



# Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair  
Darrell Paige, Vice Chair

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January 18, 2024 at 4:00 PM  
Moorland Township Hall, 12416 E. Apple Avenue, Ravenna, MI 49451

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## MINUTES

### 1. Call to Order

The meeting was called to order at 4:22 p.m. by Commissioner Darrell Paige.

### 2. Roll Call

Present: Commissioner Jessica Cook  
Commissioner Kim Cyr  
Commissioner Michelle Hazekamp  
Commissioner Zach Lahring  
Chairman Charles Nash  
Commissioner Darrell Paige  
Vice-Chair Marcia Hovey-Wright (arrived at 4:25 p.m. after approval of agenda and minutes)

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

### 3. Approval of Agenda

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

**VOICE VOTE: Passed**

### 4. Approval of Minutes

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

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

**VOICE VOTE: Passed**

### 5. Informational Items

A. Muskegon County Airport November 2023 Operations Report  
Placed on file

B. Muskegon Area Transit System November 2023 Operations Report  
Placed on file

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

None

### 7. Items for Consideration

TR24/01-01      **(Transit/Bob Lukens)** Move to approve the updated Memorandum of Understanding (MOU) between the West Michigan Shoreline Regional Development Commission's "WestPlan" Metropolitan Planning Organization program, MDOT, Harbor Transit, and the County of Muskegon's Muskegon Area Transit System regarding the federal transportation planning process, and to authorize the County Administrator to sign the document.

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

**VOICE VOTE: Passed**

TR24/01-02      **(Transit/Bob Lukens)** Move to authorize the MDOT Project Authorization 2022-0110-P7, which provides for an increased level of FY2024 pass-through State of Michigan funding to Pioneer Resources, Agewell Services, and Goodwill Industries. Further, authorize MATS to adjust its FY2024 Budget accordingly, and authorize the County Administrator to sign the document.

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

**VOICE VOTE: Passed**

TR24/01-03      **(Transit/Bob Lukens)** Move to approve the Muskegon Area Transit System's (MATS) FY2025 application to the State of Michigan for operating and capital assistance, to authorize the Resolution of Intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice.

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

**VOICE VOTE: Passed**

TR24/01-04      **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to publish the public notice regarding Federal Transit Administration FY2024 funding applications and to authorize staff to execute the electronic grant applications.

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

**VOICE VOTE: Passed**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

Ken Efting, Airport Director, addressed the Board regarding the airplane that had to make an emergency landing in the field in Moorland Township. Ken Efting expressed his appreciation to the Moorland Township Fire Department for their prompt and efficient assistance. Ken Efting also gave a brief update on the Muskegon County Airport.

**11. Final Board Comments**

Commissioner Hovey-Wright expressed her concerns about approving the TR24/01-04 motion. Commissioner Hovey-Wright indicated she felt that investing in high polluting buses would unnecessarily contribute to polluting the environment.

Commissioner Paige thanked Moorland Township for hosting the Committee Meetings, along with the Townhall Meeting.

**12. Adjournment**

The meeting was adjourned at 4:43 p.m.





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

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February 15, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 4:30 p.m. by Commissioner Darrell Paige.

**2. Roll Call**

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

Excused: Commissioner Michelle Hazekamp

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

**3. Approval of Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of January 18, 2024

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

**VOICE VOTE: Passed**

**5. Informational Items**

A. MATS Operations Report December 2023

Placed on file

B. Southern Airlines Express (SAE) 2023 Report

Ken Efting, Airport Director, gave an overview of the Southern Airline Express Report. The report was placed on file.

C. Muskegon County Airport Operations Report January 2024

Ken Efting, Airport Director, gave an overview of the Muskegon County Airport Operational Report for January 2024. The report was placed on file.

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

None

**7. Items for Consideration**

TR24/02-05      **(Airport/Robert M. Lukens)** Move to approve up to \$82,000 for the renovations of the County-owned hangar at 114 Sinclair Drive and adjust the budget accordingly.

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

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

TR24/02-06      **(Airport/Robert M. Lukens)** Move to allow the Purchasing Department to issue a solicitation, on behalf of the Airport, seeking proposals for a restaurant operator in the Muskegon County Airport main terminal.

