to borrow up to twelve million dollars (\$12,000,000) against the anticipated 2021 delinquent real property taxes.

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

**Motion Passes**

- D. **(Tony Moulatsiotis WM22/02 - 09)** Move to authorize the adoption of the attached resolution to waive the monthly interest charge of 1% and the administrative fee of 4% for the period March 1st to April 30th for 2021 delinquent taxes (first year of delinquency) in accordance with sections 211.59 and 211.51 of the General Property Tax Act 206 of 1893, as amended.

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

**Motion Passes**

- E. **(Kristen Wade WM22/02 - 10)** Move to authorize a one (1) year contract extension with Goodtemps, Inc., Staffing Services from April 1, 2022 through March 31, 2023 and a

one (1) year contract with Global Solutions Group to provide secondary staffing support effective immediately through March 31, 2023.

**ACTION:** Moved by Commissioner Bob Scolnik, supported by Commissioner Rillastine Wilkins with the friendly amendment to bid the secondary;  
**YES:** Kim Cyr, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins

**NO:** Susie Hughes

**Motion Passes**

- F. **(Kristen Wade WM22/02 - 11)** Move to approve entering into an agreement with Lean Advisors, Inc., to provide Lean government training and technical assistance at a cost not to exceed \$24,000 for the Human Resources Department and authorize the Board chair 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

**Motion Passes**

- G. **(Mark Eisenbarth WM22/02 - 12)** Move to modify the title and pay table/grade of the Veteran Services and Programs Coordinator position, X92801, from NX-00300, \$28.893/hr - \$36.526/hr, to pay Veteran Services Manager at table/grade NX-00320, \$31.742/hr - \$40.145/hr.

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

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

**NO:** None

**Motion Passes**

- H. **(Angela Gasiewski WM22/02 - 13)** Move to approve payment of the accounts payable of \$27,826,574.44 covering the period December 17, 2021 through January 14, 2022 and P Card and EFT payments covering the period December 1, 2021 through December 31, 2021 as presented by the County Clerk.

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

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

**NO:** Malinda Pego

**Motion Passes**

- I. **(Ivan Phillips WM22/02 - 14)** Move to enter into a contract with Mediation & Restorative Services to provide a Hosting Agreement between the County of Muskegon

and Mediation & Restorative Services to provide Hosting services for Data, Application and Support Services effective December 17th, 2021 for (1) year and authorize the Board Chair to sign the agreement.

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

**Motion Passes**

- J. **(Ivan Phillips WM22/02 -15)** Move to enter into a contract with Muskegon County Road Commission to provide a Hosting Agreement between the County of Muskegon and Muskegon County Road Commission to provide Hosting services for Data, Application and Support Services from the Effective Date of this contract for (1) year and authorize the Board Chair 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

**Motion Passes**

- K. **(Matt Farrar WM22/02 - 16)** Move to extend the contract with DLZ to include performing a space needs analysis, pursuant to the scope of work attached, on a time and material basis not to exceed \$184,000 and authorize the Board Chair to sign Amendment No. 2 to the existing agreement.

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

**Motion Passes**

**8. Unfinished Business**

None.

**9. New Business**

Discussion ensued regarding the budgeted and non-budgeted portion of the motions. It was indicated it should be fixed by the next committee meetings.

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjourn to the call of the Chair**

The meeting was adjourned at 5:14 p.m.



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

1. **The meeting was called to order by Commissioner Cyr at 3:24 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. **To remove WM22/03-22 from the agenda, and approve the Agenda as amended.**

**ACTION:** Moved by Commissioner Kim Cyr, supported by Commissioner Malinda Pego

**VOICE VOTE: Passed**

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

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

**VOICE VOTE: Passed**

5. **Finance Reports were placed on file**

A. December 2021 Budget Comparison 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

WM22/03-17 **(Administration/Mark Eisenbarth)** To provide salary range adjustments for position N32401, from pay table/grade NO-00285, to pay table/grade NO-00318, with incumbent Community Relations Coordinator/Executive Assistant at Step 5; and position N04901, from pay table/grade NO-00315, to pay table/grade NO-00345, with incumbent Administrative Coordinator at Step 4.

**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**

WM22/03-18 **(Administration/Mark Eisenbarth)** Move from a part-time Deputy County Administrator to a fulltime Deputy County Administrator position at pay table/grade ND-00057, effective April 1, 2022.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** Malinda Pego

**Passed 8:1**

WM22/03-19 **(Administration/Mark Eisenbarth)** Move to approve the contract renewal with Governmental Consulting Services, Inc. (GCSI) to provide legislative consulting services, per County RFP 19-2343 for a three-year term in amount not to exceed \$49,200 per year.

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

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

**NO:** Zach Lahring, Charles Nash, Malinda Pego

**Passed 6:3**

WM22/03-20 **(Administration/Mark Eisenbarth)** Move to commence the transition of HealthWest from an "Agency" (a county department) to a Community Mental Health Authority by the end of fiscal year 2022.

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Susie Hughes  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik, Rillastine Wilkins  
**NO:** Charles Nash  
**Passed 8:1**

WM22/03-21 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$19,461,812.15 covering the period January 15, 2022 through February 11, 2022 and P-Card (Purchase Card) and Electronic Funds Transfer (EFT) payments covering the period January 1, 2022 through January 31, 2022 as presented by the County Clerk.

**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**

WM22/03-23 **(Accounting/Finance/Angela Gasiewski)** Move to authorize the Finance Department to renew the Bonfire software agreement for two years with an additional license for \$13,100 annually and authorize the board chair to execute the 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**

WM22/03-24 **(Human Resources/Kristen Wade)** Move to authorize Kurt Hysell, Muskegon County Corrections Officer, to purchase two (2) years of MERS generic service credit at a cost of \$39,859.00. 100% of the total actuarial cost will be paid by the employee.

**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**

WM22/03-25 **(Water Resources Commissioner/Brenda Moore)** Move to approve the resolution to relinquish the Fielder County Drain to the City of Norton Shores per their resolution to transfer jurisdiction of the drain to the City and authorize the Board Chair to sign the resolution.

**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**

WM22/03-26 **(Water Resources Commissioner/Brenda Moore)** Move to approve a 2-step merit increase for the Deputy Water Resources Commissioner, Position X28701, from pay table/grade NX-00300, Step 1, to NX-00300, Step 3, effective March 8, 2022 and add to the budget.

