



# Muskegon County

## Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

January 17, 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 Board of Commissioners was called to order by Chairman Charles Nash in person and was available to the public via Zoom.

**2. Invocation: Pastor James Williams of Buelah Baptist Church**

**3. Pledge of Allegiance**

**4. 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  
Nancy A. Waters, County Clerk  
Linda S. Schutter, Deputy County Clerk  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

Approve the Agenda with the removal of the Liaison Appointment to the Public Health Advisory Committee.

**ACTION:** 2023-13 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**6. Approval of Minutes**

**ACTION:** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

Move to approve the Regular Meeting Minutes of December 13, 2022 and the Organizational Meeting Minutes of January 4, 2023.

**ACTION:** 2023-14 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

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

None.

**8. Committee/Board Reports**

**A. The Community Development & Strategic Planning Committee** met on January 12, 2023:

**CDSP23/01-01** Move to approve the agreement for access to the former SAPPI Site between the County and Pure Muskegon, LLC and authorize the Chair to sign the agreement contingent on Corporate Counsel approval.

**ACTION:** 2023-15 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**CDSP23/01-02** Move to authorize staff to issue a Request for Qualifications for real estate services.

**ACTION:** 2023-16 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**CDSP23/01-03** Move to approve the first amendment to the purchase agreement between Muskegon County and Turkey Tree, LLC, and authorize the Chair to sign the amendment.

**ACTION:** 2023-17 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**CDSP23/01-04** Move to allocate funding from the Convention Center Reserve Fund for engineering, construction and project management to increase the electrical capacity of the VanDyk Mortgage Convention Center and amend the budget accordingly. The not-to-exceed amount for the project is \$168,700.

**ACTION:** 2023-18 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**CDSP23/01-05** Move to approve the Parks Department's request to purchase one new 2023 ¾-ton double cab pickup and one 2023 ¾-ton regular cab pickup through the State of Michigan's MiDeal purchasing program using Park funds not to exceed \$90,000 and authorize the chair to sign the agreement.

**ACTION:** 2023-19 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

B. **The Courts & Public Safety Committee** met on January 12, 2023:

**CPS23/01-01** Move to accept the FY2023 Off-Road Vehicle (ORV) Law Enforcement Grant in the amount of \$12,000.00 from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement.

**ACTION:** 2023-20 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**CPS23/01-02** Move to accept and sign the FY23 Byrne JAG – WEMET grant (MSP #JAG 70834 WEMET-2023) in the amount of \$14,313.00.

**ACTION:** 2023-21 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**CPS23/01-03** Move to award Hot Rod Harley Davidson and Intapol Communications a contract for purchase of two (2) Harley Davidson police motorcycles and three (3) Setcom communications systems, and three (3) police motorcycle helmets, not to exceed \$41,000.

**ACTION:** 2023-22 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Michelle Hazekamp, Zach Lahring

**Passed 4:2**

**C. The Human Services Committee met on January 10, 2023:**

**HS23/01-01** Move to authorize Public Health to accept funding in the amount of \$163,779 effective October 1, 2022 to September 30, 2023; and authorize the Public Health Director to sign the related contract agreement with the Michigan Department of Environment, Great Lakes, and Energy to perform routine environmental health inspections, activities and services.

**ACTION:** 2023-23 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

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

**NO:** None

**Passed 6:0**

**HS23/01-02** Authorize Public Health to accept funding from the Lakeshore Regional Entity in the amount of \$395,168 for substance abuse and gambling prevention services in Muskegon County effective October 1, 2022 to September 30, 2023; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreement.

**ACTION:** 2023-24 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

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

**NO:** None

**Passed 6:0**

**HS23/01-03** Authorize Public Health to amend the Senior Millage FY23 fund 1060 budgeted expenditures from \$2,963,854 to \$3,122,073 to reflect projected expenditures as previously recommended by the Senior Activities Committee and approved by the board.

**ACTION:** 2023-25 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

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

**NO:** None

**Passed 6:0**

**HS23/01-04** Authorize Public Health to amend its FY23 budgeted fund 2210 revenues and expenditures from \$8,018,005 to \$7,970,237 to align with funding per the agreement with Michigan Department of Health and Human Services (MDHHS) including position funding transfers and other program line item adjustments with no change in the general fund appropriation.

**ACTION:** 2023-26 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

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

**NO:** None

**Passed 6:0**

**HS23/01-05** Move to approve Senior Millage Municipal allocation for FY23 in the amount of \$648,366 to the local municipalities to coordinate and provide services, programs and/or activities for seniors in their jurisdiction; and amend the budget accordingly.

**ACTION:** 2023-27 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

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

**NO:** None

**Passed 6:0**

D. **The Transportation Committee** met on January 12, 2023:

**TR23/01-01** 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:** 2023-28 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**TR23/01-02** 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:** 2023-29 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**TR23/01-03** 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:** 2023-30 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**TR23/01-04** 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:** 2023-31 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

E. **The Ways & Means Committee** met on January 10, 2023:

**WM23/01-01** Move to authorize Procurement to issue a Request for Qualifications for qualified architects to design the renovations at the Marquette Campus.

**ACTION:** 2023-32 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-02** Move to approve the contract with Custom Service Printers to provide jury summons printing and mailing services per County RFP 23-017 for a two-year term.

**ACTION:** 2023-33 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-03** Move to approve the contract for the acquisition of Spring 2023 Digital Ortho-photography with the State of Michigan at a price not to exceed \$46,885.68 and authorize the Board Chair to sign the attached MiSAIL Buy-Up Agreement.

**ACTION:** 2023-34 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-04** Authorize a one (1) year contract extension with Goodtemps, Inc., Staffing Services from April 1, 2023-March 31, 2024.

**ACTION:** 2023-35 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-05** Move to authorize ARPA funding for the HOJ renovation project not to exceed \$12.6 million, approve the agreement with Erhardt Construction, and authorize the Administrator to sign the agreement.

**ACTION:** 2023-36 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-06** Move to approve the county logo as proposed for use on the county website, on signage for the county, and letterhead and documents of departments which do not have their own logo.

**ACTION:** 2023-37 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-07** Move to approve payment of the accounts payable of \$17,850,203.27 covering the period November 12, 2022 through December 09, 2022 and P Card and EFT payments covering the period November 1, 2022 through November 30, 2022 as presented by the County Clerk.

**ACTION:** 2023-38 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**WM23/01-08** Move to authorize the Muskegon County Facilities Management to issue a solicitation for two ½ ton trucks and to award the solicitation administratively to the highest rated proposer(s) in an amount not to exceed \$93,600, and adjust the budget accordingly. Further authorize the Chair to sign the agreement.

**ACTION:** 2023-39 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

## 9. Chairman's Report/Committee Liaison Reports

A. Approve the Muskegon County Board Rules with corrections as indicated.

**ACTION:** 2023-40 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

B. Liaison Appointments

Approve Accommodation Tax Advisory Committee

- Chris Zahrt (Festivals/Events) term through 12/31/2025 - Reappointment
- Alana Matyas-Brower (Food & Beverage) term through 12/31/2025 - Appointment
- Jeremy Garcia (Hotels/Motels) term through 12/31/2025 - Appointment
- Roger Jourden (Campground) term through 12/31/2025 - Reappointment
- Amy Braschler (At-Large) term through 12/31/2025 - Reappointment

**ACTION:** 2023-41 Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

Approve Airport Development Committee

- Cindy Larsen (Chamber of Commerce) term through 12/31/2024 - Reappointment
- John Workman (Public) term through 12/31/2024 - Reappointment
- Rebecca Kinney (Airport Business Park Tenant) term through 12/31/2024 - Appointment

**ACTION:** 2023-42 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Approve Community Corrections Advisory Board

- Judge Annette R. Smedley (Circuit Court Judge) ongoing term -Appointment
- Chief Tim Thielbar (Police Chief- Muskegon Township) -Appointment

**ACTION:** 2023-43 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Approve Community Mental Health/HealthWest

- Tamara Madison (Lived Experience) term through 3/31/2026 - Appointment
- Cassandra Kitchen (Consumer-Secondary) term through 3/31/2026 – Appointment

**ACTION:** 2023-44 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

Approve Land Bank Fast Track Authority

- Lori Archer (Township) term through 12/31/2025 - Reappointment
- Tim DeMumbrum (Public) term through 12/31/2025 - Reappointment
- Scott Drier (Public) term through 12/31/2025 – Reappointment

**ACTION:** 2023-45 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Approve Library Board

- Bob Scolnik (At-Large) term through 12/31/2023 – Reappointment

**ACTION:** 2023-46 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Approve Museum Board

- Judith Kell (Public) term through 12/31/2025 – Appointment

**ACTION:** 2023-47 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

Approve Senior Activities Committee

- Peggy Foster (At-Large Rural Area) term through 12/31/2025 – Reappointment

**ACTION:** 2023-48 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Approve Senior Resources

- Estelita "Mimi" Rankin (Board Liaison) term through 12/31/2025 – Appointment

**ACTION:** 2023-95 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

### Approve Solid Waste Planning

- Dave Kendrick (Public) term through 12/31/2024 - Reappointment
- David Baker (Planning) term through 12/31/2024 - Reappointment
- Saxon Smith (Public) term through 12/31/2024 - Appointment
- Wayne Kuerth (Solid Waste Management) term through 12/31/2024 - Reappointment

**ACTION:** 2023-50 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

### Approve Veterans Advisory Committee

- Joseph Kemp (Public) term through 12/31/2026 - Reappointment
- Billy Stancroff (Public) term through 12/31/2026 - Reappointment
- Darrell VanFossan (Public) term through 12/31/2026 – Reappointment

**ACTION:** 2023-51 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

## 10. Administrator's Report

- ✓ Board Work Session on January 24, 2023, at 3:00 p.m. - DLZ Results on the Space Needs Assessment

## 11. Public Comment

One citizen addressed the Board.

## 12. Unfinished Business

None.

## 13. New Business

None.

## 14. Final Board Comments

Vice-Chair Hovey-Wright thanked the citizen who spoke during public comment.

## 15. Closed Session

Go into Closed Session pursuant to MCL 15.268(a) to discuss a written confidential legal opinion with the county's attorney.

**ACTION:** 2023-52 Moved by Chairman Charles Nash, supported by Commissioner Michelle Hazekamp

**VOICE VOTE:** Passed

Went into Closed Session at 4:31 p.m.



# Michigan Statewide Authoritative Imagery and Lidar Program (MiSAIL) State of Michigan and Partner Agreement

Agreement to establish the cost, ownership, licensing, and restrictions on the purchase and use of digital orthoimagery data and lidar data (referred in this document as "Data") collected by the State of Michigan (State) for **Muskegon County** (Partner) as part of the State's collection efforts during 2023, per the specifications defined in the State's Contract No. 21000000218 ("Contract"). Partners may include, but are not limited to, State, Local and Federal Government entities. Data to be created and delivered to Partner is defined in the attached Exhibit A - Product Schedule.

This agreement is entered into between Partner and State signing as of the effective date identified below.

## **1. LICENSE AND RESTRICTIONS**

The State hereby assigns ownership, including all right, title and interest, subject to the license and restrictions set forth below, of the Data to Partner upon the State's receipt of full payment for the services requested by Partner, as set forth in Section 2. Notwithstanding this assignment, the State retains for itself, and Partner otherwise grants to the State in consideration of the State's assignment, a fully-paid-up, royalty free, non-exclusive, unlimited, irrevocable license to use the Data throughout the World consistent with the purposes, rights and restrictions of the Contract and other applicable laws.

## **2. AGREEMENT TO PAY THE STATE**

**Partner** agrees to the following:

- (i) Area of Interest (AOI) for which Data is to be acquired is defined by:  
***Muskegon\_County\_6inch\_buyup\_tiles.shp***  
***V3\_3in\_Tiles.shp***
- (i) Provide Environmental Conditions Contact and Product Schedule Contact
- (ii) Define acquisition options per Exhibit A – Product Schedule  
At a total cost of: **\$46,885.68**
- (iii) PAYMENT SCHEDULE
  - a. PARTNER MUST REMIT TO THE STATE A NON-REFUNDABLE PAYMENT IN THE AMOUNT OF 25% OF THE TOTAL PRODUCT SCHEDULE COST, DUE UPON THE STATE'S RECEIPT OF NOTICE FROM CONTRACTOR THAT IMAGERY ACQUISITION IS COMPLETE
  - b. THE BALANCE OF THE PRODUCT SCHEDULE COST IS DUE 30 DAYS AFTER PARTNER'S RECEIPT OF FINAL DELIVERABLES

Please complete, sign, and return to:  
State - Center for Shared Solutions  
Attn: Everett Root  
Romney Building – 10<sup>th</sup> floor  
111 S. Capitol Ave.  
Lansing, MI 48933  
517-335-3741  
roote@michigan.gov

<b>County Name *</b> <b>Muskegon County</b>
<b>Signature *</b>
<b>Printed Name *</b>
<b>Printed Title *</b> <b>County Board Chair</b>
<b>Signature Date *</b>

## EXHIBIT B

### MISAIL ACQUISITION ENVIRONMENTAL CRITERIA

Parameter	Criteria	Reportable Conditions
Sky Conditions	Clear, with no clouds, smoke, dust, smog, haze, or precipitation such as rain or fog.	State/Partner to report any unusual conditions not likely to be reported or seen in ordinary weather reports, such as large fires, activities likely to produce large amounts of dust. Generally, the responsibility of imagery vendor.
Sun Angle	Greater than 30 degrees. Difference between flight lines of less than 15 degrees.	Full responsibility of imagery vendor
Ground Conditions	Clear of snow	State/Partner to Authorize acquisition in writing (email is acceptable) when conditions are acceptable and if there is any change in that authorization to a point that imagery would not be desired at that point (i.e., snow falls after authorization given). Most areas should be basically clear of snow. Minor snow piles or embankments in non-critical areas, such as bases of trees, may be acceptable.
Trees	Deciduous trees free of leaves	State/Partner to Authorize acquisition in writing (email acceptable). Recommendation is for trees to be relatively free of leaves. Very small (i.e. thumbnail-size) leaves may be acceptable. Certain ornamental trees may leaf-on unusually early and typically are not disqualifying. Requirement may otherwise be loosened at State's option per contract in such as open fields, pine forest, and urban areas. Imagery vendor will provide its professional opinion for consideration by the stakeholders.
Streams and Rivers	Within natural banks	State/Partner to report any unusual conditions that have or have the potential to cause flooding. State/Partner will notify imagery vendor of significant rain events and any observed flooding.
Lakes	Free of ice	State/Partner to Authorize acquisition in writing (email acceptable). Some ice on lakes may be allowed, if other conditions are favorable
Roadways	Not wet from recent precipitation	State/Partner to report any unusual conditions not caused by ordinary, observable weather phenomena.



---

# Muskegon County

## Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

February 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 Board of Commissioners was called to order by Chairman Nash in person and was available to the public via Zoom.

**2. Invocation: Reverend Robert Blanchard from Community United Methodist Church**

**3. Pledge of Allegiance**

**4. 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  
Linda M. Larsen, Chief Deputy County Clerk  
Linda S. Schutter, Deputy County Clerk  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-59 Moved by Commissioner Kim Cyr, supported by Commissioner Darrell Paige to approve the agenda with the addition of approval of the Regular and Closed Session Minutes of January 24, 2023

**VOICE VOTE:** Passed

**6. Approval of Minutes**

Move to approve the Regular and Closed Session Minutes of January 17, 2023, and January 24, 2023, with removing the last sentence of the second to last paragraph on the January 24, 2023, Closed Session Minutes.

**ACTION:** 2023-60 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

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

None.

**8. Presentation - Sheriff Michael Poulin Muskegon County Sheriff's Office Service Awards**

**9. Committee/Board Reports**

**A. The Community Development & Strategic Planning Committee met on February 9, 2023:**

**CDSP23/02-05** Move to authorize a not-to-exceed amount of \$45,000 to update the J-Wing of the Marquette Campus, pursuant to the Procurement Policy, from the ARPA/Revenue loss category.

**ACTION:** 2023-61 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**CDSP23/02-06** Move to approve the lease agreement between Muskegon County and Central Dispatch and authorize the Chair to sign the agreement contingent on Corporate Counsel final approval.

**ACTION:** 2023-62 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**CDSP23/02-07** Move to approve the lease agreement between West Michigan Regional Medical Consortium and Muskegon County and authorize the chair to sign the agreement contingent on Corporate Counsel's final approval.

**ACTION:** 2023-63 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**CDSP23/02-08** Move to approve the agreement between Muskegon County and the Michigan Department of Transportation to transfer the ownership of the Continuously Operating Reference Stations (CORS) System to the State of Michigan and authorize the Chair to sign the agreement.

**ACTION:** 2023-64 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**CDSP23/02-09** Move to authorize staff to advertise for the recruitment of new caretakers at Blue Lake County Park.

**ACTION:** 2023-65 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**B. The Courts & Public Safety Committee** met on February 9, 2023:

**CPS23/02-04** Move to approve acceptance of the FY2023 Strategic Traffic Enforcement Grant in the amount of \$109,043.00. (PT-23-28)

**ACTION:** 2023-66 Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**CPS23/02-05** Move to approve the Sheriff's Office to purchase one 3D scanner and support equipment for a purchase price not-to-exceed \$71,741.00.

**ACTION:** 2023-67 Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**CPS23/02-06** Move to approve entering into a two (2) year agreement between the County of Muskegon and Egelston Township, create one (1) additional full-time deputy position at pay table/grade SD-00011 and adjust the budget accordingly.

**ACTION:** 2023-68 Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** Michelle Hazekamp, Zach Lahring  
Passed 5:2

**CPS23/02-07** Move to approve the one-year extension of the agreement for the Partnership in Neighborhood Safety Program between Egleston Township, the Muskegon County Sheriff and the Board of Commissioners with the County's share of the cost being 50% or \$74,424.50 and authorize the Board Chair and Sheriff to sign the document.

**ACTION:** 2023-69 Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** Michelle Hazekamp, Zach Lahring  
Passed 5:2

**C. The Ways & Means Committee** met on February 7, 2023:

**WM23/02-09** Move to authorize the adoption of the resolution to waive the monthly interest charge of 1% and the administrative fee of 4% for the period March 1st to April 30th for 2022 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:** 2023-70 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-10** Move to authorize adoption of the resolution allowing the County of Muskegon Treasurer to borrow up to twelve million dollars (\$12,000,000) against the anticipated 2022 delinquent real property taxes.

**ACTION:** 2023-71 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-11** Move to authorize Gregory Zylstra, Muskegon County Corrections Officer, to purchase 9 months of MERS generic service credit at a cost of \$15,925.00 with 100 percent of the total actuarial cost being paid by the employee.

**ACTION:** 2023-72 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-12** Move to approve payment of the accounts payable of \$19,421,253.61 covering the period December 10, 2022 through January 13, 2023 and P Card and EFT payments covering the period December 1, 2022 through December 31, 2022 as presented by the County Clerk.

**ACTION:** 2023-73 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-13** Move to authorize the Finance Department to reimburse the General Fund with the ARPA / Revenue Loss category of \$1.77 million for FY 2023 and adjust the budget accordingly.

**ACTION:** 2023-74 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-14** Move to authorize staff to issue a solicitation for credit card processing services.

**ACTION:** 2023-75 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-15** Move to award a sole-source procurement for the upgrade of Cisco UCS servers to CDWG for a price not exceed \$280,000 to be paid from the recommended allocation of IT Upgrades with the ARPA/Revenue Loss category, further authorizes the Board Chair to sign the agreement.

**ACTION:** 2023-76 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-16** Move to award a sole-source procurement for the upgrade of PureStorage IT equipment to CDWG for a price not to exceed \$150,000 and authorize staff to trade in their existing M20 units, to be paid from the recommended allocation of IT Upgrades with the ARPA/Revenue Loss category, further authorizes the Board Chair to sign the agreement.

**ACTION:** 2023-77 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-17** Move to authorize staff to issue a solicitation for the replacement of network core switches and firewalls.

**ACTION:** 2023-78 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-18** Move to authorize staff to issue a solicitation for the replacement of WiFi Access Points and controllers in the Hall of Justice and other County buildings.

**ACTION:** 2023-79 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-19** Approve a lateral reclassification for the CPL/Jury Clerk position, G27901, to a 14th Circuit/Probate Court Jury Clerk, reclassify the County Clerk Specialist position, G27402, to a CPL Specialist at pay table/grade GU-00245 and place the incumbent at Step 4, and adjust the budget accordingly.

**ACTION:** 2023-80 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**WM23/02-20** Move to approve the attached Resolution Honoring the Michigan Association of Counties on its 125th Anniversary year.

**ACTION:** 2023-81 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

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

## 10. Chairman's Report/Committee Liaison Reports

### A. Committee Liaison Report:

Commissioner Cook shared with the Board that she has attended meetings regarding Duck Creek Natural Area in Fruitland Township. The Friends of the Duck Creek Trails is applying for a Spark Grant to put in public trails in the 300-acre public space area. Commissioner Cook also shared that she sits on the Bear Lake Board. They are in the process of refining their budget for the year. The Bear Lake Board previously collected tax money and now have a large fund balance to manage the lake and study the quality of the lake water.

### B. Upcoming Community Events

- MI DNR Free Fishing Weekend, February 18 & 19
- Muskegon Polar Plunge, benefitting Special Olympics Michigan and presented by the Law Enforcement Torch Run, March 4 at Fricano's
- Muskegon Comic & Toy Convention, March 11, VanDyk Mortgage Convention Center
- Michigan Maker's Market, March 18, VanDyk Mortgage Convention Center
- St. Patrick's Day Parade and Festivities, March 18, Western Avenue

C. Board Liaison Appointments:  
Public Health Advisory Committee:

- James Donley, DDS (Licensed or certified by State of Michigan as health care practitioner) term through 12/31/2026 - Reappointment
- Vondie Woodbury (General Public/well-informed of public health matters) term through 12/31/2026 - Reappointment
- Angelita Valdez (General Public/well-informed of public health matters) term through 12/31/2026 - Appointment

**ACTION:** 2023-82 Moved by Chair Charles Nash, supported by Commissioner Jessica Cook to approve the appointments

**VOICE VOTE:** Passed

11. Administrator's Report

- A. Move to approve the appointment of Chief Clinical Officer Cyndi Blair as Interim Executive Director of HealthWest at step 4 pending HealthWest approval on February 24, 2023. The position shall include a vehicle for work travel only until the position is filled.

**ACTION:** 2023-83 Moved by Commissioner Zach Lahring, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

- B. Move to postpone indefinitely the following positions: Director of Community Relations & Training, Quality Assurance Department, and Team of Inclusion, Diversity and Equity (TIDE) Program Coordinator per the attached HealthWest Executive Team recommendation letter dated February 8, 2023.

**ACTION:** 2023-84 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

**VOICE VOTE:** Passed

Administrator Eisenbarth recognized Kathy Tharp for her 25+ years of experience at Muskegon County and thanked her for her service as she retires.

Chairman Nash and Vice-Chair Hovey-Wright also recognized Kathy Tharp's retirement with a small token of appreciation from the Board.

12. Public Comment

None.

13. Unfinished Business

None.

14. New Business

None.

15. **Final Board Comments**

In honor of Black History Month, Commissioner Cyr shared a passage from "Setting the Record Straight: American History in Black & White" by David Barton regarding the 13th Amendment to the Constitution which abolished slavery.

Chair Nash shared the story of Jane Bolin, the first black woman to graduate from Yale Law School, and the first black woman to serve as a judge in the United States for four decades.

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

Meeting adjourned at 4:49 p.m.

---

Linda S. Schutter, Deputy Clerk

Approved at the Full Board Meeting on Tuesday, March 14, 2023.

MUSKEGON COUNTY BOARD OF COMMISSIONERS

**RESOLUTION #2023-81**  
**Honoring the Michigan Association of Counties**

**WHEREAS**, Michigan's 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state's approximately 10 million residents; and

**WHEREAS**, Michigan county governments are led by Boards of Commissioners who are elected from their communities; and

**WHEREAS**, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on February 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

**WHEREAS**, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

**WHEREAS**, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

**WHEREAS**, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

**WHEREAS**, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

**WHEREAS**, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

**WHEREAS**, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state newsmakers and others; and

**WHEREAS**, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

**WHEREAS**, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21<sup>st</sup> century, a testament to the culture of public service inculcated by the association.

**THEREFORE, BE IT RESOLVED** that Muskegon County wishes to commend and honor the Michigan Association of Counties on its 125<sup>th</sup> Anniversary year.

The Muskegon County Board of Commissioners, at its February 14, 2023, meeting recommended adoption by Commissioner Cook, supported by Vice-Chair Hovey-Wright, the aforementioned resolution.

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

I, Nancy A. Waters, Clerk of the Muskegon County Board of Commissioners and Clerk of the County of Muskegon, do hereby certify that the above Resolution was duly adopted by said Board on February 14, 2023.

Nancy A. Waters Feb. 21, 2023  
Nancy A. Waters, Clerk Date  
County of Muskegon





---

# Muskegon County

## Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

March 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**

2. **Invocation: Pastor Tim Cross, Living Word Muskegon**

3. **Pledge of Allegiance**

4. **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  
Linda S. Schutter, Deputy County Clerk  
Matt Kelliher, IT Director  
Michael Homier, Corporate Counsel

5. **Approval of Agenda**

**ACTION:** 2023-85 Moved by Commissioner Jessica Cook, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

6. **Approval of Minutes**

Move to approve the Minutes of February 14, 2023

**ACTION:** 2023-86 Moved by Commissioner Darrell Paige, supported by Vice-Chair  
Marcia Hovey-Wright

**VOICE VOTE:** Passed

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

One citizen addressed the Board in support of Item 10.A. regarding Kids' Food Basket.

## 8. Committee/Board Reports

### A. The Community Development & Strategic Planning Committee met on March 9, 2023:

**CDSP23/03-11** Move to approve the resolution authorizing the Muskegon County Parks Department to apply for and accept a grant from the Michigan Natural Resources Trust Fund for the Pioneer Park Lake Michigan Beach Access project.

**ACTION:** 2023-87 Moved by Commissioner Jessica Cook, supported by Chairman Charles Nash

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

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

**CDSP23/03-12** Move to approve Visit Muskegon's contract with MMGY/Travel Michigan for the 50/50 co-op "Under The Radar Michigan" television segment to include a half-hour episode dedicated entirely to Muskegon County, for a total cost of \$25,000.

**ACTION:** 2023-88 Moved by Commissioner Jessica Cook, supported by Chairman Charles Nash

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

**NO:** None  
Passed 7:0

### B. The Courts & Public Safety Committee met on March 9, 2023:

**CPS23/03-09** Move to create an Assistant Prosecutor II position for the Family Court Division of the Prosecutor's office, classification (non-bargaining) pay table/grade NX-00308 to begin April 1, 2023 and adjust the budget accordingly.

**ACTION:** 2023-89 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

**CPS23/03-10** Move to Accept SAVES Grant Award in the total approximate amount of \$1,645,000 for FY 2023 through FY 2027, and authorize the Board Chairman to sign the SAVES Agreements.

**ACTION:** 2023-90 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

**CPS23/03-11** Move to award a sole source procurement of tasers, batteries and equipment from Axon Enterprise Inc. for the amount of \$38,416.22.

**ACTION:** 2023-91 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

Passed 7:0

**CPS23/03-12** Move to select Canteen Services, Inc. for food, commissary, and kiosk services for the Muskegon County Jail and authorize the Chair to sign the agreement contingent on Corporate Counsel's final approval.

**ACTION:** 2023-92 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

Passed 7:0

**CPS23/03-13** Move to authorize the Sheriff to create a Sheriff Deputy Recruit position (non-bargaining/non-benefit) at pay table/grade SD-00011. The creation of this position will have no impact on the general fund or the Sheriff's operating budget.

**ACTION:** 2023-93 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

Passed 7:0

**CPS23/03-14** Motion to authorize the Muskegon County Public Defender's Office to apply for and accept the renewal of the Michigan Indigent Defense Commission (MIDC) grant for FY2024 upon approval by the MIDC.

**ACTION:** 2023-94 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

Passed 7:0

**CPS23/03-15** Move to approve the Sheriff's Office and HealthWest to apply for the FY2023 Justice and Mental Health Collaboration Program Grant (0-BJA-2023-171522).

**ACTION:** 2023-95 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Zach Lahrning

Passed 6:1

**CPS23/03-16** Move to approve the transfer of one (1) MaxxPro (1HTWEADR88J699574) from the Muskegon County Sheriff's Office to the DLA Disposition Services, and transfer one (1) MaxxPro (1HTWEADR18J67228) to the Muskegon County Sheriff's Office, from the DLA Disposition Services.

**ACTION:** 2023-96 Moved by Commissioner Darrell Paige, 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

**CPS23/03-17** Move to authorize the Prosecutor to accept and authorize the County Administrator to sign the FY2023 Byrne JAG – WEMET grant (MSP #JAG-70834-W.E.M.E.T.-2023) in the amount of \$14,313.00.

**ACTION:** 2023-97 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

**C. The Human Services Committee met on March 7, 2023:**

**HS23/03-06** Move to authorize Public Health to accept the amended Memorandum of Understanding for the WIC Project FRESH Program and to enter into related agreements with the participating farmers; further authorize the Public Health Director to sign Market Master and related Project Fresh agreements, with no change in the general fund appropriation.

**ACTION:** 2023-98 Moved by Vice-Chair Marcia Hovey-Wright, 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

**D. The Transportation Committee met on March 9, 2023:**

**TR23/03-05** 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:** 2023-99 Moved by Vice-Chair Marcia Hovey-Wright, 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

**TR23/03-06** 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:** 2023-100 Moved by Vice-Chair Marcia Hovey-Wright, 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

**TR23/03-07** 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:** 2023-101 Moved by Vice-Chair Marcia Hovey-Wright, 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

E. **The Ways & Means Committee** met on March 7, 2023:

**WM23/03-21** Move to approve payment of the accounts payable of \$15,476,926.60 covering the January 14, 2023 through February 10, 2023 and P Card and EFT payments covering the period January 1, 2023 through January 31, 2023 as presented by the County Clerk.

**ACTION:** 2023-102 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/03-22** Move to approve a one-year extension with Hilltop Securities Inc. to perform Arbitrage Rebate Compliance Services and authorize the chair to sign the contract renewal pending corporate counsel approval.

**ACTION:** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/03-23** Move to authorize the Muskegon County Equalization Department to purchase two 2022 Ford Escapes, utilizing the State of Michigan Mideal Cooperative pricing, from Lunghamer Ford of Owosso for the amount of \$53,580.

**ACTION:** **2023-104** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

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

**9. Chairman's Report/Committee Liaison Reports**  
Liaison Appointments

**HealthWest (formerly known as Community Mental Health) Board**  
Cheryl Natte (Consumer-Secondary) three (3) year term beginning April 1, 2023 through March 31, 2026 – Reappointment.

**ACTION:** **2023-105** Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**Jury Board**

Marvin Nash to serve a six (6) year term beginning April 30, 2023 through April 30, 2029 - Reappointment request and recommendation submitted by the attached letter from Chief Judge Gregory C. Pittman of the 14th Circuit & Probate Courts.

**ACTION:** **2023-106** Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

Move to approve the REVISED 2023 Muskegon County Board of Commissioners Meeting Schedule.

**ACTION:** **2023-107** Moved by Commissioner Darrell Paige, supported by Vice-Chair Marcia Hovey-Wright

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

**10. Administrator's Report**

Move to approve the **revised** first amendment to the purchase agreement with Kids Food Basket and authorize the Chair to sign the amendment and further authorize the administrator to sign the closing documents.

**ACTION:** **2023-108** 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

**11. Public Comment**

Sheriff Poulin thanked the Board for their support on his motions.  
One citizen thanked the Board for their support regarding Kids' Food Basket.

**12. Unfinished Business**

None.

**13. New Business**

None.

**14. Final Board Comments**

Vice-Chair Flovey-Wright shared with the Board a portion of the Proclamation regarding Woman's History Month from President Biden last year.

**15. Closed Session**

Closed session pursuant to section 8(1)(h) of the Open Meetings Act to consider and discuss a confidential written legal opinion with the County's attorney which is material exempt from discussion or disclosure by state or federal statute.

**ACTION:** 2023-109 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

Went into Closed Session at 4:29 p.m.

Move to come back into Open Session.

**ACTION:** 2023-110 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

Came back into Open Session at 5:00 p.m.

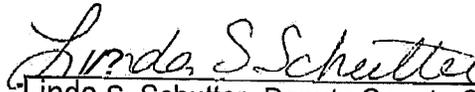
Move to direct Corporate Counsel as recommended and discussed in Closed Session.

**ACTION:** 2023-111 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chairman Charles Nash

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

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring  
Passed 4:3

- 16. Adjourn to the call of the Chair**  
Meeting adjourned at 5:01 p.m.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board Meeting on Tuesday, April 18, 2023.

The Circuit Court for the



Fourteenth Judicial Circuit of Michigan

CIRCUIT COURT JUDGES

Hon. Gregory C. Pittman, Chief Circuit & Probate Judge  
Hon. Kenneth S. Hoopes, Chief Circuit Judge Pro Tem  
Hon. Kathy L. Hoogstra, Presiding Family Division Judge  
Hon. Matthew R. Kacel  
Hon. Jenny L. McNeill  
Hon. Annette R. Smedley  
Hon. Brenda E. Sprader

CIRCUIT COURT ADMINISTRATOR  
Sandra M. Vanderhyde

DEPUTY COURT ADMINISTRATOR  
Alisha L. Riedl

March 3, 2023

RE: Reappointment of Mr. Marvin Nash to Jury Board

**Attention: Muskegon County Board of Commissioners**

Please accept this letter from the Muskegon County Circuit Court Judges, to formally request their recommendation to the Muskegon County Board of Commissioners, to reappoint Mr. Marvin Nash to the Jury Board. His reappointment will be for a six-year term, effective April 30<sup>th</sup>, 2023 thru April 30<sup>th</sup>, 2029.

Sincerely,

Gregory C. Pittman  
Chief Judge  
14<sup>th</sup> Circuit & Probate Courts

## REVISED 2023 Muskegon County Board of Commissioners Meeting Schedule

Full Board	Community Development, Courts & Public Safety, and Transportation	Human Services and Ways & Means	Public Works	Board Work Sessions/Planning Sessions at 4:00 p.m.	Beginning Tuesday, March 14th all Committee meetings, Full Board meetings, and Work Sessions/Planning Sessions will be held at 4:00p.m. in the Auditorium/Board Room at the Muskegon County Marquette Campus located at 1903 Marquette Avenue, Muskegon, MI 49442 unless otherwise noted.
Wednesday, January 4 - Org Mtg*	Thursday, January 12	Tuesday, January 10	Thursday, January 5*	Thursday, January 12*	
Tuesday, January 17	Thursday, February 9	Tuesday, February 7	Thursday, February 2	Thursday, January 24	
Tuesday, February 14	Thursday, March 9	Tuesday, March 7	Thursday, March 2	Thursday, February 9*	
Tuesday, March 14	Thursday, April 13	Tuesday, April 11	Thursday, April 6	Thursday, March 9*	
Tuesday, April 18	Thursday, May 11	Tuesday, May 9	Thursday, May 4	Thursday, March 16	
Tuesday, May 16	Tuesday, June 13	Thursday, June 15	Thursday, June 1	Thursday, April 20	
Thursday, June 22	Thursday, July 13	Tuesday, July 11	Thursday, July 6	Thursday, April 27	
Tuesday, July 18	Thursday, August 10	Tuesday, August 8	Thursday, August 3	Tuesday, May 23	
Tuesday, August 15	Thursday, September 14	Tuesday, September 5	Thursday, September 7	Tuesday, June 20	
Tuesday, September 12	Thursday, October 12	Tuesday, September 19*	Thursday, October 5	Thursday, July 20	
Tuesday, September 26	Thursday, November 9	Tuesday, October 10	Thursday, November 2	Tuesday, August 1	
Tuesday, October 17	Thursday, December 14	Tuesday, November 7	Thursday, December 7	Thursday, August 22	
Tuesday, November 14				Thursday, September 21	
Tuesday, December 19				Thursday, October 19	The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting upon 24 hours' notice by writing or calling the County Administrator, 1903 Marquette Avenue, Muskegon, MI 49442; 231.724.6520
*Meeting at 3:30 p.m.		**Ways & Means ONLY	*Meeting at 3:00 p.m.	*Session at 3:00 p.m.	

Special meetings and changes to this schedule will be posted 18 hours in advance at <https://www.co.muskegon.mi.us/1711/Board-of-Commissioners>

# Muskegon County Community Development/Strategic Planning

## Request for Board Consideration

**Requestor:** Mark Eisenbarth  
**Requesting Department:** Administration  
**Budgeted:** No  
**Partially Budgeted:** No  
**Non-Budgeted:** Yes

**Committee Date:**  
**Full Board Date:** 03/14/2023  
**Agenda Number:**

---

### **Suggested Motion:**

Move to approve the **revised** first amendment to the purchase agreement with Kids Food Basket and authorize the Chair to sign the amendment and further authorize the administrator to sign the closing documents.

---

### **Summary of Request:**

On September 27, 2022, the Board of Commissioners approved the sale of the Health Department building to Kids Food Basket for \$700,000.

Today (March 10, 2023) the Kids Food Basket submitted a **revised** amendment that would reduce the sale price by \$90,000 for a total purchase price of \$610,000. The Kids Food Basket in this location is a good "anchor" that will encourage future development at the South Campus. The proceeds of the sale were not included in the 2023 budget.

The Kids Food Basket still desires to close on April 1, 2023 so it can begin its capital campaign to raise over \$2,000,000 for this investment.

The revised amendment will be distributed on Monday, March 13, 2023.

---

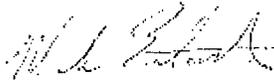
**Attachments:** None



---

Angela Gasiewski, Finance Director

Date: March 10, 2023



---

Mark Eisenbarth, County Administrator

Date: March 10, 2023



---

# Muskegon County

## Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

April 18, 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 Board of Commissioners was called to order by Chairman Nash in person and was available to the public via Zoom.

2. **Invocation: Commissioner Michelle Hazekamp**

Commissioner Hazekamp invited Pastor Nate Parsekian of Shores Community Church to provide the invocation.

3. **Pledge of Allegiance**

4. **Roll Call**

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

Excused: Commissioner Marcia Hovey-Wright

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

5. **Approval of Agenda**

**ACTION:** 2023-112 Moved by Commissioner Darrell Paige, supported by  
Commissioner Jessica Cook

**VOICE VOTE:** Passed

**6. Approval of Minutes**

Move to approve the Minutes of March 14, 2023, with a friendly amendment to include approval of the Closed Session Minutes of March 14, 2023.

**ACTION:** 2023-113 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**VOICE VOTE:** Passed

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

None.

**8. Presentation- MSU Extension Annual Report - James Kelly (see attached)**

**9. Committee/Board Reports**

A. **The Community Development & Strategic Planning Committee** met on April 13, 2023:

**CDSP23/04-13** Move to award the Real Estate Services Solicitation to Core Realty Partners and authorize the Chair to sign the three (3) year agreement.

**ACTION:** 2023-114 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**CDSP23/04-14** Move to authorize obtaining procurement level quotes for construction services to remove the small island within the lake at Dune Harbor Park.

**ACTION:** 2023-115 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** Zach Lahring

**Passed 5:1**

**CDSP23/04-15** Move to authorize Parks Department and Community Development Department staff to begin the process of developing a Muskegon County Parks Commission based on the requirements set forth in Public Act 261 of 1965.

**ACTION:** 2023-116 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** Zach Lahring

**Passed 5:1**

**CPS23/04-23** Move to reinstate the Captain position for the Corrections Division for the Sheriff's Office at pay table/grade SC-00051 to begin May 1, 2023.

**ACTION:** 2023-122 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Zach Lahring

**Passed 5:1**

**CPS23/04-24** Move to authorize the Public Defender's Office to reclassify the Legal Secretary II position G49103 at pay table/grade GU-00175 to a Lead Legal Secretary at pay table/grade GU-00233 and place the incumbent at Step 5 effective April 19, 2023.

**ACTION:** 2023-123 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**CPS23/04-25** Move to establish a balanced budget of \$94,484.48 for the Virtual Backlog Response Docket grant as approved by the Chief Judge.

**ACTION:** 2023-124 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**CPS23/04-26** Move to authorize establishing a budget for the Michigan Commission on Law Enforcement Standards (MCOLES) Public Safety Academy Assistance Program in the amount of \$24,000 per applicant with additional costs to be covered by the Sheriff's operating budget.

**ACTION:** 2023-125 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

C. **The Human Services Committee** met on April 11, 2023:

**HS23/04-08** Move to authorize the Muskegon County Department of Veterans Affairs personnel to apply for and accept the 2024 State of Michigan County Veteran Service Fund Grant and further authorize the Board Chair to sign the Grant Agreement if awarded.

**ACTION:** 2023-126 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Darrell Paige

**NO:** None

**Passed 5:0**

**Through clerical error, Charles Nash was not called upon to vote.**

**B. The Courts & Public Safety Committee** met on April 13, 2023:

**CPS23/04-18** Move to approve allocating \$15,398.00 of the Muskegon County Homeland Security Grant to the Region 6 Homeland Security planning board.

**ACTION:** 2023-117 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**YES:** Jessica Cook, Charles Nash, Darrell Paige

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring

**Failed 3:3**

**CPS23/04-19** Move to accept the proposal for technical assistance from the National Association for Public Defense (NAPD) in the Public Defender's office for an amount not-to-exceed \$66,840 and authorize the Board Chair to sign the agreement.

**ACTION:** 2023-118 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**CPS23/04-20** Move to approve the one (1) year extension of the agreement for the Partnership in Neighborhood Safety (PINS) Program between Fruitland Township, the Muskegon County Sheriff, and the Board of Commissioners with the County's share of the cost being fifty percent (50%) or \$57,721.50 and authorize the Board Chair and Sheriff to sign the agreement.

**ACTION:** 2023-119 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**YES:** Jessica Cook, Charles Nash, Darrell Paige

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring

**Failed 3:3**

**CPS23/04-21** Move to approve the one (1) year extension of the agreement for the Partnership in Neighborhood Safety (PINS) Program between Laketon Township, the Muskegon County Sheriff, and the Board of Commissioners with the County's share of the cost being fifty percent (50%) or \$56,938.00 and authorize the Board Chair and Sheriff to sign the agreement.

**ACTION:** 2023-120 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**YES:** Jessica Cook, Charles Nash, Darrell Paige

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring

**Failed 3:3**

**CPS23/04-22** Move to approve the one (1) year sole source hardware & software maintenance agreement for Motorola Solutions, Inc. through February 6, 2024 for the amount of \$27,160.50.

**ACTION:** 2023-121 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**HS23/04-09** Move to authorize the Department of Veterans Affairs to create the position of Energy Efficiency Specialist at pay table/grade NX-00140 and to appoint Sonja White to the position effective May 1, 2023 provided she passes a pre-employment physical and adjust the budget accordingly.

**ACTION:** 2023-127 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Darrell Paige

**NO:** None

**Passed 5:0**

**Through clerical error, Charles Nash was not called upon to vote.**

D. **The Transportation Committee** met on April 13, 2023:

**TR23/04-08** 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:** 2023-128 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**YES:** Jessica Cook, Kim Cyr, Charles Nash, Darrell Paige

**NO:** Michelle Hazekamp, Zach Lahring

**Passed 4:2**

**TR23/04-09** 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:** 2023-129 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**TR23/04-10** 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:** 2023-130 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

**TR23/04-11** 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:** 2023-131 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 6:0**

E. **The Ways & Means Committee** met on April 11, 2023:

**WM23/04-24** Move to approve staff to solicit proposals for cleaning services for County buildings for a five (5) year period starting in FY2024.

