



Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

January 12, 2023 at 4:00 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 Hovey-Wright at 4:43 p.m.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

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

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 10, 2022

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Informational Items

None

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/01-01 **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System to publish the public notice regarding Federal Transit Administration FY2023 funding applications and to authorize staff to execute the electronic grant applications.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

TR23/01-02 **(Transit/Bob Lukens)** Move to approve the Muskegon Area Transit System's FY2024 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.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

TR23/01-03 **(Transit/Bob Lukens)** Move to approve the updated Public Transit Agency Safety Plan for the Muskegon Area Transit System (MATS) and to name the Transit Systems Manager as the Accountable Executive for safety planning and transit asset management efforts of MATS, effective July 1, 2022.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

TR23/01-04 **(Airport/Robert M. Lukens)** Move to provide the County's consent for the sale of FlightLevel Aviation to Executive Air Transport, Inc. to provide Fixed-Base Operator (FBO) services for the Muskegon County Airport, and to approve a new FBO and Ground Master Lease Agreement with Executive Air Transport, Inc.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Paige asked if there would be a need to show the status of buses as other counties do. Jim Koens explained there is real time on the website as well as an app. Commissioner Hovey-Wright inquired whether passengers have smart phones. Mr. Koens did not have that information.

12. Adjournment

The meeting was adjourned at 5:02 p.m.



**Board of
Commissioners**

Charles Nash
Chair, District 5

Marcia Hovey-Wright
Vice Chair, District 4

Kim Cyr
District 1

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Darrell L. Paige
District 7

MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Transportation Committee meeting of February 9, 2023, is cancelled due to no action items.

Posted: February 3, 2023



Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

March 9, 2023 at 4:00 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 at 4:00pm by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash

Excused: Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of January 12, 2023 (Transportation Committee scheduled for February 9, 2023 was cancelled)

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

5. Informational Items

None

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/03-05 **(Airport/Bob Lukens)** Authorize the Administrator to sign MDOT Grant Contract 2023-0263 for the required Airport Rescue and Firefighting Training Services for 2023 in the amount of \$2,000.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

TR23/03-06 **(Airport/Bob Lukens)** Authorize the Administrator to sign Amendment #2 between Muskegon County and C&S Engineers, Inc. for Final Design (Phase 2) of the Airport Taxiway A Reconstruction Project. This grant funded project has a total cost of \$405,170, with funding at 95% Federal, 2.5% State, and 2.5% County, with a total cost to the County of \$10,129.25.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash

NO: None

Passed 6:0

TR23/03-07 **(Airport/Bob Lukens)** Authorize the Administrator to sign Amendment #3 between Muskegon County and C&S Engineers, Inc. for Design Services for a Taxiway Signage Study, Reconstruction of Taxiway B Lighting, and Rehabilitation of Airfield Markings. This grant funded project has a total cost of \$33,280, with funding at 95% Federal, 2.5% State, and 2.5% County, with a total cost to the County of \$832.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 4:06pm.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

April 13, 2023 at 4:00 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 at 4:00pm by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of March 9, 2023

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. Informational Items

A. MATS March Operational Report - Placed on File

B. MATS YTD through March Route Performance Indicators - Placed on File

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/04-08 **(Airport/Robert M. Lukens)** Move to approve an FY2023 budget amendment to fund six (6) additional months of Aircraft Rescue and Firefighting services provided by Norton Shores Fire Department at a total cost not to exceed \$107,000, using the existing ARFF contract.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

YES: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: Michelle Hazekamp, Zach Lahring

Passed 5:2

TR23/04-09 **(Airport/Robert M. Lukens)** Move to approve a FY2023 budget amendment to fund the purchase and installation of Runway End Identifier Lights (REIL's) at a not-to-exceed cost of \$24,750.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

TR23/04-10 **(Airport/Robert M. Lukens)** Move to authorize payment of \$13,000 to F3 Airport for meeting the calendar year 2022 F3 Airport Goals and Incentives, and to approve the calendar year 2023 F3 Airport Goals and Incentives.