**ACTION:** Moved by Commissioner Marcia Hovey-Wright, 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**

WM22/03-27 **(County Clerk/Nancy Waters)** Move to authorize the reclassification and salary adjustments for the following County Clerk's Office positions and change the budget according to the position with no increase to FY2022: County Clerk Deputy classification (bargaining) from table/grade GU-00173 to County Clerk Specialist table/grade GU-00215; Circuit Court Clerk classification (bargaining) from pay table/grade GU-00150 to County Clerk Specialist pay table/grade GU-00215; Administrative Secretary position N04008 (non-bargaining) from table/grade NO-00165 to County Clerk Administrative Assistant table/grade NO-00212; Increase the pay scale of CPL/Jury Clerk position G27901 (bargaining) table/grade GU-00200 to table/grade GU-00245.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins  
**NO:** Zach Lahring, Malinda Pego  
**Passed 7:2**

WM22/03-28 **(HealthWest/Julia Rupp)** To approve the Resolution Authorizing Amendment to Master Equipment Lease - Purchase Agreement - and authorize Brandy Carlson, Chief Financial Officer of HealthWest, to execute the agreement.

**ACTION:** Moved by Commissioner Rillastine Wilkins, supported by Commissioner Marcia Hovey-Wright  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins

**NO:** Susie Hughes, Zach Lahring  
**Passed 7:2**

**8. Unfinished Business - NONE**

**9. New Business - NONE**

**10. Public Comment**

One citizen spoke regarding the job of the County.  
One citizen spoke regarding the prosecutor.

**11. Final Board Comments**

Chairman Scolnik clarified that we should not be printing the entire agenda packet;  
Commissioner Nash stated he is not against GCSI and just always wants to rebid.

**12. It was moved by Commissioner Nash, supported by Commissioner Pego, to go into Closed Session**

A. Closed Session: Pursuant to MCL 15.268(h) To consider material *exempt* from discussions or disclosure by state or federal statute. But note – a board is not permitted to go into closed session to discuss an attorney's oral opinion, as opposed to a written legal memorandum.

**13. It was moved by Commissioner Hughes, supported by Commissioner Nash to go back into open open session at 6:08 p.m.**

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

**VOICE VOTE:** Passed

**14. The meeting was adjourned at 6:08 p.m.**



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# Muskegon County

## Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, 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

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### MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 3:03 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 Agenda**  
**ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Doug Brown  
**VOICE VOTE: Passed**
  
4. **Approval of Minutes**  
  
Approval of the Regular and Closed Session Minutes of March 8, 2022.  
**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Bob Scolnik  
**VOICE VOTE: Passed**
  
5. **Finance Reports were placed on file**  
  
A. January Budget Report
  
6. **Public Comment (on an agenda item) - NONE**
  
7. **Items for Consideration**

WM22/04-29 **(Accounting/Finance/Angela Gasiewski)** Move to adopt the Resolution to Approve the Bill Payment and Electronic Transactions Policy.

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

**VOICE VOTE: Passed**

WM22/04-30 **(Administration/Mark Eisenbarth)** Move to adopt the Resolution to Approve FOIA Procedures and Guidelines, a Written Public Summary, and Detailed Itemization.

**ACTION:** Moved by Commissioner Rillastine Wilkins, supported by Commissioner Doug Brown

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

**NO:** Zach Lahring  
**Passed 6:1**

WM22/04-31 **(Administration/Mark Eisenbarth)** Move to approve the continuation of the local surcharge rate of \$2.75 through June 2032 and to provide proper notification of this to the State 9-1-1 Committee *and have Central Dispatch provide an annual report regarding the local surcharge. (As Amended)*

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

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

**NO:** Zach Lahring  
**Passed 6:1**

WM22/04-32 **(Public Works/Matt Farrar)** Move to authorize procurement of a new Facilities Management truck and use MiDeal for a not-to-exceed cost of \$45,000 and amend budget accordingly.

**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:** None

**Passed 7:0**

WM22/04-33 **(Public Works/Matt Farrar)** Move to award the work for remonumentation and remonumentation maintenance services equally to Moore & Bruggink, Driesenga & Associates, and Westshore Consulting and direct the County Surveyor to oversee the work pursuant to the terms and conditions of the grant.

**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:** None

**Passed 7:0**

WM22/04-34 **(Public Works/Matt Farrar)** Move to accept the proposal from Honeywell, quote number 0001533416-215915, to upgrade the Enterprise Building Integrator for an amount not-to-exceed \$40,911, and authorize the Administrator to sign the purchase agreement.

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

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

**NO:** None

**Passed 7:0**

WM22/04-35 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$23,002,262.93 covering the period February 12, 2022 through March 18, 2022 and P Card and EFT payments covering the period February 1, 2022 through February 28, 2022 as presented by the County Clerk.

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

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

**NO:** None

**Passed 7:0**

WM22/04-36 **(Equalization/Donna Vandervries)** Move to authorize the Equalization department to procure and lease 3 new vehicles using MiDeal for a not-to-exceed cost of \$26,000 annually and amend the budget accordingly. Further authorization to dispose of the 1 existing vehicles listed per the County asset disposal policy.

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

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

**NO:** Kim Cyr, Zach Lahring

**Passed 5:2**

WM22/04-37 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to work with Procurement to release a Request for Proposals to select a vendor to provide evidence-based selection assessment tools.

**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:** None

**Passed 7:0**

WM22/04-38 **(Administration/Mark Eisenbarth)** Move to approve the following ballot language and submit to the County Clerk for placement on August 2, 2022. "Shall the total constitutional tax rate limitation in the County of Muskegon be

renewed the amount of up to .30 cents (\$.30) per one thousand dollars (\$1,000) (.30 mill) against all taxable property in the County of Muskegon for a period of 7 years beginning with December 1, 2023 levy and ending with the December 1, 2029 levy so as to provide funding for the operations of the "9-1-1 Central Dispatch? If approved and levied in its entirety on December 1, 2023, this millage would raise an estimated \$1,400,000 in the first year."

**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**

**8. Unfinished Business**

Commissioner Nash had further questions regarding #37 from Human Resources Director Kristen Wade.

**9. New Business - NONE**

**10. Public Comment - NONE**

**11. Final Board Comments - NONE**

**12. Adjourn to the call of the Chair at 3:40 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 3:07 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 Charles Nash

**VOICE VOTE: Passed**

4. **Approval of Minutes**

Move to approve the Minutes of April 12, 2022

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

**VOICE VOTE: Passed**

5. **Presentations - Financial Audit by Paul Matz Rehmann Robson**

6. **Finance Reports were placed on file**

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

8. **Items for Consideration**

WM22/05-39 **(Human Resources/Kristen Wade)** Move to approve a one (1) year contract with Shoreline Staffing to provide temporary staffing services through June 1, 2023 with the possibility of two (2) subsequent one (1) year extensions.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** None

**Passed 8:0**

WM22/05-40 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$15,761,067.31 covering the period March 19, 2022 through April 15, 2022 and P Card and EFT payments covering the period March 1, 2022 through March 31, 2022 as presented by the County Clerk.