**ACTION:** 2023-132 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-25** Move to authorize the reclassification, salary adjustments, and new positions for the following County Information Systems department and change the budget according to the position with no increase to FY2023, effective May 1, 2023:

- Information Security Officer position X47601 (vacant) from Pay Table/Grade NX-00390 back to Info Systems Tech III at Pay Table/Grade NX-00290;
- Eliminate Info Systems Tech I position N40006 (vacant) Pay Table/Grade NO-00200;
- Reclassify Info Systems Tech II position X43808, Pay Table/Grade NX-00210, to a GIS Specialist at Pay Table/Grade NX-00210 and appoint Employee E93033078 to the position at step 4;
- Create an Administrative Analyst position at Pay Table/Grade NX-00220.

**ACTION:** 2023-133 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-26** Move to approve the resolution adopting the 2023 equalized valuation for Muskegon County as determined and submitted by the Muskegon County Equalization Department.

**ACTION:** 2023-134 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-27** Move to authorize a one (1) year contract extension with Shoreline Staffing Services from June 2, 2023 through June 1, 2024.

**ACTION:** 2023-135 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-28** Move to authorize a one (1) year extension for Arthur J. Gallagher to serve as the County employee benefits agent of record through June 30, 2024.

**ACTION:** 2023-136 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-29** Move to approve the revisions to the Muskegon County Board of Commissioners' Personnel Rules as recommended by the Personnel Rules Committee.

**ACTION:** 2023-137 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-30** Move to approve a status change for Departmental Clerk/NB, position N26007, from hourly to full-time effective April 24, 2023.

**ACTION:** 2023-138 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-31** Move to approve payment of the accounts payable of \$31,705,376.92 covering the period February 11, 2023 through March 17, 2023 and P Card and EFT payments covering the period February 1, 2023 through February 28, 2023 as presented by the County Clerk.

**ACTION:** 2023-139 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-32** Move to authorize staff to issue a solicitation for architectural engineering services for the design of the jail mezzanine security fence.

**ACTION:** 2023-140 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** Zach Lahring

**Passed 5:1**

**WM23/04-33** Move to authorize staff to issue a solicitation for construction management services for the Marquette Campus.

**ACTION:** 2023-141 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

**WM23/04-34** Move to award the bid for 23-022 Jail Cabling Project to B & L Electric for the not to exceed amount of \$61,348.84 and authorize the Chair to sign the Agreement.

**ACTION:** 2023-142 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 6:0**

#### 10. **Chairman's Report/Committee Liaison Reports**

Commissioner Cook shared with the Board an update on the Health Advisory Committee which had their first meeting of the year where they voted in some new members.

Commissioner Cook also updated the Board on the Senior Activities Committee. They have made some decisions regarding the letters of intent to distribute the millage funds by grant application which were received. The organizations who submitted letters of intent should hear from the Committee soon regarding the next steps for application.

Commissioner Cook also updated the Board regarding the Bear Lake Board. They continue to make great decisions in managing the lake for natural resources and people who use the lake recreationally.

Commissioner Cyr addressed the Board regarding an election to restore/reauthorize the Senior Millage which may happen next August.

Commissioner Hazekamp addressed the Board indicating that the Muskegon County Fairgrounds is moving forward with a Farmers Market this summer.

Commissioner Hazekamp also informed the Board that last week she attended the County Treasurer's Auditor's annual meeting. She was extremely impressed with how on top of issues they were, all the way from Lansing down to community issues.

- A. The work session scheduled for Thursday April 20, 2023 will be cancelled.
- B. Muskegon County Recycle Event Saturday, April 22, 2023 from 9:00am-1:00pm.
- C. Muskegon Area Medication Disposal Program Saturday, April 22, 2023 10:00am-2:00pm at Norton Shores Fire Department.
- D. Earth Day Community Volunteer Event at Dune Harbor Park, Saturday, April 22, 2023 10:00am-12:00pm, presented by Muskegon County Parks.
- E. Mariachi Music with Gabriel Estrada III Saturday, April 22, 2023 5:30pm-6:30pm at Hackley Public Library.
- F. Annual Muskegon Lake Spring Cleanup Sunday, April 23, 2023 from 8:00am-12:00pm at the Muskegon Lake Nature Preserve.
- G. Workers Memorial Day Recognition April 28, 2023.
- H. Introduction of new Muskegon County Clerk, Karen Buie, effective May 1, 2023.  
Ms. Buie addressed the Board thanking the judiciary and the Board for her appointment as the new County Clerk as of May 1, 2023.

**11. Administrator's Report**

Move to amend the term in the current purchase agreement with Kids Food Basket for the property at 97 East Apple Avenue to extend the Purchase Agreement term from April 20, 2023 to the date of closing.

**ACTION:** 2023-143 Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

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

**NO:** Zach Lahring

**Passed 5:1**

**12. Public Comment**

A citizen addressed the Board regarding his experience with paperwork from the County Building.

**13. Unfinished Business**

None.

**14. New Business**

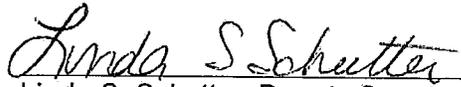
None.

**15. Final Board Comments**

None.

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

Meeting adjourned at 4:45 p.m.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board Meeting on Tuesday, May 16, 2023.



# Muskegon County

## 2022 ANNUAL REPORT

### MUSKEGON COUNTY STAFF

Frank Cox  
Career/ Mentoring/ Capacity -  
Building Educator

Julie Hultsch  
Community Nutrition Instructor

Tonya Pell  
4-H Program Coordinator

Rachel Puckett  
4-H Supervising Educator

Clarence Rudat  
F.A.R.M. Manager

James Sheehan  
Mental Health First Aid

Amanda Smith  
Office Admin

Wade Syers  
Food Safety Specialist

### CONNECT



1903 Marquette Ave  
Muskegon, MI 49442



231-724-6361



msue.msu.edu  
muskegon@msu.edu



Muskegon MSU Extension  
Muskegon County 4-H

### MESSAGE FROM THE DISTRICT DIRECTOR

Once again, I am delighted to share the results of another successful year of partnership between Muskegon County and Michigan State University (MSU) Extension. Because of your continued support, we've been able to make a difference in the lives of youth, families, businesses, and communities.

MSU Extension offers a broad range of research-based educational services to County residents. Over this past year, we've empowered families and individuals to live healthier lives, supported new and local businesses, created opportunities for youth leadership development and career exploration, helped farmers with business management and mental health, and much more. Our staff live and work alongside County residents, are rooted in community relationships and are responsive to community needs.

Again, this year, we've welcomed Muskegon County residents into our online community: we've offered online educational courses, answered questions on topics ranging from gardening to food safety, raised program awareness through social media, and provided a library of research-based resources they've browsed on our website.

Our partnership with you makes this all possible. On behalf of the MSU Extension team serving Muskegon County, thank you for another great year. We look forward to your continued support and hope you'll be able to join us during one of our upcoming programs.

*James Kelly,*

District Director



MICHIGAN STATE  
UNIVERSITY

Extension



# 2022 ANNUAL REPORT

## MSU Extension Muskegon County

Food • Ag • Youth • Health • Environment • Community

Since 1916, the Michigan State University (MSU) Extension has helped residents in Muskegon County improve their lives through an educational process that applies knowledge to critical issues, needs, and opportunities.

**65**

Programs delivered in Muskegon County

**3,388**

Muskegon County Residents

Participated in programs offered by MSU Extension

**496**

Programs Attended

By Muskegon County residents, either in-county, outside of Muskegon County, or on-line.

**2,141**

Muskegon County youth

Participated in programs offered by MSU Extension

**8,112**

Program Participants

In programs lead by Muskegon County staff on-line or statewide

**24%**

Increase

**70%**

Increase

**13%**

Increase

**100%**

Increase

**15%**

Increase

**56,941**

Reached through Facebook

**1,016**

Participants in 4-Trunk or Treat

**112**

Submissions to Ask-An-Expert

**109**

Programs delivered by Muskegon County staff

## MUSKEGON COUNTY STAFF

**3**

Educators

**5**

Program Instructors

**1**

Clerical Support

**35**

Partnerships and coalitions

# MUSKEGON COUNTY FOCUS AREAS

## Agriculture

MSU Extension works to increase farmers' success while protecting the environment, ensuring food safety, reaching new markets and advancing agriculture through applied research. Agriculture is now one of the fastest growing sectors of the Michigan economy.

- Heroes to Hives
- Pesticide Applicator Training
- MI Great Beer Conference
- Farm Financials & Beginning Farmers
- Specialty Crops & Blueberry Irrigation
- Milker Training
- Manure management
- Interactive Pruning Workshop
- Asparagus Day
- Hop Chat, Weed ID & Management

## Environment

Our natural resources programs improve public understanding, help landowners and communities use those assets for sustainable long-term social and economic development and conserve natural resources for future generations.

- 101 Soil tests processed.
- 112 Inquiries to "Ask Extension"
- Lakes monitoring & Stream Clean-up
- Wastewater conference
- Invasive Species Summit
- Michigan Birding 101
- Wild About Conservation
- Southern Lake MI Fisheries Workshop
- Home Horticulture Classes

## Community

Successful and thriving communities combine knowledgeable and engaged legislators, businesses, community groups and residents. By connecting these groups with the most trusted tools, MSU Extension helps enhance the quality of life in Michigan.

- Homebuyers Education
- Citizen Planner
- 88 Product Center Counselling Sessions
- Effective Board Meetings and Govern.
- Property Tax Foreclosure

## Community (cont.)

- Muskegon H.S. Entrepreneurship
- Fiscally Ready Communities
- Mortgage Foreclosure Basics
- Tips to Build and Protect Your Credit
- How to Start Food truck Business
- Retirement Myths and Facts
- Savvy Tips for Starting a Small Business

## Health & Nutrition

MSU Extension's programming promotes healthy lifestyles and empowers Michigan residents to take control of their health. Participants learn how to build nutritious diets on a budget, reduce foodborne diseases and become leaders in the food industry.

- Nutrition classes at Reeths Puffer, Oakridge, Holton, Muskegon Heights, Mona Shores, Edgewood El, Marquette El, MLK El, Muskegon
- Chronic Pain PATH
- Tai Chi for Fall Prevention
- Michigan Cottage Food Law
- Food Safety Q & A.
- SLEEP
- Food Preservation
- ServSafe Training
- Smart Gardening
- Diabetes Prevention
- Investigating Food with Science

## Family and Youth

Keeping Michigan families strong and successful—financially, emotionally and physically—is a big part of measuring MSU Extension's success. Programs devoted to keeping families safe include those dealing with bullying and violence prevention.

- Relax: Alternatives to Anger
- Adulthood 101 – Various Topics
- Stress Less with Mindfulness
- 4-H at the County Fair
- Powerful Tools for Care Givers
- Multiple 4-H events
- Highly successful parenting
- 4-H Exploration Days on MSU Campus
- Positive Disciplining

## 4-H Muskegon County

*According to research completed by the Institute for Applied Research in Youth Development at Tufts University, 4-H'ers are 4X more likely to make contributions to their communities, 2X more likely to be civically active, and 2X more likely to make healthier choices.*

**14**  
Clubs

**152**  
Members

**48**  
Volunteers

**\$39,800**  
Dollar Value of  
volunteer time



**Muskegon County Board of Commissioners  
Resolution to Accept MDOT Grant Contract 2023-026  
For ARFF Training Services  
Resolution #2023-131**

WHEREAS, Board of Commissioners of the County of Muskegon approved a motion on March 14, 2023 to accept MDOT Grant Contract 2023-0263 for the required Airport Rescue and Firefighting Training Services for 2023 in the amount of \$2,000.; and,

WHEREAS, the funding will provide required annual ARFF Training Services to Muskegon County Airport firefighters and emergency responders;

NOW THEREFORE, BE IT RESOLVED that Board of Commissioners of the County of Muskegon hereby authorizes a resolution in support of accepting MDOT Grant Contract 2023-0263 for the required Airport Rescue and Firefighting Training Services for 2023 in the amount of \$2,000.

AYES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige

NAYES: None

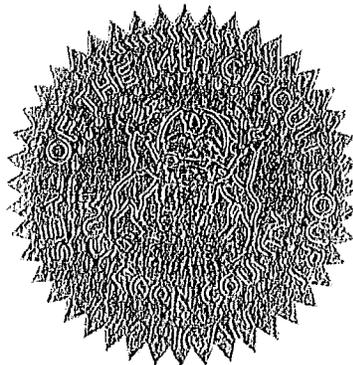
ABSENT: Marcia Hovey-Wright

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Muskegon County Board of Commissioners at their regular meeting held on April 18, 2023, at 4:00 p.m. in Muskegon, MI, with a quorum present.

Sheila A. Amaya  
Sheila Amaya, Interim Chief Deputy County Clerk  
For Nancy A. Waters, Muskegon County Clerk

04/24/2023  
Date





**Board of  
Commissioners**

April 18, 2023

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

**WORK SESSION CANCELLATION**

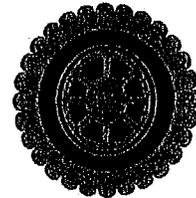
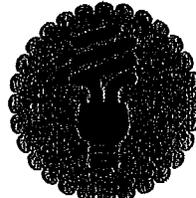
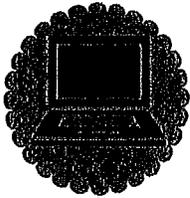
Notice is hereby given that the Muskegon County Work Session scheduled for Thursday, April 20, 2023, AT 4:00 p.m. is cancelled.

Charles Nash  
Board Chair

Posted: April 18, 2023

# MUSKEGON COUNTY RECYCLING EVENT

Saturday April 22nd, 2023  
from 9am-1pm



**RAIN OR SHINE\***

**FREE TO COUNTY RESIDENTS ONLY**

**BUSINESS WASTE AND REGULAR TRASH NOT ACCEPTED\*\***

## SCRAP TIRES

No larger than 34" in diameter (car and truck tires only) and no more than 10 tires per household (with or without rims).

## HAZARDOUS WASTE

Including mercury, petroleum products, antifreeze, pesticides, herbicides, acids, bases, CFL and fluorescent light bulbs, and oil based paint products. Must be in containers no greater than 6 gallons; NO drums of any kind. Latex paint will not be accepted!

## ELECTRONICS

Including computers, peripherals, TV's, and other electronic devices.

Visit: [www.muskegoncounty.net/777](http://www.muskegoncounty.net/777) for a link to a full listing of accepted electronic items.

\*Please note: CRT TV's WILL be accepted for this event

\*Severe weather may cause a halt or shut down of the event as determined by the event coordinator.

\*\*Event staff reserve the right to limit any collected materials and refuse apparent business waste.



VISIT: [WWW.MUSKEGONCOUNTY.NET/777](http://WWW.MUSKEGONCOUNTY.NET/777) OR CALL: 231-724-6001



Funding for this event:  
Muskegon County Solid Waste, Muskegon County Sustainability Office  
Michigan Department of EGLE Scrap Tire Clean Up Grant



# Muskegon Area Medication Disposal Program

In coordination with the National DEA Take-back Program

## MEDICATION & SHARPS COLLECTION

FREE

Drop off your unused or expired medications for proper disposal. Properly disposing of your unused medications, both over-the-counter and prescription, reduces the risk of accidental poisoning, environmental contamination, and misuse. Mark out patient information prior to drop off.

Sharps accepted in appropriate containers  
Vaping devices accepted (Please do not disassemble)

**Saturday, April 22, 2023**

10:00 AM - 2:00 PM

**Norton Shores Fire Department**

1100 E. Pontaluna Rd.

Norton Shores, MI 49444

To learn more visit [www.mamdp.org](http://www.mamdp.org) or call 231-672-3201

Daily medication take-back sites are available, with locations listed on our website.

Become a fan and join the conversation on *Facebook*

### SHARPS SPONSOR:

Hospital Network Healthcare Services

### COALITION MEMBERS:

City of Muskegon Police

Health Project

Trinity Health Muskegon Hospital

Trinity Health Pharmacy

Muskegon County Sheriff

Norton Shores Police

### COMMUNITY PARTNERS:

CALL 2-1-1

City of Muskegon

City of Norton Shores

Drug Free Muskegon

Lakeshore Regional Entity

Muskegon Fire Dept.

Muskegon Township Fire Dept.

Muskegon Opiate Task Force

Norton Shores Fire Dept.

Public Health - Muskegon County

Senior Resources



**Earth Day  
Community  
Volunteer  
Event at Dune  
Harbor Park**

**Celebrate Earth Day by  
Giving Back to Your Community!**

**April 22, 2023**

**10:00am-Noon (or later if needed)**

**Plant trees and pick up debris at Dune Harbor Park.**

**Rain or Shine!**

**Meet at the Dune Harbor Parking Lot at 3071 Lincoln St.**

**Bring gloves and shovels if you have them.**

**Dress in warm layers -it can be windy at Dune Harbor Park**

# Mariachi Music

with Gabriel Estrada III

5:30-6:30pm

Saturday, April 22  
at Hackley Library

Registration Preferred (FREE)  
[hackleylibrary.org](http://hackleylibrary.org) | 231-722-8000 | Visit HPL

**HACKLEY**  
*Public Library*



MUSKEGON LAKE WATERSHED PARTNERSHIP  
 VOLUNTEER CLEANUP  
 SUNDAY, APRIL 23, 8am-noon  
 Volunteers, just show up!  
 Bring your family, friends, co-workers

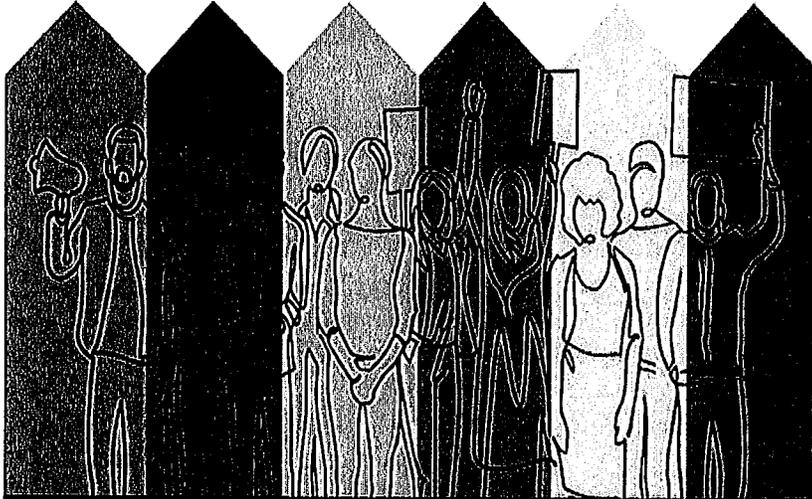
- 8:00a.m. - 8:30a.m. - Meet at the CIO Hall, 490 W. Western Ave., Downtown Muskegon, MI 49440, near the tool trailer. Pre-cleanup refreshments will be available.
- 8:30a.m. - Volunteers sign in w/ team leaders for locations, teams and supplies and then head out.
- The Muskegon Lake Watershed will be cleaned up at twelve different locations from the lower Muskegon River to Lake Michigan.
- Dress in layers for possible weather changes
- Bring your own rubber gloves or work gloves
- Wear old shoes or rubber boots
- Do not disturb nesting wildlife or animals
- Plan to get a little wet and dirty!
- Above all... **be safe & have fun!**



'Like' the Muskegon Lake Watershed Partnership Facebook page and 'join' the Muskegon Lake Watershed Partnership Shoreline Stewards Facebook group to keep up-to-date with the MLWP's work and volunteer opportunities. Contact us at [kathy@muskegonlake.org](mailto:kathy@muskegonlake.org) with any questions.



# ORGANIZE!



## SAFE JOBS NOW

OBSERVE WORKERS MEMORIAL DAY ■ APRIL 28

Lakeshore  
Community Labor Council  
AFL-CIO

**UNRULY**  
BREWING CO.®

Join the Lakeshore Community Labor Council  
and local elected leaders for a

**"TOAST TO WORKERS"**

to honor those workers who did not return home  
at the end of their shift.

Friday, April 28th 5pm to 6pm

@Unruly Brewing





FOR IMMEDIATE RELEASE  
April 12, 2023

CONTACT:  
Mark Eisenbarth  
Muskegon County  
Administrator  
231-724-6520

Office of Judge Kenneth Hoopes  
Muskegon County 14<sup>th</sup> Circuit Court  
Chief Circuit Judge Pro Tem  
231-724-6337

### **MUSKEGON COUNTY ANNOUNCES THE RETIREMENT OF COUNTY CLERK, NANCY A. WATERS**

**MUSKEGON, MI** — Clerk Nancy A. Waters filed her retirement paperwork with Muskegon County earlier this week. Her official last day as Muskegon County Clerk will be Friday, April 28, 2023.

"Clerk Nancy Waters has served as the Clerk for Muskegon County since January 1, 2009" said Mark Eisenbarth, Muskegon County Administrator. "I want to thank Clerk Nancy Waters for her service and commitment to not only Muskegon County but our community as well. We wish her all the best in her future endeavors."

Prior to serving as Clerk, she served on the Muskegon County Board as a Commissioner from 2003 to 2007. She won the election as Muskegon County Clerk in November 2008 and officially took office on January 1, 2009. She has held the office ever since.

"On behalf of the Muskegon County Board of Commissioners, I would like to thank Clerk Nancy Waters for her service and dedication to Muskegon County" said Charles Nash, Board Chair. "Between her 4 years serving as Muskegon County Commissioner to the past 14 years as Muskegon County Clerk, Clerk Nancy Waters has made many valuable contributions towards the success of Muskegon County. She has always gone above and beyond to serve the citizens of Muskegon County and will truly be missed."

Today, the Muskegon County 14<sup>th</sup> Circuit Court Judges announced that pursuant to their statutory authority Karen Buie has been appointed as the Muskegon County Clerk. Ms. Buie will start Monday, May 1, 2023. "Ms. Buie has significant institutional knowledge about the department and its operations. We are confident she will make a smooth transition into the County Clerk's office that will allow the office to continue to serve the citizens of Muskegon County" stated Chief Circuit Judge Pro Tem Kenneth Hoopes.

####



---

**Muskegon County**  
**Board of Commissioners Full Board**  
Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice-Chair

May 16, 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 Board of Commissioners was called to order by Chairman Nash in person and was available to the public via Zoom.

**2. Invocation**

Commissioner Hovey-Wright invited Rabbi Alan Alpert from Temple B'Nai Israel to provide the invocation.

**3. Pledge of Allegiance**

**4. Roll Call**

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

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

**5. Approval of Agenda**

Friendly amendment by Commissioner Lahring to strike from the Agenda Items 9. B., 9. C., and 9. D.; having received no second, the motion was not considered.

**ACTION:** 2023-144 Moved by Vice-Chair Hovey-Wright, supported by Commissioner Paige to approve the Agenda

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

**NO:** Zach Lahring

**Passed 6:1**

**6. Approval of Minutes**

**ACTION:** **2023-145** Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright to approve the Minutes of April 18, 2023.

**VOICE VOTE: Passed**

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

None.

**8. Committee/Board Reports**

A. **The Community Development & Strategic Planning Committee** met on May 11, 2023:

**CDSP23/05-16** Move to approve the event agreement between the County of Muskegon and the Child Abuse Council of Muskegon County to rent the Union Depot side lawn on Friday, July 21, 2023 and Saturday, July 22, 2023, for a beverage tent during the Rebel Road Motorcycle Rally for a total cost of \$2,400. The Child Abuse Council will provide the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 million each, naming the County of Muskegon as Additional Insured.

**ACTION:** **2023-146** 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**

B. **The Courts & Public Safety Committee** met on May 11, 2023:

**CPS23/05-27** Move to approve the authorization for the Circuit Court to use their surplus funds for installation of new cables to support the updated camera and audio system for the Juvenile Detention Center and adjust the budget accordingly.

**ACTION:** **2023-147** 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**

**CPS23/05-28** Motion to approve the elimination of 1 FTE *Family Court Officer*, Q27314, Pay Table/Grade QU-00250, create a new *Lead FOC Caseworker* position at Pay Table/Grade NX-00215, create a new *Family Division Supervisor* position at Pay Table/Grade NX-00280, and funding change 1 FTE *Court Services Specialist*, Position Q27514, (Pay Table/Grade QU-00173) to be a shared position between Family Court & Probate Court resulting in a general fund savings of \$8,644.33 annually.

**ACTION:** 2023-148 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**

**CPS23/05-29** Move to approve acceptance of the FY2022 Muskegon County Homeland Security Grant in the amount of \$72,969.

**ACTION:** 2023-149 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Kim Cyr, Zach Lahring

**Passed 5:2**

**CPS23/05-30** Move to adopt the "Muskegon County Resolution To Adopt HealthWest Rules", see attached.

**ACTION:** 2023-150 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**YES:** Kim Cyr, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige

**NO:** Jessica Cook, Marcia Hovey-Wright

**Passed 5:2**

C. **The Transportation Committee** met on May 11, 2023:

**TR23/05-12** Move to authorize MATS to issue a solicitation for a five (5) year period of On-Call Architecture/Engineering Services.

**ACTION:** 2023-151 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** Zach Lahring

**Passed 6:1**

**TR23/05-13** Move to authorize the Airport to apply for and accept a grant under the FAA Airport Zero Emissions Vehicle (ZEV) program.

**ACTION:** 2023-152 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring

**Passed 4:3**

**TR23/05-14** 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:** 2023-153 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**TR23/05-15** 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:** 2023-154 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**TR23/05-16** 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:** 2023-155 Moved by Vice-Chair Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

D. **The Ways & Means Committee** met on May 9, 2023:

**WM23/05-35** Move to authorize Human Resources to utilize the Lincoln Financial Group as the recordkeeper of the Muskegon County 457 Plan through April 30, 2028.

**ACTION:** 2023-156 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**WM23/05-36** Move to approve the resolution pledging the County's full faith and credit for the Schwemer Drain Drainage Bonds, Series 2023 (General Obligation, Limited Tax) for an amount not to exceed \$1.19 million dollars for the purposes of executing the Schwemer Drain Drainage District Plans.

**ACTION:** 2023-157 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**WM23/05-37** Move to approve the revisions to the Muskegon County Procurement Policy as recommended by the Finance Department.

**ACTION:** 2023-158 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**WM23/05-38** Move to approve payment of the accounts payable of \$9,952,480.66 covering the period March 18, 2023 through April 14, 2023 and P Card and EFT payments covering the period March 1, 2023 through March 31, 2023 as presented by the County Clerk.

**ACTION:** 2023-159 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**WM23/05-39** Move to authorize staff to issue a solicitation for replacement of the Pitney Bowes mail machine and folder/stuffer.

**ACTION:** 2023-160 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

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

**NO:** None

**Passed 7:0**

**WM23/05-40** Move to approve the Truth In Taxation public hearing schedule and to adopt the resolution setting June 22, 2023 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 2023, 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 2023.

**ACTION:** **2023-161** Moved by Commissioner Jessica Cook, 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**

## 9. Chairman's Report/Committee Liaison Reports

A. Highlighted Muskegon County Community Events - May 2023, see attached.

Upcoming events:

**Basketball clinic** for youth ages 7-14 on Saturday, June 3, and Sunday, June 4, at the 8th Street Park, from 10:00 a.m. - 2:00 p.m., sponsored by Lake Hawks and Moneyball.

<https://docs.google.com/.../1FAIpQLSf1U4PYZaB.../viewform...>

**Expungement Fair** on Saturday, June 10, 95 W Broadway Ave., Muskegon Heights, from 10:00 a.m. - 2:00 p.m., sponsored by G.U.N.S., pre-registration available.

<https://www.michigan.gov/ag/initiatives/expungement-assistance>

**Free fishing**, free food, free fun (poles will be available if you don't have one), on Saturday June 10, and Sunday, June 11, Mona Lake, from 11:00 a.m. - 2:00 p.m. sponsored by Lake Hawks, G.U.N.S., and Muskegon Heights Police.

B. Move to approve the updated Memorandum RE: Legal Holidays- 2023 (County Personnel Rules) - Adding Juneteenth

It was moved by Chair Charles Nash, seconded by Commissioner Jessica Cook, to approve the updated Memorandum RE: Legal Holidays - 2023 (County Personnel Rules) - adding Juneteenth. Discussion ensued.

Commissioner Zach Lahring objected to items B, C, and D being brought before this committee, citing Section 8, Rule 6, "shall the ruling of the chairperson be sustained under section 8, rule 6," and asked for them to be removed.

Corporate Counsel weighed in as to Item B only, citing Rule 6, Section 1, that this motion was out of order and the only way to address it was to declare this an emergency and the vote must pass by 2/3 majority. Discussion ensued.

**ACTION:** **2023-162** Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook to declare the motion to approve the updated Memorandum RE: Legal Holidays - 2023 (County Personnel Rules) - adding Juneteenth an emergency.

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

**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring

**Failed 4:3**

- C. Move to approve the one (1) year extension, beginning April 1, 2024 through March 31, 2025, of the agreement for the Partnership in Neighborhood Safety (PINS) Program between Laketon Township, the Muskegon County Sheriff, and the Board of Commissioners with the County's share of the cost being fifty percent (50%) and authorize the Board Chair and Sheriff to sign the agreement.

Commissioner Zach Lahring objected. Corporate Counsel indicated that since both motions were passed in committee, that they are proper motions to be brought before the Board at this time.

**ACTION:** 2023-163 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

**NO:** Michelle Hazekamp, Zach Lahring

**Passed 5:2**

- D. Move to approve the one (1) year extension, beginning April 1, 2024 through March 31, 2025, of the agreement for the Partnership in Neighborhood Safety (PINS) Program between Fruitland Township, the Muskegon County Sheriff, and the Board of Commissioners with the County's share of the cost being fifty percent (50%) and authorize the Board Chair and Sheriff to sign the agreement.

**ACTION:** 2023-164 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** Michelle Hazekamp, Zach Lahring

**Passed 5:2**

#### 10. **Administrator's Report**

- A. Greater Muskegon Economic Development Annual Report FY2021/2022, see attached.

- B. Community Foundation for Muskegon County: Housing - Exploration of a County-Wide Resource Update

#### 11. **Public Comment**

Sheriff Poulin thanked the Board for their support of Items 9.C. and 9.D.

#### 12. **Unfinished Business**

None.

#### 13. **New Business**

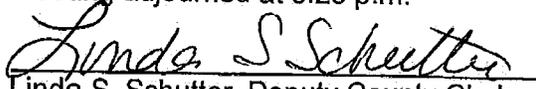
None.

#### 14. **Final Board Comments**

Chair Nash informed the Board that there will be a farewell celebration for former Clerk Nancy Waters at the next Full Board meeting on June 22.

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

Meeting adjourned at 5:23 p.m.

  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board Meeting on Thursday, June 15, 2023.

MUSKEGON COUNTY  
RESOLUTION TO ADOPT HEALTHWEST RULES  
#2023-150

At a meeting of the Muskegon County Board of Commissioners ("Board of Commissioners"), Muskegon County, Michigan, held on the 16th day of May, 2023 at 4:00 p.m.

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

ABSENT: None

The following Resolution was offered by Commissioner Paige and seconded by Commissioner Cook.

WHEREAS, HealthWest is a community mental health services program that is an agency of the County pursuant to section 204 of the Mental Health Code, MCL 330.1204; and

WHEREAS, pursuant to section 212 of the Mental Health Code, MCL 330.1212 HealthWest is governed in part by its own community mental health services board ("Board"); and

WHEREAS, as HealthWest is an agency of the County, the County wishes to reaffirm that activities of HealthWest that are not subject under law to the governance of the Board, remain under the control and supervision of the Board of Commissioners; and

WHEREAS, in furtherance, the County wishes to implement Rules regarding the operations of HealthWest.

NOW, THEREFORE, the Board of Commissioners resolves as follows:

1. That the following procedures and policies (hereinafter "Rules") shall be established and are applicable to HealthWest, an agency of the County of Muskegon:

## HEALTHWEST RULES

### RULE 1. AGENCY, AUTHORITY, NAME AND GOVERNING BOARD

#### Section 1. Agency and Authority

HealthWest is an agency of Muskegon County, established pursuant to MCL 330.1204. As an agency of Muskegon County, HealthWest is subject to all authority usually exercised by a County Board of Commissioners over an agency of a county under the law. Such authority is limited only to the extent powers are specifically enumerated and reserved to the HealthWest Board of Directors under the Mental Health Code, MCL 330.1100 et seq.

#### Section 2. Name

The name of the Muskegon County Community Mental Health Services Agency is HealthWest.

#### Section 3. Governing Board

HealthWest shall be governed by a community mental health services program Board of Directors only to the extent specifically enumerated under the Mental Health Code, MCL 330.1100 et seq. Its Board of Directors shall be called "HealthWest Board of Directors" and is hereinafter referred to as the "Board".

### RULE 2. PURPOSE AND SERVICES

#### Section 1. Purpose

The purpose of HealthWest, subject to the provisions of the Mental Health Code and the rules and regulations of the Michigan Department of Health and Human Services ("MDHHS"), shall be to provide a comprehensive array of mental health services appropriate to conditions of individuals who are located within Muskegon County, regardless of an individual's ability to pay.

#### Section 2. Services

(a) The array of mental health services shall include, at a minimum, all of the following:

(i) Crisis stabilization and response including a 24-hour, 7-day per week, crisis emergency service that is prepared to respond to persons experiencing acute emotional, behavioral, or social dysfunctions, and the provision of inpatient or other protective environment for treatment.

(ii) Identification, assessment, and diagnosis to determine the specific needs of the recipient and to develop an individual plan of services.

(iii) Planning, linking, coordinating, follow-up, and monitoring to assist the recipient in gaining access to services.

(iv) Specialized mental health recipient training, treatment, and support, including therapeutic clinical interactions, socialization and adaptive skill and coping skill training, health and rehabilitative services, and pre-vocational and vocational services.

(v) Recipient rights services.

(vi) Mental health advocacy.

(vii) Prevention activities that serve to inform and educate with the intent of reducing the risk of severe recipient dysfunction.

(viii) Other services approved by the MDHHS.

(b) Services shall promote the best interests of the individual and shall be designed to increase independence, improve quality of life, and support community integration and inclusion. Services for children and families shall promote the best interests of the individual receiving services and shall be designed to strengthen and preserve the family unit if appropriate. HealthWest shall deliver services in a manner that demonstrates they are based upon recipient choice and involvement and shall include wraparound services when appropriate.

### **RULE 3. HEALTHWEST BOARD OF DIRECTORS**

#### **Section 1. Appointments and Terms of Office**

The Muskegon County Board of Commissioners shall appoint the members of the Board for three-year terms, effective from April 1 of the year of appointment. The Board shall consist of twelve members.

#### **Section 2. Vacancies**

Vacancies shall be filled for an unexpired term in the same manner as original appointments.

### Section 3. Composition of the Board

The composition of the Board shall be representative of providers of mental health services, recipients or primary consumers of mental health services, agencies and occupations having a working involvement with mental health services, and the general public.

At least 1/3 of the membership shall be primary consumers or family members, and of that 1/3 at least 1/2 of those members shall be primary consumers. All board members shall be 18 years of age or older and shall have his or her primary place of residence in Muskegon County.

Not more than 3 members of the Board may be county commissioners.

Not more than 1/2 of the total Board members may be state, county, or local public officials. For purposes of this section, public officials are defined as individuals serving in an elected or appointed public office or employed more than 20 hours per week by an agency of federal, state, city, or local government.

An individual shall not be appointed to and shall not serve on the Board if he or she is 1 or more of the following:

- (a) Employed by the MDHHS or HealthWest.
- (b) A party to a contract with HealthWest or administering or benefiting financially from a contract with HealthWest
- (c) Serving in a policy-making position with an agency under contract with HealthWest, except for an individual serving in a policy-making position with a joint board or commission established under 1967 (Ex Sess) PA 8, MCL 124.531 to 124.536, or a regional entity to provide community mental health services.

If a Board member is an employee or independent contractor in other than a policy-making position with an agency with which the Board is considering entering into a contract, the contract shall not be approved unless all of the following requirements are met:

- (a) The Board member shall promptly disclose his or her interest in the contract to the Board;
- (b) The contract shall be approved by a vote of not less than two-thirds [2/3] of the membership of the Board in an open meeting without the vote of the Board member in question; and
- (c) The official minutes of the meeting at which the contract is approved shall contain the details of the contract, including but not limited to the names of all parties and the terms of the contract, and the nature of the Board member's interest in the contract.

On an annual basis, Board members shall review these Rules, the ethics policies of Muskegon County, and the Bylaws of the Board and sign a written declaration attesting to compliance with the applicable ethical requirements and conflict of interest provisions contained therein. In addition, each member shall also sign a Confidentiality/Non-Disclosure Agreement.

#### Section 4. Removal

A Board member may be removed from office by the Board of Commissioners for neglect of official duty or misconduct in office after being given a written statement of reasons and an opportunity to be heard on the removal.

#### Section 5. Evaluation of the Effectiveness of the Board and of Individual Members

Evaluation of the effectiveness of the Board of Directors (entire Board and individual members) shall be conducted in the manner and frequency determined by the Board on an annual basis. Compliance with the By-laws shall form the basis of the evaluation.

#### Section 6. Orientation and Education of Members of the Board

Board members shall be oriented to the vision, mission, strategic direction, values, ethics, practice and policies, etc., of HealthWest. Member education and development, through Community Mental Health Association of Michigan (CMHAM) board's sponsored training modules, presentations, speakers, and other methods as applicable, shall be ongoing. External advisors or resources may be consulted, as needed, for program operations.

#### Section 7. Bylaws

The Board shall establish bylaws, the establishment and amendment of which shall be in accordance with the Mental Health Code and subject to the approval of the Board of Commissioners.

### RULE 4. PERSONNEL AND EXECUTIVE DIRECTOR

#### Section 1. Personnel

All personnel shall be employees of Muskegon County and subject to all personnel policies and rules of Muskegon County. Additionally, each employee assigned duties for HealthWest must be made aware of the conflict of interest provisions of Section 222 of the Mental Health Code, and sign a written declaration attesting to the absence of such conflict of interest. No person shall be employed and assigned duties for HealthWest if such a conflict exists. All employees assigned human resources and/or payroll duties for HealthWest shall be subject to the supervision and direction of the Muskegon County Director of Human Resources.

## Section 2. Executive Director

- (a) The Executive Director of HealthWest shall be an employee of Muskegon County subject to Rule 4, Section 1, and supervised by the County Administrator, except to the extent provided herein or in the Mental Health Code. The Executive Director shall be appointed by formal action of the Board, in accordance with the Mental Health Code and subject to rejection by 2/3 vote of the Board of Commissioners within 15 calendar days of appointment. Any contract pertaining to the appointment of the Executive Director is subject to review and approval by the Board of Commissioners. Action for termination shall be conducted pursuant to the personnel policies of Muskegon County or the terms of the contract between Muskegon County and the Executive Director, as applicable.
- (b) The Executive Director, acting within the policy direction of the Board, shall be responsible for the overall operation of HealthWest and the control, utilization and conservation of the program's financial resources. The Executive Director shall make sufficient resources available, within the constraints of funding, to assure that HealthWest is able to provide appropriate and adequate services to Muskegon County Residents.
- (c) The Executive Director shall be responsible for establishing administrative rules and procedures for all Board funded services and shall provide the clinical and administrative staffs with the authority and freedom necessary to carry out their responsibilities within the overall framework of the organization, the policy direction of the Board, and compliance with applicable Muskegon County rules and policies.
- (d) The Executive Director shall sign contracts with providers or managers for the provision of services of health care or rehabilitative services that have been approved by the Board. All other contracts shall be approved by the Board and the Board of Commissioners prior to execution by the Executive Director. The minutes of the Board meeting for the date of approval shall reflect exact information including the name of the contractor, the amount of the contract, and other pertinent information as determined by the Board. In addition, the Executive Director shall approve and authorize individual professional service contracts with psychiatrists, psychologists, etc., and which reflect rates approved by the Board and that are within the Board's established budget. No professional services contract shall be authorized that does not expressly state that the professional services provider is an independent contractor and not an employee of Muskegon County.
- (e) A formal written evaluation of the performance of the Executive Director by the Board shall be conducted in accordance with Muskegon County personnel policies and rules.
- (f) The Executive Director will keep the County Administrator generally apprised of the operations of HealthWest, shall meet with the County Administrator on a regular basis not less than six times per year, and shall attend monthly Muskegon County Directors Meetings.

## RULE 5. BUDGET AND FINANCE

### Section 1. Needs Assessment, Annual Plan, Budget and Requests for Funds

The Board shall annually prepare a needs assessment, annual plan and budget, and request for state and county funds, and hold a public hearing regarding such. After public hearing, the Board shall obtain approval of its needs assessment, annual plan and budget, and request for funds from the Board of Commissioners before submission of those items to MDHHS.

### Section 2. Supervision by Muskegon County Department of Finance

All monies received and all expenditures made by HealthWest shall flow through the Muskegon County Department of Finance and shall be subject to any applicable rules and policies of Muskegon County to the extent they do not conflict with any applicable rules and regulations of MDHHS pertaining to monies disbursed for community mental health services programs. All such monies received shall be held and accounted for in funds as designated by the Director of Finance, subject to any applicable MDHHS rules and regulations. All employees assigned finance and accounting duties for HealthWest shall be subject to the supervision and direction of the Muskegon County Director of Finance. Monies and assets of HealthWest shall be fiscally managed in accordance with Michigan Administrative Code Rule 330.2808.

## RULE 6. INFORMATION AND TECHNOLOGY

Information and technology systems utilized by HealthWest shall be consistent with such systems used county wide and shall be subject to all Muskegon County policies and rules related to information and technology systems. To the extent HealthWest requires any data processing, financial reporting, or other program that is necessary for HealthWest's compliance with rules and regulations applicable to community mental health services programs, it shall obtain the approval of the Muskegon County Director of Information Technology prior to purchase, installation, download or use of such program. All employees assigned information technology duties for HealthWest shall be subject to the supervision and direction of the Muskegon County Director of Information Technology.

## RULE 7. BUILDINGS AND FACILITIES

All buildings and facilities used by HealthWest shall be subject to all applicable Muskegon County rules and policies pertaining to buildings and facilities management. The Board shall not enter into any purchase or lease agreement for any premises or part thereof without the approval of the Muskegon County Board of Commissioners. All employees assigned duties related to the operation, maintenance and management of buildings and facilities used by HealthWest shall

be subject to the supervision and direction of the Muskegon County Facilities Manager.

2. The Clerk is hereby directed to format the above Rules consistent with the adopted rules and policies of the County and to disseminate such Rules to all affected departments, agencies and staff.
3. This resolution shall remain in effect until repealed by a majority of the Board of Commissioners then elected and serving.
4. All resolutions that are in conflict with this Resolution is hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

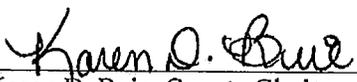
YEAS: Kim Cyr, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige

NAYS: Jessica Cook, Marcia Hovey-Wright

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF MUSKEGON        )

I, the undersigned, the duly qualified and acting Clerk of Muskegon County, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the County Board of Commissioners of said County at a meeting held on the 16<sup>th</sup> day of May, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required under the Open Meetings Act.

  
\_\_\_\_\_  
Karen D. Buie, County Clerk  
Muskegon County, Michigan

**County Board of Commissioners  
County of Muskegon, State of Michigan**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT  
FOR THE SCHWEMER DRAIN DRAINAGE DISTRICT  
2023 DRAIN BONDS (LIMITED TAX GENERAL OBLIGATION)  
#2023-157**

**A RESOLUTION TO PROVIDE FOR:**

- County Pledge of Limited Tax Full Faith and Credit as secondary security for Drainage District Bonds.
- This pledge will allow the Drainage District to sell the bonds at a lower rate of interest, lowering the financing cost for property owners in the Drainage District and for public corporations assessed for the project.