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

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Darrell Paige

NO: Charles Nash

Passed 6:1

TR23/04-11 **(Airport/Robert M. Lukens)** Move to approve the required resolution for MDOT Grant Contract 2023-0263 for annual Airport Rescue and Firefighting Training Services for 2023 and further authorize the County Clerk to sign the resolution.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

8. **Unfinished Business**

None

9. **New Business**

None

10. **Public Comment**

None

11. **Final Board Comments**

None

12. **Adjournment**

The meeting was adjourned at 4:18pm.



Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

May 11, 2023 at 4:00 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 at 4:04 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

Motion to postpone TR23/05-13

MOTION: Postpone TR23/05-13

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Zach Lahring

YES: Kim Cyr, Michelle Hazekamp, Zach Lahring

NO: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige

Failed 3:4

Motion for Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of April 13, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Informational Items

None

6. Public Comment (on an agenda item)

None

7. Items for Consideration

- TR23/05-12 **(Transit/Bob Lukens)** Move to authorize MATS to issue a solicitation for a five (5) year period of On-Call Architecture/Engineering Services.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige
- NO:** Zach Lahring
Passed 6:1
- TR23/05-13 **(Airport/Bob Lukens)** Move to authorize the Airport to apply for and accept a grant under the FAA Airport Zero Emissions Vehicle (ZEV) program.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- YES:** Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
- NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring
Passed 4:3
- TR23/05-14 **(Airport/Bob Lukens)** Move to approve a lease between the County and Safelite Fulfillment, Inc., d/b/a Safelight AutoGlass, in the amount of \$725.00 per month plus utilities, for the facility located at 102 Sinclair Drive contingent on County Corporate Counsel's final approval, further authorize the chair to sign the agreement.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
- NO:** None
Passed 7:0
- TR23/05-15 **(Airport/Bob Lukens)** Move to approve a lease between the County and SC Aviation in the amount of \$250.00 per month, plus utilities for the facility located at 99 Sinclair Drive in Suite B, contingent on County Corporate Counsel's final approval, further authorize the chair to sign the agreement.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- TR23/05-16 **(Airport/Bob Lukens)** Move to approve a lease between the County and the Cardinal Safety Company in the amount of \$350.00 per month plus utilities for the facility located at 99 Sinclair Drive in Suite C, contingent on County Corporate Counsel's final approval, further authorize the chair to sign the agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 4:25 p.m.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

June 13, 2023 at 4:00 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 at 4:35 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Commissioner Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of May 11, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Informational Items

None

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/06-17

(Transit/Robert M. Lukens) Move to reimburse the Federal Transit Administration \$36,048 for its remaining grant-funded interest in the Union Depot facility from the Public Improvement Fund and adjust the budget

accordingly. Further authorize accounting to transfer the asset from the Muskegon Area Transit System Fund to the General Fund.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/06-18 **(Airport/Robert M. Lukens)** Move to approve an easement agreement for the sum of one dollar (\$1.00) between the County of Muskegon and the City of Norton Shores to expand the water main service between Petrie Avenue and Wilson Avenue bordering the airport property at no cost to the County and authorize the County Administrator to sign the Agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/06-19 **(Airport/Robert M. Lukens)** Move to authorize the airport to apply for and accept an FAA-sponsored Airport Improvement Grant (AIG) for FY2024 to cover repair, redesign and modernization of the main passenger terminal roof and entrance and the administration building roof at a cost to the County not to exceed \$330,000.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: None

Passed 6:0

TR23/06-20 **(Airport/Robert M. Lukens)** Move to approve a contract amendment with Bergmann & Associates for an additional \$85,788 to add C&S Companies as a sub-contractor for the grant-funded terminal roof project at a cost to the County (local share) not to exceed \$13,000 and authorize the County Administrator to sign the Agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: None

Passed 6:0

8. Unfinished Business

None

9. New Business

County Administrator, Mark Eisenbarth, asked Ken Efting, Airport Director, to provide an update on the current airline service, Southern Airways Express. Ken explained some of the current setbacks with the performance of Southern Airways Express at the Muskegon County airport. The commissioners discussed current industry standards. Commissioners also discussed the possibility of moving forward with the current airline services versus being proactive in looking into other airline options.