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

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

**NO:** None

**Passed 8:0**

WM22/05-41 **(Facilities Management/Matt Farrar)** Move to authorize the sale of the 2007 Chevy 2500HD VIN# 1GCHK29KX7E529112 through Miedema Auctioneering, Inc.

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

**VOICE VOTE:** **Passed**

WM22/05-42 **(Accounting/Finance/Angela Gasiewski)** Move to approve exercising a two-year optional contract extension per RFP 19-2339 with PFM Financial Advisors for the original negotiated price and authorize the Board Chair to sign the agreement upon corporate counsel review.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** None

**Passed 8:0**

WM22/05-43 **(Accounting/Finance/Angela Gasiewski)** Move to approve exercising a two-year optional contract extension per RFP 19-2340 with Miller Canfield Paddock & Stone PLC to provide Bond Counsel Services for the original negotiated price and authorize the Board Chair to sign the agreement upon corporate counsel review.

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

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

**NO:** Charles Nash

**Passed 7:1**

WM22/05-44 **(Accounting/Finance/Angela Gasiewski)** Move to approve request for procurement level quotes for professional audit services beginning with the fiscal 2022 annual audit.

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

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

**NO:** Charles Nash

**Passed 7:1**

WM22/05-45 **(Accounting/Finance/Angela Gasiewski)** Move to approve the Truth In Taxation public hearing schedule and to adopt the resolution setting June 14, 2022 as the date for the Truth In Taxation public hearing for the purpose of discussing and receiving testimony regarding the proposed tentative levy for Muskegon County general operating in July 2022, and for Lakeshore Museum Center operating, Department of Veterans Affairs operating, Muskegon County Central Dispatch operating and PA 39 of 1976 (Activities or Services for Older Persons Act) in December 2022.

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

**VOICE VOTE:** **Passed**

WM22/05-46 **(Veterans/Michael Baauw)** I move to Amend FY2022 DTE Test and Tune Budget (1010-0175) to increase Expenditures from \$2,374,187 to \$4,008,643 (a \$1,634,456 increase) and to increase Revenues from \$2,568,750 to \$4,326,596 (a \$1,757,846 increase) to cover DTE and Consumers Energy funded projects through the end of the Fiscal 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, Bob Scolnik, Rillastine Wilkins

**NO:** None

**Passed 8:0**

WM22/05-47 **(Facilities Management/Matt Farrar)** Move to award DLZ Michigan to provide architectural and engineering services for the 4th floor courtroom, 6th floor renovation, and the Hall of Justice exterior skin/curtainwall replacement pursuant to RFQu 22-2445 for a cost not to exceed \$1,109,433 and authorize the Chair to sign the agreement and amend the budget accordingly.

**ACTION:** Moved by Commissioner Doug Brown, supported by Commissioner Rillastine Wilkins

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

**NO:** None

**Passed 8:0**

9. **Unfinished Business - NONE**
10. **New Business - NONE**
11. **Public Comment - NONE**
12. **Final Board Comments - NONE**
13. **Adjourn to the call of the Chair at 3:46 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 4:31 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  
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:** TO POSTPONE WM22/06-51 AND APPROVE AGENDA - Moved by Commissioner Kim Cyr, supported by Commissioner Doug Brown, to postpone WM22/06-51 to July 12 Committee Meeting and approve the balance of the agenda
  - VOICE VOTE:** Passed
  
4. **Approval of Minutes**
  - A. Move to approve the Minutes of May 10, 2022
  - ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Rillastine Wilkins
  - VOICE VOTE:** Passed
  
5. **Finance Reports to be placed on file**
  - A. March 2022 Budget Comparison Reports
  
6. **Presentation by Guidehouse, Inc. Held**

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

8. **Items for Consideration**

- WM22/6-48 **(Human Resources/Kristen Wade)** Move to authorize the release of a Request For Proposal for IBNR, Incurred But Not Reported, actuarial services for Workers' Compensation, General Liability, Property, Automobile Liability, Automobile Physical Damage and Unemployment Insurance exposures
- ACTION:** Moved by Commissioner Bob Scolnik, supported by Commissioner Doug Brown
- VOICE VOTE: Passed**
- WM22/06-49 **(Human Resources/Kristen Wade)** Move to approve the release of a Request for Proposal for the County's General Liability, Auto Liability, Property and Ancillary Insurance coverages.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright
- VOICE VOTE: Passed**
- WM22/06-50 **(Human Resources/Kristen Wade)** Move to authorize a one-year (1) contract extension with Arthur J. Gallagher for insurance brokerage services through June 30, 2023.
- ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Rillastine Wilkins
- VOICE VOTE: Passed**
- WM22/06-51 **(Human Resources/Kristen Wade)** *(Postponed to July 12th Committee Meeting by motion under Approval of Agenda - Move to authorize a three-year (3) contract with the possibility of two (2) subsequent one-year (1) extensions with Metrics Reporting, Inc., to provide evidence-based selection assessment tools.)*
- WM22/06-52 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$22,829,304.97 covering the period April 16, 2022 through May 13, 2022 and P Card and EFT payments covering the period April 1, 2022 through April 30, 2022 as presented by the County Clerk.
- ACTION:** Moved by Commissioner Doug Brown, supported by Commissioner Marcia Hovey-Wright
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Susie Hughes, Zach Lahring, Malinda Pego
- Passed 6:3**
- WM22/06-53 **(Accounting/Finance/Angela Gasiewski)** Move to approve the reclassification of position G02801 from Accounting Specialist pay table/grade GU-00240 to Procurement Coordinator pay table/grade GU-00280, effective March 21, 2022 with no General Fund Impact.

**ACTION:** Moved by Commissioner Rillastine Wilkins, supported by Commissioner Doug Brown  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik, Rillastine Wilkins  
**NO:** Susie Hughes  
**Passed 8:1**

WM22/06-54 **(Accounting/Finance/Angela Gasiewski)** Move to approve the operating levy of 5.6097 mills for Muskegon County to be levied in July 2022; the operating levy of 0.3169 mills for the Lakeshore Museum Center to be levied in December 2022; the operating levy of 0.0739 mills for the Department of Veteran's Affairs to be levied in December 2022; the operating levy of 0.2952 mills for Muskegon County Central Dispatch to be levied in December 2022; and the operating levy of 0.4921 mills for PA 39 of 1976 (Activities or Services for Older Persons Act) to be levied December 2022 and to authorize the Muskegon County Clerk and the Chair of the Muskegon County Board of Commissioners to sign the associated forms required by the State of Michigan which will be submitted to the State of Michigan by the Muskegon County Equalization Department.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins  
**NO:** Zach Lahring, Malinda Pego  
**Passed 7:2**

WM22/06-55 **(Information Systems/Mark Hansen)** Move to contract with Western Tel-Com for the installation of fiber optics between the Hall of Justice and 1903 Marquette Avenue for the quoted price of \$51,050.00

**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, Bob Scolnik, Rillastine Wilkins  
**NO:** Malinda Pego  
**Passed 8:1**

WM22/06-56 **(Public Works/Matt Farrar)** Move to approve the First Amendment to the Purchase and Sale Agreement between Baker College of Muskegon, as Seller, and Muskegon County as Purchaser, and authorize the Chair to sign the amendment; further authorize staff to close on the sale, authorize the Chair to sign closing documents, and amend the budget accordingly.