WHEREAS, the Schwemer Drain Drainage District (the "Drainage District") has been established as an intra-county drain within the County of Muskegon (the "County"), pursuant to the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Drain Code"); and

WHEREAS, pursuant to the Drain Code, the Water Resources Commissioner of the County (the "Water Resources Commissioner") has prepared a roll providing for assessments (the "Assessments") to be levied in the Drainage District to pay for the construction of the Schwemer Drain (the "Project"); and

WHEREAS, the Assessments shall be paid by Laketon Township, the County, and the benefited lands, according to apportionments determined by the Water Resources Commissioner acting pursuant to the Drain Code, in annual principal installments over a period of not to exceed fifteen (15) years as determined by the Water Resources Commissioner, with interest thereon at such interest rate as shall be calculated to be sufficient to pay interest on any bonds to be payable from the Assessments; and

WHEREAS, the Water Resources Commissioner, by order, will authorize the issuance of bonds by the Drainage District to be designated as the 2023 Drain Bonds (Limited Tax General Obligation) in the aggregate principal amount of not-to-exceed \$1,190,000 (the "Bonds") in anticipation of the payment of the Assessments; and

WHEREAS, the Drain Code authorizes the County to pledge its full faith and credit for the payment of the Bonds if the Board of Commissioners of the County has adopted a resolution by a majority vote of its total membership; and

WHEREAS, it is in the best interest of the County, the Drainage District, and those property owners being assessed for the Project, that the Bonds be secured by a pledge of the full faith and credit of the County as authorized by Section 276 of the Drain Code in order that the Bonds may be sold at the lowest and most favorable interest cost.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY, AS FOLLOWS:

1. Public Purpose; Limited Tax Full Faith and Credit Pledge of the County. The Board of Commissioners of the County does hereby determine that the Project is necessary for the protection of the public health, safety and welfare of the County and its residents. Pursuant to the authorization provided in the Drain Code, the Board of Commissioners of the County does hereby irrevocably pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds when due, and pursuant to said pledge, in the event that the collection of the Assessments is insufficient to pay the Bonds or the interest thereon when due, the amount unpaid shall be promptly advanced from County funds as a first budget obligation, or, if necessary the County shall levy taxes upon all taxable property in the County therefor, subject to applicable constitutional and statutory tax rate limitations. The County Treasurer is directed to immediately make such advancement to the extent necessary.

2. Reimbursement of Advance from Assessment Roll. In the event that pursuant to the pledge of its full faith and credit the County advances out of County funds all or any part of the principal of and interest on the Bonds, it shall be the duty of the County Treasurer and the Water Resources Commissioner, for and on behalf of the County, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the enforcement and collection of the Assessments, and the reimbursement of such advances so paid by the County, including without limitation the reassessment by the Water Resources Commissioner of the assessment roll as provided in Section 276 of the Drain Code.

3. Tax Covenant. To the extent permitted by law, the County shall take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from adjusted gross income for general federal income tax purposes under the Internal Revenue Code of 1986, as amended, including but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure of proceeds of the Bonds and moneys deemed to be proceeds of the Bonds.

4. Application to Michigan Department of Treasury. The County Administrator, Director of Finance, Water Resources Commissioner, Deputy Water Resources Commissioner or other appropriate official are each hereby authorized to complete, execute and file any and all applications or requests for waivers with the Michigan Department of Treasury necessary to effectuate the sale and delivery of the Bonds, including, if necessary, an application for prior approval to the Bonds, and to pay any necessary fees.

5. Official Statement and Continuing Disclosure. The County hereby agrees to cooperate in preparation of preliminary and final official statements or other marketing circular describing the Bonds, and in any application for bond ratings and municipal bond insurance for the Bonds. The County hereby agrees to enter into a Continuing Disclosure Undertaking in order to enable the underwriters of the Bonds to comply with the requirements of Rule 15c2-12, as amended, promulgated by the Securities and Exchange Commission. The County Administrator, Director of Finance, Water Resources Commissioner, or Deputy Water Resources Commissioner are each individually authorized to offer such assistance and to execute and deliver final official statements, or other marketing circulars, and a Continuing Disclosure Undertaking.

6. Act 34 Notice Posting. The County hereby confirms that the posting required pursuant to Act 34, Public Acts of Michigan, 2001, as amended, as set forth in Exhibit A attached hereto, was done in due time and form as required by said act.

7. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby repealed. This resolution shall become effective immediately upon its passage.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the County Board of Commissioners of the County of Muskegon, Michigan at a Regular meeting held on May 16, 2023 at 4:00 p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that Notice of this meeting was posted pursuant to the requirements of Section 308, Act 34, Public Acts of Michigan, 2001, as amended, not less than 24 hours prior to the meeting, in the form attached hereto as Exhibit A.

I further certify that the following Members were present at said meeting: Jessica Cook, Kim Cyr, Michelle Hazekamp, Vice-Chair Marcia Hovey-Wright, Zach Lahring, Chair Charles Nash, Darrell Paige; and that the following Members were absent: None.

I further certify that Member Jessica Cook moved for adoption of said resolution and that Member Chair Charles Nash supported said motion.

I further certify that the following Members voted for adoption of said resolution: Jessica Cook, Kim Cyr, Michelle Hazekamp, Vice-Chair Marcia Hovey-Wright, Zach Lahring, Chair Charles Nash, Darrell Paige, and that the following Members voted against adoption of said resolution: None.

I further certify that the Members voting for adoption of said resolution constitute at least a majority of the total membership of the Board of Commissioners.

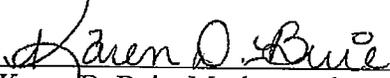
  
\_\_\_\_\_  
Karen/D. Buie, Muskegon County Clerk

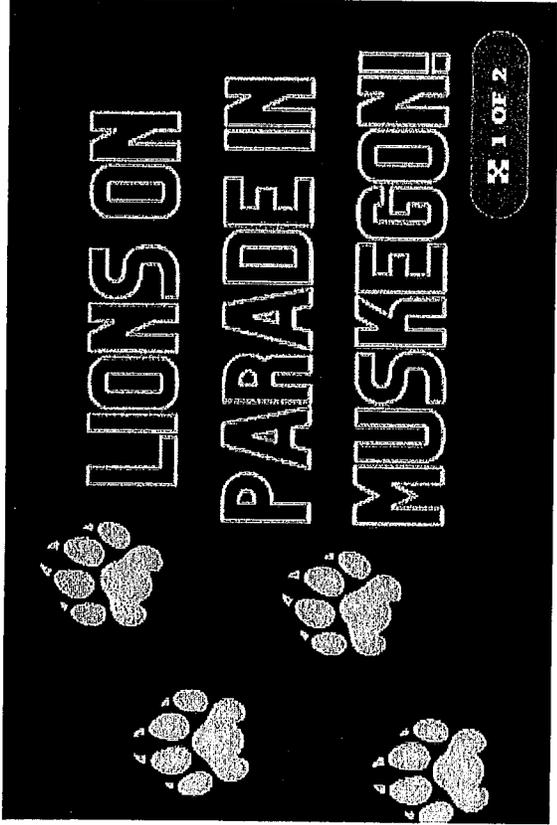
EXHIBIT A  
Form of Notice pursuant to Section 308, Act 34,  
Public Acts of Michigan, 2001, as amended

MEETING NOTICE  
County Board of Commissioners  
County of Muskegon, State of Michigan

At the Regular meeting of the County Board of Commissioners of the County of Muskegon, Michigan to be held on May 16, 2023 at 4:00 p.m., Eastern Time, in the Commission Chambers at the Marquette Campus at 1903 Marquette Ave., Muskegon, Michigan, the Board of Commissioners will consider a resolution relating to issuance of bonds by the Schwemer Drain Drainage District in the amount of not-to-exceed \$1,190,000. If the bonds are issued, the bonds will contain a limited tax full faith and credit pledge of the County.

If the bonds are issued, it is anticipated that the bonds will be paid from assessments levied within the Schwemer Drain Drainage District.

THIS NOTICE is given pursuant to the requirements of Section 308, Act 34, Public Acts of Michigan, 2001, as amended.



# Lions on Parade in Muskegon!

Presented By: Lions Clubs of Michigan  
Dates: May 20, 2023

VISIT WEBSITE

ADD TO CALENDAR



📍 5730 Executive Dr.  
Lansing, MI 48911

Price: Free  
Time: 2:00 PM to 3:00 PM

✉️ [wburns@lionsofmi.com](mailto:wburns@lionsofmi.com)

☎️ (517) 887-6640

## DETAILS —

The Lions Clubs of Michigan are bringing their 2023 convention to Muskegon May 18-20. And with it, they are bringing a parade for the community! The Parade celebrates 103 years of service to Michigan communities!

The route will begin on Western Ave at the Union Depot (the Visitors Center) and proceed to 6th St., turn onto Clay Ave., proceed to 3rd, turn left and disperse at Western Ave.

**MDOC - Walk a Mile**  
Mentoring Program

**Monday, May 22**  
6:30pm - 6:30pm

**Hackley Library**

**100% VOLUNTARY**

**WALK A MILE**

**1 OF 1**

# MDOC - Walk a Mile

Presented By: Hackley Public Library  
Dates: May 22, 2023

**VISIT WEBSITE**

**ADD TO CALENDAR**

- 📍 Hackley Public Library  
316 W Webster Ave.  
Muskegon, MI 49440
- ✉ [mimetager@hackleylibrary.org](mailto:mimetager@hackleylibrary.org)
- ☎ (231) 722-8000

Price: FREE  
Time: 5:30 PM to 6:30 PM

## DETAILS —

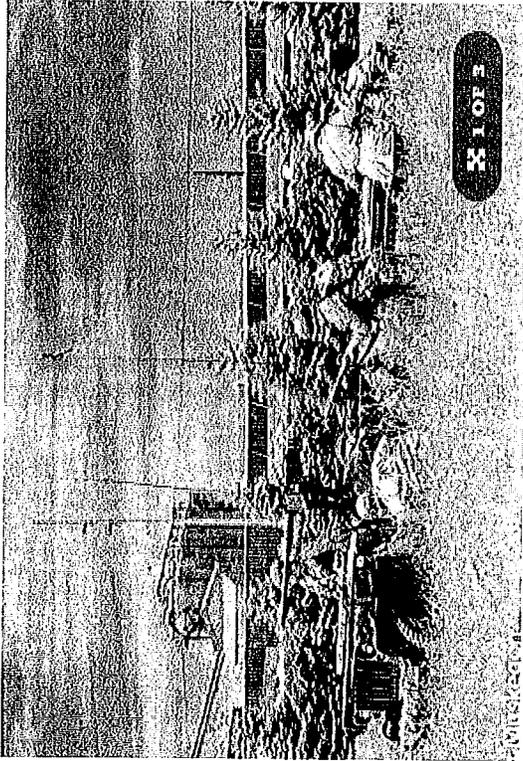
The Michigan Department of Corrections is seeking Peer Mentors for the "Walk A Mile" mentoring program.

What does this mean? To the extent possible, MDOC is looking for individuals who have the shared/lived experience of incarceration and reentry.

Hear more about the opportunities of becoming a mentor, and what being a mentor means, during this presentation from Mentor Coordinator Tony Mills.

Registration preferred but NOT required.

Registration opens [April 22](#), and a [link to register will be provided if you visit HERE](#). Free.



# 2023 D-Day Commemoration Event

Presented By: USS LST 393 Veterans Museum  
Dates: June 3, 2023

VISIT WEBSITE

ADD TO CALENDAR

📍 USS LST 393 Veterans Museum  
560 Mart St.  
Muskegon, MI 49440  
📞 (231) 736-1477

Time: 10:00 AM to 5:00 PM

## DETAILS

USS LST 393 is proud to commemorate the service of American Veterans June 3rd by marking the anniversary of D-Day: the invasion of France in 1944. LST 393 was there at Omaha Beach and has the Battle Star to prove it. This will be proceeded by a USO style 1940's Swing Dance featuring the 126 Army Band on June 2nd starting at 8:00 PM

It will be a special Day highlighted by a land battle between German and Allied reenactors and Air Raid Muskegon a mock air raid attack on the ship by the Hooligans Flight Team flying vintage aircraft. The LST will be defended by Easy Company 2nd Marines reenactors firing replica machine guns and rifles.

Tours of the ship will be available, food vendors like Doggers Doggies, Lees Famous Chicken, Northside Lions Club "All you can Eat Breakfast" will be there at 8:00AM, displays like "32nd Airborne with WWII Guns, equipment, other artifacts, Vintage Military Vehicles, Dump Truck, Wrecker, Command Car, jeeps and 2 1/2 Personnel Truck and information tables by The Veterans Service Center and Deans Transportation

Come Thank the veterans for their service and have a great time.

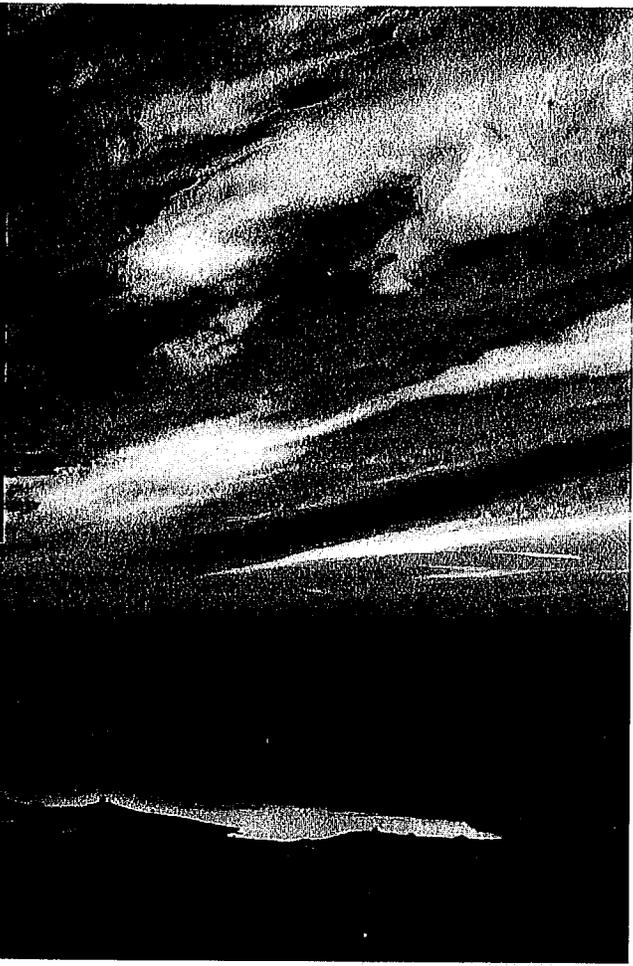
Please join us to celebrate

# Dune Harbor Park Muskegon County

June 3, 2023 | 10 a.m.-12 p.m.



Land Conservancy  
OF WEST MICHIGAN



## You are invited to celebrate Dune Harbor Park Muskegon County!

Thanks to the generous support of the Michigan Natural Resources Trust Fund, landowner Robert Chandonnet, his daughters, Suzette Colon and Deanna Chandonnet, and YOU, Muskegon County has acquired the entire 377 acres of the Nugent Sand property.

Join us to celebrate! There will be a short program beginning at 10:30 a.m. followed by tours of the property. This is an outdoor event—please be sure to dress for the weather.

### Dune Harbor Park Muskegon County Dedication

Saturday, June 3, 2023 – 10 a.m.-12 p.m.  
Dune Harbor Park Muskegon County, North Lake  
Muskegon County Parks Department  
2925 Lincoln Street, Norton Shores, MI 49441

Please RSVP to let us know you will attend at: [bit.ly/  
EventbriteDuneHarborParkDedication](https://bit.ly/EventbriteDuneHarborParkDedication)

We hope to see you there!

Front Image: Neil Edbrooke, Variable Visuals.



Land Conservancy  
OF WEST MICHIGAN

400 Ann St. NW, Suite 102  
Grand Rapids, MI 49504

Register to attend the dedication at  
[bit.ly/EventbriteDuneHarborParkDedication](https://bit.ly/EventbriteDuneHarborParkDedication)



27TH ANNUAL

SATURDAY,  
JUNE 10, 2023  
8 AM TO NOON

# MUSKEGON

# CAREAFFAIRE

AERIAL  
DISPLAYS

Featuring the  
West Michigan Street Rod Association



CLASSIC  
CAR SHOW

Featuring the  
West Michigan Street Rod  
Association  
\$10 Entrance Fee  
Breakfast Included

RUN FOR WINGS  
5K RUN

Registration online at  
[runforwings.org](http://runforwings.org)  
or use QR Code below  
\$25.00/Person  
Includes Breakfast

SCAN ME



PANCAKE  
BREAKFAST

Served by the  
Muskegon Host Lions  
\$6.00/Person  
\$25.00/Family

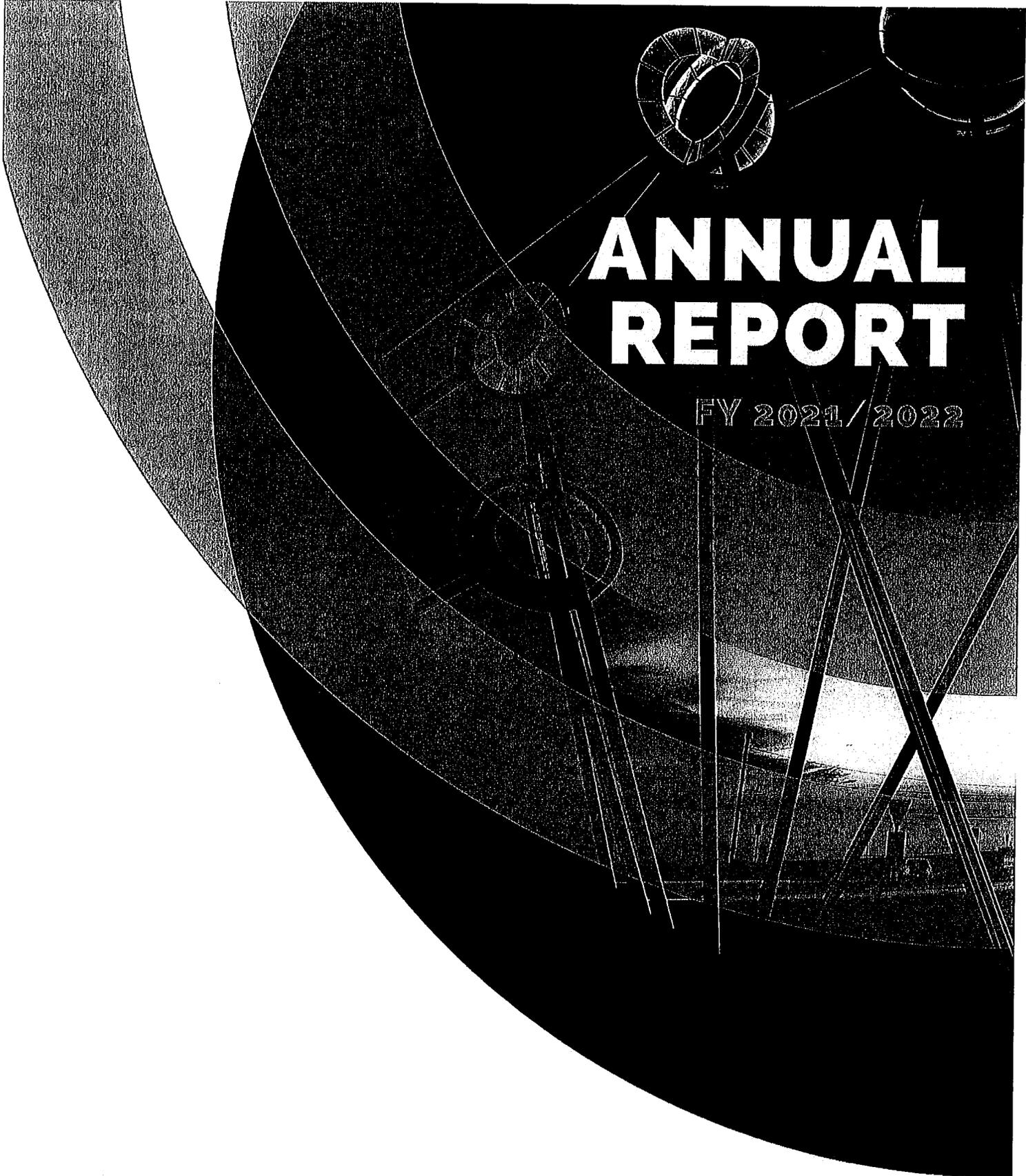
Hosted by  
EXECUTIVE AIR  
TRANSPORT  
103 Sinclair Dr.  
Norton Shores, MI



 Friends of Wings  
The Don Martines Family

Presented by

 Trinity Health



# ANNUAL REPORT

FY 2021/2022



**GREATER  
MUSKEGON**  
economic development

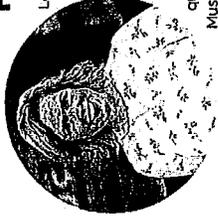
# Driving economic prosperity along the Muskegon Lakeshore.

Greater Muskegon Economic Development's mission is to build a stronger Muskegon area economy by supporting business growth and expansion, and driving economic prosperity along the Lakeshore.

**Whether you are looking to expand, grow, or relocate, our expert staff of economic and community developers are here to help...**

We are a one-stop powerhouse of experience and in-depth knowledge. Whether you are looking to expand, grow, or relocate, our expert staff of economic and community developers are here to help navigate the sometimes complicated and technical world of programs, initiatives, incentives, government contracting and other opportunities that are available to businesses ready to move to the next level.

We are fully invested in growing Muskegon County. Our rich history of industry and manufacturing, along with our available infrastructure, proximity to transportation channels, affordable housing, skilled labor and endless year-around recreation make the Muskegon area exceptionally positioned to support prolonged business success. More importantly, we are invested in our community and the people in it. Yes, we are in the business of economic growth because we know it ultimately leads to bigger opportunities and a better quality of life for the people who live here.

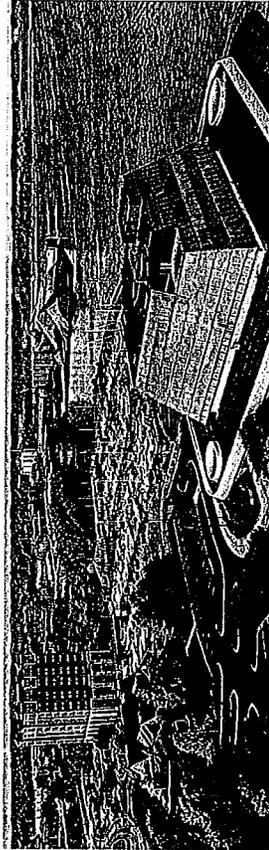


## From the CEO

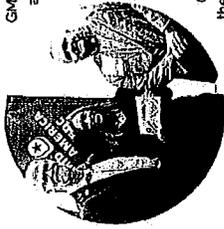
Looking back on 2022, I feel honored to have become a part of Greater Muskegon Economic Development and having the opportunity to work alongside a capable and qualified staff. I first visited Muskegon County in April

2022 and thought it was West Michigan's best kept secret. I saw a growing economy, miles and miles of shoreline, natural amenities, activities that span the seasons, and an enthusiastic vibrancy in the core city. As I began my role in June, I was impressed with our staff's dedication to expanding businesses, providing the community with grant opportunities, and their focus on growing good jobs for Muskegon County. The metrics listed in this report are a testament to the hard work and collaborative efforts between GMED and our economic development partners. Muskegon County has realized an unprecedented year for capital investment, committed grant dollars, and job growth! We're looking forward to continuing the momentum in 2023 with a broader definition and scope of economic development, and focused efforts to grow businesses, create good jobs, and increase brand awareness of Greater Muskegon Economic Development in West Michigan.

Marta Schneider, President/CEO



# GMED receives prestigious economic impact award.



GMED was recently named the recipient of the "Large Economic Impact Deal of the Year" award by the Mid-America Economic Development Council (MAEDC). Consumers Energy nominated GMED for the award for its work with Cytiva, a global life sciences leader, to locate operations in Muskegon Township. Cytiva will make a significant investment to transform the former BASF production site on Whitehall Road into a 168,000 sq. ft. biomanufacturing campus that will produce material for the manufacture of vaccines and therapeutics. This will be Cytiva's first chromatography resin manufacturing facility outside of Sweden.

Construction is planned to begin in early 2023, and manufacturing is expected to begin by the end of 2024. Approximately 200 jobs will be created as a result of Cytiva's expansion in Muskegon.

**GMED secured a total of \$1,013,000 in community grants in 2021/2022.**

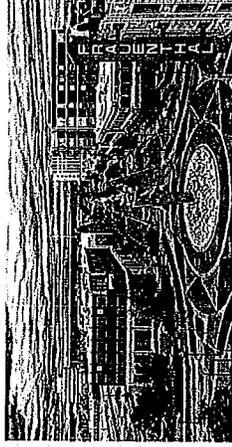
## Consumers Energy Foundation Grant to Support Downtown Muskegon Heights Improvements



The City of Muskegon Heights was awarded a \$250,000 Prosperity Award from the Consumers Energy Foundation to support the "Reaching New Muskegon Heights" vision plan for downtown. This grant and other funding will be used to build a splash pad at Rowan Park in the City's core. The grant is the first step in a larger effort to revitalize downtown Muskegon Heights and restore the economic prosperity of this community.

## Community Lands EPA Grant Funding for Environmental Site Assessments

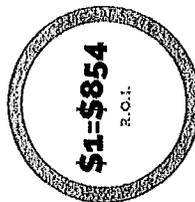
This summer, GMED received a \$500,000 grant award from the U.S. Environmental Protection Agency to help fund environmental site assessment work on properties in Muskegon County that are suspected of having contaminants. This is an important step in the redevelopment process, and projects in lower income and underserved communities will be prioritized. Funding support for environmental assessments has had a significant impact on redevelopment projects in the past, especially in downtown Muskegon. An application and scoring process for selecting sites is now in place and a third-party environmental consulting group has been hired to conduct the work on sites that are awarded funding through this program.



# New Investments & Growth

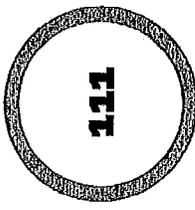
Our 2021/2022 fiscal year saw many new investments and expansions.

## At A Glance



# Local Business Assistance

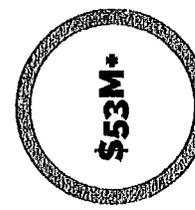
Greater Muskegon Economic Development helped facilitate local economic growth by connecting clients with valuable resources and through business counseling services.



## Retention Visits

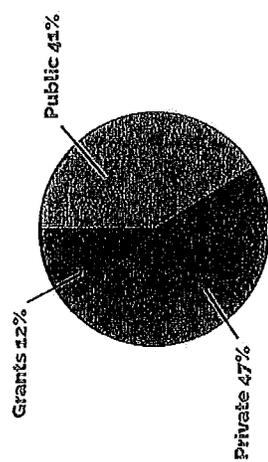


## Active Projects



## State, Local and Training Incentives

## GMED Funding



# 2021/2022 GMED Investors

- COMERICA BANK
- COMMUNITY FOUNDATION FOR MUSKEGON COUNTY
- CONSUMERS ENERGY FOUNDATION
- DTE ENERGY
- ERHARDT CONSTRUCTION
- ENVIOR
- EQUITY GROUP OF MICHIGAN
- FREMONT AREA FOUNDATION
- HAZEKAMP'S PREMIER FOODS
- H&S COMPANIES
- HOWMET AEROSPACE FOUNDATION
- MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT
- MUSKEGON COMMUNITY COLLEGE
- MUSKEGON COUNTY
- MUSKEGON LAKESHORE CHAMBER OF COMMERCE
- NICHOLS
- NORTHERN MACHINE TOOL
- NOWAK MACHINED PRODUCTS
- REVEL
- WEBB CHEMICAL

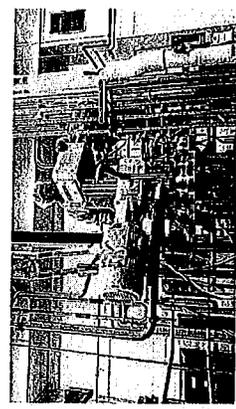
# 2021/2022 Year in Review

## PER PROJECT AVERAGE

- 91 NEW/RETAINED JOBS
- \$111.43M CAPITAL INVESTMENT
- 50% ADVANCED MANUFACTURING
- 50% PHARMA

## Project Highlights

- TOWER LABS**  
\$5.7M capital investment  
220 retained jobs
- FUSION FLUID**  
\$7M capital investment  
35 new jobs
- CYTIVA**  
\$430M capital investment  
200 new jobs
- WEST MICHIGAN GRINDING**  
\$3M capital investment  
10 new jobs



**GREATER MUSKEGON ECONOMIC DEVELOPMENT (GMED)  
2021/2022 BOARD OF DIRECTORS**

**Tom Zant, Chair**  
Equity Group of Michigan

**Jillian Meloche, Secretary**  
Nowak Machined Products

**Gary Allore**  
Trinity Health Muskegon

**Mary Boyd**  
Avasure

**Dave Hazekamp**  
Hazekamp's Premier Foods

**Brad Hilleary**  
Webb Chemical Service Corp.

**Randy Lindquist**  
Muskegon Area Intermediate School District

**Stephen Olsen**  
Northern Machine Tool

**Dr. John Selmon**  
Muskegon Community College

**Rich Houtteman, Vice Chair**  
Consumers Energy

**Katie Mason, Treasurer**  
H&S Companies

**Kim Arter**  
Laketon Township

**Mark Eisenbarth**  
County of Muskegon

**Amy Heisser**  
Howmet Aerospace

**Cindy Larsen**  
Muskegon Lakeshore Chamber of Commerce

**Mark Meyers**  
City of Norton Shores

**Mike Olthoff**  
Nichols

**Jonathan Wilson**  
DTE Energy

**GMED STAFF**



**Marla Schneider, President/CEO**



**Morgan Carroll, Director of Business Development**



**Cathy Brubaker-Clarke, Community Development Strategist**



**Marie Chabotte, Finance Director**

**PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC) STAFF**



**Kelsey Rhoda, Director**



**Nichole Smith, Procurement Counselor**



**Eleanor Wilson, Procurement Counselor**



# Greater Muskegon Economic Development

# Marketing

# Marketing for GMED

- Social Media Strategy & Management
- Planning Meetings w/ Staff
- 3 Posts per Week on Facebook & LinkedIn
- 4 Blog Posts Annually
- Audience Engagement
- Analytics Tracking

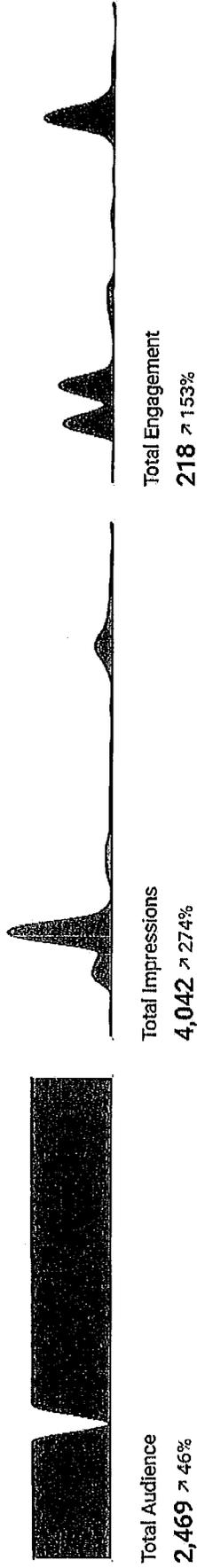
revel 

\$2,500 In-kind  
Investment

# Social Media Analytics - Past Month

Totals

Add chart note



## Social channels overview

Profiles	Followers	Impressions	Engagement rate
 developmuskegon	783	250 ↗ 1,091%	10.08% ↗ 1,008%
 Greater Muskegon Economic Development	698	329 ↗ 38%	52.82% ↗ 60%
 greatermuskegoned	235	49 ↗ 45%	40.82% ↗ 41%
 MuskegonED	751	0	0.00%

# Business Retention Visits & Projects



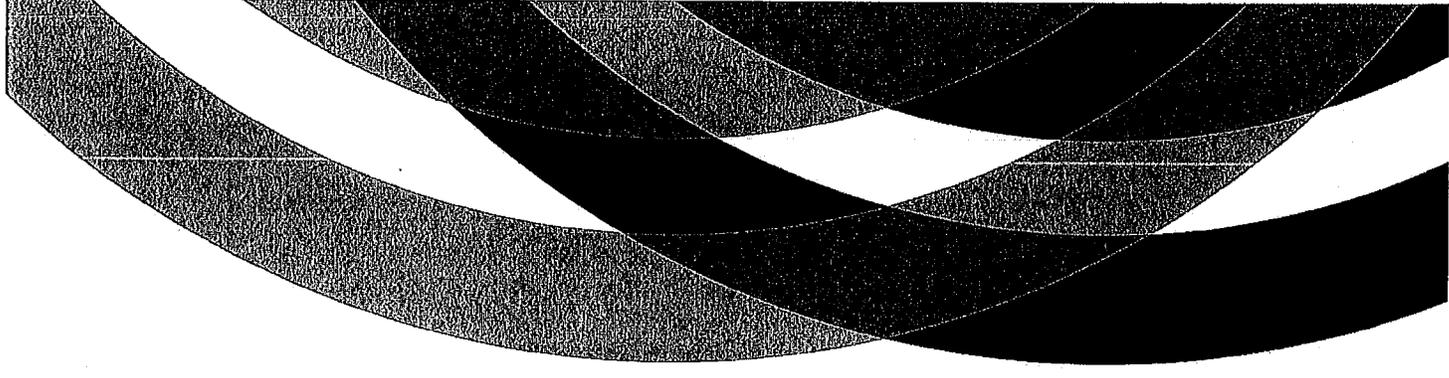
# Talent & Workforce Development

# Challenge 1

- High School educational institutions are seeking to expose and connect students to variety of professions in an array of industries.
- Industry connections have been narrowly focused on manufacturing in the past.

# Goal 1

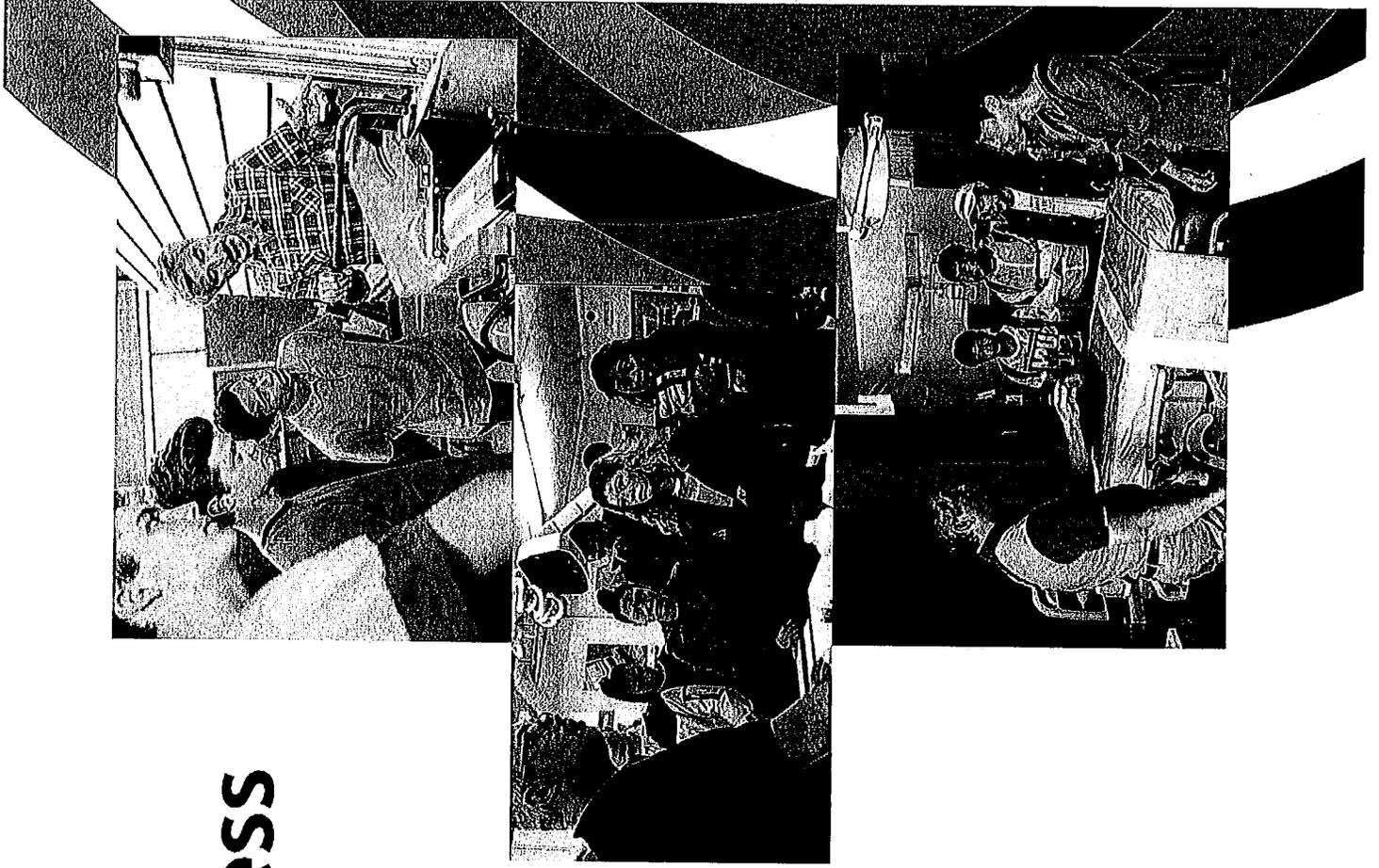
- Give students exposure to a multitude of professions available in our County – including but not limited to finance, marketing, food processing, information technology, business development, operations, facility management, engineering, health care, human resources, etc.



# Projects to Address Challenge 1

## TOURS

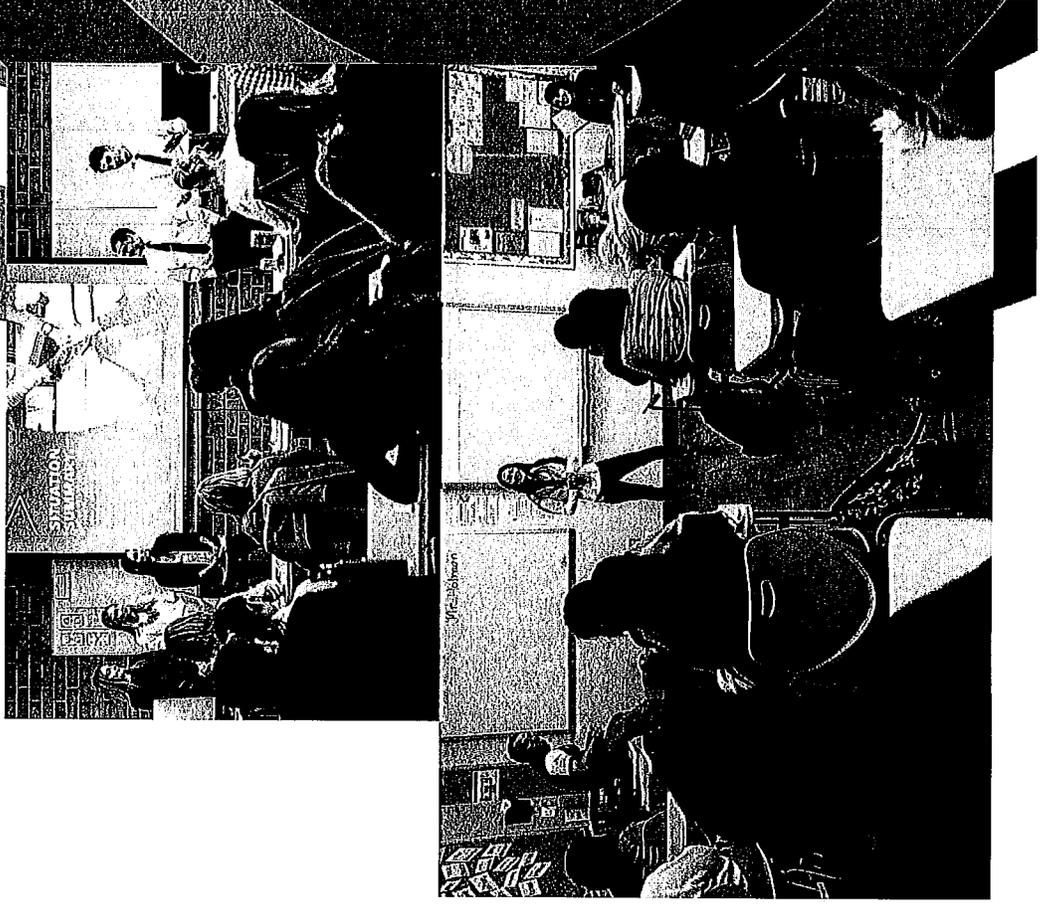
- Taking students, teachers, and counselors outside of the classroom to places of businesses for tours and learning sessions.
- Visits to multiple industries and multiple departments:
  - Marketing
  - Technology
  - Health
  - Manufacturing
  - Finance
  - Agri-Processing
- *Huntington Bank funding – application in review.*



# Projects to Address Challenge 1

## INDUSTRY TALKS

- Bringing in employers to the classroom to talk about their businesses and the different professions that are available within each company and the skills needed to pursue those professions.
- *Huntington Bank Funding – application in review.*

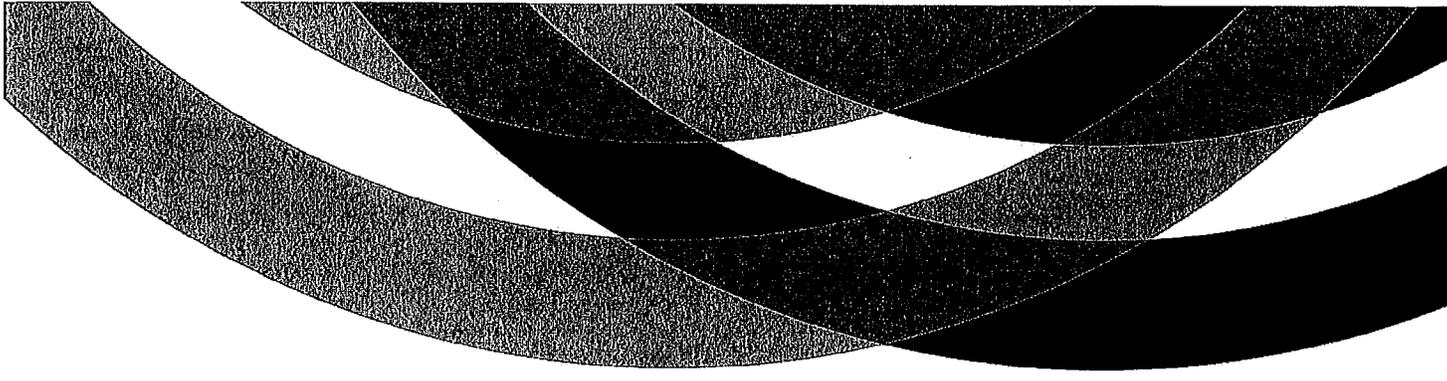


# Challenge 2

- Employers in Muskegon County are struggling to find young talent that are responsible and accountable to the positions that they are hired for in the company.
- Timeliness and dedication to the job are an issue – younger workers are not showing up for work on time (or sometimes at all) and when on the job.