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

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

TR24/02-07      **(Airport/Robert M. Lukens)** Move to allow the Airport to apply for a Class C liquor license to be co-licensed with the restaurant operator, provided all responsibility and liability for the regulation of the license is legally assumed by the operator in their concessions lease to operate the restaurant and allow the Administrator to sign the required documentation.

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

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

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

Commissioner Marcia Hovey-Wright stated the Airport Development Committee (ADC) is very excited about the developments at the airport and they appreciate the work of the Airport Director and Deputy.

**12. Adjournment**

The meeting was adjourned at 4:49 p.m.



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

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March 14, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 4:47 p.m. by Commissioner Darrell Paige.

**2. Roll Call**

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

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

**3. Approval of Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of February 15, 2024

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

**VOICE VOTE: Passed**

**5. Informational Items**

A. MATS January 2024 Operations Report

Jim Koens, Transit System Manager, addressed the Board regarding the operations report. Mr. Koens also gave an update on the Muskegon Area Transit system's routes. Report is placed on file.

B. MKG January 2024 Operations Report

Ken Efting, MKG Airport Director, presented an update with regards to the operations report and ongoing projects currently in place and also upcoming MKG projects. The report is placed on file.

C. Southern Airways Express (SAE) Operations Report

Ken Efting, MKG Airport Director, presented an update in regard to the Southern Airways Express statistics outlined in the report. The report is placed on file.

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

None

**7. Items for Consideration**

TR24/03-08      **(Airport/Robert M. Lukens)** Move to accept the bid from Arrow Roofing in the amount of \$47,984 (not including alternates) to repair and replace the airport's administration building roof and authorize the Administrator to sign the required documents; further authorize the decking repair alternate, if damaged decking is discovered, up to a total project cost of the budgeted \$75,000.

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

**VOICE VOTE:** Passed

TR24/03-09      **(Airport/Robert M. Lukens)** Move to authorize payment of the CY2023 contract goals and incentives in the amount of \$16,000 to F3 Management.

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

**VOICE VOTE:** Passed

**8. Unfinished Business**

Chair Nash asked for an update on the airport roof. Ken Efting, MKG Airport Director, indicated the roofing project is scheduled to kickoff April 8, 2024. Airport Director Efting indicated the project is expected to take six (6) months to complete. Airport Director Efting also indicated that approximately 75% of the skylights are coming out and replaced with a hard lid roof for better efficiency.

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 5:08 p.m.



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

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April 11, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 4:15 p.m. by Commissioner Marcia Hovey-Wright.

**2. Roll Call**

Present: Vice-Chair Jessica Cook  
Commissioner Kim Cyr  
Commissioner Michelle Hazekamp  
Commissioner Marcia Hovey-Wright  
Commissioner Zach Lahring (Arrived late - 4:19 p.m.)  
Chairman Charles Nash  
Commissioner Darrell Paige

Also Present: Matthew Farrar, Deputy County Administrator  
Linda Larsen, Administrative Coordinator  
Laura J. Genovich, Corporate Counsel

**3. Approval of Agenda**

Move to add to the Agenda the Muskegon County Resolution to urge the adoption of policies that will lead to environmental sustainability in Muskegon County and the United States (Resolution #2024-01)

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

**VOICE VOTE: Passed**

Move to approve the agenda, as amended, with the addition of adding the Muskegon County Resolution to urge the adoption of policies that will lead to environmental sustainability in Muskegon County and the United States (Resolution #2024-01)

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

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

**NO:** None

**Passed 6:0**

**4. Approval of Minutes**

A. Move to approve the Minutes of March 14, 2024

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

**VOICE VOTE: Passed**

## 5. Informational Items

### A. MKG February 2024 Operations Report

Ken Efting, MKG Airport Director, presented an update in regard to the operations report. The report is placed on file.

### B. MATS February 2024 Operations Report

Jim Koens, Transit System Manager, addressed the Board regarding the operations report. Report is placed on file.

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

Commissioner Marcia Hovey-Wright read statements from Mayor Ken Johnson and Tanya Cabala supporting the sustainability resolution.