**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**

**9. Unfinished Business**

Administrator Eisenbarth addressed the board regarding piggy backing off of the Livingston County Wage Study.

**WM22/06-57** It was moved by Commissioner Hughes, seconded by Commissioner Hovey-Wright to authorize the Administrator to look into piggy backing on the Livingston County Wage Study.

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

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

**NO:** Zach Lahring, Charles Nash, Malinda Pego

**Passed 6:3**

**10. New Business - NONE**

**11. Public Comment - NONE**

**12. Final Board Comments - NONE**

**13. Adjourn to the call of the Chair at 5:20 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 4:29 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 Agenda**

**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**

4. **Approval of Minutes**

A. Move to approve the Minutes of June 7, 2022

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

**VOICE VOTE: Passed**

5. **Presentation Held: Equalization & Assessing Report by Equalization Director Donna Vandervries**

6. **Finance Reports to be placed on file**

A. April 2022 Budget Comparison Report

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

Prosecutor DJ Hilson addressed the board regarding motion number 59 regarding facilities and other departments requesting positions.

8. **Items for Consideration**

WM22/07-58 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$38,008,525.46 covering the period May 14, 2022 through June 17, 2022 and P Card and EFT payments covering the period May 1, 2022 through May 31, 2022 as presented by the County Clerk.

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

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

**NO:** Susie Hughes, Malinda Pego

**Passed 6:2**

WM22/07-59 **(Facilities Management/Matt Farrar)** Reclassify Building Maintenance Mechanic II (G12402), pay table/grade GU-00245, to Lead Building Maintenance Mechanic, pay table/grade GU-00305 and appoint incumbent at step 3; reclassify Housekeeper position (G42007), pay table/grade GU-00145 to a Building Maintenance Mechanic I, pay table/grade GU-00150; add a Facilities Coordinator II position at pay table/grade GU-00200; add a Building Maintenance Mechanic II position at pay table/grade GU-00245; create a Building Maintenance Mechanic II/Electrician position at pay table/grade GU-00290; and create a Groundskeeper position at pay table/grade GU-00145 effective upon closing of the property at 1903 Marquette Avenue, Muskegon; authorize staff to advertise and fill newly created positions as required and as additional lease revenues allow and amend the budget accordingly.

**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Malinda Pego

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

**NO:** Susie Hughes, Charles Nash

**Passed 6:2**

WM22/07-60 **(Facilities Management/Matt Farrar)** Move to authorize the liquidation of the landscape trailer VIN# 1V4111627V1066546 through Miedema Auctioneering, Inc.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Malinda Pego

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

**NO:** Charles Nash

**Passed 7:1**

WM22/07-61 **(Administration/Matt Farrar)** Move to approve the Resolution Authorizing Notice of Intent and Declaring Intent to Reimburse for Solid Waste general obligation limited tax bonds not to exceed Thirty-Five Million Dollars (\$35,000,000) and authorize the Clerk to sign the resolution.

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

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

**NO:** Charles Nash

**7:1**

**9. Unfinished Business**

A. **Kristen Wade WM22/06-51** Move to authorize a three-year (3) contract with the possibility of two (2) subsequent one-year (1) extensions with Metrics Reporting, Inc., to provide evidence-based selection assessment tools.

**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Bob Scolnik

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

**NO:** None

**Passed 7:0**

Commissioner Pego requested an update on Heritage Landing.

**10. New Business - NONE**

**11. Public Comment - NONE**

**12. Final Board Comments**

Commissioner Hovey-Wright requested information on the attendance of the Heritage Landing tour.

**13. Adjournment - the meeting was adjourned at 5:20 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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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

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## MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 4:59 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 Doug Brown, supported by Commissioner Marcia Hovey-Wright

**VOICE VOTE: Passed**

4. **Approval of Minutes**

Move to approve the Minutes of July 12, 2022

**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**

5. **Finance Reports to be placed on file**

A. May 2022 Budget Comparison Reports

B. HealthWest Financial Summary

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

**7. Items for Consideration**

WM22/08-63 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to exercise the second one-year contract extension with The ASU Group for Workers Compensation Third Party Administrator services from January 1, 2023 through December 31, 2023 at a fixed rate of \$8,500.00 paid annually with a per claim fee of \$150.00 for New/Take over Medical only claims and \$750.00 for New/Take over Indemnity claims and further authorize Human Resources to release a Request for Proposals for the expiring contracts.

**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**

WM22/08-64 **(Human Resources/Kristen Wade)** Move to appoint Sara Hough, Human Resources Manager, as the County employer delegate to the 2022 Municipal Employees Retirement System (MERS) annual meeting.

**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**

WM22/08-65 **(Human Resources/Kristen Wade)** Move to approve the TeleWork Policy.

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

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

**NO:** Kim Cyr, Zach Lahring, Malinda Pego

**Passed 6:3**

WM22/08-66 **(Facilities Management/Matt Farrar)** Move to award a sole-source procurement for the rebuild of the Hall of Justice chiller to Trane Corporation for a proposal price of \$87,240.00 and authorize the Board Chair to sign the agreement.

**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**

WM22/08-67 **(Administration/Matt Farrar)** Move to authorize staff to issue a Request for Qualifications (RFQu) for a Construction Manager to oversee the Hall of Justice renovation projects.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** Malinda Pego

**Passed 8:1**

WM22/08-68 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$27,374,577.59 covering the period June 18, 2022 through July 15, 2022 and P Card and EFT payments covering the period June 1, 2022 through June 30, 2022 as presented by the County Clerk.

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

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

**NO:** Susie Hughes, Malinda Pego

**Passed 7:2**

WM22/08-69 **(Accounting/Finance/Angela Gasiewski)** Move to approve the selection of Rehmann as the County's independent auditor for a three-year period, subject to annual review, with three additional one year options, pursuant to the specification of the RFP 22-015, and to authorize the Board Chair to sign the engagement letter.