# Goal 2

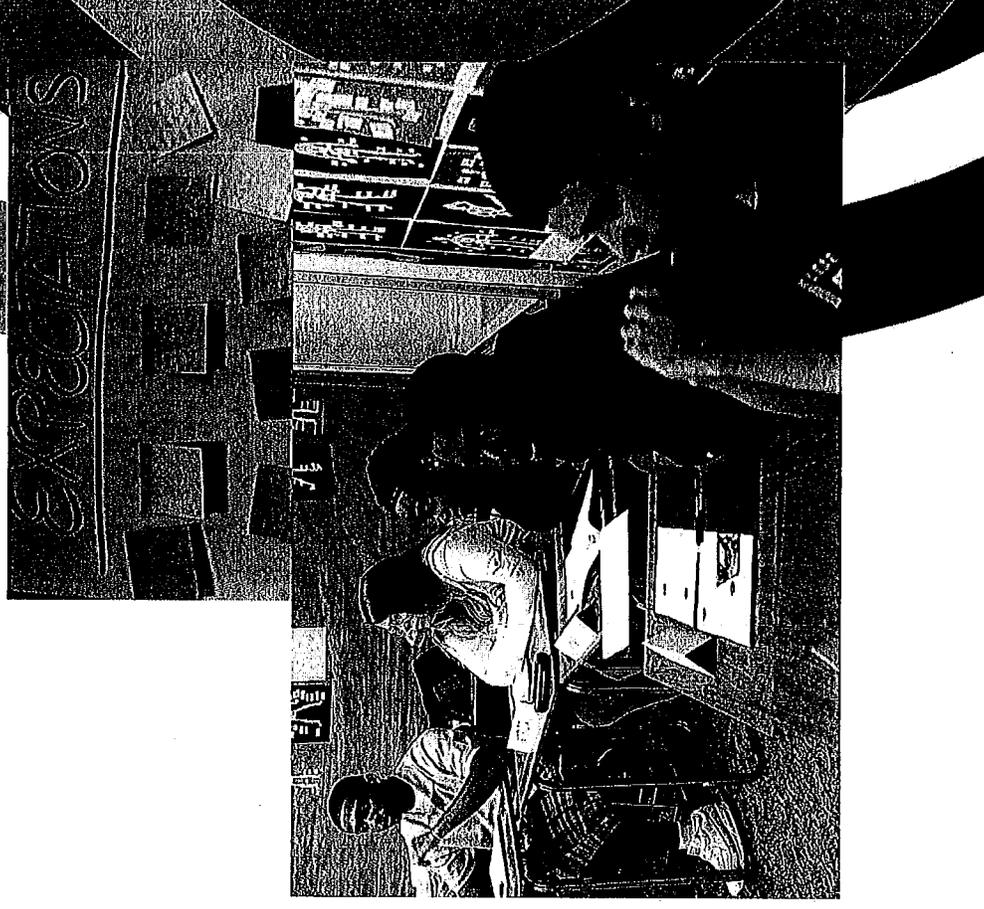
- Work with educational institutions to teach life skills, soft skills, and establish expectations for students when entering the workforce.



# Projects to Address Challenge 2

## EXPECTATIONS TAUGHT BY EMPLOYERS

- Building a curriculum with schools to educate students on the importance and meaning of being a good worker and what those expectations are from employers.
- Standardized agenda, but designed by each company to fit industries and culture.
- Would ONLY choose companies with good, known cultures.
- *Huntington Bank Funding – application in review.*



# Muskegon Heights

# Muskegon Heights

## Funded Projects:

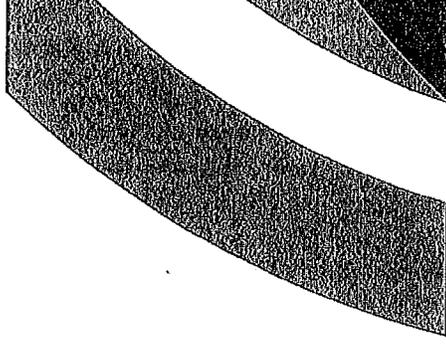
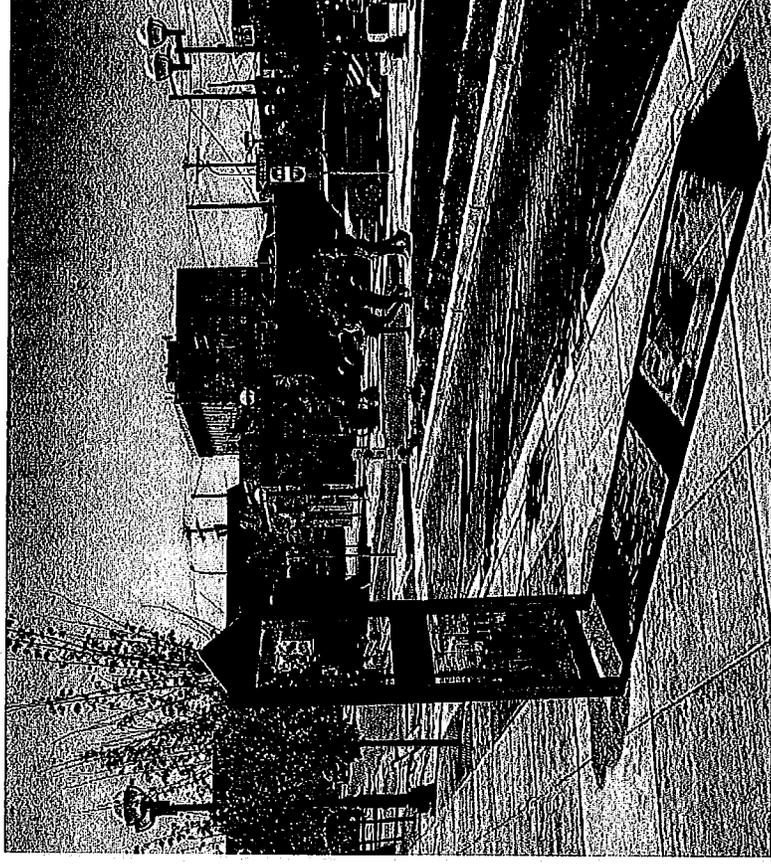
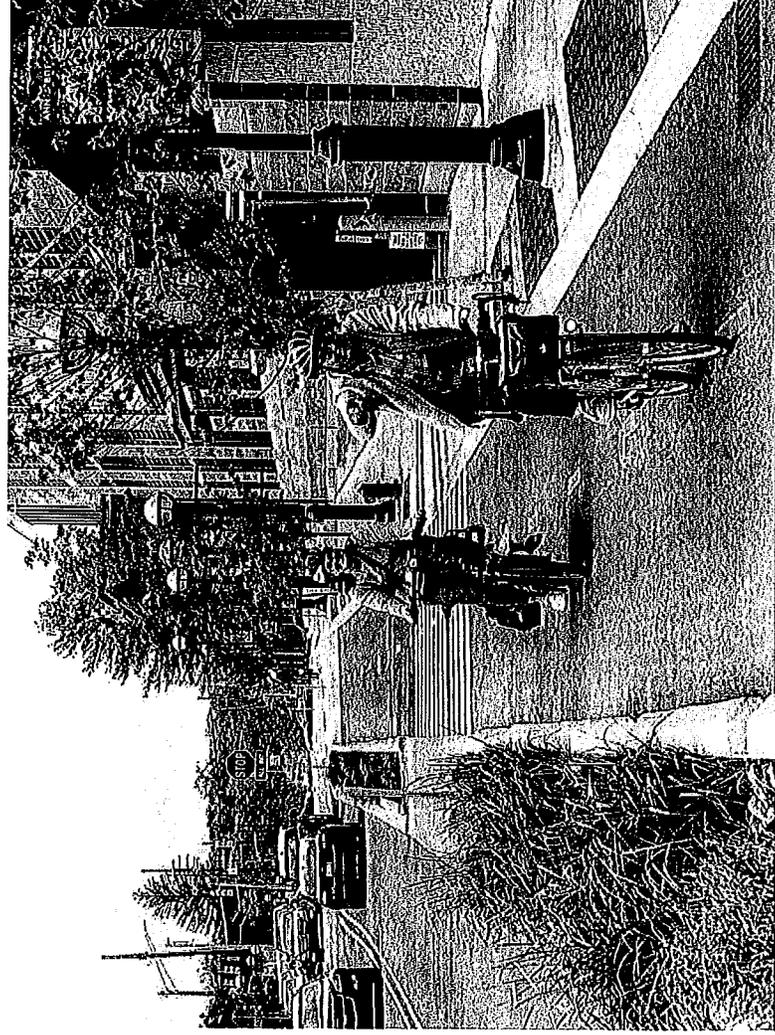
- **Band Together Sculpture** - MuskegonCity Public Arts
- **Rowan Park Splash Pad** - Consumers Energy (planning celebration w/ drawings in Summer 2023)
- **Hackley Project 2023:** Mann St. to Getty full road reconstruct - WMSRDC
- **Broadway Project 2024:** same as Hackley Project
- **USDA RBDG** - Broadway Cityscape: GMED presented to Council and received feedback - visuals
- **EDA Industrial Park Master Plan** - consultant presented to Council for SWOT. Anticipated June for plans.
- **King School EPA Assessment** - potential housing project after brownfield assessments.
- **Shoppes on Sherman** - EGLE \$1M

## Submitted or Potential Grants:

- **Rep. Scholten Community Project:** Broadway Streetscape submitted - implement USDA RBDG - \$5.1M
- **Sen. Peters CDS:** Submitted for Rowan Park improvements. \$1M
- **SPARK Grant:** Working w/ Community Foundation will submit for Rowan Park improvements and maintenance fund.
- **USDA RBDG Feb. 2024:** Implement Broadway Streetscape
- **Mona Lake Park & Pavilion:** MEDC & Northern Initiatives \$ to private restaurant group.
- **Mona Lake View Cemetery:** WMSRDC willing to GIS gravesites at no cost. Needs clean-up prior to mapping.
- *More funding identified monthly*

# The Future of Broadway

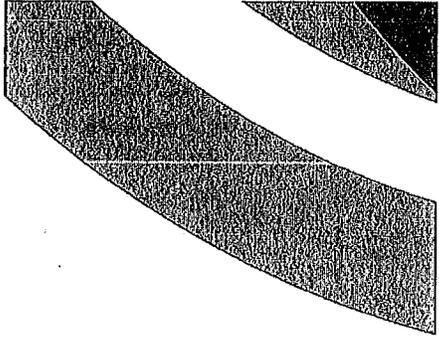
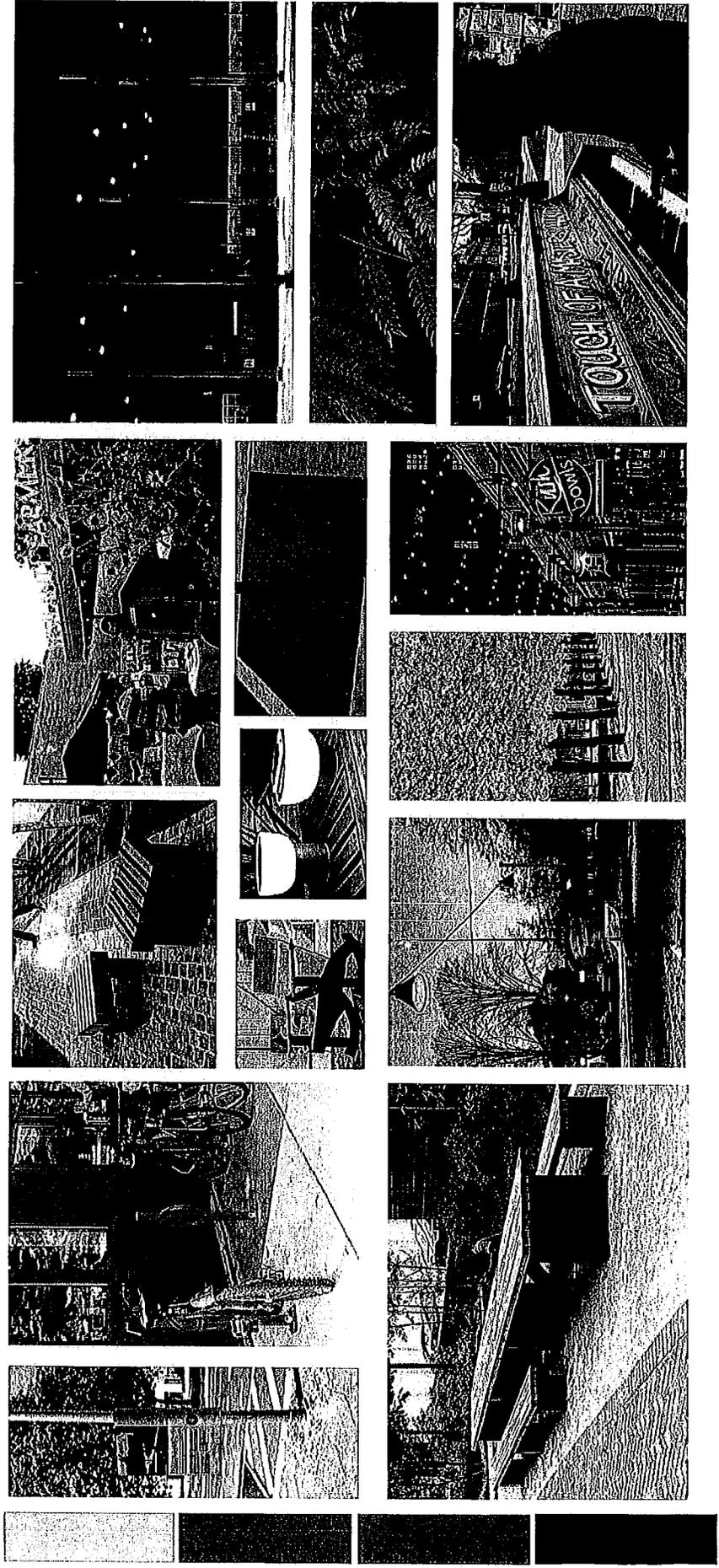
**ENCOURAGING AND PROTECTING BICYCLISTS AND PEDESTRIANS**



# Council Chose Tiger Pride

## DESIGN ELEMENTS

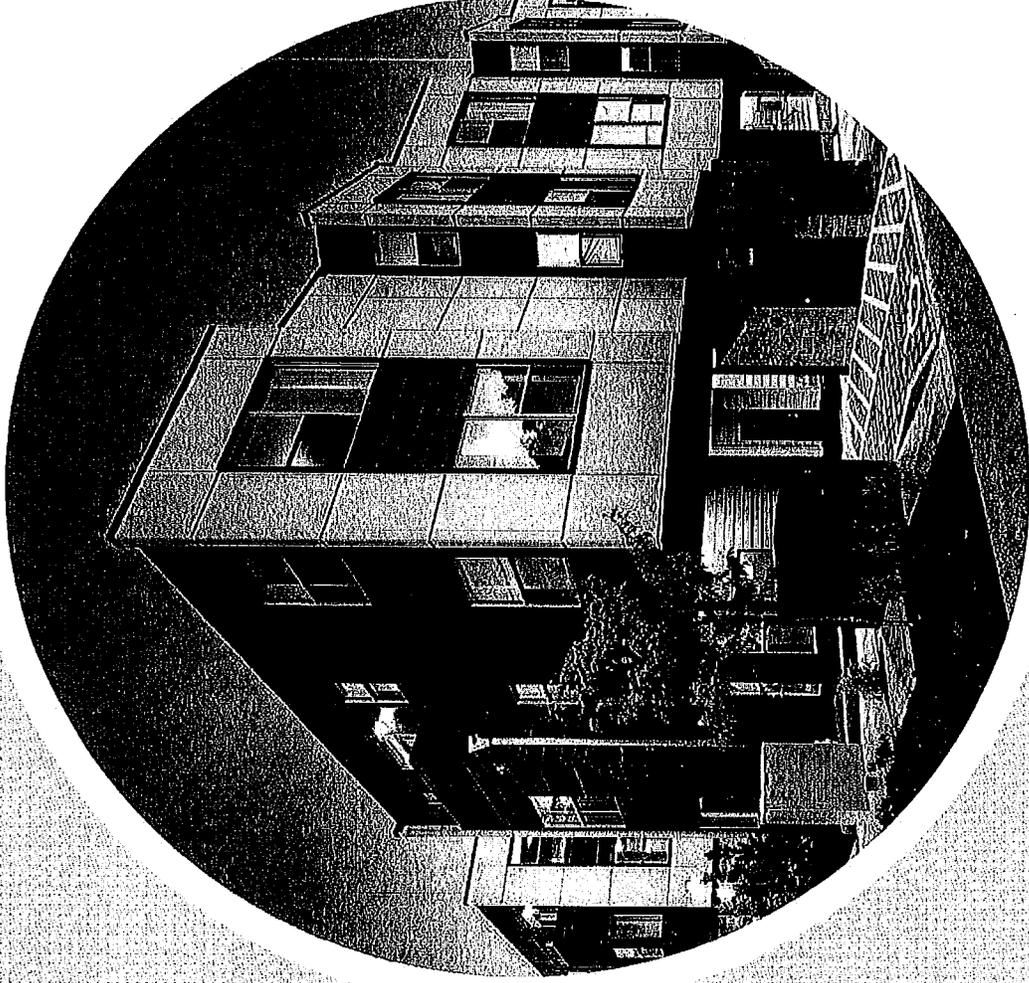
### CONCEPT TIGER PRIDE



# Housing Study

# Housing - Next Steps

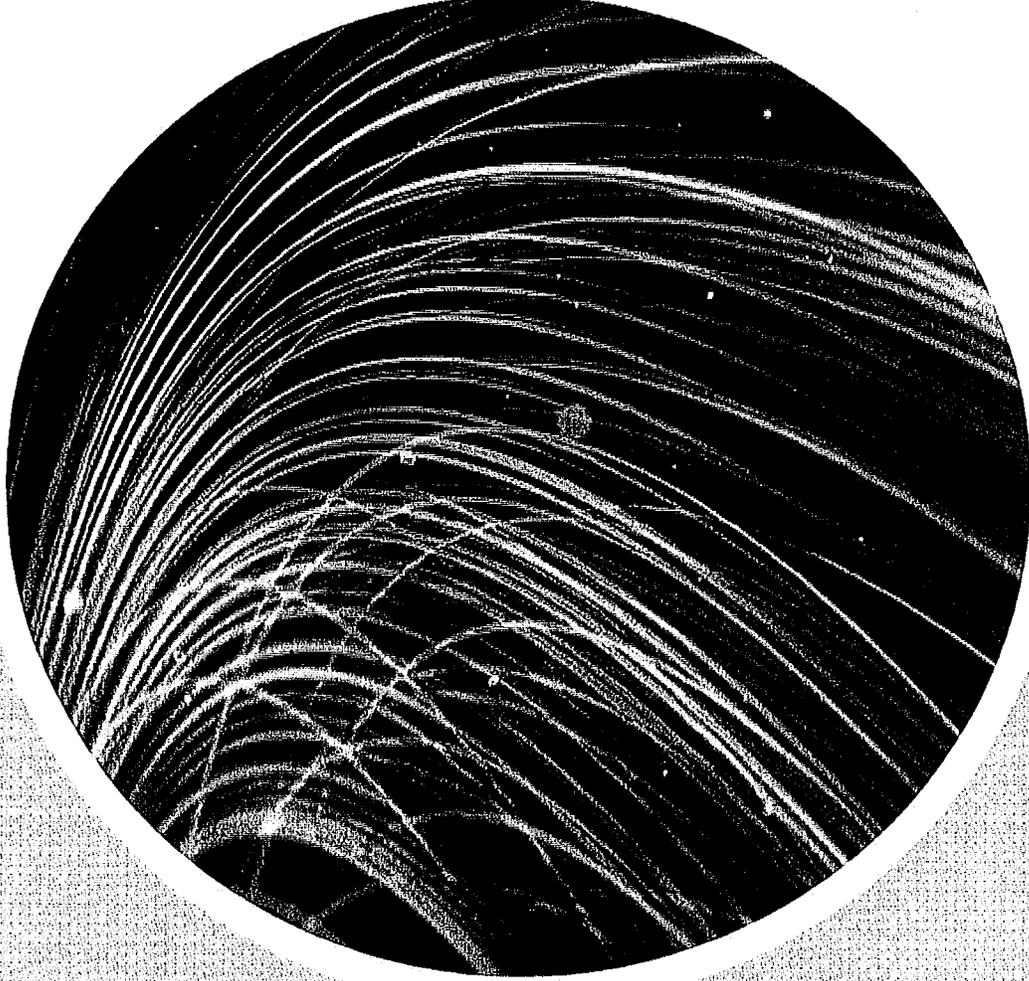
- Study and Report done in late May (400+ pages)
- Contract with FlyWheel, Ryan Kilpatrick to create executive summary of the Study
- Muskegon County likely to hire a staff person for a housing resource position, possibly under GMED.



# Broadband Study

# Broadband -May Completion Date

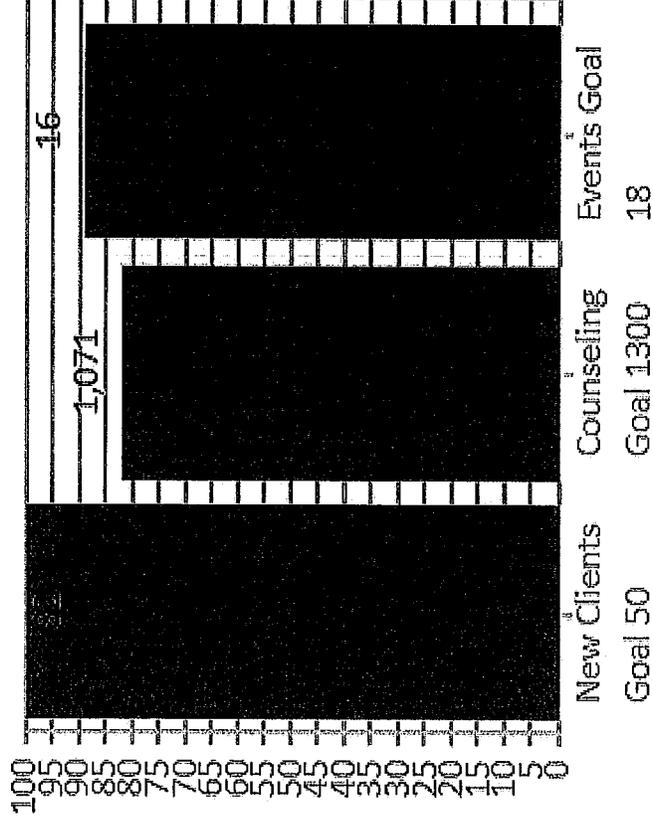
- Entire County will be completed in May.
- GIS Map publicly available parcel by parcel.
- Identifies many discrepancies between Provider data and actual data.
- Next Steps to be determined after we receive data.



# West MI APEX Accelerator

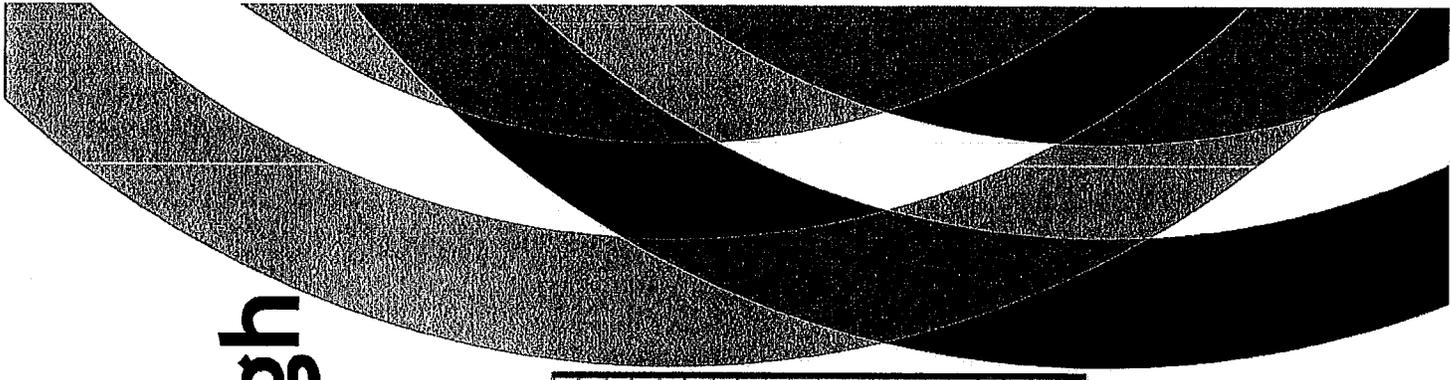
# Happenings Half Way Through the Year

- Performance Goals



- RENK Event

- Contract Awards





## DEVELOP MUSKEGON

STRATEGIC PLAN 2022-23

### OUR VISION

To drive economic growth along the Lakeshore. Muskegon County will be recognized as a regional leader in growing inclusive economic and individual prosperity fully realizing the value of all its people, culture, identity, and talent.

### OUR MISSION

To collaborate with economic and community development partners to enhance the economic vitality for all citizens in Muskegon County consistent with its desired quality of life.

## DEVELOP MUSKEGON

Today is the day that we broaden our view of traditional economic development. In 2022-2023, Greater Muskegon Economic Development (GMED) will embody a new model of how to approach business expansion, job growth, and overall competitiveness for the future.

GMED will serve as a single point of contact for economic growth in Muskegon County and our approach will complement and support broader, regional efforts. These include, but are not limited to, the Comprehensive Economic Development Strategy (CEDS) developed by WMSRDC and the Talent Solutions Playbook initiative developed by TalentFirst.

In order for Muskegon County to achieve a BIG GOAL and create GOOD JOBS, GMED will be purpose-driven around two tenants:

1. **Economic Prosperity** = ready workforce, good paying jobs, affordable housing, available land and buildings, population growth, etc.
2. **Community Vibrance** = quality of place, connected spaces, resource-rich environment, diversity, equity, and inclusion, etc.

## COMMUNITY NEED

In the past, there has not been one central agency that is well known throughout the County as the leader for economic development. GMED will make an intentional effort to become more visible and widely recognized as the single point of contact in Muskegon County for economic development. It is an important role as there is much GMED can accomplish to promote economic development. The County needs a strong economic development partner, as many governmental entities do not have their own economic development staff. This is especially true as recent outreach efforts include securing and administering grants for Muskegon Heights, an urban City without the resources to do this work on their own. The same is the case for many rural areas, such as Fruitland Township, who has contracted with GMED to administer their ARPA funds and oversee their projects. In cities that do have their own economic development department and staff, we will work with these entities as partners – ensuring that businesses are able to take advantage of not only local incentives, but also State incentives. Our goal, along with the Lakeshore Chamber of Commerce, is to be the one office that businesses call with questions and we will internally route and guide them appropriately as a part of our business services.



## THE CHALLENGES

- Once people come to Muskegon, they want to stay. But getting talented workers to consider moving here is a challenge.
- The total amount of employees in our workforce is down 8.6% from 2020 to 2021. Imminent retirees (55+) are growing more rapidly than prime-age workers (25-44). Unemployment is at 7% in Muskegon County.
- We have an insufficient inventory of developed land and available buildings that fit the criteria for new company attractions.
- The downtown of the City of Muskegon has improved without question. Still, we must raise the bar and draw more people and investors into downtown, with connections to the shoreline, if we are going to compete against our neighbors and other cities in the nation for talent.

# 3 KEY PRIORITIES

## Business Retention, Expansion, & Attraction

Responsible for the majority of new job growth, business retention and expansion is our core area of focus. We have a robust plan to improve our business visitation program over the course of the next year.

We will expand our industry cluster strategies and assist to improve ready sites and infrastructure to attract new business into our County. We will also work to help brand our community more favorably with corporate decision-makers and the media.

We will help to foster and grow entrepreneurs. We may not know when the next La Colombe or AvaSure will emerge, but if we can create the right environment for risk-taking entrepreneurs, we will act as launch pad for rapid success in our County.

## Talent & Workforce Development

The main concern facing industries today is workforce attraction, retention, and training.

Across the globe, there is a lack of available workforce, we are not unique when facing this problem. However, if we do not work aggressively to change our strategies, we will find ourselves left behind.

Our goal is to work with industries to identify key issues, partner with our educational institutions, and lean on the experts such as TalentFirst to overcome the lack of an available and skilled workforce.

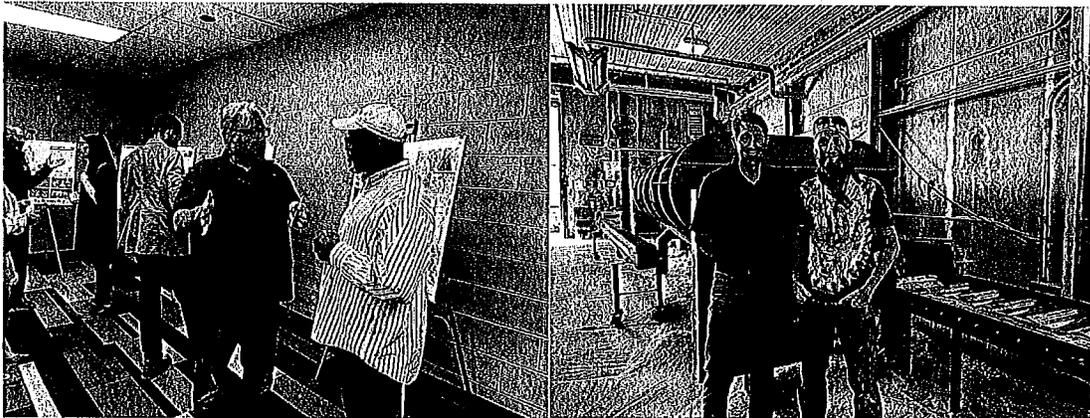
Our goal is to not only help lead the effort to overturn the growing talent issues, but also to cultivate the next generation of diverse, young, and emerging leaders in the community.

## Muskegon Heights Redevelopment

It is time to embrace the hard work, roll up our sleeves alongside the Muskegon Heights community and develop a plan to make their dream of tomorrow happen.

Our approach will be hands-on and entirely collaborative – convening, listening, advocating, and advising as economic and community development experts. We will not only assist with the workload, but find creative ways to build equity into Muskegon Heights.

Our goal is to apply for grants and funding, administer the funding opportunities for the community, and provide investments for redevelopment and sustainability. We will convene public meetings and listen to the needs and desires of the residents before implementing any funding into action.



## **OBJECTIVE 1:**

# **BUSINESS RETENTION, EXPANSION, & ATTRACTION**

### **Goals:**

1. Meet with 400 businesses within Muskegon County in 2023.
2. Become the widely recognized point-of-contact for business growth in Muskegon County.

### **Top-level Strategies:**

- Develop and launch a comprehensive Business Visitation Program with targeted lists and marketing strategies to reach employers.
- Use social media, traditional networking, and other cost-friendly methods to market GMED to Muskegon County area businesses.
- Analyze industry clusters and expand the targeted list to better capture and attract a diversified industry base to the County.
- Work with partners to improve Build Ready Sites and infrastructure to expand and attract business.

## **OBJECTIVE 2:**

# **TALENT & WORKFORCE DEVELOPMENT**

### **Goals:**

1. Work with our local employers to help overcome talent attraction and retention struggles.
2. Become the convener between industry and education, closing the gaps and assisting in developing a skilled workforce that meets the specific needs of our industries.
3. Cultivate with intention the next generation of young, diverse, and emerging leaders.

### **Top-level Strategies:**

- Partner with TalentFirst to build strategic knowledge, collect data, and work with local employers on internal plans to gain and retain a skilled workforce.
- Work with our local industries, K-12 educators, and higher-ed institutions to convene discussions and begin to pave the path for building a skilled workforce.
- Intentionally increase economic inclusion in our growth initiatives that will provide economic opportunities for all.
- Identify and build programs to shepherd emerging young leaders into networking with peers, volunteerism opportunities, such as Board service, and cross-training the younger generation with existing, experienced leadership.

## OBJECTIVE 3: MUSKEGON HEIGHTS REDEVELOPMENT

### Goals:

1. Work with Muskegon Heights residents and community leaders to identify and implement redevelopment projects that support sustainable growth.
2. Become the convener between funding mechanisms and the public to provide grant administration and project management on behalf of the community.
3. Develop creative strategies to help Muskegon Heights overcome the hurdles that it has faced in the past and support the community pride by building equity within the city limits.

### Top-level Strategies:

- Identify grant opportunities that will assist in implementing the strategic plan.
- Become an advocate for the community and work with local and State elected officials to find creative means to help build the momentum the community needs.
- Intentionally give thought to maintenance measures when implementing new developments and improvements.
- Be a thought leader to the community by first listening and engaging with residents and community leaders, then by providing strategies that are based on sustainable economic prosperity.



# Housing Needs Assessment – Muskegon County, MI Status Report April 2023

Section	Task	Status	Task Notes
Market Areas	Primary Study Area (PSA)	Complete	County as a whole
	Submarkets	Complete	7 submarkets within county
Demos & Econ	Demographic Data Analysis	In Process	Will be completed in April.
	Economic Data Analysis	In Process	Will be completed in April.
Supply	Rental Housing Survey	Complete	Phone surveying is complete. Data will be analyzed in March/April.
	Senior Care Housing	Complete	Phone surveying is complete. Data will be analyzed in March/April.
	For-Sale Data Request	Complete	We have collected all necessary for-sale data. Data will be analyzed in March/April.
	Non-Conventional ID	Complete	Data will be analyzed in March/April.
	Vacation/Short-Term Rentals ID	Complete	Data will be analyzed in March/April.
	Planned and Proposed	In Process	Research will be finalized in March/April
	HUD Expiring Contracts	Complete	We have identified properties at risk of losing their subsidy
	Housing Choice Voucher/HA Interview	Complete	
Fieldwork	Visit/Photo/Quality Ratings	Complete	A BNR analyst was in the region in December. They finalized the rental survey, photographed and quality rated all apartment projects in our survey and their neighborhood.
Special Needs	Group 1: Homeless	In Process	Research will be done in April 2023
	Group 2: Veterans	In Process	Research will be done in April 2023
	Group 3: Persons with Disabilities	Complete	Research is complete
Online Surveys	Stakeholder Survey (Online)	In Process	Online survey is complete with 39 responses. Information will be summarized in April
	Employee/Commuter Survey (Online)	In Process	Online survey is complete with 1,695 responses. Information will be summarized in April
	Employer Survey (Online)	In Process	Online survey is complete with 64 responses. Information will be summarized in April
Other Research	Commuter Data (OnTheMap)	Complete	
	Development Opportunities	In Process	Research will be completed in April
	Community Services	In Process	We will summarize the availability, or lack thereof, of community services throughout the county



---

**Muskegon County**  
**Board of Commissioners Special Full Board**

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

June 15, 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 Board of Commissioners was called to order at 5:43 p.m. by Chairman Charles Nash in person and was available to the public via Zoom.

**2. Roll Call**

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

Excused: Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator  
Matthew Farrar, Deputy County Administrator  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Sara Cooper, Community Relations Coordinator/Executive Assistant  
Matt Kelliher, IT Director  
Michael Homier, Corporate Counsel

**3. Approval of Agenda**

**ACTION:** 2023-165 Moved by Commissioner Jessica Cook, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

**4. Approval of Minutes**

Move to approve the Minutes of May 16, 2023

**ACTION:** 2023-166 Moved by Commissioner Jessica Cook, supported by  
Commissioner Kim Cyr

**VOICE VOTE:** Passed

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

None.

**6. Items for Consideration**

**CPS23/06-33** Move to approve the updated Memorandum regarding Legal Holidays - 2023 (County Personnel Rules) to include Juneteenth (June 19th) as a holiday and adjust the budget accordingly.

**ACTION:** **2023-167** Moved by Commissioner Kim Cyr, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 6:0**

**7. Public Comment**

Mark Eisenbarth, Muskegon County Administrator, indicated there will be a Work Session by the Muskegon County Public Defender's Office on Tuesday June 20, 2023, at 4:00 p.m. Administrator Eisenbarth also informed the Board of the Chamber of Commerce Economic Summit on Friday June 23, 2023, at 7:30 a.m.

**8. Unfinished Business**

None.

**9. New Business**

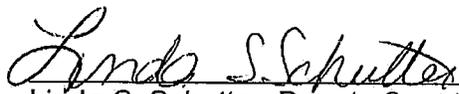
None.

**10. Final Board Comments**

None.

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

Meeting adjourned at 5:46 p.m.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board Meeting on Thursday, June 22, 2023.



---

**Muskegon County**  
**Board of Commissioners Full Board**  
Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice-Chair

June 22, 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 Board of Commissioners was called to order at 4:04 p.m. by Chairman Charles Nash in person and was available to the public via Zoom.

**2. Invocation: Commissioner Zach Lahring**

**3. Pledge of Allegiance**

**4. 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 Schutter, Deputy County Clerk  
Linda Larsen, Administrative Coordinator  
Sara Cooper, Community Relations Coordinator/Executive Assistant  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-166 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Kim Cyr, to approve the agenda as amended by Commissioner Cook to add WM23/06-58.

**VOICE VOTE:** Passed

**6. Approval of the Minutes**

Move to approve the Minutes of the Special Full Board Meeting of June 15, 2023

**ACTION:** 2023-167 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

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

None.

**8. Public Hearing - Truth in Taxation**

**ACTION:** 2023-168 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Kim Cyr to open the Public Hearing regarding Truth in Taxation.

**VOICE VOTE:** Passed

Truth in Taxation Public Hearing presented by Donna VanderVries, Equalization Director

**ACTION:** 2023-169 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright to close the Public Hearing regarding Truth in Taxation.

**VOICE VOTE:** Passed

**9. Presentation in Honor of Nancy A. Waters**

The Board presented Ms. Waters with a Resolution in recognition of Ms. Waters' 18 years of service to Muskegon County as both County Commissioner and County Clerk. Ms. Waters was also presented with a tribute from the State of Michigan signed by the local State Officials, including Governor Whitmer, for her vast contributions to Muskegon County.

**10. Committee/Board Reports**

**A. The Community Development & Strategic Planning Committee met on June 13, 2023:**

**CDSP23/06-17** Move to approve the event agreement between the County of Muskegon and the Michigan Irish Music Festival to rent Heritage Landing Thursday, September 14 through Sunday, September 17, 2023, for the annual Michigan Irish Music Festival for a total cost of \$12,500 and authorize the County Administrator to sign the Agreement. The festival organizer will provide the County with the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 million each, naming the County of Muskegon as Additional Insured.

**ACTION:** 2023-170 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**

**CDSP23/06-18** Move to approve the event agreement between the County of Muskegon and Unity Christian Events/Alive on the Lakeshore to rent Heritage Landing from Wednesday, August 9, 2023 through Saturday, August 12, 2023, for the annual Unity Christian Music Festival for a total cost of \$12,500 and authorize the County Administrator to sign the Agreement. This agreement is contingent on the festival organizer providing the County with the required General Liability Insurance in the amount of \$1,000,000 million, naming the County of Muskegon as Additional Insured.

**ACTION:** 2023-171 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**

**CDSP23/06-19** Move to authorize the sale of the County-owned hangar at 685 N. Airport Road to Robert Hubers. The sale price is to be determined with additional details to be provided at the June 22, 2023 Full Board meeting.

**ACTION:** **2023-172** Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige to approve the Motion; Chair Nash offered a friendly amendment to revise the wording as indicated below, which both Commissioner Cook and Paige consented to:

Move to authorize the sale of the County-owned hangar at 685 N. Airport Road to Robert Hubers for \$22,500 to be used in the airport budget and further move to approve a thirty (30) year ground lease with an option to extend for an additional ten (10) years for an initial rate of .84 cents per square foot, per year and authorize the Administrator to sign the Agreement and any necessary documents to complete this Lease transaction.

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

**NO:** None

**Passed 7:0**

**B. The Courts & Public Safety Committee met on June 13, 2023:**

**CPS23/06-30** Move to approve the request to apply for and accept \$204,800 from the Office of Community Corrections in Lansing for FY2024.

**ACTION:** **2023-173** 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**

**CPS23/06-31** Move to authorize the Sheriff's Office to accept the Marine Safety grant (MS23-036) in the amount of \$81,800 for personnel and operating costs for the 2023 calendar year.

**ACTION:** **2023-174** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Zach Lahring

**Passed 6:1**

**CPS23/06-32** Move to approve the Sheriff to utilize a not-to-exceed amount of \$25,000 of overtime salary from the Sheriff's Office surplus funds, to help support our community partners in the reduction of gun violence enforcement this fiscal year of 2023 and adjust the budget accordingly.

**ACTION:** **2023-175** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** Zach Lahring

**Passed 6:1**

**C. The Human Services Committee met on June 15, 2023:**

**HS23/06-10** Move to authorize HealthWest to contract with Judith E. Cohen, MA, LLP to assist in renewing all HealthWest contracts through the procurement process and updating all procurement and provider policies and procedures, at the rate of \$125.00 per hour, effective June 26, 2023 through September 30, 2023 for a projected expenditure not to exceed \$35,000.00 upon review of Corporate Counsel.

**ACTION:** 2023-176 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Zach Lahrng

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

**NO:** None

**Passed 7:0**

**HS23/06-11** Move to authorize Public Health to accept the Great Lakes Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$12,738.00; and to contract with Grand Valley State University – Annis Water Resources Institute not to exceed \$11,058.00 for related sampling and testing services, with no effect on the County general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

**ACTION:** 2023-177 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Zach Lahrng

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

**NO:** None

**Passed 7:0**

**HS23/06-12** Move to approve the reclassification of vacant position X09904, Board Certified Assistant Behavior Analyst (BCaBA ), pay table/grade HX-00210, to a Board Certified Behavior Analyst (BCBA), pay table/grade HX-00360 and adjust the budget accordingly.

**ACTION:** 2023-178 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Zach Lahrng

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

**NO:** None

**Passed 7:0**

**HS23/06-13** Move to create two new full-time Mid-Level Practitioner positions at pay table/grade HX-00450 and adjust the budget accordingly.

**ACTION:** 2023-179 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Zach Lahrng

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

**NO:** None

**Passed 7:0**

**HS23/06-14** Move to ratify the Employment Contract between the HealthWest Board of Muskegon County and HealthWest Executive Director, Rich Francisco, effective June 5, 2023 to June 5, 2026.

**ACTION:** 2023-180 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Zach Lahring

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

**NO:** None

**Passed 7:0**

D. The Transportation Committee met on June 13, 2023:

**TR23/06-17** 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:** 2023-181 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**TR23/06-18** 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:** 2023-182 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**TR23/06-19** 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:** 2023-183 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**TR23/06-20** 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:** 2023-184 Moved by Vice-Chair Marcia Hovey-Wright, 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**

E. **The Ways & Means Committee** met on June 15, 2023:

**WM23/06-41** Move to adjust the Clerk's Elections Budget by increasing revenues by \$50,000 and expenditures by \$117,932 and utilizing surplus budget funds to offset the \$67,932 increase.

**ACTION:** 2023-185 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-42** Move to award the replacement of two new high efficiency heating boilers for Building A, Johnny O Harris at 97 E. Apple Ave to Northside Heating, Cooling, & Refrigeration Inc. for \$24,995.00 utilizing 2022 budget surplus funds and amend the budget accordingly.

**ACTION:** 2023-186 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-43** Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the City of Whitehall and authorize the Chair of the County Board of Commissioners to execute an agreement effective October 1, 2023.

**ACTION:** 2023-187 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-44** Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the Township of Moorland and authorize the Chair of the County Board of Commissioners to execute an agreement effective July 1, 2023.

**ACTION:** 2023-188 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-45** Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the Township of Whitehall and authorize the Chair of the County Board of Commissioners to execute an agreement effective August 1, 2023.

**ACTION:** 2023-189 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-46** Move to authorize staff to issue a solicitation for a Third Party Administrator for the County's Self Insured Worker's Compensation Program.

**ACTION:** 2023-190 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-47** Move to approve the Third Amendment to the agreement between the City of Muskegon and the Muskegon Board of Commissioners which calls for the Muskegon County Human Resources Department to provide human resources services to the City of Muskegon from July 1, 2023 through June 30, 2026, create an HR Analyst position at pay table/grade NO-00310, authorize the Administrator to sign the Amendment to the Agreement, and adjust the budget accordingly.

**ACTION:** 2023-191 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-48** Move to approve salary range adjustment for HR Manager/HW position, X42301, from HX-00410 to HX-00390 and place applicant/employee E93033009 at Step 6 and delete vacated HR Specialist/HW position, X41101, HX-00300.