Terrie Hampel addressed the Board regarding her support for the sustainability resolution.

## 7. Items for Consideration

TR24/04-10 **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System to place an order in the amount not to exceed \$2,002,523 for up to three (3) heavy-duty transit buses from Gillig Corporation using the existing Federal Transit Administration (FTA) compliant joint procurement conducted by ITP-The Rapid in 2021, with 100% of the cost of the purchase to be paid with grant funds

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

**VOICE VOTE: Passed**

TR24/04-11 **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to submit a grant application in the amount of \$1,784,793 to the State of Michigan MDOT/OFME "\$15 Million Equitable Mobility Challenge" on behalf of subrecipients Pioneer Resources and Agewell Services, and further authorize staff to negotiate with Michigan Department of Transportation (MDOT) a final project scope and award amount and to execute a MDOT Project Authorization with no County funding involved

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

**VOICE VOTE: Passed**

TR24/04-12 **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to implement a one (1) day complimentary fare structure for its fixed route and Americans with Disabilities Act (ADA) services on Friday, June 7, 2024, as part of a 50th Anniversary Celebration event.

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

**VOICE VOTE: Passed**

TR24/04-13 **(Airport/Bob Lukens)** Move to approve the Airport to solicit requests for proposals to build two (2) adjacent family restrooms and a drinking fountain beyond the security checkpoint in the passenger terminal to be funded by budgeted local match funds for the terminal roof and modernization project. Further move to allow the Administrator to select the low-qualified bid

proposal and to sign all appropriate and necessary documents to complete this project.

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

**VOICE VOTE: Passed**

TR24/04-14 **(Airport/Bob Lukens)** Move to approve a thirty (30) year ground lease with two (2) additional five (5) year extensions for 11,000 square feet of land occupied by a hangar at 174 W Sinclair Drive to KAM Land Co., LLC, at a rate of \$5,610 in the first year upon corporate counsel approval and authorize the Administrator to sign the Agreement.

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

**VOICE VOTE: Passed**

TR24/04-15 **(Airport/Bob Lukens)** Move to approve the sale of the County-owned hangar at 685 N. Airport Rd. to Robert Hubers in the amount of \$15,000 to be used in the airport budget and further move to approve a thirty (30) year ground lease with one (1) additional ten (10) year extension for 7,000 square feet of land occupied by the hangar at a rate of \$3,570 in the first year upon corporate counsel approval and authorize the Administrator to sign the Agreement.

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

**VOICE VOTE: Passed**

TR24/04-16 **(Airport/Bob Lukens)** Move to amend the Airport Rates and Fees schedule for FY2024 to reduce short-term (\$12 daily) and long-term (\$10 daily) parking rates to \$0, increase the exclusive and joint use terminal space lease rates to include utilities, and implement a new Part-139 Services fee to cover FAA-required services such as aircraft rescue and firefighting and snow removal. These changes will result in \$205,052 in new revenue over FY2023.

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

**VOICE VOTE: Passed**

TR24/04-17 **(Board Member/Marcia Hovey-Wright)** Move to adopt the Muskegon County Resolution #2024-01 as amended by the Full Board.

Move to Table the Muskegon County Resolution to urge the adoption of policies that will lead to environmental sustainability in Muskegon County and the United States (Resolution #2024-01):

**ACTION:** Moved by Commissioner Kim Cyr, supported by Commissioner Michelle Hazekamp

**YES:** Kim Cyr, Michelle Hazekamp, Zach Lahring

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

**Failed: 3:4**

Move to adopt the Muskegon County Resolution to urge the adoption of policies that will lead

to environmental sustainability in Muskegon County and the United States (Resolution #2024-01) as amended by the Full Board.

**ACTION:** 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**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

Commissioner Jessica Cook spoke about the positive chatter about the airport. She indicated she is grateful for the airport leadership and the positive momentum we have. Commissioner Cook also thanked Bob Lukens and Ken Efting for their leadership.

Commissioner Zach Lahring expressed his appreciation to the chair in that, it seems, for the past year, partisan resolutions have been kept at bay, and he is hopeful for the remaining year it will remain that way, even with this year being an election year.