**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**

WM22/08-70 **(Accounting/Finance/Angela Gasiewski)** Move to approve setting the Public Hearing date for the FY2023 Proposed Muskegon County Budget for Tuesday, September 13, 2022 at 3:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice and to authorize the publication of a Notice of Public Hearing in a newspaper of general circulation on or before September 7, 2022.

**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**

WM22/08-71 **(Veterans/Michael Baauw)** Move to authorize Veterans Department Staff to apply for and accept the Mercy Health Community Benefit Board Initiative FY22 Grant for up to \$25,000 in funding, and to approve the County Board Chair to sign the grant agreement if the grant is awarded.

**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**

WM22/08-72 **(Administration/Matt Farrar)** Move to approve \$25,000 toward the regional Rural Broadband Inventory Survey from the ARPA funding and amend the budget accordingly.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** Malinda Pego

**Passed 8:1**

**8. Unfinished Business**

Michael Baauw of the Veterans Dept. was asked to speak regarding TeleHealth.

**9. New Business**

A. **WM22/08-73** Muskegon County Resolution to Urge the Adoption of Policies that will Lead to Energy Independence in the United States

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Zach Lahring

**YES:** Doug Brown, Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego, Bob Scolnik, Rillastine Wilkins

**NO:** Marcia Hovey-Wright, Charles Nash

**Passed 7:2**

**10. Public Comment - NONE**

**11. Final Board Comments**

Commissioner Hughes commented regarding the debt of HealthWest. Mr. Homier indicated they may have an update at full board.

**12. Adjourn to the call of the Chair at 5:34 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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September 6, 2022 at 3:00 PM  
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,  
Muskegon, MI 49442

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## MINUTES

1. **The meeting was called to order by Commissioner Cyr at 3:25 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 Charles Nash, supported by Commissioner Susie Hughes  
**VOICE VOTE: Passed**
  
4. **Approval of Minutes**  
  
A. Move to approve the Minutes of August 9, 2022  
**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes  
**VOICE VOTE: Passed**
  
5. **Finance Reports to be placed on file**  
  
A. June 2022 Budget Comparison Reports  
  
B. HealthWest Financial Summary
  
6. **Public Comment (on an agenda item) - NONE**

## 7. Items for Consideration

- WM22/09-74 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$11,966,782.28 covering the period July 16, 2022 through August 12, 2022 and P Card and EFT payments covering the period July 1, 2022 through July 31, 2022 as presented by the County Clerk.
- 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, Bob Scolnik, Rillastine Wilkins
- NO:** Malinda Pego
- Passed 8:1**
- WM22/09-75A Move to remove WM22/09-75 from the agenda.
- ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Zach Lahring
- YES:** Kim Cyr, Zach Lahring, Malinda Pego
- NO:** Doug Brown, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
- Failed 3:6**
- WM22/09-75B Move to amend WM22/09-75 to pay with interest from ARPA funds.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes
- YES:** Doug Brown, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Kim Cyr, Zach Lahring, Malinda Pego
- Passed 6:3**
- WM22/09-75 **(Administration/Mark Eisenbarth)** Move to approve the selection of MGT Consulting Group to perform a countywide salary and compensation study, pursuant to the specification of the RFP 22-2740 for the not to exceed price of \$80,490 to be paid from American Rescue Plan funds interest, and to authorize the Board Chair to sign the contract.
- ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
- YES:** Doug Brown, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Kim Cyr, Zach Lahring, Malinda Pego
- Passed 6:3**
- WM22/09-76 **(Administration/Matt Farrar)** Move to select Land & Resource Engineering to perform a lake level study on Wolf Lake pursuant to Part 307, Inland Lake Levels, of the Natural Resources and Environmental Protection Act, 1994 PA 451, for a not-to-exceed price of \$43,040 and authorize the

Administrator to sign the agreement. Further amend the budget accordingly.

**ACTION:** Moved by Commissioner Zach Lahring, 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**

WM22/09-77 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to contract with Delta Dental to provide dental insurance coverage for active employees and retirees, effective January 1, 2023 through December 31, 2023.

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

**VOICE VOTE:** **Passed**

WM22/09-78 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to contract with Standard as the voluntary insurance benefit provider from January 1, 2023 through December 31, 2025.

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

**VOICE VOTE:** **Passed**

WM22/09-79 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to contract with Standard for employee basic life/AD&D and long-term disability from January 1, 2023 through December 31, 2025.

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

**VOICE VOTE:** **Passed**

WM22/09-80 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to contract with Blue Cross Blue Shield of Michigan (BCBS) as the medical insurance benefit provider for active employees and pre-65 retirees and the Medicare Advantage provider for post-65 retirees, effective from January 1, 2023 through December 31, 2024.

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

**VOICE VOTE:** **Passed**

WM22/09-81 **(Human Resources/Kristen Wade)** Move that, pursuant to Section 8 of the Publicly Funded Health Insurance Contribution Act (State of Michigan Public Act 152 of 2011), the Board of Commissioners of the County of Muskegon hereby extends the County's exemption from the requirements of said Act for an additional year through the end of calendar year 2023.

**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, Bob Scolnik, Rillastine Wilkins

**NO:** Malinda Pego  
**Passed 8:1**

WM22/09-82 **(Administration/Matt Farrar)** Move to apply for and accept the \$15,000,000 grant from funding under Public Act 53 for PFAS remediation for the former SAPPI site and authorize the administrator to sign the grant application and grant agreement.

**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**

**8. Unfinished Business**

Commissioner Nash inquired regarding the pass through for the \$15M.

Commissioner Nash asked if Human Resources received a better deal with BCBS. Mrs. Wade indicated they did.

Commissioner Pego asked if Standard was a new company. Mrs. Wade indicated it is not a new company and they were changing to it.

**9. New Business**

A. **WM22/09-83** Move to approve the Proclamation to proclaim the week of September 17th through 23rd as Constitution Week.

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Kim Cyr

**VOICE VOTE: Passed**

**10. Public Comment - NONE**

**11. Final Board Comments**

Chairman Scolnik recognized Commissioner Nash and his new wife.