**ACTION:** 2023-192 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-49** Move to accept the CDW MiDeal quote from CDW for the licensing of Microsoft Windows Desktop, Server, and Office software for a thirty-six (36) month contract for the not to exceed price of \$174,837 annually and authorize the Administrator to sign the agreement. Further, accept the Active Directory upgrade services quote for the not to exceed price of \$25,330.

**ACTION:** 2023-193 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-50** Move to adopt Resolution of the Muskegon County Board of Commissioners Silver Creek Pond and authorize the County Clerk to sign the same, and authorize a budget to be established for this project.

**ACTION:** 2023-194 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-51** Move to accept the proposal from DLZ for architectural and engineering services for the Jail mezzanine security screening for a not-to-exceed amount of \$68,074 and adjust the budget accordingly.

**ACTION:** 2023-195 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** Zach Lahring

**Passed 6:1**

**WM23/06-52** Move to approve the sale of Lot 13 in the Airport Business Park to Jack Andree, Inter Dyne Systems, for \$76,130 and authorize the Chair to sign the purchase agreement and the Administrator to sign the closing documents and further authorize the Chair to sign the First Amendment to the Declaration of Protective Covenants.

**ACTION:** 2023-196 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-53** Move to approve authorization of a one-time lump sum payment for the Community Relations Coordinator/Executive Assistant FT, Position N32401, of \$3,648.60 for services rendered from February 20, 2023 through June 2, 2023.

**ACTION:** 2023-197 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-54** Move to approve payment of the accounts payable of \$31,015,769.55 covering the period April 15, 2023 through May 19, 2023 and P Card and EFT payments covering the period April 1, 2023 through April 30, 2023 as presented by the County Clerk.

**ACTION:** 2023-198 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**WM23/06-55** Move to approve the operating levy of 5.6097 mills for Muskegon County to be levied in July 2023, the operating levy of 0.3169 mills for the Lakeshore Museum Center to be levied in December 2023, the operating levy of 0.0739 mills for the Department of Veteran's Affairs to be levied in December 2023, the operating levy of 0.2952 mills for Muskegon County Central Dispatch to be levied in December 2023 and the operating levy of 0.4921 mills for PA 39 of 1976 (Activities or Services for Older Persons Act) to be levied December 2023 and to authorize the Muskegon County Clerk and the Chair of the Muskegon County Board of Commissioners to sign the forms required by the State of Michigan.

**ACTION:** 2023-199 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** Zach Lahring

**Passed 6:1**

**WM23/06-56** Move to establish a balanced budget of \$400,000 for the Substance Abuse Mental Health Services Administration (SAMHSA) grant as approved by the Chief Judge.

**ACTION:** 2023-200 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

**Passed 7:0**

**2023/06-58** Move to approve the purchase of lots 24-205-221-0006-00, 24-205-221-0007-00 and 24-205-221-0008-00 as discussed in closed session; authorize the Chair to sign the purchase agreement; authorize the Administrator to sign the closing documents; authorize Westshore Consulting to perform the environmental services for a not-to-exceed amount of \$13,245; and amend the budget accordingly.

**ACTION:** 2023-201 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**

#### 11. Chairman's Report/Committee Liaison Reports

##### A. Liaison Appointments:

##### **HealthWest (formerly known as Community Mental Health) Board**

Kim Cyr (Muskegon County Commissioner) term beginning June 22, 2023 through December 31, 2023. - Appointment

**ACTION:** 2023-202 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook to approve the appointment of Kim Cyr (Muskegon County Commissioner) term beginning June 22, 2023 through December 31, 2023 to the HealthWest (formerly known as Community Mental Health) Board.

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

**NO:** None

**Passed 7:0**

##### **Foreign Trade Zone Board**

Morgan Carroll (MAF/Economic Development) three (3) year term beginning June 30, 2023 through June 30, 2026 - Reappointment

**ACTION:** 2023-203 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige to approve the reappointment of Morgan Carroll (MAF/Economic Development) three (3) year term beginning June 30, 2023 through June 30, 2026 to the Foreign Trade Zone Board.

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

**NO:** None

**Passed 7:0**

B. Saturday, August 19, 2023 - Muskegon County Staff Picnic at the Muskegon County Fairgrounds

C. Highlighted Muskegon County Community Events - June & July 2023  
See attached flyers.

**12. Administrator's Report**

Revitalization and Placemaking program (RAP) 2.0 Grant Supporting the Muskegon Museum of Art Expansion Project

**ACTION:** 2023-204 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**13. Public Comment**

Two citizens addressed the Board regarding the opioid settlement.  
One citizen addressed the Board regarding appreciating the Pioneer Park improvements.

**14. Unfinished Business**

Commissioner Hazekamp asked Sheriff Michael Poulin to address the Board regarding a county-wide ORV ordinance.

**15. New Business**

None.

**16. Final Board Comments**

None.

**17. Closed Session**

Pursuant to MCL 15.268(e): To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

**ACTION:** 2023-205 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**

Went into Closed Session at 5:15 p.m. with a 5 minute break.

**ACTION:** 2023-206 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook to come back into Open Session

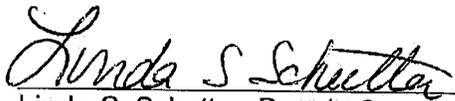
**VOICE VOTE:** Passed

Came back into Open Session at 6:10 p.m.

**ACTION:** 2023-207 Moved by Chair Charles Nash, supported by Vice-Chair Marcia Hovey-Wright to reject the offer of settlement as discussed in Closed Session.

**VOICE VOTE:** Passed

18. **Adjourn to the call of the Chair**  
Meeting adjourned at 6:14 p.m.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board Meeting on Tuesday, July 18, 2023.

FY2023 TRUTH-IN-TAXATION  
PUBLIC HEARING

Muskegon County

6/22/2023

FY2023 TRUTH-IN-TAXATION  
AGENDA

- Discuss proposed operating millages for:
  - Muskegon County
  - Lakeshore Museum Center
  - Central Dispatch
  - Department of Veteran's Affairs
  - Public Act 39 of 1976 (Activities of Services for Older Persons Act) or Senior Millage
- Discuss uses of Convention Facility (Liquor/Cigarette) Tax revenue

## FY2023 TRUTH-IN-TAXATION NOTICE

- The Notice of Public Hearing was published in the Muskegon Chronical on June 11, 2023 as required by the State of Michigan prior to this public hearing
- The language of this notice is provided by the State and was approved by Muskegon County Corporate Counsel
- This notice refers to "Increasing Property Taxes" which can be misleading
  - Referred to as an "increase" because typically Property Tax Revenues are higher than last year due to the inflationary increase in taxable values
- FY2023 proposed operating millage rates are the same as last year.

## FY2023 TRUTH-IN-TAXATION PURPOSE OF HEARING

- The Board of a taxing unit must approve the operating millage levy when the current levy produces more tax dollars than last year's actual levy.
- Base Tax Rate is calculated:

<small>(2022 Total Taxable Value</small>	<small>Losses)</small>				
5,296,049,203	78,176,419	-	=	5,217,872,784	0.8447
<small>(2023 Total TV</small>	<small>Admissions )</small>	-	=	5,823,259,587	<small>Base Tax Rate Fraction (Truth in Taxation)</small>

- A Truth-in-Taxation Public Hearing is required for a local taxing entity to levy an operating millage rate that is the same as the prior year or that exceeds the Base Tax Rate.
- Additionally, a Public Hearing is required to allocate Convention Facility (Liquor/Cigarette) Tax revenue for their intended purposes. Without this hearing these revenue would be used for general county operations.

**FY2023 TRUTH-IN-TAXATION  
CONVENTION FACILITY  
(LIQUOR/CIGARETTE) TAX**

- Beginning in FY 2015-16, county distribution payments were reduced to an amount equal to the total tax collected from the 4% liquor/cigarette excise tax and distributed to all counties in FY 2014-15 multiplied by 101%, with a 1% increase in subsequent years. Over the last several years there has been a substantial increase in the collection of liquor/cigarette excise tax. Public Act 275 of 2022 reset the distribution amount to actual collections for FY2022-23. Additionally distributions will be reset every third year with 1% growth in the intervening years through FY2037-38.
- Estimated Convention Facility (Liquor/Cigarette) Tax revenue for FY23 is \$1,230,956, a \$360,102 increase from FY22.
- \$492,382.40 or 40% of the distribution, must be remitted to the Lakeshore Regional Entity to be used for substance abuse treatment and prevention in Muskegon County.
- These funds are used to help support substance abuse prevention programs such as those offered by Muskegon County Public Health and HealthWest.

**FY2023 TRUTH-IN-TAXATION  
HEADLEE ROLLBACK**

- The Headlee millage rollback provision in the Michigan constitution requires a reduction in the millage on the assessed value of property, excluding new construction and improvements, if the assessed value of the property increases faster than the rate of inflation. Muskegon County will not be impacted by a Headlee millage rollback in FY2023 as the fraction is larger than 1.00.
- The FY2023 Millage Reduction Fraction (Headlee) is 1.0193

(2022 Total Taxable Value	-	Losses)	x	Inflation Rate			
5,296,049,203		78,176,419	x	1.079	=	5,630,084,734	1.0193
5,709,374,043		186,114,458			=	5,523,259,587	2023 Millage Reduction Fraction (Headlee)
(2023 Total TV		Additions)					

**FY2023 TRUTH-IN-TAXATION  
PUBLIC HEARING VS. NO HEARING**

**2023 MILLAGE WITHOUT PUBLIC  
HEARING**

2022 Muskegon County Operating Millage	5.6097
Base Tax Rate Fraction	<del>X 0.9447</del>
Adjusted Millage	5.2994
Convention Facility (Liquor) Tax reduction	(0.2156)
<b>2023 Millage Without Public Hearing</b>	<b>5.0838</b>

**2023 MILLAGE WITH PUBLIC  
HEARING**

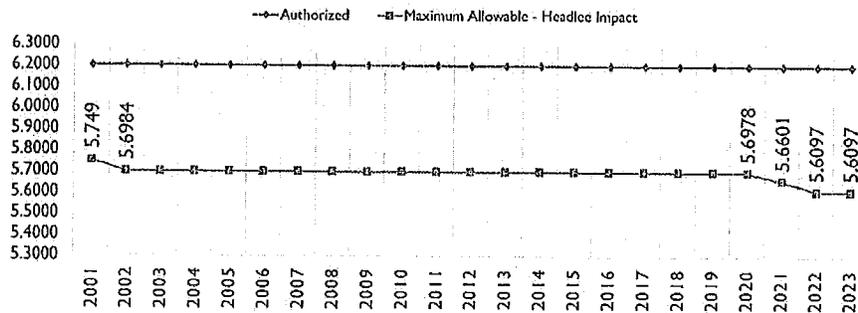
2022 Muskegon County Operating Millage	5.6097
Headlee Rollback Fraction	NA
<b>2023 Millage With Public Hearing</b>	<b>5.6097</b>

**FY2023 TRUTH-IN-TAXATION  
2021 MILLAGE VS. 2023 MILLAGE**

	2022 Millage Rate W/Hearing	2023 Millage Rate W/Hearing	Difference
Muskegon County Operating	5.6097	5.6097	0
Lakeshore Museum Center	0.3169	0.3169	0
Central Dispatch	0.0739	0.0739	0
Veteran's Affairs	0.2952	0.2952	0
Senior Millage	<u>0.4921</u>	<u>0.4921</u>	<u>0</u>
<b>Total</b>	<b>6.7878</b>	<b>6.7878</b>	<b>0</b>

## FY2023 TRUTH-IN-TAXATION HISTORY

### COUNTY OPERATING MILLAGE HISTORY



Note: In 1974, voters approved the County operating millage rate of 6.2 mills

## FY2023 TRUTH-IN-TAXATION SUMMARY

To support various budgets, staff recommends the Board approve the levying of the following millages:

- Muskegon County Operating – 5.6097 mills on 7/1/23
- Lakeshore Museum Operating – 0.3169 mills on 12/1/23
- Veterans Affairs Operating – 0.0739 mills on 12/1/23
- Central Dispatch Operating – 0.2952 mills on 12/1/23
- PA 39 of 1976 Operating (Senior Millage) – 0.4921 mills on 12/1/23

**Thank you**



SMART Recovery is one of the leading recovery groups in the United States dedicated to helping participants learn tools and techniques for self-empowerment. Participants in the group learn tools to aid their recovery process based on substantial, proven scientific evidence and research and are encouraged to engage with a global support system. The group offers two extensions, and adult and teen program.

For adults, it's a fresh approach to addiction recovery. Adults learn a transformative method of moving from addictive substances and negative behaviors to a life of positive self-regard and willingness to change. For teens, SMART Recovery offers a place where teens can get together to try to look into and change behaviors that hurts themselves and others like smoking, drinking, fighting and using drugs, to name a few.

**Adult Meetings**

**Mondays and Wednesdays at 2 pm**

HealthWest MHC, 376 E. Apple Ave., Muskegon

**Tuesdays at at 10 am**

Covenant Hall, 1364 Terrace St., Muskegon

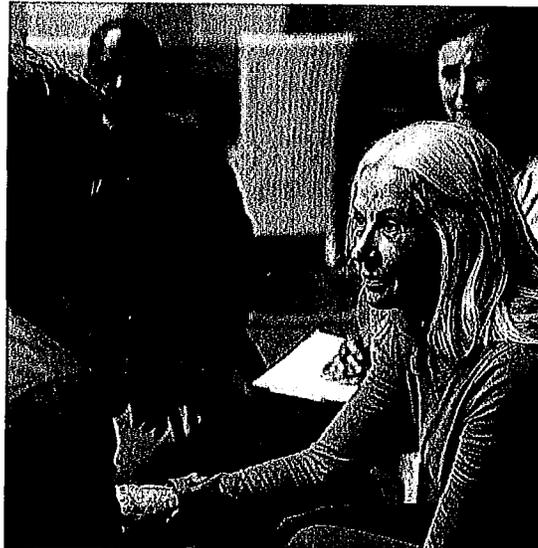
**Teen Meetings**

**Wednesdays at 4:30 pm**

HealthWest MHC, 376 E. Apple Ave., Muskegon

**Join Via Zoom**

[Click Here](#)



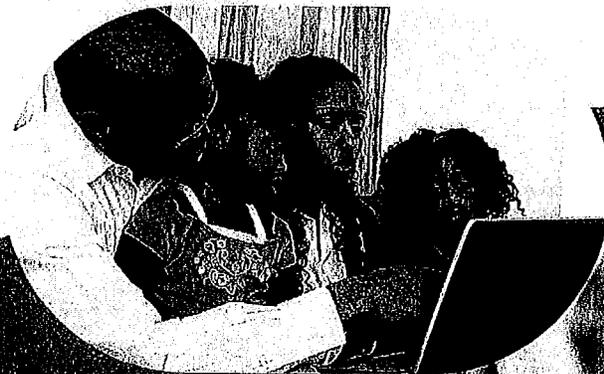
THE C.O.G.I.C. COMMUNITY  
CENTER PRESENTS

# PLAY N LEARN INTERACTIVE LITERACY

**EVERY**  
**Wednesday**  
**11-12:30**  
**June - Sept**

- Ages 0-5 years
- Fun interactive literacy between parents/guardians and children

- Trained Facilitators:  
Shannon Hoffman & Diana Williams
- Snacks provided



**Wednesdays!**

11 am -12:30 pm  
June-September

**(231)-722-3219**

Contact Tiffany Alexander for  
More Information

**2140 Valley St, 49444**

**Enter to Win a \$25 Gift  
Card and More Books!**

Scan the code or visit <https://bit.ly/entertowinRERO>





# Free Books & Activities to Help Your Child Grow Find a Location Near You!

- **COGIC Community Center Play & Learn** - In person. Every other Tuesday, 6 - 7:30 pm. 2140 Valley St, 49444, 231-722-3219.
- **Let's Talk about Music at Pathfinders of Muskegon** - 1st & 3rd Wednesday, 5-6:30 pm., 2500 Jefferson St., 231-262-2198.
- **The Magic of Food Play & Learn** - Thursdays at 11 am, beginning June 30- July 21, 2022. Muskegon Family Care, 2201 S. Getty. Hosted by Read Muskegon.
- **Kingdom Embassy** - Call for summer schedule. 3025 Glenside Blvd. 231- 747-6862.
- **Laundromats**- New grab and go bag twice a month. Pick up any day, 9 AM - 9 PM. Suds of West Michigan, 2719 Sanford Street, OR Sunshine Laundromat, 2300 Glade Street, 231-299-0182.
- **Lakeshore Museum Center**- In person. 2nd and 4th Thursdays, 10:00-11:00. 430 W. Clay. Registration required. <https://www.eventbrite.com/e/little-learners-playgroup-tickets-170168066267>
- **Connection Point Play and Learn**- In-person. 2nd & 4th Monday, at 10am. 2270 S. Mill Iron Rd. 769-2323.
- **Orchard View** - Grab and go. 2nd & 4th Wednesdays, 5- 6pm. 1765 Ada Ave, 49442. 231-760-1481
- **Fellowship Church Play** - In person and grab & go Pick up kits on the 1st and 3rd Mondays, at 11am, 4200 Apple Ave, or call (231) 788-2321 to make other arrangements.
- **HealthWest** - Pick up Grab and Go Kits first Monday each month during business hours. Folkert Community Hub, 640 Seminole Rd, 49441, (231) 724-1152.
- **Read Muskegon** - Call for details about Playgroups, ABC's of Cooking Classes, Grow a Little Reader & Play & Learn Sessions. 231-747-7273, 26 E Broadway Ave, Muskegon Heights, MI 49444
- **Reeths Puffer Play and Learn**- Off for Summer Resumes at McMillan Early Childhood Center in September , 2885 Hyde Park Rd, Muskegon, MI 49445. Tuesday and Thursday, 9:30 -11 am, Call (231) 766-3443.
- **More Locations & Regular Updates!** Visit [muskegonisd.org/earlychildhood/rero/](https://muskegonisd.org/earlychildhood/rero/).

## Enter to Win a \$25 Gift Card and More Books!

Scan the code or visit <https://bit.ly/entertowinRERO>





# WINGS OVER MUSKEGON AIR SHOW

JULY 8-9, 2023

JOIN US FOR A BRAND-NEW AVIATION  
EXPERIENCE AT THE MUSKEGON  
COUNTY AIRPORT!

WINGS OVER  
MUSKEGON  
AIR SHOW

GET YOUR TICKETS AT [WINGSOVERMUSKEGON.COM](http://WINGSOVERMUSKEGON.COM)

## OUR SPONSORS & PARTNERS



RENK



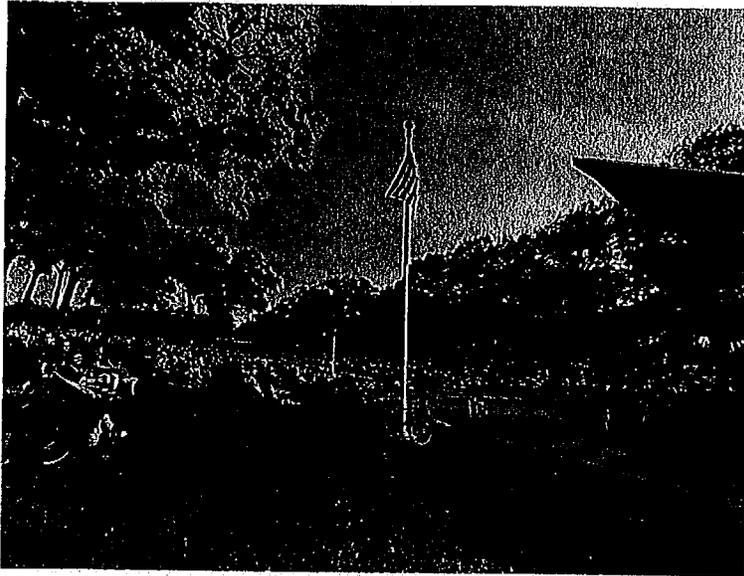
MACHINE ETHICS INC.



### McGraft Park Summer Concert Series 2023

That City of Muskegon tradition continues this summer with the announcement of seven performances that make up the 2023 McGraft Park Summer Concert Series. The 7 p.m. concerts begin July 11 and go for consecutive weeks until Aug. 22 at the McGraft Park band shell, 2204 Wickham in the city's Glenside Neighborhood.

The free concert series is sponsored by the McGraft Park Trust Fund and others. The series is produced by the City of Muskegon's Park and Recreation Department.



#### The 2023 McGraft Park concert series includes:

- Tuesday July 11: Blackthorn (Celtic)
- Tuesday July 18: Austin Benzing (Grateful Dead Tribute Band)
- Tuesday July 25: West Side Soul Surfers (local favorite pop/rock)
- Thursday Aug. 3: Sunchasers Band (Country)
- Thursday Aug. 10: Plain Jane Glory (Blue Grass and Folk)
- Tuesday Aug. 15: Post Fontaine (Soft Rock)
- Tuesday Aug. 22: Larry Latin (Soul and R&B)

Blackthorn is sponsored by the Michigan Irish Music Festival, West Side Soul Surfers by the Joseph and Norma Horan Fund of the Community Foundation for Muskegon County and Plain Jane Glory by AgeWell Services. The Aug. 15 concert will include a free ice cream social sponsored by the Glenside Neighborhood Association.

"The City of Muskegon and its Parks Department again is proud to provide free, family entertainment weekly throughout the heart of the summer," said Kyle Karczewski, the city's new parks and recreation director. "Our musical groups, sponsors and the Glenside Neighborhood make this summer tradition possible."

#### For more information contact:

Kyle Karczewski, parks and recreation director  
231-724-4100

[Kyle.karczewski@shorelinecity.com](mailto:Kyle.karczewski@shorelinecity.com)

# LAKESHORE

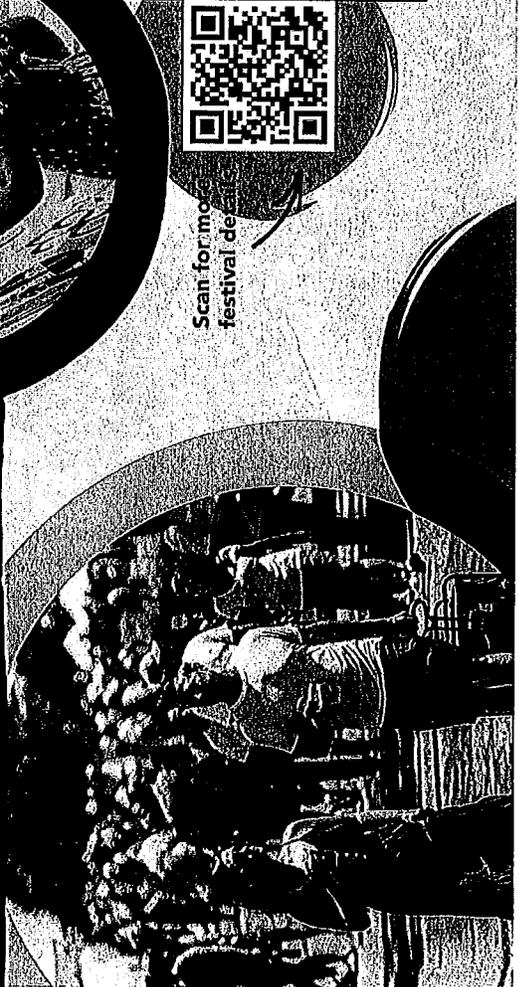
## ART FESTIVAL

Downtown Muskegon

SATURDAY, JUNE 24 &  
SUNDAY, JUNE 25 9am-5pm



A UNIQUE  
& ARTFUL  
EXPERIENCE



Scan for more festival details

### THANK YOU, EVENT PARTNERS!

#### BENEFACTOR



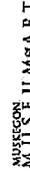
#### ART ENTHUSIAST



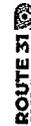
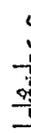
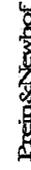
#### VISIONARY

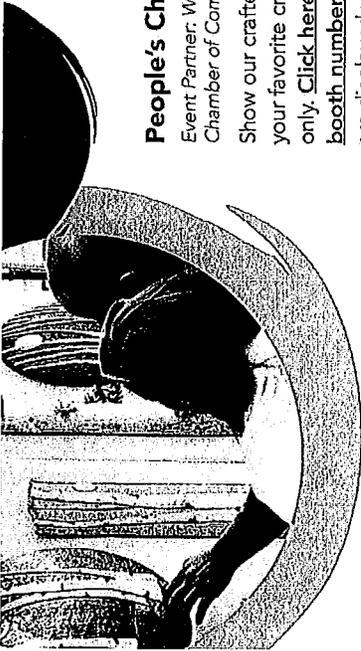


#### CREATIVE



#### FRIENDS OF ART





### People's Choice Award

Event Partner: Women's Division Chamber of Commerce

Show our crafters some love! Vote for your favorite craft exhibitor on Saturday only. [Click here and enter your favorite booth number to vote.](#) Booth numbers are displayed within each craft exhibitor's space. Winners will be announced Sunday.

### Author's Alley

Event Partner: Michigan Authors

The Lakeshore Art Festival welcomes 20 authors who will showcase their original books near Clay Ave and Fourth St. [Click here to view the Author's Alley lineup.](#)

### STREET PERFORMERS

Event Partner: Mlive

The art of performing abounds at the Lakeshore Art Festival. [Visit our performers](#) throughout the day at the Olthoff Stage and Hackley Park. *Performers entertain for tips, so be sure to show them your appreciation by tipping well!*

### SOCIAL DISTRICT

Visit one of our many downtown restaurants/bars. Grab a beverage and enjoy the festival while you sip, savor, and shop! *Please note: Watch for signs as beverages must stay in social district.*

### FINE ART/FINE CRAFT

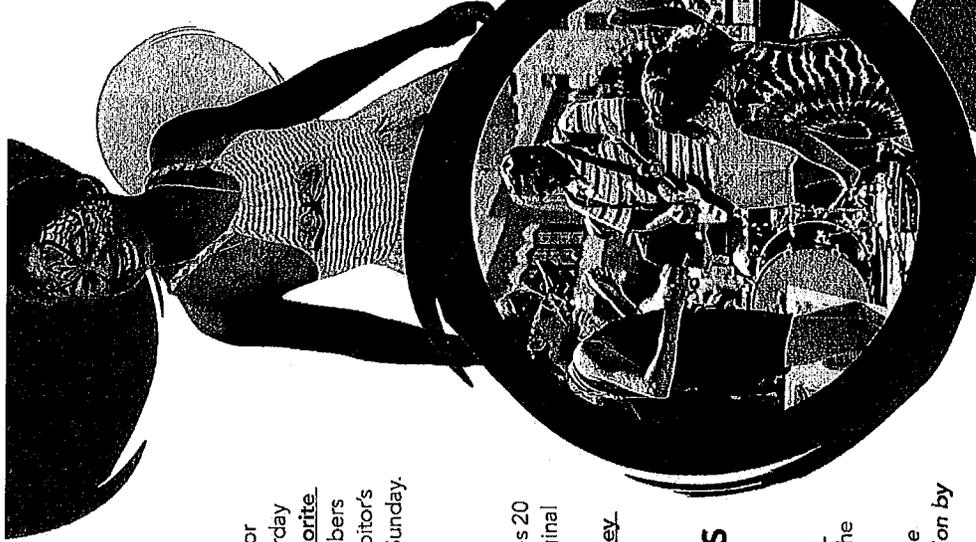
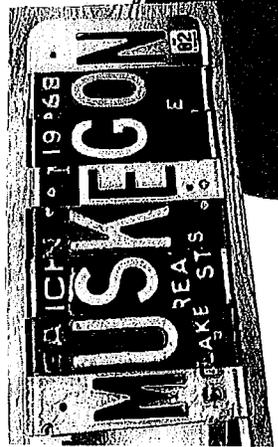
Event Partners: DTE Foundation, Michigan Arts & Culture Council

With a keen eye and an intentional focus on fine art, the Lakeshore Art Festival is proud to feature **nearly 100 jury selected Fine Art/Fine Craft exhibitors** throughout beautiful Hackley Park.

During the show, our exhibitors will be juried by a professional artist and \$3000 in cash awards will be presented during the festival.

### CRAFT/ARTISAN FOOD MARKET

The festival features a large Craft/Artisan Food Market. Exhibitors from around the country will be selling handcrafted items ranging from jewelry, apparel and accessories to furniture, yard art and home décor. The Artisan Food Market is located on Clay Ave offering spices, sweets, salsa, gourmet dog treats and more!



## CHILDREN'S LANE STEP INTO ART

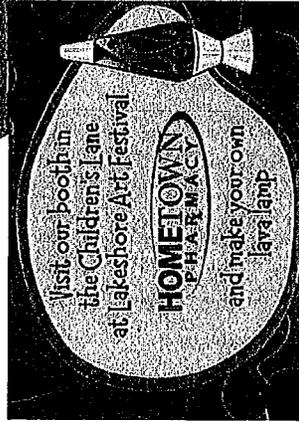
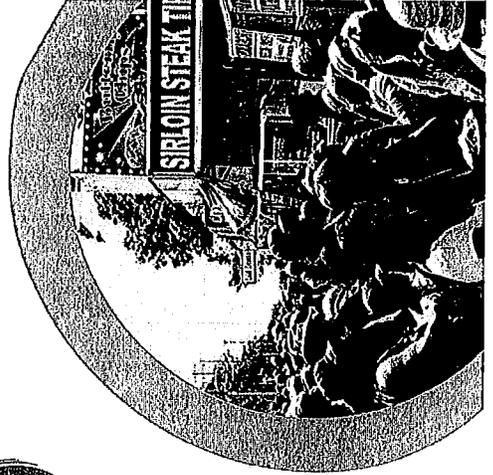
Event Partners:  
Hometown Pharmacy,  
Family Financial Credit  
Union

"Step Into Art" at the Children's Lane! Families will be educated and inspired by this interactive experience! Exhibitor booths feature unique and artful activities! Plus face painting, lava lamp making, and more!

[Click here to view the Children's Lane lineup.](#)

### FESTIVAL FOOD FAVORITES

From elephant ears to gyros, the Lakeshore Art Festival offers everything your heart desires! Sip on a fresh-squeezed lemonade while you stroll or grab a frozen yogurt to cool off. Visit the food area on 3<sup>rd</sup> St and your taste buds will thank you!



SHARE YOUR FESTIVAL FUN!   #LAF2023

SHARE YOUR FESTIVAL FUN!



#LAF2023

## #LAFROCKS PUBLIC ART PROJECT

Event Partners: DTE Foundation, Michigan Arts & Culture Council, Muskegon Museum of Art, Landscape Supplies

Each year LAF adds an element that is engaging for the community. This year, the festival will include the #LAFROCKS Public Art Project featuring rock art in multiple forms.

Six local artists have been selected to create artistic masterpieces out of small boulders. The final artwork will be displayed throughout the festival footprint, and guests are encouraged to visit each one.

In addition, Muskegon Museum of Art will be hosting a rock decorating booth in the roundabout. The public is invited to get creative by painting a small stone. This project derives from a viral trend where people paint pebbles or stones and leave them for others to find and collect. Help us spread art, kindness and positivity throughout West Michigan!

# DTE Foundation

# Serving, leading, transforming with energy

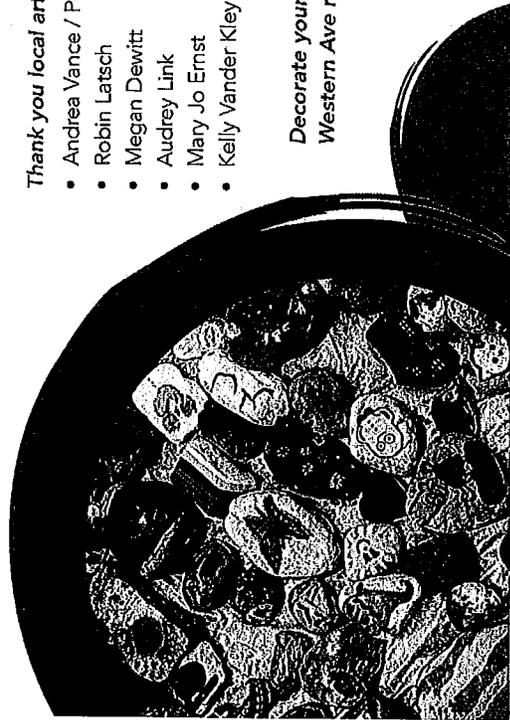
### Visit all #LAFROCKS locations!

- On 4<sup>th</sup> St near the Western Ave roundabout
- Near the intersection of 3<sup>rd</sup> St and Western Ave
- On Western Ave in front of Unruly Brewing/18<sup>th</sup> Amendment
- On 3<sup>rd</sup> St near the Olthoff Stage
- In Hackley Park near the stage
- Near the splash pad on Western Ave
- Interactive community art rock decorating booth in the Western Ave roundabout

### Thank you local artists for participating:

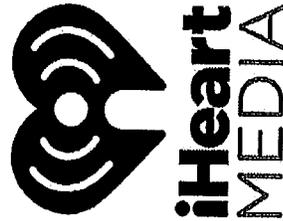
- Andrea Vance / Peace Rocks
- Robin Latsch
- Megan Dewitt
- Audrey Link
- Mary Jo Ernst
- Kelly Vander Kley / Andrew Turk

Decorate your own rock at the Western Ave roundabout!

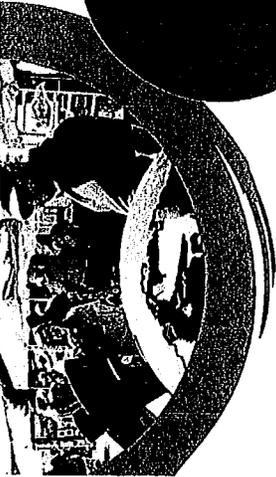


# T-Mobile

Proud sponsor of the Lakeshore Art Festival.



Proud sponsor of the Lakeshore Art Festival.



SHARE YOUR FESTIVAL FUN!



#LAF2023

### KEEPIN' IT GREEN

Event Partners: DTE Energy Foundation, Schupen

The Lakeshore Art Festival, in conjunction with DTE Energy Foundation, is pleased to continue our GREEN initiative. Our goal is to significantly reduce the amount of waste generated by our event. All food vendors are using compostable and recyclable products. Additionally, recycling and composting bins will be located throughout the festival. Please join in "Keepin' it Green" by looking for a recycling or composting bin BEFORE you dispose of your waste. Thank you!



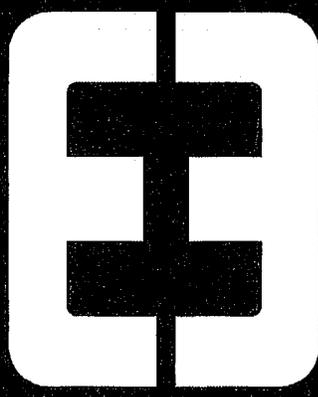
### The Permanent Solution to Clogged Gutters

CONTACT US FOR A FREE ESTIMATE  
(800) 290-6106 | leaffilter.com

### The MART DOCK

West Michigan Dock & Market Corp.

PROUD SPONSOR OF THE LAKESHORE ART FESTIVAL

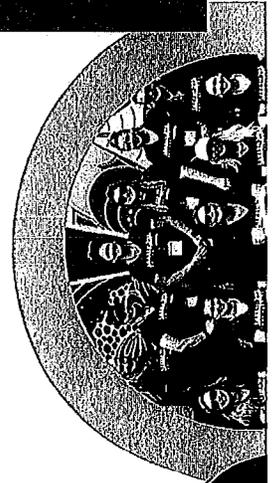


### HOWMET AEROSPACE

NOW HIRING!



PROUD SPONSOR OF THE LAKESHORE ART FESTIVAL



### THANK YOU, VOLUNTEERS!

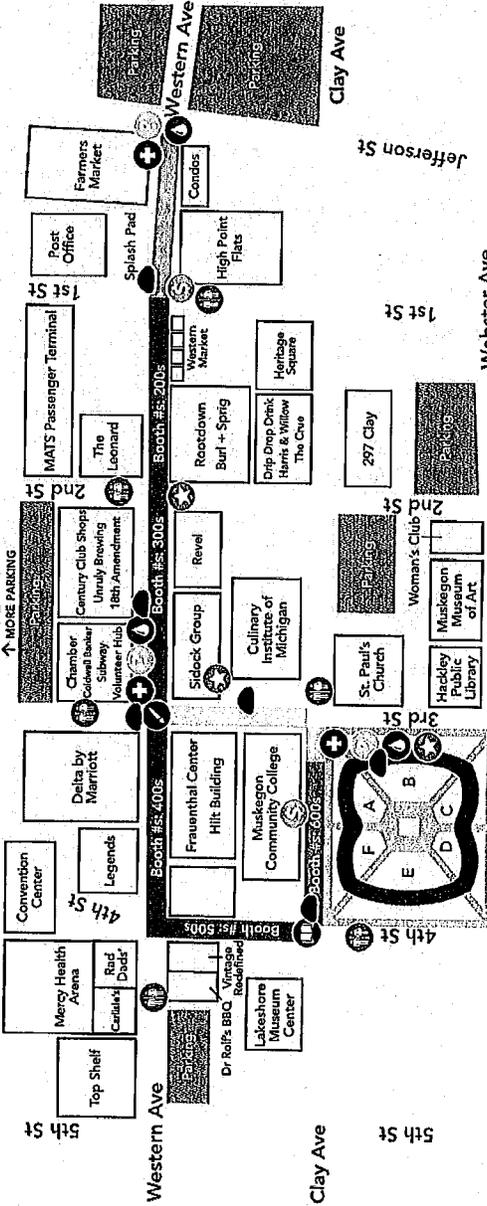
Event Partners: DTE Energy Foundation, Coldwell Banker Woodland Schmidt

Lakeshore Art Festival wouldn't be what it is without our volunteers! A special thank you to our volunteer groups including the United Way of the Lakeshore, Fruitport Band, Mona Shores Football Team, and Boys and Girls Club.

For more information on volunteering, email: [volunteer@lakeshoreartfestival.org](mailto:volunteer@lakeshoreartfestival.org)

# 2023 LAKESHORE ART FESTIVAL MAP

Downtown Muskegon



**Legend:**

- Fine Art/Craft Exhibitors
- Craft Exhibitors
- Artisan Food Market
- Festival Food
- Children's Lane
- Parking
- ATM
- Restrooms
- Water Station
- Info & Merch Booth
- Street Performers/Entertainment
- First Aid
- Interactive Art
- Author's Alley
- #LAFRocks Public Art Project

> [Browse our Artist Directory](#)  
 > [Explore the Festival Map](#)

## FINE ART/ART EXHIBITORS

- ACRYLICS**  
 Carl Carter - D13  
 Jillian Elliott - C12  
 Sarah Holland - B3  
 Ken Kueffer - E19  
 Peter Walters - E5
- CLAY (FUNCTIONAL)**  
 Amanda Claus - F11  
 Car Jackson - E7  
 Marian Maaschoff - D2  
 Beth Miranda - E15  
 Robin Nidelcheff - A12  
 Scott Oberbeiger - B2  
 Genevieve Van Zandt - C11  
 Christine Zinn - F1
- CLAY (NONFUNCTIONAL)**  
 Carole Weier - D15  
 Tonya Rund - E25
- DIGITAL ART**  
 Paul King - E23  
 Petrus Mirrens - D3  
 Brett Milley - E9  
 Greg Turco - A3
- DRAWING/PASTELS**  
 Evelyn Grothendick - F4  
 Chris Laporte - C7
- FIBERS WEARABLE/DECORATIVE**  
 April Bates - D1  
 Cindy Cumming - B19  
 Astou Dioum - B4/5  
 Julene Etzenbach - E3  
 Ted Gilmer - D8  
 Susan Kruszynski - F9  
 Patty Pun - A4  
 Melinda Schertenlieb - B13
- GLASS**  
 Barbara Ormbalk - B8  
 Jill Gray - B17  
 Kathleen Standard - A7  
 Cynthia Teszner - C10  
 Myngali Vansleight - D12  
 Carolyn & Leonard Wilson - F14
- JEWELRY**  
 Javier Baron - D14  
 Barbara Bettag - A2  
 Thea Collier - D7  
 David Dyer - A9  
 Lia Harmon - E16/17  
 Joseph Karner - F12  
 Valerie Lamont - B12  
 Scott Macklin - B6  
 Sally Phillips - F5  
 Wenpen Ruang - A5  
 Mark Slaven - E11  
 Betsy Stafford - E2  
 Ernie Takali - C9  
 Ryan Tiburzio - D11  
 Bart Ziegler - C3  
 Jeff Zoelner - E21
- METALS**  
 Jim & Jo Cook - F13  
 William Council - E1  
 Tim Fitzgerald - E6  
 Dallas Galbraith - E13
- MISC**  
 Sandra Baughman - E4  
 John Gork - C5  
 Melissa Hendricks - A14  
 Igor Nishiyon - E10  
 Cindy Quimby - E24  
 Brenda Smith - E24
- MIXED MEDIA**  
 Carntave Caseous - A6  
 Jennie Fenwada - B1  
 Crocifassa Grillo - A13

## CRAFT EXHIBITORS

- AUTHOR**  
 Julie Szymanski - 332, 334  
 Veronica Villaclara - 231, 233
- GLASS**  
 Vickie Alexander - 420  
 Sharon Ambson - 318  
 Rick Pulsifer - 335
- CLAY/FUNCTIONAL**  
 Julie Couturier - 329  
 Tamm Kazi - 417, 419  
 Courtney Waller - 320
- CLAY/NONFUNCTIONAL**  
 Danielle Benson-Fennell - 312  
 Laurie Copeland - 518  
 Christine Dexter - 528  
 Jennifer Dexter - 440  
 Austin Enns - 232  
 Peggy Gearhart - 325  
 Michelle Kelly - 230  
 Jenelle Lynch - 430  
 Diane Mater - 418  
 Mindy Medrano - 414  
 Morgan Monette - 237  
 Phyllis Ogden - 413  
 Luis Perez - 527  
 Laura Pulsifer - 214  
 Lauren Roberts - 433  
 Linda Schotts - 441  
 Lillian Stauffer - 222  
 Mick Stiles - 531  
 Chris Torr - 241  
 Rachel Villegas - 514  
 Anya Wells - 229  
 Diane Woodruff - 421
- DIGITAL (COMPUTER) ART**  
 Jodi Burton - 423
- FIBERS WEARABLE/DECORATIVE**  
 Terry Beach - 331  
 Hannah Carlson - 239  
 Lincy Christmas - 415  
 Lesley Daniels - 234  
 Emily Fitzgerald - 422  
 Susan Jones - 425  
 Rebecca Karchinski - 416  
 Cindy Kirksey - 321  
 Joe Kisselburg - 444, 446, 448  
 Brigit Kowalczyk - 235  
 Carmen Lee - 538  
 Joyce Loomis - 439  
 Kimberly Materna - 218  
 Clyde Mazza - 534  
 Mark Mestelko - 532  
 Cherish Meyette - 330  
 Lois Michalczuk - 337  
 Sawai Namewicha - 333  
 Jacob Prusalewicz - 438  
 Rob Rex II - 515, 517  
 Rob Shannon - 540  
 Janet Steker - 435, 437  
 Brooke Skiver - 227
- PHOTOGRAPHY**  
 Jeremy Church - F8  
 Lisa Lammey - E20  
 William Reak - B11  
 James Richmond - C1  
 Tom Schilaci Jr. - A8
- PRINTING/GRAPHICS**  
 Jay Wennersten - A1
- SCULPTURE**  
 Jim Babala - C14  
 Chae Gerding - B18  
 Richard Kolb - B9/10  
 Paul Mason - F7
- WATERCOLOR**  
 Moises Biton - F10  
 Cindy Callog - A11  
 Susan Hamady - E8  
 Corinne Roberts - D10
- WOOD**  
 Richard Bamhart - DC  
 Steven Harris - C2  
 Richard McCollum - F3  
 Paul Miller - B14/15  
 Brian Newton - E18  
 Debra Regling - E12  
 Simon Tarasiewicz - B7

## JEWELRY

- Clara Sypnirt - 529  
 Julie Szymanski - 332, 334  
 Veronica Villaclara - 231, 233
- MIXED MEDIA**  
 Michael Bain - 512  
 Catherine Brezeau - 505  
 Cassandra Butters - 436  
 Romy Collier - 508  
 Krista Deur - 442  
 Jukia Fisher - 310  
 Laura Hendrie - 319  
 Jennifer King - 328  
 Sharon Millerwalcott - 322  
 Raeshel Moore - 432, 434  
 Maddison Nielson - 427  
 Vickie Seitenring - 516  
 Jan Sielark - 323  
 Nancy Siebodnik - 338  
 Bob Whipkey - 522
- PHOTOGRAPHY**  
 Riley Kass - 526  
 Paul Kober - 220
- PRINTING/GRAPHICS**  
 Christina Hutton - 410, 412  
 Melissa Morrow - 524
- SCULPTURE**  
 Daniel Hooker - 424, 426  
 Nathan Bassett - 500, 501

## WATERCOLOR

- Valerie Burkholder - 507  
 Kelly Coon - 513  
 Douglas Corrella - 530  
 Lin Dwyer - 431  
 Kimberly Felt - 503  
 Brianna Garrett - 533  
 Linda Hansen-Lutes - 336  
 Lisa Jackson - 208, 210  
 Karen Kennedy - 327  
 Karin Kohn - 216  
 Pearl Podlinsak - 326  
 Chris Rogers - 225  
 Michelle Smigalski - 317  
 Cheryl Vanorden - 340, 342
- ARTISAN FOOD MARKET**  
 Philip Bauman - 509  
 Eartha Bowman - 608  
 Alejandro Brooks - 612  
 Emily Griffen - 603  
 Matthew Harlin - 606  
 Kylie Makinen - 610  
 Michele Miclaim - 609  
 Kimberly Meyers - 602  
 Anthony Nastasi - 604  
 Erich Randall - 605  
 Pamela Redman - 519, 521  
 Paul Terpstra - 601, 247  
 Miriam Vgoea - 607
- SPONSORS**  
 Dog Training Elite - 248  
 Hornet - 502  
 Leaf Filter - 315  
 T-Mobile - 535
- lakeshoreartfestival.org**  
 231.724.6705



---

**Muskegon County**  
**Board of Commissioners Full Board**  
Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

July 18, 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:02 p.m. in person and was available to the public via Zoom.

