



Muskegon County
Organizational Meeting
Charles Nash, Chairman

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

MINUTES

1. Call to Order - Chairman Charles Nash

The organizational meeting was called to order at 3:00 p.m. by Chair Charles Nash.

2. Invocation: Chairman Charles Nash

3. Pledge of Allegiance

4. Roll Call

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

Excused: Commissioner Jessica Cook

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Karen D. Buie, County Clerk
Linda M. Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

5. Approval of Agenda

Move to Remove Agenda Items 10 and 11

ACTION: 2024-1 Moved by Chair Charles Nash supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

6. Public Comment (on an agenda item)

Vice-Chair Hovey-Wright announced that she is resigning from as the Vice-Chair effective when she is replaced and intends to nominate Commissioner Jessica Cook as Vice-Chair.

7. Election of Vice Chair

Motion to nominate Commissioner Jessica Cook as Vice-Chair

ACTION: 2024-2 Moved by Commissioner Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Failed

Motion to nominate Commissioner Kim Cyr as Vice-Chair

ACTION: 2024-3 Moved by Commissioner Hazekamp, supported by Commissioner Zach Lahring

VOICE VOTE: Failed

Motion to postpone the election of Vice-Chair until the next Full Board

ACTION: 2024-4 Moved by Chair Charles Nash, supported by Commissioner Hovey-Wright

VOICE VOTE: Passed

8. Swearing in of Board of Commission Vice-Chair (Oath of Office)

Postponed until next full board meeting

9. Adoption of 2024 Calendar

A. Adoption of 2024 Calendar

ACTION: 2024-5 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

10. Adoption of Administrative Settlement Authority

A. Administrative Settlement Authority

Removed under approval of the agenda

11. Adoption of Administrator's Spending Authority

A. Administrator's Spending Authority

Removed under approval of agenda

12. 2024 Committee Assignments/Chair and Vice Chair Appointments

A. 2024 Standing Committee Appointments

ACTION: 2024-6 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

NO: Michelle Hazekamp, Zach Lahring

Passed 4:2

13. 2024 Commissioner Liaison Appointments

A. 2024 Commissioner Liaison Appointments

ACTION: 2024-7 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

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

NO: None
Passed 6:0

14. Informational Item

A. Adoption of the Muskegon County Board Rules

Adoption of the Muskegon County Board Rules with the amendment to Section 3 - Organizational Meeting remove the words "which shall be at 3:00pm"

ACTION: **2024-8** Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

15. Public Comment

Chair Nash stated we had an awesome 2023 and he is looking forward to a prosperous 2024. Commissioner Hovey-Wright thanked all those involved in making 2023 a successful year.

16. Adjourn to the call of the Chair

The meeting was adjourned at 3:13 p.m.



Muskegon County

Board of Commissioners Full Board

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

January 23, 2024 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: Chairman Charles Nash

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
Breanna Armstrong, County Clerk Specialist
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-9 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 of December 19, 2023, and the Organizational Meeting Minutes of January 4, 2024.

ACTION: 2024-10 Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp

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 18, 2024, and I move: (Commissioner Cook)

CDSP24/01-01 Move to apply for and accept a one-time grant from the Michigan Strategic Fund, via the Michigan Association of Convention & Visitor Bureaus, to be used strictly for destination marketing purposes and adjust the budget accordingly.

ACTION: 2024-11 Moved by Commissioner Zach Lahring, 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

CDSP24/01-02 Move to approve the purchase agreement for Airport Business Park lots located at 5078 Robert Hunter Drive and 735 East Ellis Road for \$90,480 and authorize the Administrator to sign all necessary and appropriate documents to complete this transaction.

ACTION: 2024-12 Moved by Commissioner Zach Lahring, 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 January 16, 2024, and I move: (Commissioner Hovey-Wright)

HS24/01-01 Move to approve HealthWest to continue relationships with the vendors listed in the proposed schedule from October 1, 2023, through September 30, 2024.

ACTION: 2024- 13 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-02 Move a salary range adjustment for the Community Health Worker job class

from pay table/grade HX-00210 to HO-00160.

ACTION: 2024-14 Moved by Commissioner Darrell Paige, supported by
Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach
Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-03 Move to reclassify the Community Health Worker positions X19703 and
X19706 at pay table/grade HX-00210 to Case Manager II positions at pay table/grade
HX-00190.

ACTION: 2024-15 Moved by Commissioner Darrell Paige, supported by
Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach
Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-04 Move to authorize HealthWest to continue their relationship with Preferred
Lawn Care and Snowplowing Services, LLC, for FY2024 for one (1) year with an optional
three (3) year renewal after the first year, to provide snow removal and salt services at
both the Mental Health Center and Club Interactions.