Commissioner Marcia Hovey-Wright indicated she is not running again and that she just wants to get something done before leaving office that will benefit the public.

Chair Charles Nash stated that Bob Lukens and Ken Efting are doing a great job at the airport. Chair Charles Nash commended Bob Lukens and Ken Efting for the marketing tools they have initiated, such as the one-day free bus service. Chair Nash also indicated he would like to work with the Administration on composing a letter to the senators and get the Board Members to sign a letter to speed up the process of selecting the recommended airline service at the Muskegon County Airport.

**12. Adjournment**

The meeting was adjourned at 5:04 p.m.



# Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair  
Darrell Paige, Vice Chair

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May 16, 2024 at 4:00 PM

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

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## MINUTES

### 1. Call to Order

The meeting was called to order at 4:42 p.m. by Commissioner Marcia Hovey-Wright.

### 2. Roll Call

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

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

### 3. Approval of Agenda

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

**VOICE VOTE: Passed**

### 4. Approval of Minutes

A. Move to approve the Minutes of April 11, 2024

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

**VOICE VOTE: Passed**

### 5. Informational Items

A. MATS March 2024 Operations Report  
Report placed on file.

B. MKG April 2024 Operations Report

Ken Efting, MKG Airport Director, presented a Federal Aviation Administration (FAA) update with regard to Denver Air's presence at the airport. Mr. Efting indicated that the Department of Transportation (DOT) is working through the approval process. Mr. Efting also indicated that once it is approved, Denver Air will need 67 days from the announcement to start the service.

The Operations Report placed on file

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

None

**7. Items for Consideration**

TR24/05-18      **(Transit/Bob Lukens)** Move to award the MATS solicitation for a three (3) year period of ad-hoc Cummins engine diagnostics and repair services to the firm Cummins Sales and Service.

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

**VOICE VOTE: Passed**

TR24/05-19      **(Transit/Bob Lukens)** Move to authorize Muskegon Area Transit System (MATS) to develop and submit an application for up to \$200,000 in transit related improvements from the 100% State-funded Michigan Department of Transportation (MDOT) Shared Streets and Spaces Program and further to authorize the Administrator to execute a grant agreement if awarded.

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

**VOICE VOTE: Passed**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 4:48 p.m.



# Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair  
Darrell Paige, Vice Chair

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June 13, 2024 at 4:00 PM

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

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## MINUTES

### 1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Marcia Hovey-Wright.

### 2. Roll Call

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

Excused: Commissioner Darrell Paige

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

### 3. Approval of Agenda

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

**VOICE VOTE: Passed**

### 4. Approval of Minutes

A. Move to approve the Minutes of May 16, 2024

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

**VOICE VOTE: Passed**

### 5. Informational Items

A. MATS Operations Report April 2024  
Report placed on file.

B. MKG Operations Report May 2024

Ken Efting, Airport Director, gave a brief overview of the MKG Operations Report, along with an update on Delta Air. Report placed on file.

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

None

### 7. Items for Consideration

TR24/06-20      **(Transit/Bob Lukens)** Move to authorize the Muskegon Area Transit System (MATS) to engage Progressive AE in the design, solicitation, and project management phases of a Louis A. McMurray Conference and Transportation Facility Mechanical Systems replacement and upgrade project for the stipulated sum of \$55,682, and further authorize a solicitation to be issued for a contractor to perform this work.

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

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

TR24/06-21      **(Airport/Bob Lukens)** Move to approve Reimbursable Agreement No. GL-006110 between the County and Federal Aviation Administration (FAA), in the amount of \$118,098 for engineering, design and construction activities related to the Muskegon County Airport's FY2025 Taxiway A reconstruction project, authorize the Administrator to execute the agreement, and further adjust the budget accordingly.

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

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

TR24/06-22      **(Airport/Bob Lukens)** Move to accept the bid from JLS Sealcoating for \$32,000 to provide crack sealing and repair services for the Airport passenger parking lot, approach roads and terminal area.

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

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

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 4:14 p.m.



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

---

September 3, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 4:45 p.m. by Commissioner Marcia Hovey-Wright.