**12. Adjourn to the call of the Chair at 4:12 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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September 22, 2022 at 3:00 PM  
via Zoom and in-person at: Michael E. Kobza Hall of Justice, 990 Terrace Street,  
Muskegon, MI 49442

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## MINUTES

**1. Call to Order 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 Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of September 6, 2022

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

**VOICE VOTE: Passed**

**5. Finance Reports Placed on File**

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

**7. Presentation Held - LEAN Process and Outcomes by Human Resources Director Kristen Wade**

**8. Items for Consideration**

- WM22/09-84      **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$6,130,450.30 covering the period August 13, 2022 through August 26, 2022 as presented by the County Clerk.
- 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, Bob Scolnik, Rillastine Wilkins
- NO:**             Malinda Pego
- Passed 8:1**
- WM22/09-85      **(Accounting/Finance/Angela Gasiewski)** Move to amend the FY2022 budget as presented.
- 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, Bob Scolnik, Rillastine Wilkins
- NO:**             Malinda Pego
- Passed 8:1**
- WM22/09-86      **(Accounting/Finance/Angela Gasiewski)** Move to adopt the attached FY2023 County of Muskegon Appropriation Ordinance including the attached Budget Amendments, position changes, and FY2023 Capital Projects, which collectively represent the implementation of the County of Muskegon's FY2023 Operating Budget.
- 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, Bob Scolnik, Rillastine Wilkins
- NO:**             Malinda Pego
- Passed 8:1**
- WM22/09-87      **(Human Resources/Kristen Wade)** Move to approve revisions to the County of Muskegon Policy Regarding Substance Abuse and Personnel Rule 11 in order to clarify the County's policy to maintain a drug-free workplace from Federally illegal drugs for all County Departments.
- ACTION:**      Moved by Commissioner Susie Hughes, supported by Commissioner Charles Nash
- VOICE VOTE:**   **Passed**
- WM22/09-88      **(County Clerk/Nancy Waters)** Move to approve the County Clerk's Office releasing a solicitation for Vital Records software.
- ACTION:**      Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes
- VOICE VOTE:**   **Passed**
- WM22/09-89      **(Information Systems/Mark Hansen)** Move to reclassify the Info Systems Tech IV position X44301 at pay table/grade NX-00300 to Information

Security Officer at pay table/grade NX-00390 and appoint Marc Chevez to that position at step 4.

**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**

**9. Unfinished Business**

A. **(Bob Lukens WM22/09-90)** Move to allow political organizations and candidates to rent County properties or facilities for meetings, events and rallies. Any such events would be charged the regular rental costs and events other than public meetings would be required to provide proof of liability insurance in advance of any event.

**ACTION:** Moved by Commissioner Bob Scolnik, supported by Commissioner Doug Brown

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

**NO:** Susie Hughes, Charles Nash

**Passed 7:2**

**10. New Business - NONE**

**11. Public Comment - NONE**

**12. Final Board Comments**

Chair Scolnik remarks regarding the days of set up and tear down for events like at Heritage Landing. Bob Lukens responded that we do not charge for those days. Mr. Lukens also said that they have discussed a nominal fee for those days.

**13. Closed Session - Go into closed session pursuant to MCL 15.268(C) for strategic and negotiation sessions connected with the negotiations of a collective bargaining agreement if either party requests a closed hearing.**

**MOTION TO GO INTO CLOSED SESSION:**

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Malinda Pego, to go into Closed Session

**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**

**MOTION TO RETURN TO OPEN SESSION:**

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Rillastine Wilkins, to return to Open Session

**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**

WM22/09-91 **(Human Resources/Kristen Wade)** Move to approve the Tentative Agreement negotiated with the Michigan Nurses Association for the FY2023 Wage Reopener.

**ACTION:** Moved by Commissioner Malinda Pego, 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**

WM22/09-92 **(Human Resources/Kristen Wade)** Move to approve the tentative agreement negotiated with the SEIU for the FY2023 wage reopener.

**ACTION:** Moved by Commissioner Malinda Pego, 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**

WM22/09-93 **(Human Resources/Kristen Wade)** Move to approve two additional personal days and a one-time lump sum payment of \$5000 for all County non-bargaining employees employed on October 1, 2022 and have successfully completed their probationary period, excluding HealthWest employees, seasonal workers, elected officials and commissioners, to be paid on October 14, 2022. Eligible probationary employees employed on October 1, 2022 will receive a one-time lump sum payment of \$5000 upon successful completion of probation.

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Doug Brown

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

**NO:** Marcia Hovey-Wright, Bob Scolnik, Rillastine Wilkins

**Passed 6:3**

WM22/09-94 **(Human Resources/Kristen Wade)** Move to approve a one-time lump sum payment of \$5000 for all County elected officials and commissioners to be paid on October 14, 2022 from the unassigned fund balance.

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Doug Brown

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

**NO:** Zach Lahring, Malinda Pego

**Passed 7:2**

WM22/09-95      **(Human Resources/Kristen Wade)** Move to approve the Tentative Agreements, pending ratification, negotiated with the Teamsters General Employees Unit, Circuit/Probate Court Unit and District Court Unit for the FY2023 wage re-opener.

**ACTION:**      Moved by Commissioner Malinda Pego, 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**

14.    **Adjourn to the call of the Chair at 4:43**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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October 11, 2022 at 3:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus  
1903 Marquette Avenue, Muskegon, MI 49442

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## MINUTES

1. **Call to Order - the meeting was called to order by Commissioner Cyr at 4:05 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 Susie Hughes, supported by Commissioner Rillastine Wilkins

**VOICE VOTE: Passed**

4. **Approval of Minutes**

A. Move to approve the Regular and Closed Session Minutes of September 22, 2022

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

**VOICE VOTE: Passed**

5. **Finance Reports to be placed on file**

A. July 2022 Budget Comparison Reports

B. HealthWest Financial Summary

Brandy Carlson, HealthWest CFO. provided an update to the Board.

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

## 7. Items for Consideration

- WM22/10-96 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$13,545,147.79 covering the period August 28, 2022 through September 16, 2022 and P Card and EFT payments covering the period August 1, 2022 through August 31, 2022 as presented by the County Clerk.
- 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, Bob Scolnik, Rillastine Wilkins
- NO:** Malinda Pego
- Passed 8:1**
- WM22/10-97 **(Accounting/Finance/Angela Gasiewski)** Move to Approve the Muskegon Central Dispatch FY2023 Budget.
- 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**
- WM22/10-98 **(HealthWest/Brandy Carlson)** To approve the Resolution Authorizing Amendment to the Master Equipment Lease - Purchase Agreement - and authorize Brandy Carlson, Chief Financial Officer of HealthWest, to execute the agreement.
- ACTION:** Moved by Commissioner Rillastine Wilkins, supported by Commissioner Bob Scolnik
- YES:** Doug Brown, Marcia Hovey-Wright, Charles Nash, Bob Scolnik, Rillastine Wilkins
- NO:** Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego
- Passed 5:4**
- WM22/10-99 **(County Clerk/Nancy Waters)** Move to approve the County Clerk's Office releasing a solicitation for Jury summons printing/mailing.
- ACTION:** Moved by Commissioner Bob Scolnik, 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**
- WM22/10-100 **(Administration/Matt Farrar)** Move to adopt the resolution authorizing issuance of, not to exceed, \$16,000,000 Capital Improvement Bonds to finance landfill improvements.