**2. Invocation: Pastor Arthur Duren**

**3. Pledge of Allegiance**

**4. Roll Call**

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

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

Also Present: Mark Eisenbarth, County Administrator  
Matthew Farrar, Deputy County Administrator  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Linda Larsen, Administrative Coordinator  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-208 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**6. Approval of Minutes**

A. Move to approve the Regular and Closed Session Minutes of June 22, 2023

**ACTION:** 2023-209 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr

**VOICE VOTE:** Passed

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

None.

**8. Committee/Board Reports**

**A. The Courts & Public Safety Committee met on July 13, 2023:**

**CPS23/07-34** Move to create an Assistant Public Defender II position for the Family Court Division of the Public Defender's Office, classification (non-bargaining) pay table/grade NX-00308 to begin October 1, 2023.

**ACTION:** 2023-209 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

**CPS23/07-35** Move to approve the 60th District Court and 14th Circuit Court to use Automatic Clean Slate Overtime/Temporary Staffing Reimbursement funds, made available by the Michigan Supreme Court, to pay both overtime eligible and overtime exempt court employees at a rate of time and a half for any hours worked specifically on the Automatic Clean Slate project that exceed 40 hours/week or 8 hours/day.

**ACTION:** 2023-210 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

**CPS23/07-36** Move to apply and accept the FY2022-2023 Hazardous Materials Emergency Preparedness (HMEP) grant for the Muskegon County Local Emergency Planning Committee (LEPC) in the amount of \$2,760.00 and authorize the Administrator to sign.

**ACTION:** 2023-211 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

**CPS23/07-37** Move to authorize the Muskegon County Administrator to accept and sign the FY2022 Homeland Security Grant Program Intergovernmental Agreement between West Michigan Regional Medical Consortium (WMRMC) and Muskegon County.

**ACTION:** 2023-212 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

**CPS23/07-38** Move to approve the Prosecutor to apply for and accept the FY2024 Crime Victim Rights Grant in the amount of \$342,405.00.

**ACTION:** 2023-213 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**CPS23/07-39** Move to approve the Prosecutor to apply for and accept the FY2024 Crime Victim Rights Navigator Pilot Program Grant in the amount of \$77,608.00.

**ACTION:** 2023-214 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**CPS23/07-40** Move to approve the authorization for the Circuit Court to use surplus budget funds to purchase furniture, using MiDeal pricing, for the newly created 4th floor Circuit Court Courtroom and Judicial Suite (Judge, Judicial Secretary & Bailiff Offices) for \$81,360 and adjust the budget accordingly.

**ACTION:** 2023-215 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**CPS23/07-41** Move to approve the appointment of employee E93030327 to the Grants Analyst position X59300 at step 6, pay table/grade NX-00197.

**ACTION:** 2023-216 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**B. The Human Services Committee met on July 11, 2023:**

**HS23/07-15** Move to authorize HealthWest to increase a contract with Dave McElfish, a contracted employee, by \$37,500, not to exceed \$200,000 for the contracted period through September 30, 2023.

**ACTION:** 2023-217 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 5:0**

**HS23/07-16** Move to approve a Registered Behavior Technician classification at Pay Table/Grade HO-00170 to allow Behavior Analysis Technicians to move into upon successful completion of the Registered Behavior Technician exam.

**ACTION:** 2023-218 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 5:0**

**HS23/07-17** Authorize Public Health to amend the Senior Millage FY2023 fund 1060 budgeted expenditures from \$3,122,073 to \$3,124,773 to reflect projected expenditures as previously recommended by the Senior Activities Committee and approved by the board.

**ACTION:** 2023-219 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 5:0**

**HS23/07-18** Authorize Public Health to amend its FY2023 budgeted fund 2210 revenues and expenditures from \$7,970,237 to \$7,898,417 to align with funding per the agreement with Michigan Department of Health and Human Services (MDHHS) including position funding transfers and other program line item adjustments with no change in the general fund appropriation.

**ACTION:** 2023-220 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

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

**NO:** None

**Passed 5:0**

**HS23/07-19** Move to approve the Public Health – Muskegon County’s 2023 Plan of Organization as presented.

**ACTION:** 2023-221 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**HS23/07-20** Move to approve the reclassification of Lead Individual Placement & Support Worker (IPS), Position N47100, Pay Table/Grade HO-00240 to a Supported Employment Supervisor, Pay Table/Grade HX-00320.

**ACTION:** 2023-222 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**C. The Transportation Committee met on July 13, 2023:**

**TR23/07-21** 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:** 2023-223 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**TR23/07-22** 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:** 2023-224 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

- D. **The Ways & Means Committee** met on June 15, 2023 (motion was inadvertently missed at previous Full Board Meeting):

**WM23/06-57** Move to have Corporate Counsel research ORV Ordinances for Muskegon County.

**ACTION:** 2023-225 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

- E. **The Ways & Means Committee** met on July 11, 2023, and I move: (Commissioner Cook)

**WM23/07-59** Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the Township of White River and authorize the County Administrator to execute an agreement effective August 01, 2023.

**ACTION:** 2023-226 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-60** Move to authorize the Procurement Department to solicit vendors as the County's Preferred Vendor for a standard computer build for a three (3) year period.

**ACTION:** 2023-227 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-61** Move to approve the site access agreement between the County and Pure Muskegon LLC and authorize the County Administrator to sign the agreement.

**ACTION:** 2023-228 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-62** Move to approve the amendments to the Leasing and Sale Listing Agreement with Core Realty to include lots 25, 26, 27, 20 & 23, 21 & 22 at 500 Agard, 4875 Paul Street, 5078 Robert Hunter Drive, and authorize the County Administrator to sign the amendments, purchase agreements, and closing documents.

**ACTION:** 2023-229 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-63** Move to approve payment of the accounts payable of \$15,435,842.79 covering the period May 20, 2023 through June 9, 2023 and P Card and EFT payments covering the period May 1, 2023 through May 31, 2023 as presented by the County Clerk.

**ACTION:** 2023-230 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-64** Move to reclass vacant Accounting Manager/HW position X02400 (pay table/grade HX-00330) to an Accounting Supervisor/HW (pay table/grade HX-00320) and vacant Cash Manager/HW position X38200 (pay table/grade HX-00330) to Senior Fiscal Analyst/HW (pay table/grade HX-00290).

**ACTION:** 2023-231 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**WM23/07-65** Move to amend the FY2023 DTE Test and Tune Budget (1010-0175) to increase expenditures by \$1,500,000 and revenues by \$1,600,000 to cover DTE funded projects through the end of FY2023.

**ACTION:** 2023-232 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

## 9. Chairman's Report/Committee Liaison Reports

### A. Liaison Appointments:

1. Appoint Mayor Walter Watts (City of Muskegon Heights) to the Land Bank Fast Track Authority term beginning July 18, 2023 through December 31, 2025

**ACTION:** 2023-233 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

2. Appoint Michelle Hazekamp to the Spring Lake - Lake Board Commissioner term beginning July 18, 2023 through December 31, 2024

**ACTION:** 2023-234 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

**NO:** None

**Passed 5:0**

### B. Additional Work Session Dates:

Tuesday, July 25, 2023 at 4:00 p.m. - MATS - Transit Governance Study/WMSRDC SRF Findings

Thursday, July 27, 2023 at 4:00 p.m. - Housing Study Results - Community Foundation & Bowne National Research

Thursday, August 31, 2023 at 4:00 p.m. - ARPA Funding

C. Highlighted Muskegon County Community Events - July & August 2023 (see attached)

D. Saturday, August 19, 2023 - Muskegon County Employee Picnic at the Muskegon County Fairgrounds (see attached)

## 10. Administrator's Report

A. Wings Over Muskegon 2023 - Produced by the Yankee Air Museum with the support of Muskegon County, Muskegon County Airport (MKG), and F3 Airport

Muskegon County Airport Director Ken Efting provided the Board with a recap of the Muskegon County airshow, Wings Over Muskegon 2023, and thanked them and the community for their support.

**B. 2023/7-1602 FOIA Appeal (Kevin McCabe)**

**ACTION:** 2023-235 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook to approve the FOIA appeal filed by Kevin McCabe  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 5:0**

**11. Public Comment**

A citizen addressed the Board regarding the upcoming White Lake Chamber Music Festival.

**12. Unfinished Business**

None.

**13. New Business**

None.

**14. Final Board Comments**

Commissioner Darrell Paige commended Dave Johnson and Wade Vandebosch for the tour of the wastewater and recovery center this past Saturday. It was very informative and eye-opening.

Commissioner Kim Cyr remarked about the one hour presentation, that he was flabbergasted at how complicated the whole system is and how much science is involved.

**15. Closed Session**

A. Enter into closed session pursuant to MCL 15.268(c) for strategic and negotiation sessions connected with negotiation of a collective bargaining agreement if either party requests a closed hearing.

**ACTION:** 2023-236 Moved by Commissioner Darrell Paige, supported by Chairman Charles Nash

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

**NO:** None

**Passed 5:0**

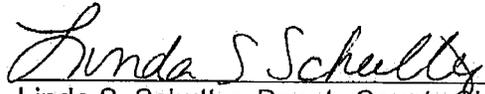
Went into Closed Session at 4:34 p.m. with a 5 minute break.

**ACTION:** 2023-236 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook to come back into Open Session

**VOICE VOTE:** Passed

Came back into Open Session at 5:14 p.m.

16. **Adjourn to the call of the Chair**  
Meeting adjourned at 5:15 p.m.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the next Full Board Meeting on August 15, 2023.



Come to Michigan's Biggest Biker Bash, Rebel Road 2023! All proceeds from the event benefit the Child Abuse Council of Muskegon County.

Rebel Road includes five days of FREE concerts, live pro wrestling, stunt shows contests and more!

More fun includes a two-day poker run, bike show, camping, Bloody Mary Bar and pancake breakfast for a fee.

Plus tons of vendors, thousands of bikes, and more!

**Dates:** 7/19/2023 - 7/23/2023

**Price:** Free

**Time:** 6:00 PM to 11:00 PM

Find a complete event schedule at <https://www.rebelroad.org/rally-events>

All concerts are free thanks to the support of Rebel Road sponsors: Miller Lite, Twisted Tea, Michigan Biker Law, Betten Baker Auto Group, Reasons to Ride: Michigan, Wonderland Distillery, Indigrow, Community Choice Credit Union, Parkland Properties, and The Mart Dock.



FOR TEENS ONLY

Join us Fridays at 2 pm in our brand-new teen space for food and fun! Every week we'll have food paired with a different activity.

Pizza and painting, ice cream and video games, candy sushi and anime and more.

**Price:** FREE

**Time:** 2:00 PM to 3:00 PM

**Recurrence:** Recurring weekly on Friday

Registration required.

Norton Shores Branch Library of MADL  
705 Seminole Rd Norton Shores, MI 49441  
jspangler@madl.org (231) 780-8844



**Unity Christian Music Festival**

The Unity Christian Music Festival is a four-day festival, focused on the best in Christian music, but also including great food, fellowship and family fun! In addition to our three full days, Unity also includes a full night of totally free concerts during our Day Zero pre-event the Wednesday before the festival.

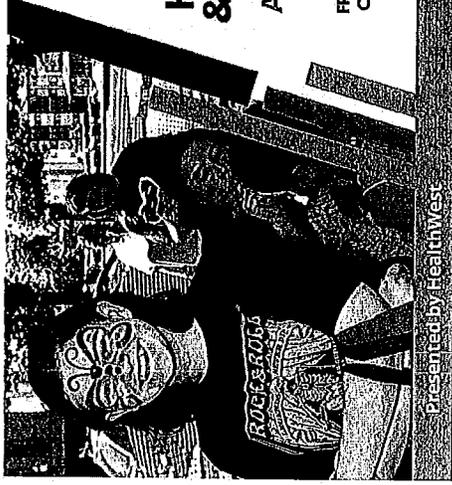
Heritage Landing [1050 West Seventh Street Muskegon, MI 49441](#)

Dates: August 9<sup>th</sup> – August 12<sup>th</sup>

Time: Wednesday gates open at 4:00 p.m.

Thursday, Friday and Saturday gates open at 1:00 p.m.

Children five and under are free and do not need a ticket when entering the festival with a ticketed adult.



Presented by HealthWest

Email: [HWR@HealthWest.net](mailto:HWR@HealthWest.net)

Join us for Muskegon County's Largest Health Resource Fair!

- 100+ Health and Wellness Exhibitors
- Free Picnic Lunch for the first 1,000 participants.
- Health Screenings and Demonstrations
  - Veteran Resources
  - Latinx Community Resources and Translation Services
  - Celebration of Life Memorial
  - Kids Activities
  - Live Music
  - And More!

Date: Thursday, August 17, 2023

Time: 11:00am-2:00pm

Location: Hackley Park 350 West Webster, Muskegon, MI 49441

Thank you to our sponsors, Blue Cross Complete of Michigan, Trinity Health, West Michigan Works, Redit Rental, Veteran Navigators - Walking With Warriors, Molina Healthcare, Volunteer For Dental, Hackley Community Care, and Call 211.

Interested in being an exhibitor at HWR2023? Visit [www.healthwest.net/hwr2023](http://www.healthwest.net/hwr2023)

Want to help support the event by being a sponsor? Contact [communityrelations@healthwest.net](mailto:communityrelations@healthwest.net)

12th Annual  
**HEALTH, WELLNESS  
 & RECOVERY PICNIC**  
 August 17 • Hackley Park  
 11am-2pm

FREE Lunch • Tons of Exhibitors • Live Music  
 Celebration of Life Memorial • FREE Raffles  
 Kid's Area • Giveaways • And More!



**Kids' Power of Produce Club**

Saturdays | 10 am-NOON  
 June 3  
 July 15  
 August 19  
 September 9

MUSKEGON MUSEUM OF ART

**Kids Power of Produce at Muskegon Farmers Market**

**Presented By:** [Muskegon Museum of Art](http://Muskegon Museum of Art)

Join the Muskegon Museum of Art at the Muskegon Farmer's Market for a hands-on art activity with the Kids Power of Produce Program.

This month's free activity is puffy painting fruit!

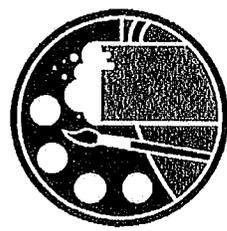
**Dates:** August 19, 2023

**Price:** Free

**Time:** 10:00 AM to 12:00 PM

[Muskegon Farmers Market](http://Muskegon Farmers Market) 296 W. Webster Ave. Muskegon, MI 49440

[kbrought@muskegonartmuseum.org](mailto:kbrought@muskegonartmuseum.org) (231) 720-2570



**ARTS & DRAFTS FESTIVAL**

**Presented By:** [City of Norton Shores Dept. of Parks and Recreation](http://City of Norton Shores Dept. of Parks and Recreation)

5K begins at 8:30. Craft Show 10am - 5pm

We look forward to celebrating our Arts & Drafts tradition on August 19th 2023! Norton Shores' beautiful Ross Park will host the 10th annual Arts & Drafts Festival on Saturday, August 19, 2023. Saturday's schedule includes the 46th edition of our traditional Art Fair, plus the annual Arts & Dash 5K, the Arts & Wheels Car Show, and a children's activity area. Arts & Drafts also hosts a beverage tent featuring live music throughout the afternoon and evening on Saturday. Contact us at 231-799-6802 if you have any questions!

This years bands will feature:

11am-2pm Kari Holmes

3pm-6pm West Side Soul Surfers

7pm-10pm 28 Days

The Grand City Show Skiers will perform a water ski show on Mona Lake during the Arts and Drafts Festival. Prepare to be entertained with jump stunts, water ballet, human pyramids on skis, barefoot sliding, and much more! Come watch this FREE event at Ross Park on Mona Lake on August 19 at 6:00 pm! There will also be a FREE learn to ski clinic from 9:30am - 11:00am!

**Dates:** August 19, 2023

**Price:** Free

**Time:** 10:00 AM to 5:00 PM

[Ross Park 82 Randall Rd. Norton Shores, MI 49441](http://Ross Park 82 Randall Rd. Norton Shores, MI 49441)

[cklairter@nortonshores.org](mailto:cklairter@nortonshores.org) (231) 799-6802



#### Open House/Star Party

Presented By: Muskegon Astronomical Society

Muskegon Astronomical Society Star Party. Star Parties are scheduled events hosted by club members. All visitors are welcomed. There is no charge, but donations are greatly appreciated. We will be viewing the night sky with our telescopes. If it is cloudy, the event is cancelled. We'll try to introduce you to amateur astronomy and have plenty of handouts on how to get started. Feel free to bring your own telescope, we're here to help you get started and make adjustments. If weather conditions are questionable, contact us on the status of the event.

**Price:** Free

**Time:** 8:30 PM to 11:59 PM

**Dates:** August 19, 2023

Muskegon State Park 611-685 South Scenic Drive Muskegon, MI 49441  
mas@wmich-astro.org (231) 777-1013



#### Grand City Show Skiers

Watch a water ski shows throughout the summer on Mona Lake, Michigan. Grand City Show Skiers perform a variety of acts including pyramids, doubles, trios, ballet line, swivel, ski jump, barefoot ski, trick ski and much more!

**Dates:** 7/13/2023, 7/27/2023, 8/10/2023, 8/19/2023

**Price:** Free

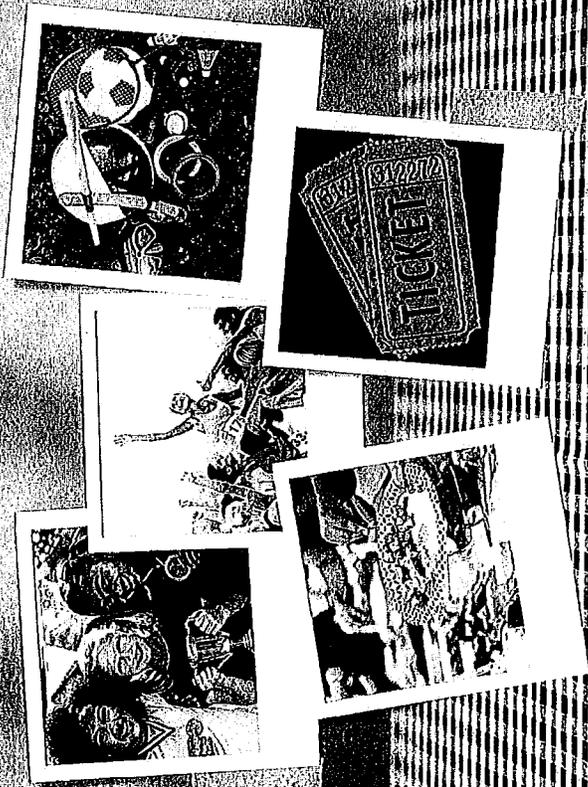
**Time:** 7:00 PM

Ross Park 82 Randall Rd. Norton Shores, MI 49441

[grandcityskiers@gmail.com](mailto:grandcityskiers@gmail.com)



## EMPLOYEE PICNIC 2023



**Saturday August 19, 2023  
11:00AM - 4:00PM**

**Muskegon County Fairgrounds  
6621 Heights Ravenna Road  
Fruitport, MI 49415**



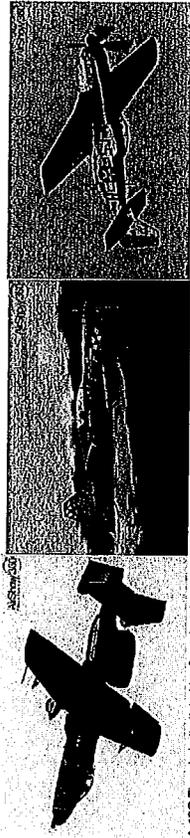
47884 1<sup>st</sup> Street Belleville, MI 48111  
(734) 483-4030 • www.YankeeAirMuseum.org • FEIN 38-2387453

Contact: Ashley Myers, Wings Over Muskegon Director, [Ashley.Myers@vankeeamuseum.org](mailto:Ashley.Myers@vankeeamuseum.org), 734-274-3703  
Ken Efting, Muskegon County Airport Director - F3 Airport, [kfefting@f3airport.com](mailto:kfefting@f3airport.com), 231-798-4596

FOR IMMEDIATE RELEASE

### Inaugural Wings Over Muskegon a Success!

Organizers delighted with the show's results



A-10C Thunderbolt II piloted by Captain Johnson  
Photos by Trevor Griffin with Airshow60

Rob Holland in his MXS aircraft

Swamp Fox piloted by RT Dickinson

Muskegon, Mich. (July 10, 2023) – After a 17-year hiatus, Muskegon County Airport hosted an air show on July 8 and 9. The Wings Over Muskegon Air Show, produced by the Yankee Air Museum with the support of Muskegon County, Muskegon County Airport and F3 Airport exceeded expectations of organizers with an estimated 25,000 spectators over the weekend. Saturday, July 8<sup>th</sup> was sold-out prior to the show day and Sunday's crowd was near capacity. Event Director, Ashley Myers, said, "We are ecstatic with the show results. The community enthusiastically welcomed the return of an air show and we were fortunate to have tremendous support from performers, sponsors and volunteers."

A dynamic lineup of performers, many of whom were performing for the first time in Muskegon, added to the enjoyment of the spectator's experience. The Muskegon audience saw Captain Lindsay (callsign MAD) M. Johnson fly the U.S. Air Force A-10C Thunderbolt II along with 11-time U.S. aerobatic champion, Rob Holland, Ed Hamill and his Folds of Honor bi-plane made a patriotic splash along with World War II aircraft of the Yankee Air Museum. Randy Ball lit up the sky with his afterburners on his MIG-17F. Local formation team, the Hoologans Flight Team and RT Dickinson, who flew the WW II P-51 Mustang Swamp Fox, were crowd favorites. Air show fans were thrilled to see the Smoke-N-Thunder Jet Car roar down the runway as it raced with some of the aerial performers.

Many have asked if the air show will continue every year. Event organizers will take time to evaluate this year's show along with the input from all the entities that supported the event before making a decision. "We sense the excitement from this year's audience and have received messages of appreciation for bringing back an air show to Muskegon," remarked Myers, "we will keep all of this in mind in our decision-making process."  
###

About Yankee Air Museum: Established in 1981 the Yankee Air Museum is a non-profit 501 (c) (3) organization. The Yankee Air Museum dedicates itself to educating individuals through the history of American aeronautics, aerospace industry and its associated technologies while inspiring generations through personal experiences to instill pride in our



47884 D Street Belleville, MI 48111

(734) 483-4030 • [www.YankeeAirMuseum.org](http://www.YankeeAirMuseum.org) • FEIN 38-2387453

national accomplishments. Yankee Air Museum, located at 47884 D Street, Belleville, Michigan on the grounds of historic Willow Run Airport. Visit [www.yankeeairmuseum.org](http://www.yankeeairmuseum.org) to discover more or call 734-483-4030.



---

Muskegon County  
Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

August 15, 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:00 p.m. in person and was available to the public via Zoom.

**2. Invocation:**

Commissioner Paige introduced Reverend Jeffrey Hough from Angel Community Church who provided the invocation.

**3. Pledge of Allegiance**

**4. 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  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Anne Seurnyck, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-239 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

Commissioner Lahring inquired as to the two motions that are being tabled under Community Development and Strategic Planning. Administrator Eisenbarth indicated this is a new procedure that is being implemented.

**6. Approval of Minutes**

A. Move to approve the Regular and Closed Session Minutes of July 18, 2023

**ACTION:** 2023-240 Moved by Commissioner Darrell Paige, supported by  
Commissioner Jessica Cook

**VOICE VOTE:** Passed

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

One member of the public addressed the Board in favor of the STOP grant.

**8. Presentation - MGT Consulting (Via Zoom Only)**

A. Compensation and Classification (no action required)

**9. Committee/Board Reports**

A. **The Community Development & Strategic Planning Committee** met on August 10, 2023:

**CDSP23/08-20** Move to table the three (3) year agreement with the City of Norton Shores to provide emergency, medical, and law enforcement services at Dune Harbor Park for an annual cost of \$13,000 to the next Community Development & Strategic Planning Committee Meeting on 9/14/2023.

**ACTION:** 2023-241 Moved by Commissioner Jessica Cook, supported by Vice-Chair  
Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**CDSP23/08-21** Move to table the transfer of parcel 61-17-027-300-0001-00, address 11212 Pontaluna Road, Ravenna, MI 49451 to the Muskegon Conservation District to the next Community Development & Strategic Planning Committee Meeting on 9/14/2023.

**ACTION:** 2023-242 Moved by Commissioner Jessica Cook, supported by Vice-Chair  
Marcia Hovey-Wright

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

**NO:** None  
Passed 7:0

**CDSP23/08-22** Move to approve the transfer of part of parcel 61-27-120-200-0018-00, Address 786 E. Sternberg Road Norton Shores, MI 49441 to the Muskegon County Water Resources Commission, Ellis Road Drain District, and authorize the Administrator to sign any and all documents necessary or appropriate to close on the transfer.

**ACTION:** 2023-243 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**B. The Courts & Public Safety Committee** met on August 10, 2023:

**CPS23/08-42** Move to approve the Prosecutor to apply for and accept the FY2024 STOP Violence Against Women grant.

**ACTION:** 2023-244 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

**CPS23/08-43** Move to approve the Sheriff's Office permission to apply and accept a one (1) year Human Trafficking Grant in the amount of \$20,000.00 from the Michigan Department of Health and Human Services.

**ACTION:** 2023-245 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

**CPS23/08-44** Move to approve the Sheriff's Office to utilize \$31,853.32 from the Sheriff's surplus fund to offset the cost increase of four (4) Ford Police Interceptors.

**ACTION:** 2023-246 Moved by Commissioner Darrell Paige, 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

**CPS23/08-45** Move to approve the 60th District Court's request to utilize \$14,000 from the District Court's surplus fund to purchase new courtroom and hallway monitors and to replace laptop computers for Probation and Problem Solving Court staff.

**ACTION:** 2023-247 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

**CPS23/08-46** Move to approve the 60th District Court's request to utilize \$32,500 from the District Court's surplus fund to provide necessary training to District Court administrators and staff, to onboard a temporary employee to assist with the annual civil garnishment season, and to provide additional funds for discretionary overtime during the 4th quarter of FY2023.

**ACTION:** 2023-248 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

C. **The Human Services Committee** met on August 8, 2023:

**HS23/08-21** Move to approve reclassification of Healthwest Case Manager I, X11218, (pay table/grade HX-00160) to a Case Manager II (pay table/grade HX-00190).

**ACTION:** 2023-249 Moved by Vice-Chair Marcia Hovey-Wright, 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

**HS23/08-22** Move to approve a status change for the Healthwest Access Clinician II position X01100 from thirty-two (32) hours per week to twenty-five (25) hours per week.

**ACTION:** 2023-250 Moved by Vice-Chair Marcia Hovey-Wright, 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

**HS23/08-23** Move to approve thirty-five (35) senior millage grants awards totaling \$1,326,000 for FY2024, effective October 1, 2023 through September 30, 2024 as recommended by the Senior Activities Committee; and to authorize the designated Senior Millage Grants Administrator to proceed with the administration of the programs.

**ACTION:** 2023-251 Moved by Vice-Chair Marcia Hovey-Wright, 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

**HS23/08-24** Move to approve senior millage funds as an allocation to Senior Resources of West Michigan for the provision of Medicare Medicaid Assistance (\$22,400), Purchased In-Home Services (\$237,950) and Case Coordination & Support (\$86,000) as recommended by the Senior Activities Committee; effective October 1, 2023 through September 30, 2024, at a cost not to exceed \$346,350.

**ACTION:** 2023-252 Moved by Vice-Chair Marcia Hovey-Wright, 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

D. **The Transportation Committee** met on August 10, 2023:

**TR23/08-23** 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:** 2023-253 Moved by Vice-Chair Marcia Hovey-Wright, 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

**TR23/08-24** 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:** 2023-254 Moved by Vice-Chair Marcia Hovey-Wright, 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

E. **The Ways & Means Committee** met on August 8, 2023:

**WM23/08-66** Move to accept the 2023 grant for remonumentation in the amount of \$62,078 and authorize the Grant Administrator to sign the required reports.

**ACTION:** 2023-255 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**WM23/08-67** Move to authorize HealthWest to purchase laptops from CDW Government, LLC at a cost not to exceed \$101,997.89 and authorize the Administrator to sign all necessary or appropriate documents to complete this purchase.

**ACTION:** 2023-256 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**WM23/08-68** Move to increase the Hinman Lake purchase order for HealthWest's lease at Terrace Plaza by \$28,000, for a total not to exceed amount of \$143,000.

**ACTION:** 2023-257 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Zach Lahring  
Passed 6:1

**WM23/08-69** Move to increase the HealthWest purchase order with Midwest Fiber/Everstream by \$10,000, not to exceed \$44,000.

**ACTION:** **2023-258** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-70** Move to authorize Facilities Management to purchase two (2) ¾ ton plow trucks at MiDEAL pricing and one (1) plow with its surplus funds and to award the solicitation administratively to the highest rated proposer(s) in an amount not to exceed \$120,000 and to amend the budget accordingly.

**ACTION:** **2023-259** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-71** Move to increase ARPA funding for the Hall of Justice (HOJ) renovation project by \$1.7 million, from \$12.6 million to \$14.3 million, and adjust the budget accordingly.

**ACTION:** **2023-260** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-72** Move to approve payment of the accounts payable of \$32,101,384.70 covering the period June 10, 2023 through July 14, 2023 and P Card and EFT payments covering the period June 1, 2023 through June 30, 2023 as presented by the County Clerk.

**ACTION:** **2023-261** Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-73** Move to approve setting the Public Hearing date for the FY2024 Proposed Muskegon County Budget for Tuesday, September 12, 2023 at 4:00 P.M. at the Muskegon County Marquette Campus, Board of Commissioners room, located at 1903 Marquette Avenue, Muskegon, MI 49442 and to authorize the publication of a Notice of Public Hearing in a newspaper of general circulation on or before September 3, 2023.

**ACTION:** 2023-262 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-74** Move to reclass the vacant Procurement Coordinator position G02901 (pay table/grade GU-00280) to a Fiscal Analyst position (pay table/grade NX-00220).

**ACTION:** 2023-263 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-75** Move to replace the fulltime Human Resources Assistant position N39101, at pay table/grade HO-00137, with (2) two hourly Human Resources Assistants for a savings of \$14,845 and appoint Kathy Fremd to one (1) of the positions effective October 1, 2023.

**ACTION:** 2023-264 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

**WM23/08-76** Move to accept the bid from Tyler Technologies Inc. for continued and expanded online solutions for Vital Records issuance, storage, and processing for \$167,865 over a five (5) year period and authorize the County Administrator to sign the same.

**ACTION:** 2023-265 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

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

**NO:** None

Passed 7:0

## 10. Chairman's Report/Committee Liaison Reports

Commissioner Hazekamp shared with the Board information on the Sping Lake Lake Board. Commissioner Hazekamp also shared that the Fairgrounds Board meets next Tuesday so she should receive an update regarding the County Fair at that time.

Vice-Chair Hovey-Wright gave the Board an update regarding the Senior Activities Committee, that they passed all the recommendations for funding for senior services. She also volunteered at the Senior Day at Reethes-Puffer where they passed out millage information and received all positive reactions.

### A. Liaison Appointments:

#### Department of Health & Human Services Board

**ACTION:** 2023-266 Moved by Commissioner Kim Cyr, supported by Commissioner Jessica Cook to approve the reappointment of Jim Fisher for a three (3) year term to the Department of Health & Human Services Board beginning August 15, 2023 through September 30, 2026.

**VOICE VOTE:** Passed

### B. Upcoming Work Session Dates:

Thursday, August 17, 2023 @ 4:00 p.m. - FY2023 Budget

Tuesday, August 22, 2023 @ 4:00 p.m. - Proposed FY2024 Budget

Tuesday, August 29, 2023 at 4:00 p.m. - Prosecutor's Office (New Work Session Added)

Thursday, August 31, 2023 @ 4:00 p.m. - ARPA Funding (New Work Session Added)

Thursday, September 21, 2023 @ 4:00 p.m. - Opioid Funding

Thursday, October 19, 2023 @ 4:00 p.m. - Parks Commission Draft Bylaws

Tuesday, October 24, 2023 at 4:00 p.m. - ORV Ordinances throughout the County (New Work Session Added)

### C. Highlighted Muskegon County Community Events - August & September 2023

Other upcoming events: HealthWest Annual Health, Wellness, Recovery event Thursday, August 17; Opioid Taskforce Summit at the Delta by Marriott, Friday, August 18; Polish Festival, September 1-2; Irish Festival, September 8-10; Suicide Remembrance Walk, Tuesday, September 12 from 6:00-7:30 p.m. Olthoff stage.

### D. Saturday, August 19, 2023 - Muskegon County Employee Picnic at the Muskegon County Fairgrounds - 11:00 a.m. - 4:00 p.m.

## 11. Administrator's Report

A. Move to approve the Deputy Administrator's recommendation to appoint Renee Gavin as the Emergency Management Services Manager, pay table/grade NX-00330, at step 3 - \$35.2340/hour effective August 28, 2023.

**ACTION:** 2023-267 Moved by Chairman Charles Nash, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

- B. Move to deny the FOIA fee appeal submitted by Mr. McCabe on August 10, 2023, as the amount charged for gathering the data is accurate and complies with the Freedom of Information Act.

**ACTION:** 2023-268 Moved by Commissioner Kim Cyr, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**12. Public Comment**

Kathy Moore, Public Health Director, addressed the Board regarding the opioide settlement planning process and upcoming meetings.

Administrator Eisenbarth introduced the new HealthWest Director, Rich Francisco.

A citizen addressed the Board to recognize Pat Camp on her retirement from the Board of Canvassers and wanted to be considered as her replacement.

**13. Unfinished Business**

None.

**14. New Business**

None.

**15. Final Board Comments**

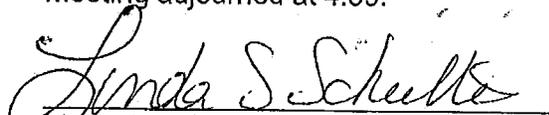
Commissioner Hazekamp shared that her prayers go out to the deputy who got shot, she is grateful he is alive and grateful for our law enforcement. Commissioner Hazekamp also brought up election integrity in light of a resurfaced account of fraud.

Vice-Chair Hovey-Wright shared her concerns about harassment and intimidation during the last election and requested security during elections.

County Clerk Buie addressed the Board regarding the harassment during the last election at the City and will continue to ensure the safety and integrity of the election. Clerk Buie also explained the issue with the resurfaced account of fraud. Three years ago someone had attempted to drop off more than 8,000 absentee applications, not ballots, to the City of Muskegon and the City of Muskegon Clerk did what she was supposed to do by contacting the police and filing a report. Clerk Buie invited the community to come to the public accuracy test sites and test the ballots.

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

Meeting adjourned at 4:59.

  
\_\_\_\_\_  
Linda S. Schutter, Deputy County Clerk

Approved at the Full Board meeting on Tuesday, September 12, 2023.



---

Muskegon County  
Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

September 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:01 p.m. in person and was available to the public via Zoom.

**2. Invocation: Commissioner Michelle Hazekamp**

**3. Pledge of Allegiance**

**4. 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  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Linda Larsen, Administrative Coordinator  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-269 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**6. Approval of Minutes**

A. 2023/1-1152 Move to approve the Minutes of August 15, 2023

**ACTION:** 2023-270 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

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

A member of the public addressed the Board with concerns regarding the consolidated voting site.

A member of the public addressed the Board in support of consolidating voting sites.

A member of the public addressed the Board regarding the Board of Canvassers.

**8. Public Hearing - Adoption of FY2023-2024 Budget**

**ACTION:** 2023-271 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige to open the Public Hearing regarding the Adoption of the FY2023-2024 Budget

**VOICE VOTE:** Passed

Finance Director Angela Gasiewski shared a presentation regarding the FY2024 Proposed Budget Cycle.

**ACTION:** 2023-272 Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp to close the Public Hearing regarding the Adoption of the FY2023-2024 Budget

**VOICE VOTE:** Passed

**9. Committee/Board Reports**

A. 2023/1-1155 The Human Services Committee met on September 5, 2023:

**HS23/09-25** Move to approve the reclassification of position N85801 from a Veterans Resource Assistant pay table/grade NO-00180 to a Veterans Resource Analyst pay table/grade NO-00290, effective October 1, 2023.

**ACTION:** 2023-273 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/09-26** Move to add a new hourly Access Clinician II at pay table/grade HX-00360.

**ACTION:** 2023-274 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/09-27** Move to add five (5) Comprehensive Assessment Specialists, Wage Grade HX 00190.

**ACTION:** 2023-275 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/09-28** Move to approve the following ballot language and to submit it to the County Clerk for placement on the Tuesday, August 6, 2024 ballot:  
*"Shall Muskegon County, State of Michigan, be authorized to levy annually an amount not to exceed 0.4921 mill (\$0.4921 on each \$1,000 of taxable value), which is a renewal of the previously authorized millage rate that expires in 2023, against all taxable property in the County for a period of eight (8) years, 2024 to 2031, inclusive for the purpose of planning, coordinating, evaluating, and providing services to older persons in Muskegon County, as provided by Public Act 39 of 1976 (Activities or Services for Older Persons Act)? The estimate of the revenue the County will collect in the first year (2024) if the millage is approved and levied by the County is approximately \$2,600,000. By law, a portion of the revenue from the millage may be subject to capture by the downtown development authorities, tax increment authorities, local development finance authorities, and the brownfield redevelopment authorities of the City of Montague, City of Muskegon Heights, City of Roosevelt Park, City of Muskegon, Fruitport Township, Village of Ravenna, City of Norton Shores, City of Whitehall, and Whitehall Township."*

**ACTION:** 2023-276 Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Zach Lahring  
**Passed 6:1**

B. **2023/1-1157 The Ways & Means Committee** met on September 5, 2023:

**WM23/09-77** Move to award CDWG a three (3) year contract in the amount of \$407,040, to provide Managed Detection and Response for both County and HealthWest networks pursuant to RFP 23-2497; authorize the Administrator to sign the agreement and authorize the County's portion (1/2) to be funded by the IT chargeback departments.

**ACTION:** 2023-277 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**

**WM23/09-78** Move to approve the EGLE PFAS Remediation Grant Implementation and Reimbursement Agreement between the County and owner of the former Sappi site and authorize the Administrator to sign the agreement.

**ACTION:** 2023-278 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**

**WM23/09-79** Move to authorize the HealthWest Executive Director to renew and sign a contract with Zoom Video Communications Inc. (Zoom) at a cost not to exceed \$33,266.00 for the period September 28, 2023 through September 27, 2024.

**ACTION:** 2023-279 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**

**WM23/09-80** Move to authorize Muskegon County HealthWest to solicit for Contract Management Software.

**ACTION:** 2023-280 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**

**WM23/09-81** Move to continue using Delta Dental as the County's dental provider with a 0% premium increase for the active employee group and a 6% increase for the retiree group for the period of January 1, 2024-December 31, 2024.

**ACTION:** 2023-281 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**

**WM23/09-82** Move to extend the contract with Infinisource for COBRA and Section 125 Flexible Spending Accounts administration through December 31, 2024 with no increase to current rates.

**ACTION:** 2023-282 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**

**WM23/09-83** Move to appoint Sara Hough, Human Resources Manager, as employer delegate to the 2023 Municipal Employees Retirement System (MERS) annual meeting.

**ACTION:** 2023-283 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**

**WM23/09-84** Move to amend Rule 6, Trial Period, of the Muskegon County Personnel Rules from 60 days to 30 days only for HealthWest employees.

**ACTION:** 2023-284 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige to accept the friendly amendment to amend Rule 6, Trail Period, of the Muskegon County Personnel Rules from 60 days to 30 days only for HealthWest employees.  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**WM23/09-85** Move to approve payment of the accounts payable of \$14,906,061.70 covering the period July 15, 2023 through August 11, 2023 and P Card and EFT payments covering the period July 1, 2023 through July 31, 2023 as presented by the County Clerk.

**ACTION:** 2023-285 Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Moved by Paige  
**NO:** None  
**Passed 7:0**

**WM23/09-86** Move to approve the attached Resolution Authorizing a Letter of Credit from PNC Bank not to exceed Four Million Dollars (\$4,000,000) and authorize the Clerk to sign the resolution.

**ACTION:** 2023-286 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**

**WM23/09-87** Move to approve the attached Resolution Authorizing the establishment of two (2) escrow accounts with US Bank and authorize the Clerk to sign the resolution.

**ACTION:** 202-287 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**

**WM23/09-88** Move to amend the FY2023 budget as presented.

**ACTION:** 2023-288 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**

**WM23/09-89** Move to authorize the County's relationships with the vendors listed in the attached proposed schedule to continue from October 1, 2023 through September 30, 2024.

**ACTION:** 2023-289 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**

**WM23/09-90** Move to award RFB 23-2498 for construction services to remove the small island in the south lake at Dune Harbor Park to T.R. Ghezzi, LLC for a not-to-exceed cost of \$59,361.50 and authorize the Administrator to sign the contract.