**2. Roll Call**

Present: Vice-Chair Jessica Cook  
Commissioner Kim Cyr  
Commissioner Michelle Hazekamp  
Commissioner 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  
Laura J. Genovich, Corporate Counsel

**3. Approval of Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of June 13, 2024

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

**VOICE VOTE: Passed**

**5. Informational Items**

A. June 2024 MKG Operations Report

Ken Efting, Airport Director, gave a brief overview of the MKG Operations Report, along with an update on Delta Air and the terminal construction. Report placed on file.

B. June 2024 MATS Operations Report

Bob Lukens, Community Development Director, gave an overview of the MATS Operations Report. Mr. Lukens also mentioned the press release that came out in regard to MATS service to the VA Clinic and Public Health. Report placed on file.

C. July 2024 MKG Operations Report

Ken Efting, Airport Director, gave a brief overview of the MKG Operations Report, along with an update on Delta Air. Report placed on file.

D. July 2024 MATS Operations Report

Bob Lukens, Community Development Director, gave an overview of the MATS Operations Report. Mr. Lukens also mentioned the press release that came out in regard to MATS service to the VA Clinic and Public Health. Report placed on file.

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

None

**7. Items for Consideration**

TR24/09-23 **(Airport/Robert M. Lukens)** Move to approve the First Amendment of the Lease Agreement with Cardinal Safety Company to rent Suite B in the Airport Administrative Building. Further, adjust the FY24/25 budgets accordingly and authorize the Administrator to sign the amendment.

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

**VOICE VOTE: Passed**

TR24/09-24 **(Airport/Robert M. Lukens)** Move to approve an administrative request from KAM Land Co. to sublease the premises at 174 Sinclair Drive (privately owned hangar) to Shape Corp. for aeronautical uses. Further, authorize the Administrator to execute the approval.

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

**VOICE VOTE: Passed**

TR24/09-25 **(Airport/Robert M. Lukens)** Move to accept the bid from Korthase & Sons in the amount of \$69,218.50 to reconstruct Taxiway B lighting as part of the Airport's FY24 FAA grant-funded Airport Improvement Program projects at a cost to the county not to exceed \$1,731.00.

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

**VOICE VOTE: Passed**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 4:59 p.m.



# Muskegon County Transportation Committee

Marcia Hovey-Wright, Chair  
Darrell Paige, Vice Chair

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October 10, 2024 at 4:00 PM

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

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## MINUTES

### 1. Call to Order

The meeting was called to order at 4:45 p.m. by Commissioner Darrell Paige.

### 2. Roll Call

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

Excused: Commissioner Marcia Hovey-Wright

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

### 3. Approval of Agenda

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

**VOICE VOTE: Passed**

### 4. Approval of Minutes

A. Move to approve the Minutes of September 3, 2024

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

**VOICE VOTE: Passed**

### 5. Informational Items

A. MKG Operations Report for August and September 2024  
Report placed on file.

B. MATS Operations Report August 2024  
Report placed on file

C. Staff Update on MATS Transit Authority Discussions  
Jim Koens, Transit Systems Manager, gave an update on the MATS Transit Authority's progress.  
Mark Eisenbarth, County Administrator, stated he appreciated Jim's involvement in attending

many meetings with the city managers to keep the MATS Transit Authority progress moving forward.

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

None

**7. Items for Consideration**

TR24/10-26 **(Airport/Bob Lukens)** Move to accept the bid from Great Lakes Ford in the total amount of \$96,076.00 for two (2) F-150 Lightning all-electric pickup trucks and authorize the Board Chair to sign the required vehicle purchase and registration documents. This purchase is funded by an FAA-sponsored grant as part of the Airport Improvement Program with a cost to the county not to exceed \$2,642.09. Further, authorize the sale of the older vehicles listed using the County disposal process.

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

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

**NO:** Kim Cyr, Michelle Hazekamp

**Passed 4:2**

TR24/10-27 **(Airport/Bob Lukens)** Move to approve a lease between the County and Key Lime Air (dba Denver Air Connection) in the amount of \$28,476.00 per month (includes utilities) as described in the lease, and further authorize the Administrator to sign the agreement pending Corporate Counsel review. This lease replaces that of Southern Airways Express.