**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**

**8. Unfinished Business - NONE**

**9. New Business - NONE**

**10. Public Comment - NONE**

**11. Final Board Comments**

Commissioner Lahring thanked Administration for the setup of the Boardroom for today's meetings. He likes the setup. He did think it was a little difficult in a straight line to see the commissioners. He appreciates all the effort of the technology Discussion ensued regarding the temporary boardroom.

**12. Closed Session - Go into closed session pursuant to MCL 15.268(C) for strategic and negotiation sessions connected with the negotiations of a collective bargaining agreement if either party requests a closed hearing.**

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Kim Cyr to go into closed session

**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**

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Kim Cyr to return to open session

**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**

**13. Additional Items for Consideration**

- WM22/10-101 Move to approve the Tentative Agreement negotiated with the Sheriff Deputy Unit for the FY23 wage re-opener.  
**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins  
**NO:** Zach Lahring  
**Passed 7:1**
- WM22/10-102 Move to approve the Tentative Agreement negotiated with the Corrections Unit for the FY23 wage re-opener.  
**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, Bob Scolnik, Rillastine Wilkins  
**NO:** None  
**Passed 8:0**
- WM22/10-103 Move to remove the county commissioners' compensation from motion number WM22/09-94.  
**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, Bob Scolnik, Rillastine Wilkins  
**NO:** None  
**Passed 8:0**
- WM22/10-104 Move to rescind motion number WM22/09-94.  
**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Kim Cyr  
**YES:** Doug Brown, Kim Cyr, Zach Lahring  
**NO:** Marcia Hovey-Wright, Susie Hughes, Charles Nash, Bob Scolnik, Rillastine Wilkins  
**Failed 3:5**

**14. Adjourn to the call of the Chair at 5:30 p.m.**



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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

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## MINUTES

### 1. Call to Order

The meeting was called to order by Commissioner Cyr at 3:34 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 Agenda

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Malinda Pego, *with the friendly amendment to remove item WM22/11-118*

**VOICE VOTE: Passed**

### 4. Approval of Minutes

A. Move to approve the Regular and Closed Session Minutes of October 11, 2022

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

**VOICE VOTE: Passed**

### 5. Finance Reports

A. August 2022 Budget Comparison Reports

B. HealthWest Financial Summary

### 6. Public Comment (on an agenda item)

NONE

## 7. Items for Consideration

- WM22/11-105 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$36,220,317.61 covering the period September 17, 2022 through October 14, 2022 and P Card and EFT payments covering the period September 1, 2022 through September 30, 2022 as presented by the County Clerk.
- 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
- NO:** Malinda Pego
- Passed 7:1**
- WM22/11-106 **(Accounting/Finance/Angela Gasiewski)** Move to authorize the sale of the 2009 Chevy Impala, the 2011 Chevy Impala, the 2008 GMC Yukon 4WD, and the Ford Ranger listed in the summary through Miedema Auctioneering, Inc.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes
- VOICE VOTE: Passed**
- WM22/11-107 **(Accounting/Finance/Angela Gasiewski)** Move to award Oliver Wymann Actuarial Consulting, Inc a three (3) year contract in the amount of \$29,970.00, three (3) payments of \$9,990 per year, to provide IBNR actuarial analysis of Muskegon County claims and allocated claims adjustment expenses 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
- NO:** None
- Passed 8:0**
- WM22/11-108 **(Accounting/Finance/Angela Gasiewski, Fred Johnson)** Move to release \$125,085.57 in over-budget payments for expenses of the Public Defender's Office.
- ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Doug Brown
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Malinda Pego, Bob Scolnik
- NO:** None
- Passed 8:0**
- WM22/11-109 **(Human Resources/Kristen Wade)** Move to authorize Muskegon County to continue membership with the Michigan Transit Pool for MATS General Liability and Auto Liability Insurance coverage for policy period 12/1/2022

through 11/30/2023 with an annual contribution of \$106,112.00 paid in quarterly installments which is a decrease of 4.43%.

**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**

WM22/11-110 **(Human Resources/Kristen Wade)** Move to authorize the Michigan Municipal Risk Management Authority as Muskegon County's sole source vendor for General Liability, Auto Liability, Vehicle Physical Damage, Fire/EMS Replacement/Actual Value Cost, Property and Crime, Sewage System Overflow and Data Breach coverage to be renewed on a yearly basis through December 31, 2027.

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

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

**NO:** None

**Passed 8:0**

WM22/11-111 **(Accounting/Finance/Angela Gasiewski)** Move that the vendor relationships outlined in the attached schedule be approved to continue under existing arrangements for the time period of October 1, 2022 through September 30, 2023.

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

**VOICE VOTE:** **Passed**

WM22/11-112 **(Treasurer/Tony Moulatsiotis)** Move to authorize the Treasurer to fund, fill, and create an Assistant Land Bank Coordinator position (non-bargaining) at pay table/grade NO-00285 and adjust the Land Bank budget accordingly with no impact to the general fund.

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

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

**NO:** Charles Nash

**Passed 7:1**

WM22/11-113 **(Human Resources/Kristen Wade)** Move to authorize Human Resources to bind Lawyers Professional Liability insurance coverage for the Public Defender's office with Wesco Insurance Company with limits of liability at \$3,000,000/\$3,000,000 and a \$5000 deductible for an annual premium of \$34,238 to be paid by the MIDC grant.

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

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

**NO:** None

**Passed 8:0**

WM22/11-114 **(Information Systems/Mark Hansen)** Move to approve upgrades to the jail audio and video equipment. These upgrades include awarding a sole-source procurement for the upgrade of Jail Audio and Video equipment to Accurate Controls Inc. for the price of \$535,000.00, and additional data or electrical cabling which will be contracted separately for a total project cost not to exceed \$600,000.00, cost to be covered by ARPA funds.

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright with a *friendly amendment to amend the price to \$546,000 from \$535,000 and the cost not to exceed \$650,000 from \$600,000.*

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

**NO:** Zach Lahring, Malinda Pego

**Passed 6:2**

WM22/11-115 **(Human Resources/Kristen Wade)** Move to approve the proposal for Excess Workers' Compensation insurance with Midwest Employers Casualty for the period of 1/1/2023 to 12/31/2023 with a \$750,000 self-insured retention (SIR) for Sheriff employees and \$650,000 SIR for all other employees, a premium rate of \$0.1453 per \$100 payroll, and an annual deposit premium is \$91,018.