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 4:56 p.m.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

July 13, 2023 at 4:00 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 at 4:19 p.m. by Commissioner Paige.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Vice-Chair Marcia Hovey-Wright, Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of June 13, 2023

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

5. Presentation

A. MATS Authority Study

Erin Kuhn, President WMSRDC, provided the Board with an update on the MATS authority study.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/07-21 **(Airport/Robert M. Lukens)** Move to approve a new, revised contract with the City of Norton Shores to provide Aircraft Rescue and Fire Fighting

services to the Muskegon County Airport for an annual cost to the County of \$177,500 and authorize the Board Chair to sign the contract.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige

NO: None

Passed 5:0

TR23/07-22 **(Airport/Robert M. Lukens)** Move to approve a new three (3) year contract with the City of Norton Shores to provide Law Enforcement coverage, emergency services and Transportation Security Administration-mandated response to the Muskegon County Airport for an annual cost to the County of \$25,000.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Chair Nash asked, and Director Bob Lukens responded to the question regarding Motion #TR23/07-21 regarding the costs for special events at the airport.

12. Adjournment

The meeting was adjourned at 4:39 p.m.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

August 10, 2023 at 4:00 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 at 4:44 p.m. by Vice-Chair Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Anne M. Seuryneck, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of July 13, 2023

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Informational Items

A. Muskegon County Airport June Operating Report
Ken Efting, Airport Director, gave a summary of the June Operating Report. The report placed on file.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/08-23 **(Airport/Bob Lukens)** Move to authorize the airport to participate in Consumers Energy's small business lighting rebate program and authorize the County Administrator to sign the contract to replace all off-airfield exterior and parking lot lighting at no cost to the County.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/08-24 **(Transit/Bob Lukens)** Move to adopt the resolution supporting and furthering the transition of public transit system governance from the County of Muskegon to an authority formed by local communities and further authorize staff to continue engaging with the local communities on the matter with assistance from Corporate Counsel as needed to move the process forward in an orderly and timely fashion.

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

Angela Gasiewski, Finance Director, addressed the Board regarding the proposed FY2024 Budget that was handed out to each Commissioner. Ms. Gasiewski reminded the Commissioners of the two upcoming Work Sessions on August 17, 2023 and August 22, 2023 regarding the proposed revised 2023 budget and the proposed FY2024 budget.

11. Final Board Comments

Chair Charles Nash expressed his interest in looking at other departments participating in a lighting program for other County Departments similar to the Airport Motion TR23/08-23 lighting rebate program. Administrator Mark Eisenbarth indicated he would look into other County departments' participation in the lighting program.

Vice-Chair Marcia Hovey-Wright thanked all individuals involved with the transit system government and the work they did on the transit report for the past year and a half and the positive results from this report.

12. Adjournment

The meeting was adjourned at 5:00 p.m.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

September 14, 2023 at 4:00 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 at 5:04 p.m. by Vice-Chair Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of August 10, 2023

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. Informational Items

A. Airport Operations Report for July and August 2023
Placed on file

B. MATS Operations Report July 2023
Placed on file

6. Public Comment (on an agenda item)

None

7. Items for Consideration

TR23/09-25 **(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 3 authorized Vehicle Hours by an amount equal to the unused Year 2 Vehicle Hours value, resulting in no net change in overall contract value.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/09-26 **(Airport/Bob Lukens)** Move to approve Amendment #7 to the Master Agreement dated 2/28/2022 with C&S Companies to provide airfield project engineering services for the Muskegon County Airport.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

TR23/09-27 **(Transit/Bob Lukens)** Move to approve the updated MATS Procurement Manual, effective September 26, 2023.

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

TR23/09-28 **(Transit/Bob Lukens)** Move to authorize a change to the status of one MATS GEU Transit Attendant position from Hourly to Full Time, effective October 1, 2023.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 5:21 p.m.



Muskegon County
Transportation Committee
Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

October 12, 2023 at 4:00 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 at 4:42 p.m. by Commissioner Marcia Hovey-Wright.

2. **Roll Call**

Present: Commissioner Jessica Cook
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr, Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of September 14, 2023

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. **Informational Items**

A. MATS August Operations Report

Jim Koens, Transit Systems Manager, gave an update on the MATS August Operations Report. The report is placed on file.

B. Airport August Operations Report

Ken Efting, Airport Director, gave an update on the Airport August Operations Report. The report is placed on file.