**ACTION:** 2023-290 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Kim Cyr, Zach Lahring  
**Passed 5:2**

**WM23/09-91** Move to authorize staff to solicit quotes for the demolition of 1300 East Keating Avenue.

**ACTION:** 2023-291 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**

**WM23/09-92** Move to authorize staff to solicit for an engineer to perform a Lake Level Study for Silver Creek Pond.

**ACTION:** 2023-292 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**

## 10. Chairman's Report/Committee Liaison Reports

### A. Upcoming Community Events:

- City of Muskegon Fire Department 150 Years of Service Celebration, September 1 - September 30, Fire Barn Museum
- Veterans Resource Deployment Job Fair, September 27, Marquette Campus Student Center
- Recovery Fest '23, September 29, Heritage Landing
- Muskegon County Resource Recovery Center Celebrating 50 Years, September 30, Muskegon County Resource Recovery Center
- Muskegon Heritage Museum Presentation on the History of the Hume Home, October 14, Muskegon Heritage Museum of Business & Industry
- 2023 ATHENA on the Lakeshore Sponsorship Opportunities

B. Proclamation - Central Assembly of God 100 Year Anniversary

- ACTION:** 2023-291 Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige to accept the attached Central Assembly of God 100 Year Anniversary Proclamation
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
- NO:** None
- Passed 7:0**

C. Board of Canvassers Election

**2023-292** The following election was conducted by the Board of Commissioners to fill one Democrat spot and one Republican spot by choosing from the following list: Democratic candidates Karla Bates, Kathy Mahoney, Donna Pennington; and Republican candidates Doug Brown, Fred (Michael) Glancy, Bonnie Kellogg. The votes were as follows:

Commissioner Cook: Karla Bates, Doug Brown  
Commissioner Cyr: Karla Bates, Bonnie Kellogg  
Commissioner Hazekamp: Karla Bates, Bonnie Kellogg  
Vice-Chair Hovey-Wright: Karla Bates, Doug Brown  
Commissioner Lahring: Karla Bates, Bonnie Kellogg  
Commissioner Paige: Karla Bates, Bonnie Kellogg  
Chair Nash: Kathy Mahoney, Doug Brown

The candidates selected for the Board of Canvassers are Karla Bates, Democrat, and Bonnie Kellogg, Republican.

D. Consolidated Voting Site Presentation (Karen D. Buie, Muskegon County Clerk)

11. **Administrator's Report**

- A. Move to authorize the airport to apply for and accept the annual Primary Airport entitlement grant under the FAA-sponsored Airport Improvement Program (AIP) for FY2023 and authorize the Board Chair to sign the grant application.

**ACTION:** 2023-293 Moved by Chair Charles Nash, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

- B. Move to approve MDOT Project Authorization 2022-0110/P4/R1, providing for an increase in FY2023 State transportation funding to be passed through to Pioneer Resources, and to adjust the MATS FY2023 budget accordingly.

**ACTION:** 2023-294 Moved by Commissioner Jessica Cook, supported by Chair Charles Nash

**VOICE VOTE:** Passed

**12. Public Comment**

One citizen addressed the Board thanking them for voting for Bonnie Kellogg to fill the Republican spot on the Board of Canvassers.

**13. Unfinished Business**

None.

**14. New Business**

**ACTION:** 2023-295 Moved by Commissioner Zach Lahring, supported by Commissioner Kim Cyr to declare the Motion to approve the Proclamation to proclaim the week of September 17 through September 23 as Constitution Week as time-sensitive.

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

**NO:** None

**Passed 7:0**

**ACTION:** 2023-296 Moved by Commissioner Michelle Hazekamp, supported by Commissioner Kim Cyr to approve the attached Proclamation to proclaim the week of September 17 through September 23 as Constitution Week

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

**NO:** None

**Passed 7:0**

**15. Final Board Comments**

Commissioner Cyr congratulated and thanked Muskegon City Clerk Ann Meisch and Deputy Clerk Kimberly Young for their actions during the 2020 election cycle when approximately 8,000-10,000 highly suspicious and potentially fraudulent voter registration forms were attempted to be delivered. The City of Muskegon Police Department was called and investigated the situation. Due to the action of the City Clerk and Deputy Clerk, these registration forms were never entered into the system.

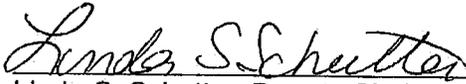
Commissioner Paige commended Ken Efting, Muskegon County Airport Director, for the impressive ACE program Mr. Efting put on for area high school students. The students were introduced to the variety of careers that were available in aviation. The students (and Commissioner Paige) were also able to go up in a plane, which they enjoyed. Mr. Efting added that this program did not cost the County any money.

Commissioner Hazekamp shared that she and Commissioner Cyr spent the previous Saturday at the Sportsmen for Youth Fair at the Muskegon County Fairgrounds.

Commissioner Lahring shared with the Board that he successfully kayaked the Muskegon River from Croton-Hardy Dam through Muskegon County. Commissioner Lahring pointed out on the river. Muskegon County has the most beautiful part of the river, but there is very little access. Commissioner Lahring indicated that kayaks are built here, yet we don't promote the best part of the river. There are two operational DNR boat launches in Muskegon County but neither are listed on their website. Commissioner Lahring had bought two books about paddling Michigan and both authors mentioned the Newaygo County river system but provided no information on Muskegon County that Newaygo County did a better job with their river system by providing signage, having multiple boat launches listed on their website, and indicating the float times for different kayak trips facilitated by mile markers.

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

Meeting adjourned at 5:33 p.m.

  
Linda S. Schutter, Deputy Clerk

Approved at the Full Board meeting on Tuesday, September 26, 2023.

---

# FY2024 Proposed Budget Public Hearing

Muskegon County  
September 12, 2023

## FY2024 Proposed Budget Cycle

- ▶ Budgets were distributed to the Board on August 10<sup>th</sup> and a public work session was held on August 22<sup>nd</sup> to discuss the Muskegon County FY2024 Proposed Budget.
- ▶ The Board is required to hold a Public Hearing on the Proposed Budget.
- ▶ Notice of the Public Hearing was published in the Muskegon Chronical on September 3<sup>rd</sup>.
- ▶ The FY2024 Proposed Budget was posted on the County's website and has been available for public review since August 23<sup>rd</sup>.

# FY2024 Proposed Budget with Final Amendments

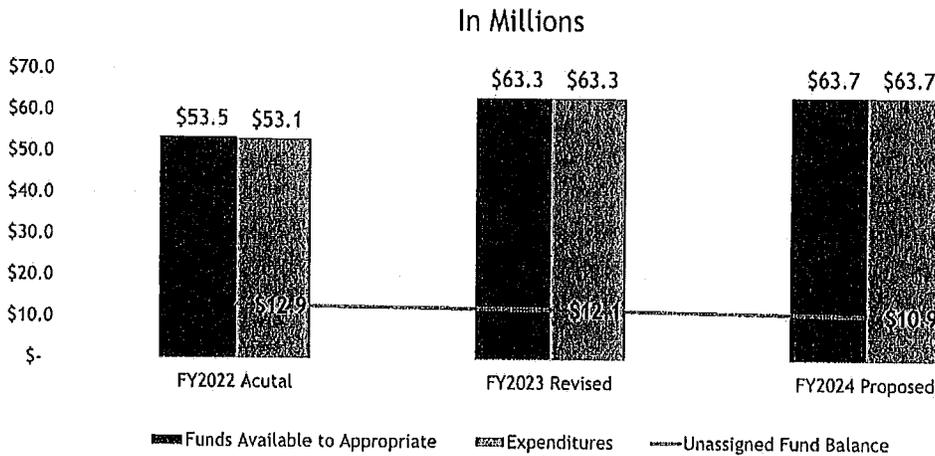
General Fund	\$63,706,058
Special Revenue Funds	151,608,504
Debt Service Funds	6,513,091
Capital Project Funds	493,014
Enterprise Funds	46,700,400
Internal Service Funds	34,093,865
Total	<u>\$303,114,932</u>

## General Fund

# FY2024 Proposed General Fund Budget Highlights

- ▶ Departmental budget surplus reserve spending accounts for \$1,125,460 of the General Fund expenditure budget
- ▶ The transfer from the Delinquent Tax Revolving Fund (balance generated from the collection of delinquent tax fees and interest) is projected to be \$1,957,224 leaving a fund balance of \$760,561
- ▶ Assigned reserve use (budget shortfall reserve) of \$550,718 was expected for FY2023 - This will be used in FY2024 as it is not projected to be required in the FY2023 Revised Budget
- ▶ General Fund appropriation to Airport for operating expenses is projected to be \$775,000
- ▶ The FY2024 Proposed Budget does not project any salary increases other than the normal expected merit/step increases due to ongoing union contract negotiations
- ▶ Overall, revenues are projected to increase approximately 1.44% from the FY2023 Revised Budget, while expenditures are projected to increase approximately 0.69%

# General Fund Budget Summary



# FY2024 Proposed General Fund Revenues

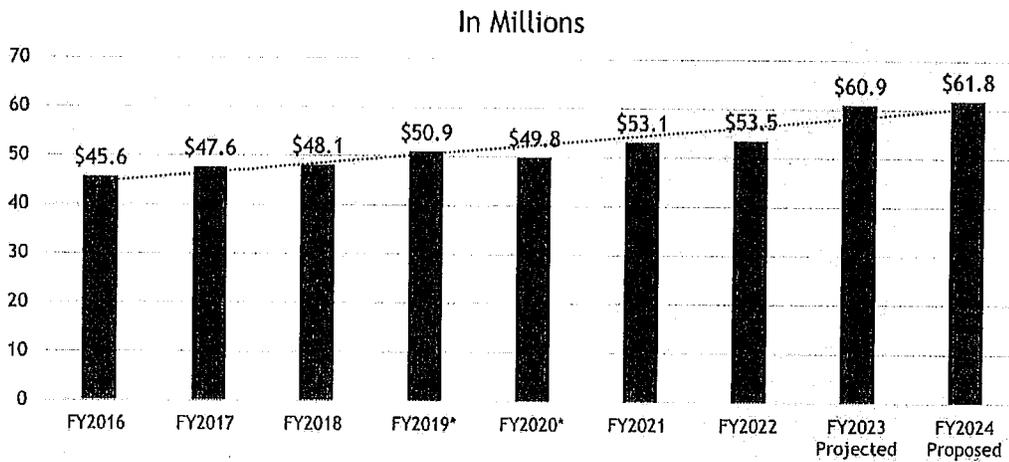
## Budget Document pages S6-S13

	FY 2023 Revised Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	% Change
Taxes	\$33,775,712	\$35,293,494	\$1,517,782	4.49%
Charges For Services	8,486,006	8,523,683	37,677	0.44%
State	6,981,050	7,233,079	252,029	3.61%
Private Sources	5,990,000	4,690,000	(1,300,000)	-21.70%
Other	2,816,578	2,808,043	(8,535)	-0.30%
Transfers	1,492,920	1,957,224	464,304	31.10%
Fines And Forfeitures	486,865	477,800	(9,065)	-1.86%
Federal	267,674	172,938	(94,736)	-35.39%
Licenses And Permits	203,515	202,315	(1,200)	-0.59%
Investment Income	190,033	190,000	(33)	-0.02%
Rentals	136,375	152,379	16,004	11.74%
Special Assessments	80,019	84,621	4,602	5.75%
<b>Total Revenues</b>	<b>\$60,906,747</b>	<b>\$61,785,576</b>	<b>\$878,829</b>	<b>1.44%</b>
<b>Planned Use of Fund Balance</b>				
Assigned - Juror Show Cause	\$7,150	\$8,000		
Assigned - Judgement Settlement		\$236,304		
Assigned - Budget Shortfall		\$550,718		
Departmental Surplus Reserve	\$2,355,941	\$1,125,460		
<b>Total Revenue and Fund Balance</b>				
<b>Available to Appropriate</b>	<b>\$63,269,838</b>	<b>\$63,706,058</b>		

## FY2024 General Fund Revenue

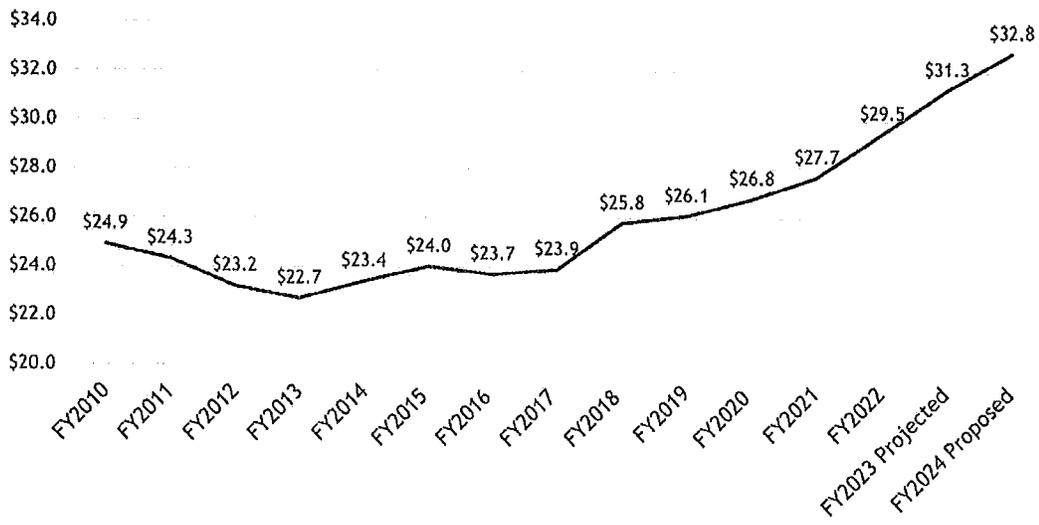
- ▶ Tax revenue is projected to increase by \$1,517,782, or 4.49%
  - ▶ Property Tax Revenue is budgeted at the cap of 5.0% (FY2023 increase was 7.8%)
  - ▶ Liquor Control Tax and Marihuana Tax are not expected to increase significantly
- ▶ Transfers are projected to increase due to an increase in the transfer from the delinquent tax revolving fund of \$1,957,000
- ▶ The Residential Energy Efficiency Program is projected to stabilize with \$1,300,000 less revenue in FY2024, net general fund impact of \$156,000

# Historical Analysis of General Fund Revenues

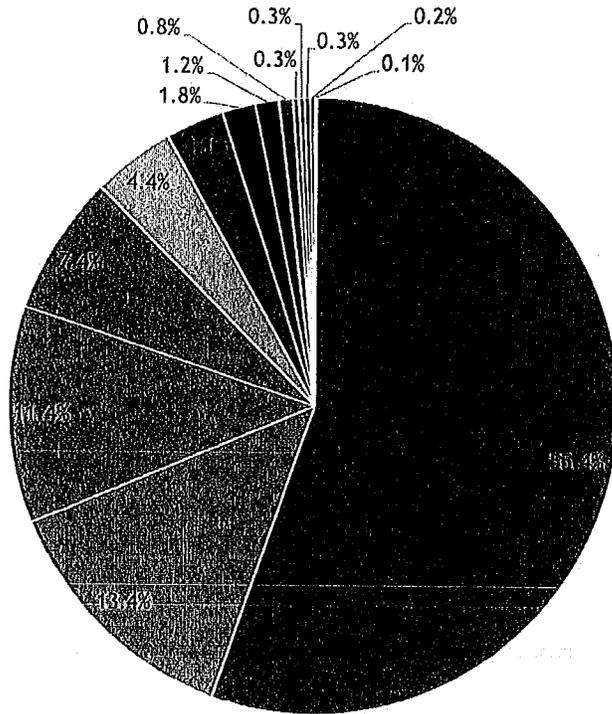


\*FY2019 and FY2020 excludes bond proceeds

# Property Tax Revenue



### FY2024 General Fund Revenues and Available to Appropriation by Category



- Taxes - \$35,293,494 - 55.4%
- Charges For Services - \$8,523,683 - 13.4%
- State - \$7,233,079 - 11.4%
- Private Sources - \$4,690,000 - 7.4%
- Other - \$2,808,043 - 4.4%
- Transfers - \$1,957,224 - 3.1%
- Dpmt Surplus Reserve - \$1,125,460 - 1.8%
- Assigned Fund Balance - \$795,022 - 1.2%
- Fines And Forfeitures - \$477,800 - 0.8%
- Licenses And Permits - \$202,315 - 0.3%
- Investment Income - \$190,000 - 0.3%
- Federal - \$172,938 - 0.3%
- Rentals - \$152,379 - 0.2%
- Special Assessments - \$84,621 - 0.1%

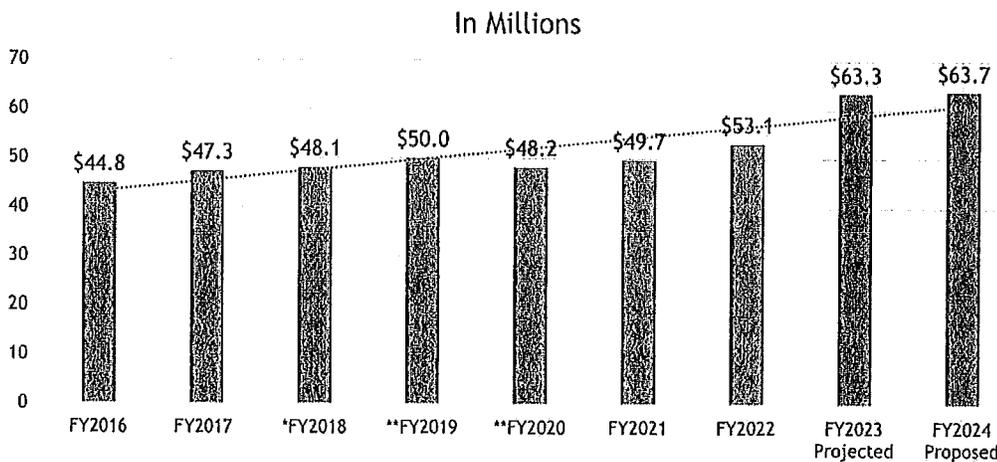
### FY2024 Proposed General Fund Expenditures Budget Document pages S15-S18

	FY 2023 Revised Budget	FY 2024 Proposed Budget	Increase/ (Decrease)	% Change
Salaries	\$19,882,138	\$19,469,739	(412,399)	-2.07%
Approp to Other Funds & Transfers	13,547,237	14,336,555	789,318	5.83%
Other	9,471,309	8,507,588	(963,721)	-10.18%
Benefits	8,534,233	8,912,447	378,214	4.43%
Contractual Services	4,889,679	4,969,822	80,143	1.64%
Overhead	2,553,154	2,894,248	341,094	13.36%
Insurance Premiums	1,328,005	1,394,405	66,400	5.00%
Supplies	1,269,204	1,454,930	185,726	14.63%
Utilities	755,808	774,500	18,692	2.47%
Debt Service	432,398	433,848	1,450	0.34%
Staff Development & Travel	396,721	394,609	(2,112)	-0.53%
Capital Outlay	193,116	153,176	(39,940)	-20.68%
Interest Expense	16,836	10,191	(6,645)	-39.47%
<b>Total Appropriations</b>	<b>\$63,269,838</b>	<b>\$63,706,058</b>	<b>\$436,220</b>	<b>0.69%</b>

# FY2024 General Fund Expenditures

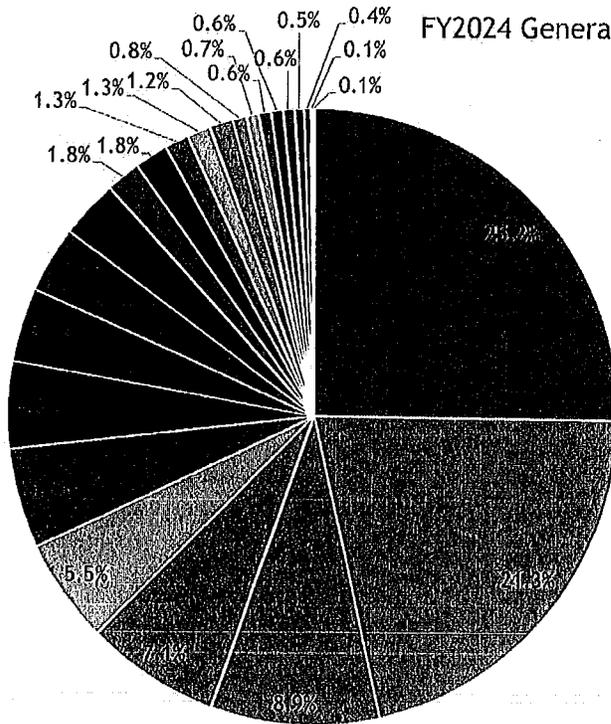
- ▶ Salaries have been held flat with the exception of the impact of merit/step increases as a FY2024 general salary increase has not been approved
  - ▶ FY2023 increases in salaries is due to a lump sum in lieu of salary increase that was approved for that year only
- ▶ Appropriations to Other Funds are projected to increase to support Airport operations at \$775,000
- ▶ The Residential Energy Efficiency Program is projected to stabilize with less expenditures in FY2024 for a net general fund impact of \$156,000
- ▶ Medical Insurance premiums are projected to increase 6.9% upon renewal in January 2024 increasing charges to General Fund departments to \$4,766,000
- ▶ Overhead and Supply costs are projected to increase 13.36% and 14.63%

# Historical Analysis of General Fund Expenditures



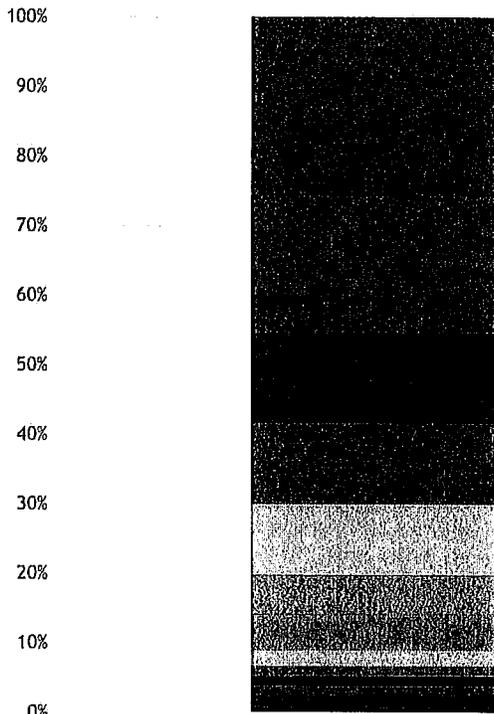
\* Excludes an extraordinary item of \$1.7 million related to the closure of Brookhaven  
 \*\* Excludes the disbursement of bond proceeds

### FY2024 General Fund Expenditures by Department



- Sheriff Departments - \$16,049,276 - 25.2%
- Appropriations to Other Funds - \$13,572,313 - 21.3%
- District Court - \$5,694,798 - 8.9%
- Residential Energy Efficiency Pgm - \$4,534,128 - 7.1%
- Circuit Court - \$3,480,839 - 5.5%
- Prosecutor - \$3,330,679 - 5.2%
- Facilities - \$2,908,594 - 4.6%
- Misc Contingency - \$2,475,124 - 3.9%
- Equalization - \$2,207,913 - 3.5%
- Clerk - \$1,966,592 - 3.1%
- Accounting - \$1,158,578 - 1.8%
- Probate - \$1,115,839 - 1.8%
- Administration - \$817,390 - 1.3%
- Register of Deeds - \$799,099 - 1.3%
- Water Resources Commissioner - \$784,587 - 1.2%
- Transfers - \$488,055 - 0.8%
- Debt Service - \$433,848 - 0.7%
- Human Resources - \$407,753 - 0.6%
- Treasurer - \$403,339 - 0.6%
- Board of Commissioners - \$390,615 - 0.6%
- State Institutions - \$325,000 - 0.5%
- Corporate Counsel - \$235,000 - 0.4%
- Fairgrounds - \$66,382 - 0.1%
- State Probation - \$60,317 - 0.1%

### FY2024 Appropriations to Other Funds



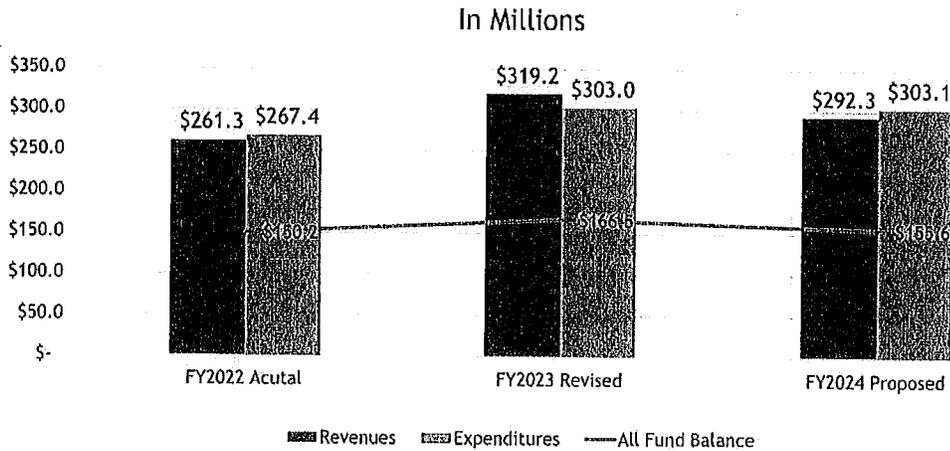
- Child Care Fund - \$3,488,499 - 25.7%
- MCBA - Jail/JTC Debt Service - \$2,665,989 - 19.6%
- Health Department - \$1,774,392 - 13.1%
- Indigent Defense - \$1,579,693 - 11.6%
- Friend of the Court - \$1,377,378 - 10.1%
- Airport - \$775,000 - 5.7%
- HealthWest - \$706,819 - 5.2%
- Marine Safety - \$286,845 - 2.1%
- Highway Safety - \$209,267 - 1.5%
- Township Patrols - \$188,397 - 1.4%
- Community Corrections - \$177,478 - 1.3%
- Emergency Services - \$163,796 - 1.2%
- Crime Victim's Rights - \$83,180 - 0.6%
- Equipment Revolving Fund - \$42,828 - 0.3%
- Wolf Lake LLD - \$33,041 - 0.2%
- Social Services - \$7,348 - 0.1%
- Silver Creek Pond - \$5,000 - 0.0%
- Adult Drug Treatment Ct - \$4,248 - 0.0%
- SSSPP Fund - \$2,749 - 0.0%
- Child Support Enforcement Grant - \$351 - 0.0%
- Remonumentation - \$15 - 0.0%

Fund Balance Detail	FYE 2022	FY2023 Projected Change	Projected FYE 2023	FY2024 Projected Change	Proposed FYE 2024
<b>Total Revenues</b>		\$60,906,747.00		\$61,785,576.00	
<b>FUND BALANCE USE</b>					
Restricted for Officer Training-Act 320	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Restricted-Corr Officer Training-PA125	54,119.00	0.00	54,119.00	0.00	54,119.00
Judgement Settlement	236,304.00	0.00	236,304.00	(236,304.00)	0.00
Subsqnt Bud Shortfall	550,718.00	0.00	550,718.00	(550,718.00)	0.00
Juror Show Cause	37,299.00	(7,150.00)	30,149.00	(8,000.00)	22,149.00
Department Surplus	4,961,292.00	(2,355,941.00)	2,605,351.00	(1,125,460.00)	1,479,891.00
Fund Balance - Unassigned	9,444,937.00	0.00	9,444,937.00	0.00	9,444,937.00
<b>Total Fund Balance</b>	<b>\$15,284,669.00</b>	<b>(\$2,363,091.00)</b>	<b>\$12,921,578.00</b>	<b>(\$1,920,482.00)</b>	<b>\$11,001,096.00</b>
Revenues and Fund Balance Available to Appropriate		63,269,838.00		63,706,058.00	
<b>Total Expenditures</b>		63,269,838.00		63,706,058.00	
<b>Net Funds Available to Appropriate/Expenditures</b>		<b>\$0.00</b>		<b>\$0.00</b>	
Expenditures subject calculation	\$49,684,197.00		\$53,088,914.00		\$63,269,838.00
Unassigned fund balance as a % of prior year GF exp	26.0%		20.6%		17.3%

The Board Approved General Fund Reserve Policy is 14-19% of Prior Year Expenses

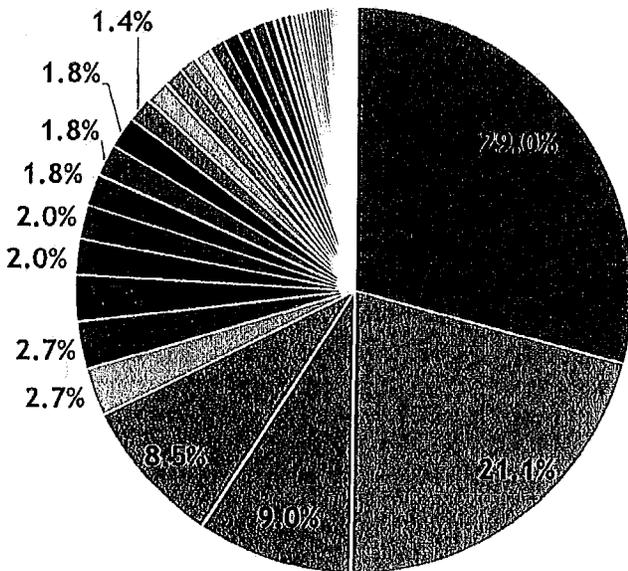
All Funds

# All Funds Budget Summary S31-S47



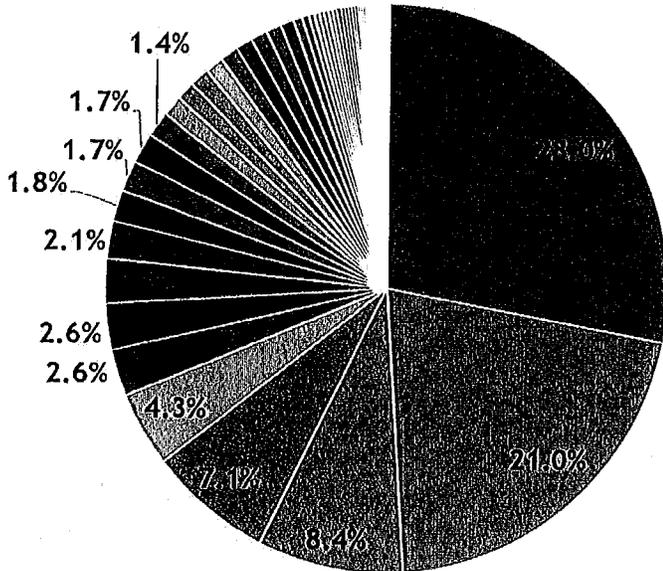
*Note: Sufficient fund balances/retained earnings balances exist to offset projected fund deficits or current assets exceed current liabilities.*

## FY2024 All Fund Revenue by Fund S31-S38



- HealthWest - 29.0% - \$84,759,384
- General Fund - 21.1% - \$61,785,576
- Resource Recovery Centery - 9.0% - \$26,427,721
- Insurance - 8.5% - \$24,770,459
- Child Care Fund - 2.7% - \$8,006,366
- Public Health - 2.7% - \$7,913,651
- American Rescue Plan Act - 2.7% - \$7,770,893
- Solid Waste Management - 2.0% - \$5,984,100
- Airport - 2.0% - \$5,721,170
- Indigent Defense Fund - 1.8% - \$5,355,832
- Family Court - 1.8% - \$5,285,695
- Muskegon Area Transit System - 1.8% - \$5,181,765
- Equipment Revolving - 1.4% - \$4,115,206
- Regional Water System - 1.4% - \$4,084,622

### FY2024 All Fund Expenses by Fund S39-S43



- HealthWest - \$84,759,384 - 28.0%
- General Fund - \$63,706,058 - 21.0%
- Insurance - \$25,476,195 - 8.4%
- Resource Recovery Center - \$21,601,658 - 7.1%
- Michigan Envmtl Program - \$13,000,000 - 4.3%
- Child Care Fund - \$8,006,366 - 2.6%
- Public Health - \$7,913,651 - 2.6%
- American Rescue Plan Act - \$7,670,893 - 2.5%
- Muskegon Area Transit System - \$6,506,024 - 2.1%
- Indigent Defense Fund - \$5,355,832 - 1.8%
- Family Court - \$5,285,695 - 1.7%
- Solid Waste Management - \$5,154,143 - 1.7%
- Equipment Revolving - \$4,393,446 - 1.4%
- Regional Water System - \$3,666,212 - 1.2%
- Watermain Extension Grant - \$3,322,000 - 1.1%

### Museum and Central Dispatch (In Millions)

	Museum*	Central Dispatch
Total Revenues	\$2.164	\$8.719
Total Expenditures	\$2.164	\$8.396
Net of Revenues/Expenditures	\$0	\$0.324

Note: Millage revenue is \$1.653 million for the Museum and \$1.640 million for Central Dispatch. \*The Museum is on a calendar fiscal year, therefore the museum numbers represent the FY2023 adopted budget.

## FY2024 Millage Rates

	2022 Millage Rate	2023 Millage Rate	Difference
Muskegon County Operating	5.6097	5.6097	0
Lakeshore Museum Center	0.3169	0.3169	0
Central Dispatch	0.0739	0.0739	0
Veteran's Affairs	0.2952	0.2952	0
Senior Millage	<u>0.4921</u>	<u>0.4921</u>	<u>0</u>
Total	6.7878	6.7878	0

## FY2024 Budget Schedule

Date	Meeting	Action
September 12	Full Board	FY2024 Budget Public Hearing
September 19	Ways & Means	FY2024 Budget Adoption
September 26	Full Board	FY2024 Budget Adoption

COUNTY OF MUSKEGON  
STATE OF MICHIGAN  
Resolution #2023-286

At a meeting of the members of the Board of Commissioners of the County of Muskegon, Michigan, held in said County on Tuesday, September 12, 2023.

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

ABSENT: None

The following preamble and resolution were offered by Commissioner Cook and seconded by Commissioner Paige:

RESOLUTION AUTHORIZING PNC LETTER OF CREDIT

WHEREAS, the County of Muskegon (the "County") owns and operates the Muskegon County Solid Waste Management System, a Michigan Type II (nonhazardous) solid waste landfill facility located at 9366 Apple Avenue, Ravenna, Michigan (the "Landfill"), licensed under Part 115 of the Natural Resources and Environmental Protection Act, PA 451 of 1994 (MCL 324.11501 et seq.), as amended ("NREPA"); and

---

WHEREAS, the County is required by NREPA to provide financial assurance to cover certain costs in the event of the closure of the Landfill; and

WHEREAS, the County desires to obtain a letter of credit from PNC Bank, National Association ("PNC Bank") in order to satisfy its obligations under NREPA.

NOW, THEREFORE, be it resolved by the Board of County Commissioners (the "Board") of the County of Muskegon:

1. The Board hereby determines that it is in the best interest of the County to acquire a standby letter of credit from PNC Bank in an amount of up to \$4,000,000 (the "Letter of Credit") for the benefit of the Michigan Department of Environment, Great Lakes and Energy.

2. The Chairperson of the Board and the County Administrator of the County (each an "Authorized Officer") are each independently authorized to submit an Application for Irrevocable Standby Letter of Credit to PNC Bank and to enter into, execute and deliver a Reimbursement Agreement, Fee Agreement and such other documents as may be required by PNC Bank (collectively, the "Bank Documents") as a condition for issuance of the Letter of Credit, including future amendments, extensions and renewals thereof, on terms to be approved by the Authorized Officer, including a determination as to the amount of the Standby Letter of Credit up to \$4,000,000.

3. The County shall annually include in its budget and provide sufficient monies each year from its general fund as a first budget obligation for the payment of its obligations under the

Bank Documents. The County hereby irrevocably pledges the limited tax, full faith and credit of the County as security for the timely payment of its obligations to PNC Bank under the Bank Documents. Such pledge shall include, if necessary, the obligation to levy ad valorem taxes, subject to constitutional, statutory and charter tax rate limitations, on all the taxable property in the County which, taking into account estimated delinquencies in collection, shall be sufficient to fully and timely pay its obligations under the Bank Documents when due.

4. The Authorized Officers, the County Clerk and the County Finance Director are each independently authorized to take any actions and execute such certificates, instruments, and other documents as may be required by law or may be necessary or convenient to implement this Resolution and to effectuate the issuance of the Letter of Credit by PNC Bank as contemplated herein.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same hereby are, rescinded.

Upon a vote for the adoption of said Resolution, the vote was:

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

NAYS: None

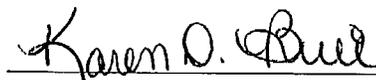
---

The Resolution was thereupon declared adopted.

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of County Commissioners of the County of Muskegon, State of Michigan, at a meeting held on September 12, 2023, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

Dated: September 14, 2023



---

Karen D. Buie  
County Clerk

21544039  
86083:00009:7358564-1

COUNTY OF MUSKEGON  
STATE OF MICHIGAN  
Resolution #2023-287

At a meeting of the members of the Board of Commissioners of the County of Muskegon, Michigan, held in said County on Tuesday, September 12, 2023.

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

ABSENT: None

The following preamble and resolution were offered by Commissioner Cook and seconded by Commissioner Paige:

RESOLUTION AUTHORIZING ESCROW ACCOUNTS

WHEREAS, the County of Muskegon (the "County") owns and operates the Muskegon County Solid Waste Management System, a Michigan Type II (nonhazardous) solid waste landfill facility located at 9366 Apple Avenue, Ravenna, Michigan (the "Landfill"), licensed under Part 115 of the Natural Resources and Environmental Protection Act, PA 451 of 1994 (MCL 324.11501 et seq.), as amended ("NREPA"); and

WHEREAS, the County is required by NREPA to provide financial assurance to cover certain costs in the event of the closure of the Landfill; and

WHEREAS, the County has authorized by separate resolution the obtaining of a letter of credit (the "Letter of Credit") from PNC Bank, National Association ("PNC Bank") in order to satisfy its obligations under NREPA; and

WHEREAS, the County is required under NREPA to establish an escrow account for the benefit of the Michigan Department of Environment, Great Lakes, and Energy ("EGLE"); and

WHEREAS, US Bank National Association ("US Bank") has an existing escrow agreement with the County for the benefit of EGLE that will be terminated, and US Bank is willing to establish a new escrow agreement and account with the County for the Letter of Credit with PNC Bank;

NOW, THEREFORE, be it resolved by the Board of County Commissioners (the "Board") of the County of Muskegon:

1. The Board hereby determines that it is in the best interest of the County to terminate its existing escrow agreement(s) with EGLE and US Bank, and to establish new escrow agreements and escrow accounts with US Bank for the benefit of EGLE.

2. The Chairperson of the Board and the County Administrator of the County (each an "Authorized Officer") are each independently authorized to execute and deliver a Termination of Perpetual Care Fund Trust or Escrow Account or Bond Upon Replacement With A Landfill

Care Fund Trust or Escrow Account or Bond with US Bank and/or EGLE, and to execute and deliver one or more Escrow Agreements (including an ancillary escrow agreement), a Solid Waste Landfill Care Fund Escrow Agreement and such other documents as may be required by EGLE and/or US Bank (collectively, the "Escrow Documents"); including future amendments, extensions and renewals thereof, on terms to be approved by the Authorized Officer.

3. The County shall annually include in its budget and provide sufficient monies each year from its general fund as a first budget obligation for the payment of its obligations under the Escrow Documents.

4. The Authorized Officers, the County Clerk and the County Finance Director are each independently authorized to take any actions and execute such certificates, instruments, and other documents as may be required by law or may be necessary or convenient to implement this Resolution and to effectuate the escrow with EGLE and/or US Bank as contemplated herein.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same hereby are, rescinded.

Upon a vote for the adoption of said Resolution, the vote was:

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

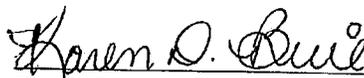
NAYS: None

The Resolution was thereupon declared adopted.

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of County Commissioners of the County of Muskegon, State of Michigan, at a meeting held on September 12, 2023, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

Dated: September 14, 2023

  
\_\_\_\_\_  
Karen D. Buie  
County Clerk

21544039  
86083:00009:7359103-1

# County of Muskegon



## PROCLAMATION

WHEREAS, it is the privilege and duty of the American people to commemorate the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week,

NOW, THEREFORE, be it proclaimed the Muskegon County Board of Commissioners by authority vested in us by the State of Michigan, does hereby proclaim the week of September 17th through 23rd as:

### CONSTITUTION WEEK

and urges all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

IN WITNESS WHEREOF, we have hereunto set my hand and caused the Seal of Muskegon County to be affixed this 12<sup>th</sup> day of September, 2023.

---

Muskegon County Board of Commissioners

Charles Nash, Chair  
Marcia Hovey-Wright, Vice-Chair  
Jessica Cook  
Kim Cyr  
Michelle Hazekamp  
Marcia Hovey-Wright  
Zach Lahring



September 12, 2023



Muskegon County  
Board of Commissioners Full Board  
Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

---

September 26, 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:00 p.m. in person and was available to the public via zoom.

**2. Invocation: Rev. Eileen Stoffan - St. Paul's Episcopal Church**

**3. Pledge of Allegiance**

**4. 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  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Linda Larsen, Administrative Coordinator  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023 - 297 Moved by Commissioner Darrell Paige, supported by  
Commissioner Jessica Cook

**VOICE VOTE:** Passed

**6. Approval of Minutes**

A. 2023/1-1158 Move to approve the Minutes of September 12 , 2023

**ACTION:** 2023 - 298 Moved by Commissioner Jessica Cook, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

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

None.

## 8. Committee/Board Reports

- A. **2023/1-1182 The Community Development/Strategic Planning Committee met on September 14, 2023:**

**CDSP23/09-23** Move to approve the resolution and signature of the project agreement for MDNR Trust Fund Grant #TF22-0044 authorizing the Muskegon County Parks Department to accept a grant from the Michigan Natural Resources Trust Fund for the development of a bathhouse at Pioneer Park.

**ACTION:** 2023 - 299 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Michelle Hazekamp, Zach Lahring  
Passed 5:2

**CDSP23/09-24** Move to approve the issuance of a solicitation for destination marketing and public relations agency services.

**ACTION:** 2023 - 300 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

**CDSP23/09-25** Move to approve issuance of a solicitation for architecture, engineering, permitting and cost estimates for an ADA-accessible observation deck for Dune Harbor Park South Lake and a stairway/ramp to the Lake Michigan beach at the North Lake.

**ACTION:** 2023 - 301 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

**CDSP23/09-26** Move to approve the amendment to the Leasing and Sale Listing Agreement with Core Realty to include lot 61-17-027-300-0001-00 located at 17212 Pontaluna Road, Ravenna, Michigan 49451, for \$165,760; authorize the County Administrator to sign the amendment and all other necessary or appropriate documents to complete this transaction; authorize the return of all forgone taxes to all taxing entities at time of foreclosure following sale; amend the budget accordingly.

**ACTION:** 2023 - 302 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

**CDSP23/09-27** Move to approve the amendment to the Leasing and Sale Listing Agreement with Core Realty to include lot 15-134-400-0032-001 located at 2289 W Fruitport Road, Spring Lake, Michigan 49456, for \$75,000; authorize the County Administrator to sign the amendment and all other necessary or appropriate documents to complete this transaction.

**ACTION:** 2023 - 303 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

**CDSP23/09-28** Move to accept the offer from HGA Support Services for lot 61-10-520-000-0012-00, located at 1901 Lilac Street, Muskegon, Michigan 49442 and authorize the Administrator to sign the purchase agreement and all appropriate or necessary documents to complete this transaction.

**ACTION:** 2023 - 304 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

**CDSP23/09-29** Move to accept the offer from HGA Support Services for lot 61-15-135-200-0003-00 located at 6646 South Walker Road, Fruitport, Michigan 49415 and authorize the Administrator to sign the purchase agreement and all appropriate or necessary documents to complete this transaction.

**ACTION:** 2023 - 305 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

**CDSP23/09-30** Move to approve the lease agreement between the County and WMT and authorize the Administrator to sign the lease; further authorize up to \$42,000.00 in remodel costs from the Public Improvement Fund, and amend the budget accordingly.