**ACTION:** Moved by Commissioner Susie Hughes, supported by Commissioner Marcia Hovey-Wright, *with a friendly amendment to a period of 1/1/2023 to 12/31/2024 at a rate of .1489 and annual deposit premium of \$93,273.*

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

**NO:** None

**EXCUSED:** Bob Scolnik

**Passed 7:0**

WM22/11-116 **(Administration/Matt Farrar)** Move to select Erhardt Construction as the construction manager for the Hall of Justice Renovations and authorize staff to negotiate an American Institute of Architects A-133-2019 Cost of the Work Plus a Fee with a Guaranteed Maximum Price agreement with them.

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

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

**NO:** None

**EXCUSED** Bob Scolnik

**Passed 7:0**

WM22/11-117 **(Human Resources/Kristen Wade)** Move to approve the revised Donated Leave Policy.

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

**VOICE VOTE: Passed**

WM22/11-118 **(Information Systems/)** Move to approve the reclassification of Info Systems Tech I, N40007, pay table/grade NO-00200 to an Info Systems Tech II, pay table/grade NX-00210 and appoint the incumbent to Step 5 and reclassify the vacant Information Security Officer, X47601, pay table/grade NX-00390 to an Info Systems Tech III, pay table/grade NX-00290.

**ACTION: Removed from the Agenda**

**8. Unfinished Business**

NONE

**9. New Business**

**WM22/11-119** Move to authorize a Special Full Board Meeting and a public hearing be set on November 17, 2022, at 3:00 p.m. on the question of combining the offices of the Muskegon County Clerk and the Muskegon County Register of Deeds into the "Clerk/Register of Deeds" Office effective January 1, 2024.

**ACTION:** Moved by Commissioner Hovey-Wright, supported by Commissioner Charles Nash, to Postpone

**YES:** Marcia Hovey-Wright, Charles Nash

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

**EXCUSED:** Bob Scolnik

**Failed 5:2 (To Postpone)**

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

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

**NO:** Marcia Hovey-Wright, Charles Nash

**EXCUSED:** Bob Scolnik

**Passed 5:2 (Original Motion)**

Administrator Eisenbarth asked the Board to accept Commissioner Rillastine Wilkins' resignation from the County Board.

**WM22/11-120** To accept the resignation of Commissioner Rillastine Wilkins

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

**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego

**NO:** None

**EXCUSED:** Charles Nash, Bob Scolnik

**Passed 6:0**

**10. Public Comment**

Joe Fisher Chief Assistant Public Defender thanked the Board for supporting the Public Defenders Office.

**11. Final Board Comments**

NONE

**12. Closed Session - Go into closed session pursuant to MCL 15.268(C) for strategic and negotiation sessions connected with the negotiations of a collective bargaining agreement if either party requests a closed hearing.**

**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Malinda Pego, to go into Closed Session

**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego

**NO:** None

**EXCUSED:** Charles Nash, Bob Scolnik

**Passed 6:0**

**CLOSED SESSION HELD**

**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Malinda Pego, to return to Open Session

**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego

**NO:** None

**EXCUSED:** Charles Nash, Bob Scolnik

**Passed 6:0**

Move to approve the Tentative Agreement negotiated with the District Court and Circuit Court for FY23 wage reopener pending ratification.

**ACTION:** Moved by Commissioner Zach Lahring, supported by Commissioner Malinda Pego

**YES:** None

**NO:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego

**EXCUSED:** Charles Nash, Bob Scolnik

**Failed 6:0**

**WM22/11-121** Move to approve the Tentative Agreement negotiated with the Sheriff Command Unit for FY23 wage reopener.

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

**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Malinda Pego

**NO:** None

**EXCUSED:** Charles Nash, Bob Scolnik

**Passed 6:0**

- 13. Adjourn to the call of the Chair**  
The meeting was adjourned at 4:49 p.m.



# Muskegon County Ways & Means Committee

Kim Cyr, Chair  
Doug Brown, Vice-Chair

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

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## MINUTES

1. **Call to Order**

The meeting was called to order by Commissioner Cyr 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  
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 Agenda**

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

**VOICE VOTE: Passed**

4. **Approval of Minutes**

A. Move to approve the Regular and Closed Session Minutes of November 8, 2022

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

**VOICE VOTE: Passed**

5. **Finance Reports**

Placed on File

A. September 2022 Budget Comparison Reports

B. HealthWest Financial Summary

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

3 Comments regarding - Merger of Register of Deeds and Clerks Office

## 7. Items for Consideration

- WM22/12-122 **(Accounting/Finance/Angela Gasiewski)** Move to approve payment of the accounts payable of \$19,782,542 covering the period October 15, 2022 through November 11, 2022 and P Card and EFT payments covering the period October 1, 2022 through October 31, 2022 as presented by the County Clerk.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Zach Lahring, Charles Nash, Darrell Paige
- NO:** Malinda Pego
- Passed 7:1**
- WM22/12-123 **(Accounting/Finance/Angela Gasiewski)** Move to approve the intergovernmental contract with the Lakeshore Regional Entity for substance abuse treatment and services through December 31, 2023, and authorize the County Administrator to sign.
- ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
- VOICE VOTE: Passed**
- WM22/12-124 **(Accounting/Finance/Angela Gasiewski)** Move to apply for and accept the Local Assistance and Tribal Consistency Fund (LATCF) funding in the amount of \$100,000 and to allow the Board Chair to sign the agreement.
- 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, Darrell Paige
- NO:** None
- Passed 8:0**
- WM22/12-125 **(Equalization/Donna Vandervries)** Move to approve Assessment Administration Services provided by the Equalization Department to the City of Muskegon Heights and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services effective November 15, 2022.
- 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**
- WM22/12-126 **(Equalization/Donna Vandervries)** Move to approve the creation of 1 new full time Appraiser GEU position at pay table/grade GU-00245, 1 new full time Appraisal Technician GEU position at pay table/grade GU-00175.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Susie Hughes  
**YES:** Doug Brown, Kim Cyr, Marcia Hovey-Wright, Susie Hughes, Charles Nash, Darrell Paige  
**NO:** Zach Lahring, Malinda Pego  
**Passed 6:2**

WM22/12-127 **(Board Member)** Move to forward the resolution and the question of combining the offices of the Muskegon County Clerk and the Muskegon County Register of Deeds into the "Clerk/Register of Deeds" Office to the County Board for consideration.

**ACTION:** Moved by Commissioner Malinda Pego, supported by Commissioner Zach Lahring  
**YES:** Doug Brown, Kim Cyr, Susie Hughes, Zach Lahring, Malinda Pego  
**NO:** Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**Passed 5:3**

**8. Unfinished Business**

NONE

**9. New Business**

NONE

**10. Public Comment**

NONE

**11. Final Board Comments**

Commissioner Hovey-Wright commented that it takes a two-thirds vote to pass the motion at full board.

**12. Adjourn to the call of the Chair**

The meeting was adjourned by Commissioner Cyr at 3:33 p.m.