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

None

7. **Items for Consideration**

TR23/10-29 **(Airport/Robert M. Lukens)** Move to approve the sale of a 1976 Walter Aircraft Rescue & Firefighting apparatus for not less than \$1,500; authorize the administrator to sign the applicable sale documents, and adjust the airport budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 4:55 p.m.



**Board of
Commissioners**

Charles Nash
Chair, District 5

October 27, 2023

Marcia Hovey-Wright
Vice Chair, District 4

MEETING CANCELLATION

Kim Cyr
District 1

Notice is hereby given that the Muskegon County Board of Commission Transportation Committee meeting of November 9, 2023 is cancelled due to no action items.

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Posted 10/27/2023

Darrell L. Paige
District 7



Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair
Darrell Paige, Vice Chair

December 14, 2023 at 4:00 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 at 4:00 p.m. by Commissioner Marcia Hovey-Wright.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Vice-Chair Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 12, 2023 (the November 9, 2023 meeting was cancelled)

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Informational Items

A. Muskegon County Airport September and October 2023 Operating Report
Placed on File. Ken Efting, Airport Director, distributed an updated Operations sheet to the Board. Ken Efting stated there is nothing significant to report and things remain status quo.

B. Muskegon Area Transit System September and October 2023 Operations Reports

Placed on File. Jim Koens, Transit Systems Manager, introduced Todd Young and Ben Wheelock, from Via, who will be giving the presentation on the MATS Go2 Microtransit program.

C. Presentation - Update on MATS Go2 Microtransit Program

Todd Young and Ben Wheelock, from Via, gave a presentation on the MATS Go2 Microtransit program and indicated they had positive results to report.

7. **Items for Consideration**

TR23/12-30 **(Transit/Robert M. Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to process the available two (2) year contract extension with River North Transit, LLC, per the terms and conditions of the original award of RFP 21-2403, thereby providing for continuation of the current Go2 Microtransit program relationship through April 26, 2026.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/12-31 **(Transit/Robert M. Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to process a contract change notice with River North Transit, LLC, effecting an increase in the authorized vehicle revenues hours to be operated in Years 3, 4, and 5 of the Go2 program contract period as presented.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

TR23/12-32 **(Transit/Robert M. Lukens)** Move to approve the MATS Title VI Program January 2024 Update and the included MATS Service Standards and Service Policies.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/12-33 **(Airport/Robert M. Lukens)** Move to authorize the airport to accept an MEDC-sponsored grant under Michigan's "Infrastructure Enhancement Program" in the amount of \$1.9M in FY2024 to support the Terminal roof replacement and authorize the Administrator to sign the required documents. This grant does not have a state or local match, so participation is at no cost to the County.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

TR23/12-34 **(Airport/Robert M. Lukens)** Move authorize the award of RFB 23-2502 to CarbonSix Construction in the total amount of \$2,782,153 (including alternates) to replace and renovate the airport's passenger terminal roof and authorize the Administrator to sign the required documents.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

TR23/12-35 **(Airport/Robert M. Lukens)** Move to authorize the airport to apply for and accept an FAA-sponsored Airport Improvement Program (AIP) Grant for both FY2024 and FY2025 to reconstruct, shift and reconfigure Taxiway "Alpha", connecting taxiways, and all associated lighting/electrical systems. Further, move to authorize the Administrator to sign all required documents associated with this project. The total pre-bid cost of this project is estimated at \$17,643,185 with a local match of no more than \$441,079.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

TR23/12-36 **(Airport/Robert M. Lukens)** Move to approve Amendment #2 to the contract with C&S Companies (airport engineering consultant) for the airport beacon replacement increasing the total project cost by \$8,112 with an additional cost to the County of \$202.80 and to amend the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

TR23/12-37 **(Transit/Bob Lukens)** Move to authorize award of RFQ 23-2507 for a five (5) year period of On-Call Architecture and Engineering Services for the Muskegon Area Transit System (MATS) to the firm Progressive AE of Grand Rapids, MI, and to authorize the Board Chair to execute a contract document subject to Corporate Counsel review.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

Ken Efting, Airport Director, introduced the new Deputy Airport Director, Mark Lynn. Mark Lynn introduced himself to the Commissioners and gave a background of himself and his qualifications.

11. Final Board Comments

None

12. Adjournment

The meeting was adjourned at 4:55 p.m.