**ACTION:** 2023 - 306 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

**CDSP23/09-31** Move to authorize staff to issue a Request for Proposals (RFP) for a daycare at the Marquette Campus.

**ACTION:** 2023 - 307 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

B. **2023/1-1183 The Courts & Public Safety Committee** met on September 14, 2023:

**CPS23/09-46** Move to approve the Board Chair to sign a Professional Services Agreement between the Muskegon County Courts and Linebarger Goggan Blair & Sampson LLP for the Collection of Delinquent Accounts.

**ACTION:** 2023 - 308 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

**CPS23/09-47** Move to approve the Board Chair to sign the FY2024 Sobriety Court Treatment Services Agreement between the 60th District Court and Arbor Circle.

**ACTION:** 2023 - 309 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

**CPS23/09-48** Move to approve the Sheriff's Office accepting grant funding in the amount of \$19,790.00 from the 2020 National Criminal History Improvement Program awarded to the Michigan State Police Grants and Community Services Division, from the U.S. Department of Justice for the purchase of a Live Scan device.

**ACTION:** 2023 - 310 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

**CPS23/09-49** Move to authorize the County Administrator to sign a five (5) year combined Title IV-D (Child Support) Cooperative Reimbursement Program (CRP) agreement.

**ACTION:** 2023 - 311 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

**CPS23/09-50** Move to approve the Sheriff's Office entering into a three (3) year agreement with Vector Solutions for a total cost of \$38,130.

**ACTION:** 2023 - 312 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

**CPS23/09-51** Move to approve the Sheriff's Office accepting a transferred 2008 Dodge Charger from the Wayne County Sheriff's Office, free of charge, via the Michigan Secondary Road Patrol Program.

**ACTION:** 2023 - 313 Moved by Commissioner Darrell Paige, supported by Commissioner  
Jessica Cook

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

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

**CPS23/09-52** Move to approve the Memorandum of Understanding between the City of Muskegon, City of Muskegon Heights and the County of Muskegon for the FY2023 Justice Assistance Grant Award Program and authorize the Board Chair to sign the Memorandum.

**ACTION:** 2023 - 314 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

**C. 2023/1-1184 The Transportation Committee met on September 14, 2023:**

**TR23/09-25** 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:** 2023 - 315 Moved by Commissioner Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None  
Passed 7:0

**TR23/09-26** 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:** 2023 - 316 Moved by Commissioner Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None  
Passed 7:0

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

**ACTION:** 2023 - 317 Moved by Commissioner Marcia Hovey-Wright, supported by Chair Charles Nash

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

**NO:** None  
Passed 7:0

**TR23/09-28** 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:** 2023 - 318 Moved by Commissioner Marcia Hovey-Wright, supported by Chair Charles Nash

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**D. 2023/1-1163 The Ways & Means Committee met on September 19, 2023:**

**WM23/09-93** Pursuant to Section 8 of the Publicly Funded Health Insurance Contribution Act (State of Michigan Public Act 152 of 2011), move to extend the County's exemption from the requirements of said Act for an additional year through the end of calendar year 2024.

**ACTION:** 2023 - 319 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

**WM23/09-94** Move to adopt the FY2024 County of Muskegon Appropriation Ordinance including the Budget Amendments, position changes, and FY2024 Capital Projects, which collectively represent the implementation of the County of Muskegon's FY2024 Operating Budget.

**ACTION:** 2023 - 320 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Marcia Hovey-Wright  
Passed 6:1

**WM23/09-95** Move to authorize HealthWest to waive the procurement policy and enter into a contract with Advanced Time, not to exceed \$27,202.25, effective September 27, 2023 through September 30, 2024.

**ACTION:** 2023 - 321 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

**9. Chairman's Report/Committee Liaison Reports**

**A. Tribute - Dave Glotzbach, Muskegon Township Fire Chief**

- ACTION:** 2023 - 322 Moved by Chair Charles Nash, supported by Commissioner Marcia Hovey-Wright
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
- NO:** None
- Passed 7:0

B. Highlighted Muskegon County Community Events - September & October 2023

## 10. Administrator's Report

- A. Move to authorize the Chair to execute the quarterly FY2024 work agreements with the Michigan State Police Emergency Management & Homeland Security Division.

- ACTION:** 2023- 323 Moved by Chair Charles Nash, supported by Commissioner Jessica Cook
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige
- NO:** Zach Lahring
- Passed 6:1

## 11. Public Comment

None.

## 12. Unfinished Business

None.

## 13. New Business

County Administrator Mark Eisenbarth reminded the Board that there is a lunch this Thursday, September 28, at noon at the Waste Water site for Resource Recovery's 50th Anniversary, and also an Open House for the general public this Saturday, September 30, from 10:00 a.m. - 2:00 p.m.

## 14. Final Board Comments

Chair Nash congratulated the ladies in the community who were nominated for the Athena Award, which include Zaneta Adams and Kathy Moore.

Commissioner Hovey-Wright thanked Circuit Court Administrator Sandra VanderHyde for her years of service as her last day is this Friday.

15. **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.**

- ACTION:** 2023 - 325 Moved by Chair Charles Nash, supported by Commissioner Jessica Cook to go into closed session.
- YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
- NO:** None

Passed 7:0

Went into closed session at 4:25 p.m.

**ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook to come back into open session.

**VOICE Passed**

**VOTE:**

Came back into open session at 4:59 p.m.

**ACTION:** **2023 - 327** Moved by Chair Charles Nash, supported by Commissioner Darrell Paige to approve the ratified Tentative Agreements negotiated with the Teamsters General Employees Unit, Teamsters District Court Unit, Teamsters Circuit/Probate Court Unit, Michigan Nurses Association Unit and the SEIU DPW Unit effective the first full pay period following October 1, 2023.

**VOICE Passed**

**VOTE:**

- 16. Adjourn to the call of the Chair**  
Meeting adjourned at 5:00 p.m.

---

Linda S. Schutter, Deputy Clerk

To be approved at the Full Board meeting on Tuesday, October 17, 2023.



Muskegon County  
Board of Commissioners Full Board  
Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

---

October 17, 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 Board of Commissioners was called to order by Chairman Charles Nash in person and was available to the public via Zoom.

2. **Invocation: Commissioner Kim Cyr**

3. **Pledge of Allegiance**

4. **Roll Call**

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

Also Present: Mark Eisenbarth, County Administrator  
Matthew Farrar, Deputy County Administrator  
Karen D. Buie, County Clerk  
Linda Schutter, Deputy County Clerk  
Linda Larsen, Administrative Coordinator  
Michael Homier, Corporate Counsel

5. **Approval of Agenda**

**ACTION:** 2023-328 Moved by Commissioner Jessica Cook, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

6. **Approval of Minutes**

A. Move to approve the Regular Meeting Minutes and the Closed Meeting Minutes of  
September 26, 2023

**ACTION:** 2023-329 Moved by Vice-Chair Marcia Hovey-Wright, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

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

None.

**8. Committee/Board Reports**

- A. **The Community Development & Strategic Planning Committee** met on October 12, 2023, and I move: (Commissioner Cook)

**CDSP23/10-32** Move to name and vote to appoint not less than one (1) and no more than three (3) County Commissioners to the Muskegon County Parks Commission at Full Board on Tuesday, 10/17/2023.

**ACTION:** 2023-330 Moved by Commissioner Jessica Cook to appoint Zach Lahring and Jessica Cook to the Muskegon County Parks Commission, supported by Vice-Chair Marcia Hovey-Wright

**VOICE VOTE:** Passed

- B. **The Human Services Committee** met on October 10, 2023, and I move: (Commissioner Hovey-Wright)

**HS23/10-29** Move to accept the "Agreement for Extension Services" submitted by Michigan State University (MSU) Extension for FY2024 programs and services, with no change in general fund allocation; and authorize the Board Chair to sign.

**ACTION:** 2023-331 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-30** Move to authorize Public Health to accept funding in the amount of \$171,105 effective October 1, 2023 to September 30, 2024; and authorize the Public Health Director to sign the related contract agreement with the Michigan Department of Environment, Great Lakes, and Energy to perform routine environmental health inspections, activities and services.

**ACTION:** 2023-332 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-31** Move to reclass COFR (County of Financial Responsibility) Coordinator, Position X23401, pay table/grade HX 00210 to a COFR Specialist, pay table/grade HX 00275.

**ACTION:** 2023-333 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-32** Move to reclass SIS Assessor I, Position X84102, at pay table/grade HX-00210 to a Comprehensive Assessment Specialist at pay table/grade HX-00190.

**ACTION:** 2023-334 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-33** Move to reclass SIS Assessor II, position X84202, pay table/grade HX-00290 to a Comprehensive Assessment Specialist at pay table/grade HX-00190.

**ACTION:** 2023-335 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-34** Move to status change Masters Level Clinician Position X533116 from 25 hours/week to 32 hours/week.

**ACTION:** 2023-336 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-35** Move to status change two (2) vacant Masters Level Clinician positions, X533107 and X533108, from full-time 40 hours/week to 32 hours/week.

**ACTION:** 2023-337 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-36** Move to approve a three (3) year contract with Contraxt Logix, LLC, effective October 25, 2023 at a cost not to exceed \$19,100.00 annually and authorize the HealthWest Executive Director to sign the contract.

**ACTION:** 2023-338 Moved by Vice-Chair Marcia Hovey-Wright, 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**

**HS23/10-37** Move to authorize HealthWest relationships with the vendors listed in the proposed schedule to continue from October 1, 2023 through September 30, 2024.

**ACTION:** 2023-339 Moved by Vice-Chair Marcia Hovey-Wright, 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**

C. **The Transportation Committee** met on October 12, 2023, and I move: (Commissioner Hovey-Wright)

**TR23/10-29** 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:** 2023-340 Moved by Vice-Chair Marcia Hovey-Wright, 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**

- D. **The Ways & Means Committee** met on October 10, 2023, and I move: (Commissioner Cook)

**WM23/10-96** Move to approve payment of the accounts payable of \$19,502,854.64 covering the period August 12, 2023 through September 8, 2023 and P Card and EFT payments covering the period August 1, 2023 through August 31, 2023 as presented by the County Clerk.

**ACTION:** 2023-341 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**WM23/10-97** Move for adoption of the 2023 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.

**ACTION:** 2023-342 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**WM23/10-98** Move to authorize the staff to continue administering the DTE Test and Tune-Up Program through December 31, 2025, utilizing the approved contractors as listed on the 09/11/23 Letter to Mark Eisenbarth.

**ACTION:** 2023-343 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**WM23/10-99** Move to award architectural and engineering services to DLZ Michigan for Marquette Renovations pursuant to RFQ 23-2511 for a cost not to exceed \$764,900.00 and authorize the Administrator to sign the agreement and amend the budget accordingly.

**ACTION:** 2023-344 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**WM23/10-100** Move to authorize Facilities Management to solicit proposals for a three (3) year period for air filters for various equipment at County facilities.

**ACTION:** 2023-345 Moved by Commissioner Jessica Cook, supported by Vice-Chair Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

## 9. Chairman's Report/Committee Liaison Reports

A. 2023 ATHENA Award Recipient - Kathy Moore, Public Health Director

B. Highlighted Muskegon County Community Events:

- October 25, 2023 @ 5:00 p.m. - 6:40 p.m. - Muskegon Area District Library Movie Night - Muskegon Heights Library
- October 26, 2023 @ 4:30 - 6:30 p.m. - Halloween Pumpkin Decorating and Crafts - Muskegon Township Library
- October 28, 2023 @ 4:00 - 6:00 p.m. - Fall Fest - Cedar Creek Township Community Park

## 10. Administrator's Report

A. Move to approve a \$1,000 sign-on bonus for any open-competitive, full-time new hire with the Juvenile Detention Center (JDC) paid out in two installments. The first \$500 to be paid out when the employee meets at least a 3.0 score at the mid-probation performance evaluation, and another \$500 to be paid out at the successful completion of their six-month probationary period with the JDC. Furthermore, approve a \$500 stipend to any County employee who refers an applicant, paid out upon the new hire's successful completion of their probationary period at the JDC.

**ACTION:** 2023-346 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**

**11. Public Comment**

Patrick Finnegan, District Court Administrator; District Court Judge Raymond Kostrzewa; Alisha Riedl, Circuit Court Administrator; and District Court Judge Maria Ladas Hoopes addressed the Board regarding the disparity of salary between departments after the MGT salary study.

**12. Unfinished Business**

None.

**13. New Business**

None.

**14. Final Board Comments**

Commissioner Cyr shared with the Board and the public a new fitness program from the Senior Millage called Energize and Thrive at the Neal Fitness Center. [nealfitnesscenter.com/energizeandthrive](http://nealfitnesscenter.com/energizeandthrive)

**15. 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.**

**ACTION:** 2023-347 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**

Went into Closed Session at 4:35 p.m.

**ACTION:** 2023-348 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook, to come back into Open Session

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

**NO:** None  
**Passed 7:0**

Came back into Open Session at 5:31 p.m.

Move to approve the ratified Tentative Agreements negotiated with the FOP Corrections Officers Unit effective the first full pay period following October 1, 2023.

**ACTION:** 2023-349 Moved by Chair 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**

Move to approve the implementation of the MGT Amended Final Salary Study Report dated October 6, 2023, effective the first full pay period following October 1, 2023, for non-bargaining employees, excluding HealthWest employees and Public Defender attorneys, placing employees at their current step or step based upon their years in their classification whichever is greater with a 2.5% minimum increase, unless already at the top step of the range.

**ACTION:** 2023-350 Moved by Chair Charles Nash, supported by Commissioner Zach Lahring

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

**NO:** None

**Passed 7:0**

Move to approve the implementation of the MGT Salary Study, plus 2.5%, for Elected Officials, excluding Judges, placing electeds at the step corresponding to their current salary or step based upon their years in their classification, whichever is greater, with a 2.5% minimum increase, effective immediately only for the Prosecutor and the Water Resources Commissioner, and effective January 1, 2025, for all other electeds.

**ACTION:** 2023-351 Moved by Chair Charles Nash, supported by Commissioner Zach Lahring

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

**NO:** None

**Passed 7:0**

Move to continue the existing appeal process through MGT by submitting appeals to the Human Resources Director by November 30, 2023, who then shall submit the appeal to MGT for further review and determination no later than January 1, 2024.

**ACTION:** 2023-352 Moved by Chair Charles Nash, supported by Commissioner Darrell Paige

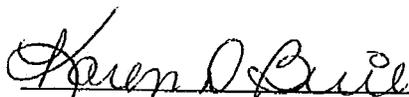
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

**NO:** None

**Passed 7:0**

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

Meeting adjourned at 5:38.

  
\_\_\_\_\_

Karen D. Buie, County Clerk

Approved at the Full Board Meeting on November 14, 2023.



Muskegon County  
Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

---

November 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:00 p.m. in person and was available to the public via Zoom.

**2. Invocation: Commissioner Darrell Paige**

**3. Pledge of Allegiance**

**4. 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  
Karen D. Buie, County Clerk  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-353 Moved by Commissioner Jessica Cook, supported by  
Commissioner Darrell Paige

**VOICE VOTE:** Passed

**6. Approval of Minutes**

A. Move to approve the Regular Meeting Minutes and the Closed Meeting Minutes of  
October 17, 2023

**ACTION:** 2023-354 Moved by Commissioner Marcia Hovey-Wright, supported by  
Commissioner Kim Cyr

**VOICE VOTE:** Passed

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

None

**8. Committee/Board Reports**

- A. **The Community Development & Strategic Planning Committee** met on October 12, 2023, and I move: (Commissioner Cook)

**CDSP23/11-33** Move to approve the proposed Muskegon County Parks fee schedule as indicated, resulting in a budget impact of approximately \$100,000 in additional park revenues for FY2024.

**ACTION:** 2023-355 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**

**CDSP23/11-34** Move to re-instate the Parks Superintendent position, X60001, at Pay Grade 19 and appoint the current Parks Maintenance Supervisor to this position at Step 5. Appoint the current Airport/Parks Maintenance Worker to Parks Maintenance Supervisor at Pay Grade 12, Step 5 and delete the Airport/Parks Maintenance Worker position N09001. Funding for these position changes can be absorbed in the Parks FY2024 budget.

**ACTION:** 2023-356 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**

**CDSP23/11-35** Move to create a shared, full-time position of CVB/Parks Administrative Specialist at Pay Grade 10, with full benefits, with 50% of the position charged to the Parks Department and 50% charged to the CVB.

**ACTION:** 2023-357 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**

**CDSP23/11-36** Move to approve the FY2024 Lakeshore Museum Center budget.

**ACTION:** 2023-358 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahrning, Charles Nash, Darrell Paige  
**NO:** None  
7:0

**CDSP23/11-37** Move to hold one (1) townhall meeting, with the possibility of adding a second townhall meeting, at a date and time to be determined, for the purpose of obtaining information in regards to a County wide Off Road Vehicle (ORV) ordinance.

**ACTION:** 2023-359 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Michelle Hazekamp, Zach Lahrning, Darrell Paige  
**NO:** Kim Cyr, Marcia Hovey-Wright, Charles Nash  
Passed 4:3

B. **The Courts & Public Safety Committee** met on October 12, 2023, and I move:  
(Commissioner Paige)

**CPS23/11-53** Move to extend the proposal for technical assistance from the National Association for Public Defense (NAPD) in the Public Defender's office from October 31, 2023 to March 29, 2024 and authorize the Board Chair to sign the updated agreement and adjust the budget accordingly.

**ACTION:** 2023-360 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahrning, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**CPS23/11-54** Move to approve the Sheriff's Office to accept for the Fiscal Year 2024 the Secondary Road Patrol (SRP) grant from the Office of Highway Safety Planning (OHSP) in the amount of \$222,656.00. Grant # 2024-SRP-61

**ACTION:** 2023-361 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahrning, Charles Nash, Darrell Paige  
**NO:** None  
Passed 7:0

**CPS23/11-55** Move to approve two (2) Sheriff Deputy-Full Time positions being added and budgeted annually to the Sheriff's Office at pay table/grade SD-00011 with the purpose of staffing the Hall of Justice Front Door Security. Further, adjust the budget for a reduction in part-time positions, overtime, and prior year surplus funds to absorb this increased cost.

**ACTION:** 2023-362 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**

**CPS23/11-56** Move to accept the FY2023 Emergency Management Performance Grants (EMPG) Grant Agreement, and authorize the Board Chair to sign the agreement.

**ACTION:** 2023-363 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**

**CPS23/11-57** Move to accept the FY2024 Community Corrections grant in the amount of \$201,728 and authorize the Board Chairperson to sign the contract with the Michigan Department of Corrections.

**ACTION:** 2023-364 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  
**7:0**

**CPS23/11-58** Move to authorize the Sheriff's Office to utilize the Sheriff's contracted vehicle maintenance provider to broker selling used vehicles as described.

**ACTION:** 2023-365 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

**7:0**

**CPS23/11-59** Move to authorize the Sheriff to purchase four (4) new Ford Police Interceptor Utility AWD vehicles using the Equipment Revolving Fund. To utilize Emergency Services to coordinate the equipment purchases and up fitting, and to use MiDeal pricing to obtain quotes for the purchase. The estimated cost of the four (4) vehicles with additional equipment is \$271,279.00.

**ACTION:** 2023-366 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Zach Lahring  
**Passed 6:1**

**CPS23/11-60** Move to reclass the classifications of Assistant Public Defender I, II, III, Attorney/Researcher and Arraignment Attorney to Assistant Public Defender at Grade PD, and positions X09305 and X25901 to Deputy Chief Public Defender at Grade DPD with the Public Defender Director appointing to the appropriate step based on experience; salary range adjustment to Public Defender Director to Grade 39; add two (2) new Legal Secretary FT positions at Grade 3; add two (2) new Assistant Public Defender positions at Grade PD; add one (1) new Chief Social Work Defender position at Grade 23; and add ten (10) Assistant Public Defender-Temp positions at \$17.00 per hour not to exceed \$52,000 per year total; all to be effective October 1, 2023; and amend budget accordingly.

**ACTION:** 2023-367 Moved by Commissioner Darrell Paige, 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**

**CPS23/11-61** Move to create two new Sheriff Deputy positions at pay table/grade SD-00011 funded by the Michigan Indigent Defense Commission (MIDC) grant for the purpose of maintaining compliance with required standards, and amend the budget accordingly.

**ACTION:** 2023-368 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**

**CPS23/11-62** Move to authorize Human Resources to bind Lawyers Professional Liability insurance coverage for the Public Defender's office with CorePointe Insurance Company with limits of liability at \$3,000,000/\$3,000,000 and a \$5000 deductible for an annual premium of \$39,056 to be paid by the MIDC grant.

**ACTION:** 2023-369 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**

**CPS23/11-63** Move to authorize the Chair to sign the Revised August 2022 Emergency Operations Plan.

**ACTION:** 2023-370 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  
**7:0**

C. **The Human Services Committee** met on October 10, 2023, and I move:  
(Commissioner Hovey-Wright)

**HS23/11-38** Move to reclassify Recipient Rights Officer, Position X81501, pay table/grade HX-00330, to an Administrative Assistant/HealthWest, pay table/grade HO-00240.

**ACTION:** 2023-371 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/11-39** Move to add a full-time Community Health Worker Position, Funding Account 7000, Wage Grade HX-00210.

**ACTION:** 2023-372 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**7:0**

**HS23/11-40** Move to add a Case Manager II position, Funding Account 7000, Wage Grade HX-00190

**ACTION:** **2023-373** Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/11-41** Move to solicit bids for applicant sourcing/recruitment assistance for HealthWest, specifically for Master's Level Clinicians, but may be used for other hard to fill positions.

**ACTION:** **2023-374** Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/11-42** Move to pay up to \$4,200,000 in services provided for HealthWest vendors for Fiscal Year 2023, inclusive of required purchase order increases, above and beyond the approved Fiscal Year 2023 Budget of \$88,654,287.

**ACTION:** **2023-375** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Zach Lahring  
**Passed 6:1**

**HS23/11-43** Move to extend the lease with MOKA Corporation for space located at 715 Terrace Street, Suite 202, by three (3) months and authorize the HealthWest Executive Director to sign the lease extension contingent on Corporate Counsel's final approval.

**ACTION:** **2023-376** Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/11-44** Move to amend the Fiscal Year 2024 HealthWest Budget to \$99,403,280 inclusive of all staff stipends and incentives, effective November 12, 2023.

**ACTION:** **2023-377** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Zach Lahring  
**Passed 6:1**

D. **The Ways & Means Committee** met on October 10, 2023, and I move: (Commissioner Cook)

**WM23/11-101** Move to approve payment of the accounts payable of \$33,746,265.61 covering the period September 9, 2023 through October 13, 2023 and P Card and EFT payments covering the period September 1, 2023 through September 30, 2023 as presented by the County Clerk.

**ACTION:** **2023-378** 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**

**WM23/11-102** Move to renew the six (6) year contract with EagleView Technologies for the acquisition of Spring 2024 and Spring 2027 Oblique Aerial Photography and associated deliverables for a cost not to exceed \$436,761.00 and authorize the Administrator to sign the agreement.

**ACTION:** **2023-379** 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**

**WM23/11-103** Move to authorize the release of a request for proposals for insurance brokerage services.

**ACTION:** 2023-380 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**

**WM23/11-104** 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 12/1/2023 through 11/30/2024 with an annual contribution of \$83,040.00.

**ACTION:** 2023-381 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**

**WM23/11-105** Move to select The ASU Group as Muskegon County's Workers' Compensation third party administrator for the three (3) year period of 1/1/24 to 12/31/26 at a fixed rate of \$9,000.00 paid annually with a per claim fee of \$150.00 for New/Take over Medical only claims and \$795.00 for New/Take over Indemnity claims, not to exceed \$26,995 Annually with an option to review for an additional two (2) subsequent, one (1) year extensions.

**ACTION:** 2023-382 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**

**WM23/11-106** Move to authorize the release of a request for proposals for temporary staffing services.

**ACTION:** 2023-383 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**

**WM23/11-107** Move to approve the reclassification of position G09201 from Appraisal Technician (pay grade 5) to Appraisal Technician/MCAO (pay grade 6), pending successful passing of the exam.

**ACTION:** 2023-384 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  
**7:0**

**WM23/11-108** Move to allocate the remaining American Rescue Plan funds, approximately \$3,573,978 to the projects below in the following order:

1. Server Move to Marquette Campus, \$330,000
2. Pioneer Park Restroom Grant Match, \$510,200
3. Board Room Renovations at Marquette Campus, \$700,000
4. Jail Fencing, \$1,900,000
5. Marquette Campus Reconfiguration, \$10,145,584
6. Information System Upgrades Countywide, \$600,000

Further authorize staff to seek bids for the above selected projects and amend the budget accordingly.

**ACTION:** 2023-385 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige  
**NO:** Kim Cyr, Michelle Hazekamp, Zach Lahring  
**Passed 4:3**

**WM23/11-109** Move to authorize staff to apply for and accept the 2024 Survey and Remonumentation Grant and authorize the grant administrator to sign the documents.

**ACTION:** 2023-386 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**

**9. Chairman's Report/Committee Liaison Reports**

A. Highlighted Muskegon County Community Events:

- November 5, December 3, January 7, February 14, March 3, 2023 @ 1:00 p.m. - 2:30 p.m. - Open Ice Skating @ Trinity Health Arena
- November 14, 2023 @ 6:00 p.m. - 9:00 p.m. - Celebrating Home Free Annual Gathering @ the Frauenthal Center
- November 25, 2023 @ 5:30 - 8:00 p.m. - Downtown Muskegon Holiday Tree Lighting @ White Lake Area Chamber of Commerce

10. **Administrator's Report**

- A. Move to approve Non-bargaining employees and elected officials Defined Contribution option of 3% or HSA contribution of 80% of deductible with open enrollment insurance options.

Further, move to approve MERS pension option FAC methodology change from the Frozen methodology to the Terminated methodology for those selected non-bargaining employee divisions, corrective to October 1, 2018, in addition, an 11% total employee contribution and higher medical insurance options effective January 1, 2024 as appropriate based on individual elections.

Also, further adopt the GEU CBA Longevity/COLA changes, sick/vacation hour disbursements, Juneteenth observed holiday and 2024 and 2025 percentage wage adjustments for non-bargaining employees and elected officials as appropriate.

**ACTION:** 2023-387 Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Marcia Hovey-Wright  
**Passed 6:1**

11. **Public Comment**

John Weerstra addressed the Board about his interest in being appointed to the HealthWest Board of Directors.

Rich Houtteman, Lakeshore Community Affairs Manager at Consumers Energy, discussed the big storm on Halloween Day that impacted the residents of Muskegon County and how proud he was of the crew that came to the aid to clean up the area after the storm. Mr. Houtteman thanked Renee Gavin, Emergency Services Manager, for her assistance. Mr. Houtteman addressed his appreciation in working with the County in regards to the solar project. Mr. Houtteman also indicated that the Consumers Energy Foundation just donated \$25,000 to assist with the restoration of the Torrent House.

Renee Gavin, Emergency Services Manager, expanded on what Mr. Houtteman stated in regards to the storm on October 31, 2023 and indicated she was very impressed with the work that Consumers Energy did on October 31, 2023 to assist in the cleanup from the storm and getting the citizens back on the grid with power.

**12. Unfinished Business**

None

**13. New Business**

None

**14. Final Board Comments**

Commissioner Jessica Cook wanted to reiterate what a long and difficult process it's been with the union negotiations, the results of the salary study, and the new health insurance choices. Commissioner Cook thanked the staff for the hard work they put into these tasks.

Chairman Charles Nash echoed Commissioner Cook's comments and stated he believes that Muskegon County has one of the best Administrative staff members in the County and he puts full faith in their work and what they are doing and the decisions they are making.

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

Meeting adjourned at 4:36 p.m..

---

Karen D. Buie, County Clerk

To be approved at the Full Board Meeting on December 19, 2023.



Muskegon County  
Board of Commissioners Full Board

Charles Nash, Board Chair  
Marcia Hovey-Wright, Vice Chair

---

December 19, 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 Board of Commissioners was called to order by Chairman Charles Nash at 4:00 p.m. in person and was available to the public via Zoom.

**2. Invocation: Commissioner Marcia Hovey-Wright**

**3. Pledge of Allegiance**

**4. 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  
Karen D. Buie, County Clerk  
Linda Larsen, Administrative Coordinator  
Michael Homier, Corporate Counsel

**5. Approval of Agenda**

**ACTION:** 2023-388 Moved by Commissioner Darrell Paige, supported by  
Commissioner Marcia Hovey-Wright

**VOICE VOTE: Passed**

**6. Approval of Minutes**

A. Move to approve the Regular Meeting Minutes of November 14, 2023

**ACTION:** 2023-389 Moved by Commissioner Darrell Paige, supported by  
Commissioner Marcia Hovey-Wright

**VOICE VOTE: Passed**

**7. Recognitions**

A. Tribute to Muskegon High School Big Reds Football Team State Champions

Commissioner Jessica Cook read and presented the Tribute certificate to the Muskegon High School football team.

B. Tribute to Shane Fairfield - 2023 Detroit Lions High School Football Coach of the year

Chair Charles Nash read and presented the Tribute certificate to Coach Shane Fairfield.

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

None

**9. Committee/Board Reports**

A. **The Courts & Public Safety Committee** met on November 9, 2023, and I move:  
(Commissioner Paige)

**CPS23/12-64** Move to accept the FY2024 Snowmobile Law Enforcement Grant in the amount of \$2,000 from the Michigan Department of Natural Resources and authorize the Sheriff to sign the agreement.

**ACTION:** 2023-390 Moved by Commissioner Jessica Cook, supported by  
Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Zach Lahring, Charles Nash,  
Darrell Paige  
**NO:** Michelle Hazekamp  
**Passed 6:1**

**CPS23/12-65** Move to accept the FY2024 Off-Road Vehicle (ORV) Law Enforcement Grant from the Michigan Department of Natural Resources in the amount of \$39,000, with \$14,000 to be used for law enforcement activities and \$25,000 to be used for equipment. Further, adjust the budget accordingly and authorize the Sheriff to sign the agreement.

**ACTION:** 2023-391 Moved by Commissioner Jessica Cook, supported by  
Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach  
Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**7:0**

**CPS23/12-66** Move to create a Director of Training, with Director level benefits, in the Public Defender office at wage grade 39 and appoint Fred Johnson to the position at Step 8, effective on the start date of the new Public Defender Director, and further authorize this new position to be eliminated on June 1, 2024.

**ACTION:** 2023-392 Moved by Commissioner Jessica Cook, supported by  
Commissioner Marcia Hovey-Wright

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**CPS23/12-67** Move to approve the reclassification of the FOC Enforcement Attorney, position number X41502, to a Family Division Referee at pay grade 27.

**ACTION:** 2023-393 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**CPS23/12-68** Move to authorize the Prosecutor to accept and sign the contract with Karpel Solutions and the Prosecuting Attorneys Association of Michigan to purchase Prosecutor by Karpel. All expenses will be paid by the Prosecuting Attorneys Association of Michigan through September 30, 2026.

**ACTION:** 2023-394 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

**CPS23/12-69** Move to accept the allocation of one million dollars (\$1,000,000) from the State of Michigan to the Muskegon County Prosecutor's Office to address caseload inequities. Further, move to reclassify the positions of Assistant Prosecutor I, II, and Prosecutor Senior Assistant to Assistant Prosecuting Attorney at wage grade AP; Add two (2) new Assistant Prosecuting Attorneys positions at grade AP; Add ten (10) prosecuting interns at \$17.00 per hour, not to exceed \$52,000 per year total; And add one (1) Digital Media/Discovery Coordinator at wage grade 8 with the appropriate step based upon experience. Finally, move that all changes be effective January 1, 2024, and amend the budget accordingly.

**ACTION:** 2023-395 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** None  
**Passed 7:0**

- B. **The Human Services Committee** met on November 7, 2023, and I move:  
(Commissioner Hovey-Wright)

**HS23/12-45** Move to approve the lease agreement with Hackly Community Care and authorize the HealthWest Executive Director to sign the lease, further adjust the budget accordingly.

**ACTION:** 2023-396 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-46** Move to reclassify the vacant Accounting Technician, Position N03107, pay table/grade HO-00170, to a Claims Supervisor, Funding Org 7122, pay table/grade HX-00320.

**ACTION:** 2023-397 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-47** Move to status change Behavior Analysis Technician positions N11725, N11724, N11721 and N11745 from part-time (32-hour/week) to full-time.

**ACTION:** 2023-398 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-48** Move to approve a salary range adjustment for Position X93201, Waiver Coordinator, from Pay Table/Grade HX-00160 to HX-00190.

**ACTION:** 2023-399 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-49** Move to add two (2) full-time Direct Service Professionals at Pay Table/Grade HO-00160, Funding Org 7363, and appoint Carolyn Taylor and Juanita Westerbeek to fill the positions.

**ACTION:** 2023-400 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-50** Move to authorize Public Health to amend the agreement with the Michigan Department of Environment, Great Lakes, and Energy regarding the Inland Beach Monitoring activities to extend the end date from December 31, 2023 to December 31, 2024 and to authorize the Public Health Director to sign the amendment.

**ACTION:** 2023-401 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-51** Move to approve utilizing Senior Resources of West Michigan for Senior Millage Grants Administration Services through September 30, 2024, for the not to exceed cost of \$213,885.

**ACTION:** 2023-402 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-52** Move to authorize Public Health to renew its Medical Director agreement with Douglas Hoch, M.D., for an amount not to exceed \$60,000 per year through September 30, 2026, with no further impact on Public Health's FY2024-2026 General

Fund appropriation. Further, authorize the Board Chair and Public Health Director to sign the associated agreement.

**ACTION:** 2023-403 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-53** Move to authorize Public Health to proceed with implementation and oversight of the County of Muskegon Opioid Settlement Funding Distribution Plan as presented on September 21, 2023 and amend the budget accordingly.

**ACTION:** 2023-404 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-54** Move to authorize Public Health to accept the Private Well Testing Lab Analysis Grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for state-wide testing in the amount of \$1,000,000; and to subcontract with Trace Analytical Laboratories, Inc. (TRACE) for related sampling and testing services, not to exceed \$1,000,000; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

**ACTION:** 2023-405 Moved by Commissioner Marcia Hovey-Wright, 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**

**HS23/12-55** Authorize Public Health to apply for and accept funding from the Department of Licensing and Regulatory Affairs in the amount of \$28,055 for substance abuse services in Muskegon County effective January 1, 2024, to September 15, 2024; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreement.

**ACTION:** 2023-406 Moved by Commissioner Marcia Hovey-Wright, 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**

- C. **The Transportation Committee** met on November 9, 2023, and I move:  
(Commissioner Hovey-Wright)

**TR23/12-30** 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:** 2023-407 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-31** 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:** 2023-408 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-32** Move to approve the MATS Title VI Program January 2024 Update and the included MATS Service Standards and Service Policies.

**ACTION:** 2023-409 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-33** 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:** 2023-410 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-34** 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:** 2023-411 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-35** 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:** 2023-412 Moved by Commissioner Marcia Hovey-Wright, 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** 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:** 2023-413 Moved by Commissioner Marcia Hovey-Wright, 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**

**TR23/12-37** 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:** 2023-414 Moved by Commissioner Marcia Hovey-Wright, 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**

D. **The Ways & Means Committee** met on November 7, 2023, and I move:  
(Commissioner Cook)

**WM23/12-110** Move to approve payment of the accounts payable of \$44,227,536.77 covering the period October 14, 2023, through November 17, 2023, and P Card and EFT payments covering the period October 1, 2023, through October 31, 2023, as presented by the County Clerk.

**ACTION:** 2023-415 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**

**WM23/12-111** Move to approve the amended Financial Policies.

**ACTION:** 2023-416 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**

**WM23/12-112** Move to authorize the Muskegon County Clerk's Office to apply for and accept the Michigan Department of State (MDOS) and Bureau of Elections (BOE) optional Early Voting Grant – Amended 10/19/2023 payment method and funding in an amount not to exceed \$250,000 and authorize the Muskegon County Clerk to sign the documents. Furthermore, utilize \$77,244 of the grant to award a sole source procurement for the purchase of elections equipment from HART Intercivic.

**ACTION:** 2023-417 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Michelle Hazekamp  
**Passed 6:1**

**WM23/12-113** Move to approve the resolution pledging the County's full faith and credit for the Knudsen Drain Drainage Bonds, Series 2023 (General Obligation, Limited Tax) for an amount not to exceed \$640,000 dollars for the purposes of executing the Knudsen Drain Drainage District Plans.

**ACTION:** 2023-418 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**

**WM23/12-114** Move to award the contract for custodial and cleaning services at the Michael E. Kobza Hall of Justice to CD West Michigan, LLC dba DetailExperts for a five (5) year period pursuant to RFP 23-2510 and authorize the Chair and Clerk to execute the agreement.

**ACTION:** 2023-419 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Darrell Paige  
**NO:** Kim Cyr, Charles Nash  
**Passed 5:2**

**WM23/12-115** Move to award the contract for custodial and cleaning services at the South Campus to CD West Michigan, LLC dba DetailExperts for a three (3) year period pursuant to RFP 23-2509 and authorize the Chair and Clerk to execute the agreement.

**ACTION:** 2023-420 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**YES:** Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Kim Cyr  
**Passed 6:1**

**WM23/12-116** Move to award the contract for custodial and cleaning services at 1611 Oak Avenue to CD West Michigan, LLC dba DetailExperts for a five (5) year period pursuant to RFP 23-2508 and authorize the Chair and Clerk to execute the agreement.

**ACTION:** 2023-421 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige  
**YES:** Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Kim Cyr  
**Passed 6:1**

**WM23/12-117** Move to submit a local consent agreement to be considered for grant funding under the FY2022 State and Local Cybersecurity Grant Program (SLCGP) and authorize the Board Chair to sign the Agreement.

**ACTION:** 2023-422 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**

**WM23/12-118** Move to participate in and contribute \$15,000 from the Convention and Visitors Bureau (CVB) budget towards the Muskegon Lakeshore Chamber of Commerce master plan development.

**ACTION:** 2023-423 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**

## 10. Chairman's Report/Committee Liaison Reports

- A. Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting

Chair Charles Nash congratulated Angela Gasiewski, Finance Director, and the Muskegon County Finance Department for obtaining the certificate of achievement for excellence in financial reporting.

**B. Liaison Appointments**

**Accommodation Tax Advisory Committee**

- Erin Schmitz (Amusement/Attraction) term through 12/31/26 - Reappointment
- Kevin Newton (Festivals/Events) term through 12/31/26 - Reappointment

**Airport Development Committee**

- Cindy Larsen (Chamber of Commerce) term through 12/31/25 - Reappointment
- John Workman (Public) term through 12/31/25 - Reappointment
- Andy Kusneske (Private Sector) term through 12/31/25 - Reappointment
- Brandon Bolde (Private Sector) term through 12/31/25 - Reappointment
- Sandy Lovrencivic (Airport Business Park Tenant) term through 12/31/25 - Reappointment

**Community Mental Health/HealthWest**

- John Weerstra (Consumer – Secondary) term through 12/31/26 - Appointment

**Lakeshore Regional Entity (LRE) Substance Abuse (PA2)**

- Louis E. Churchwell (Citizen) term through 12/31/26 - Appointment

**Library Board**

- Bob Scolnik (At Large) term through 12/31/26 - Reappointment

**Museum Board**

- Jackle Engle term through 12/31/26 - Reappointment

**Parks and Recreation Commission**

- Gary Langlois (District 1) - Appointment
- Zach Lahring (District 2)
- Alicia Kantola (District 3) - Appointment
- Aaron Bodbyl-Mast (District 4) - Appointment
- Richard Nolan (District 5) - Appointment
- Jessica Cook (District 6)
- Mark E. Glover (District 7) - Appointment
- Kenneth Hulka (Muskegon County Road Commission) - Appointment

**Senior Activities Committee**

- Charles (Greg) Scott (Grant Writer) term through 12/31/26 - Reappointment

- Rachel Cereska (At-Large) term through 12/31/26 - Reappointment

### **Solid Waste Planning**

- Steven Bieseda (Public) term through 12/31/25 - Reappointment
- Sidney Shaw (Environmental) term through 12/31/25 - Reappointment
- Barbara Marczak (Environmental) term through 12/31/25 - Reappointment
- William Crabtree (Industrial) term through 12/31/25 - Reappointment
- Scott Huebler (City) term through 12/31/25 - Reappointment
- Joseph Kuerth (Solid Waste Management) term through 12/31/25 - Appointment

### Accommodation Tax Advisory Committee:

**ACTION:** 2023-424 Moved by Commissioner Marcia Hovey-Wright, 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**

### Airport Committee :

**ACTION:** 2023-425 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

### Community Mental Health/HealthWest:

**ACTION:** 2023-426 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

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

### Lakeshore Regional Entity (LRE) Substance Abuse (PA2):

**ACTION:** 2023-427 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

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

### Library Board:

**ACTION:** 2023-428 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

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

### Museum Board:

**ACTION:** 2023-429 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

**VOICE VOTE: Passed**

Parks and Recreation Commission with a friendly amendment to add Brenda Moore, Muskegon County Water Resources Commissioner, and Jennifer Hodges, WMSRDC Board Chairperson

**ACTION:** 2023-430 Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

**VOICE VOTE: Passed**

Senior Activities Committee:

**ACTION:** 2023-431 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE: Passed**

Solid Waste Planning:

**ACTION:** 2023-432 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

**VOICE VOTE: Passed**

C. Highlighted Muskegon County Community Events:

- Festival of Trees - Now through December 30, 2023 (closed 12/24, 12/25) @ the Muskegon Museum of Art
- Hackley and Hume Historic Holiday Tour - December 23, 27, 28, 2023 - 3:00 p.m. - 7:00 p.m. @ the Hackley and Hume Historic Site
- Lakeshore Legacy Project's 1st Annual New Year's Eve Ball Drop and Fireworks Display - December 31, 2023 - 8:00 p.m. - 12:01 a.m. in front of the Vandyke Mortgage Center, Western Avenue, Downtown Muskegon

**11. Administrator's Report**

A. ORV Ordinance Townhall Meeting 1/18/2024 @ 5:30 p.m. at Moorland Township Hall, 12416 E. Apple Avenue, Ravenna, MI 49451. C&PS, CD/SP, Transportation Committee meetings are also tentatively set for that day @ 4:00 p.m.

**ACTION:** 2023-433 Moved by Commissioner Charles Nash, 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**

B. Move to approve the implementation of the MGT Salary Study for the Sheriff, Clerk, Treasurer, and Register of Deeds commencing December 20, 2023 and increasing their

respective compensation to the salary or the step based upon their consecutive years in those elective offices, whichever is greater.

**ACTION:** 2023-434 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Michelle Hazekamp, Charles Nash, Darrell Paige  
**NO:** Kim Cyr, Marcia Hovey-Wright, Zach Lahring  
**Passed 4:3**

C. Move to pay the FY2023 Core Realty Invoice MC 1023, in the amount of \$32,537.84, from the public improvement fund.

**ACTION:** 2023-435 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook  
**YES:** Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige  
**NO:** Kim Cyr  
**Passed 6:1**

D. Move to award Kelly Austin to continue to provide Cognitive Behavioral Services in the Jail and authorize the Board Chair to sign the contract for services for calendar year 2024.

**ACTION:** 2023-436 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**

E. Move to award Catholic Charities to continue to provide Cognitive Behavioral Services in the community and authorize the Board Chair to sign the contract for services for calendar year 2024.

**ACTION:** 2023-437 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**

12. **Public Comment**  
None

**13. Unfinished Business**

None

**14. New Business**

None

**15. Final Board Comments**

Chair Charles Nash stated he is excited about the new floor plan for the Board of Commissioners Board Room. Chair Charles Nash also commended the Board members and staff on a great 2023 and wished everyone a great holiday and wonderful New Year. Commissioner Cook congratulated the Prosecutor's Office on obtaining the \$1 million grant allocation awarded to the Prosecutor's Office and Sheriff Mike Poulin thanked the Commissioners for their support.

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

Meeting adjourned at 4:58 p.m.

  
\_\_\_\_\_  
Karen D. Buie, County Clerk

To be approved at the Full Board Meeting on January 23, 2024.