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

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

**NO:** None

**Passed 6:0**

**8. Unfinished Business**

None

**9. New Business**

Mark Eisenbarth, County Administrator, informed the Commissioners of the Muskegon County Road Commission's 30th Annual Roadkill Banquet being held on October 30, 2024.

**10. Public Comment**

None

**11. Final Board Comments**

Chair Charles Nash indicated he appreciated the votes for TR24/10-26 as this will help to continue to move the Muskegon County Airport in a positive direction.

**12. Adjournment**

The meeting was adjourned at 4:53 p.m.



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

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November 14, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 5:30 p.m. by Commissioner Marcia Hovey-Wright.

**2. Roll Call**

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

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

**3. Approval of Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of October 10, 2024

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

**VOICE VOTE: Passed**

**5. Informational Items**

A. MATS Operations Report September 2024  
Report placed on file.

B. MKG Operations Report September and October 2024  
Ken Efting, Airport Director, gave a brief overview of the MKG Operations Report. Report placed on file.

C. Transit Authority Update - Jim Koens  
Jim Koens, Transit Systems Manager, gave a brief update on the transit authority's progress. Commissioner Zach Lahring thanked Mr. Koens for all of his efforts over the past 3-4 years.

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

None

**7. Items for Consideration**

- TR24/11-28      **(Airport/Bob Lukens)** Move to solicit a request for qualifications for professional services to provide Muskegon County Airport planning, architectural/engineering design, and construction administration/oversight functions for upcoming Airport Improvement Projects (AIP) for 2026-2031.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- TR24/11-29      **(Airport/Bob Lukens)** Move to solicit a request for qualifications (RFQu) for professional services to design and draft a new Airport Master Plan.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**
- TR24/11-30      **(Airport/Bob Lukens)** Move to authorize the airport to apply for, accept, and enter into a contract with the Michigan Department of Transportation (MDOT) for a Federal Aviation Administration (FAA) sponsored Airport Improvement Grant (AIG) for a total of \$243,233 in FY2025 to replace airfield guidance signs in accordance with the FY2023 signage study, with a local match cost to the County not-to-exceed \$6,081, further grant the Board Chair to sign the required documents and adjust the budget accordingly.
- ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- TR24/11-31      **(Airport/Bob Lukens)** Move to exercise a one (1) year extension to the existing contract with C&S Companies to provide project engineering services in support of the Muskegon County Airport Improvement Program for fiscal year 2025 and further authorize the Board Chair to sign any required documents.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
- VOICE VOTE:** **Passed**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 5:41 p.m.



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

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December 12, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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**MINUTES**

**1. Call to Order**

The meeting was called to order at 4:08 p.m. by Commissioner Marcia Hovey-Wright.

**2. Roll Call**

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

Also Present: Mark Eisenbarth, County Administrator  
Matthew Farrar, Deputy County Administrator  
Kathy Tharp, Executive Assistant to the County Administrator  
Michael Homier, Corporate Counsel

**3. Approval of Agenda**

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

**VOICE VOTE: Passed**

**4. Approval of Minutes**

A. Move to approve the Minutes of November 14, 2024

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

**VOICE VOTE: Passed**

**5. Informational Items**

A. MATS Operations Report October 2024

Jim Koens, Transit Systems Manager, gave a brief update on the MATS Operations Report. Report placed on file.

B. MKG Operations Report November 2024

Ken Efting, Airport Director, gave an update on the MKG Operational Report. Report placed on file.

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

None

**7. Items for Consideration**

TRSP24/12-32 **(Transit/Bob Lukens)** Move to approve the October 2024 update to the Public Transit Agency Safety Plan (PTASP) for the Muskegon Area Transit System (MATS)

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

**VOICE VOTE: Passed**

TRSP24/12-33 **(Transit/Bob Lukens)** Move to approve the County of Muskegon Disadvantaged Business Enterprise (DBE) Program for Department of Transportation Financial Assistance Programs -- December 2024 update.

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

**VOICE VOTE: Passed**

**8. Unfinished Business**

None

**9. New Business**

None

**10. Public Comment**

None

**11. Final Board Comments**

None

**12. Adjournment**

The meeting was adjourned at 4:27 p.m.