ACTION: 2024-16 Moved by Commissioner Darrell Paige, supported by
Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach
Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-05 Move to authorize Public Health to amend its FY2024 budgeted fund 2210
revenues and expenditures from \$7,913,651 to \$8,323,117 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: 2024-17 Moved by Commissioner Darrell Paige, supported by
Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach
Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-06 Move to authorize Public Health to amend its FY2024 budgeted Community

Health Improvement fund (2217) revenues and expenditures from \$750,750 to \$1,000,750 to align with anticipated program activities and program line item adjustments with no change in the general fund appropriation.

ACTION: 2024-18 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-07 Move to approve the appointment of Dr. Patrick Hansma as the Muskegon County Medical Examiner effective January 1, 2024 – December 31, 2024.

ACTION: 2024-19 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-08 Move to pay up to \$600,000 in services provided by HealthWest vendors for Fiscal Year 2023 above and beyond the approved Fiscal Year 2023 Expenditures of \$92,854,287.

ACTION: 2024-20 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

HS24/01-09 Move to create a Chief Clinical Transition Officer at HealthWest at Pay Grade HX-00447 and appoint Cyndi Blair to the position at Step 6, effective on the start date of the new Chief Clinical Officer, and further authorize this new position to be eliminated on July 31, 2024.

ACTION: 2024-21 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

C. **The Transportation Committee** met on January 18, 2024, and I move: (Commissioner Hovey-Wright)

TR24/01-01 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: 2024-22 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

TR24/01-02 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: 2024-23 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

TR24/01-03 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: 2024-24 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

TR24/01-04 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: 2024-25 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

D. The Ways & Means Committee met on January 16, 2024, and I move: (Commissioner Cook)

WM24/01-01 Move to delete the GIS Specialist position X40600 and create a Web Developer position in the Information Systems department at pay grade 22.

ACTION: 2024-26 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

WM24/01-02 Move to approve payment of the accounts payable of \$11,717,724.54 covering the period November 18, 2023, through December 8, 2023, and P Card and EFT payments covering the period November 1, 2023, through November 30, 2023, as presented by the County Clerk.

ACTION: 2024-27 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

WM24/01-03 Move to award Marquette cooling tower repair services to Trane per the Omnia Cooperative Purchasing Agreement proposal in the amount of \$85,998.00 and to amend the budget accordingly.

ACTION: 2024-28 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

WM24/01-04 Move to accept and approve the Early Voting Site Agreement for Election Services between Muskegon County and the Townships of Blue Lake, Casnovia, Cedar Creek, Egelston, Fruitland, Fruitport Charter, Laketon, Montague, Moorland, Muskegon Charter, Ravenna, Sullivan, White River and Whitehall; and the Cities of Montague, Muskegon, Muskegon Heights, North Muskegon, Norton Shores, Roosevelt Park and Whitehall.

ACTION: 2024-29 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

WM24/01-05 Move to approve the creation of one hundred fifty-three (153) Election
Inspector on-call positions at a pay range of \$18.00 - \$20.00 per hour.

ACTION: 2024-30 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. Presentation of Certificates to the Board of Canvassers (Karen Buie, County Clerk)

B. Election of Vice Chair

Move to nominate Commissioner Jessica Cook for Vice-Chair

ACTION: 2024-31 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

Move to nominate Commissioner Kim Cyr for Vice-Chair

ACTION: 2024-32 Moved by Commissioner Michelle Hazekamp, supported by
Commissioner Zach Lahring

VOICE VOTE: Failed

C. Move to adopt the Administrator's Settlement Authority

ACTION: 2024-33 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

D. Move to adopt the Administrator's Spending Authority

ACTION: 2024-34 Moved by Commissioner Darrell Paige, 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

E. Move to appoint Commissioner Jay Kilgo to the Land Bank Fast Track Authority for a 3-year term from 1/1/2024 through 12/31/2026 (City of Muskegon - Replacing Eric Hood)

ACTION: 2024-35 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

F. Move to appoint Commissioner Kellie Kitchen to the Land Bank Fast Track Authority for a 3-year term from 1/1/2024 through 12/31/2026 (City of Muskegon Heights - Replacing Walter Watts)

ACTION: 2024-36 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

Chairman Nash shared that there will be a Community meeting on January 24, 2024, at 6:00 p.m. at Steel Middle School to share ideas, wants and wishes about the building in the future.

10. **Administrator's Report**

A. Move to **conclude** the evaluation of a Countywide Off Road Vehicle (ORV) ordinance. Furthermore, continue to support the Road Commission and Townships in their endeavors to enact an ORV ordinance.

ACTION: 2024-37 Moved by Commissioner 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. **Housing Presentations:**
Monday, January 29 at 12:00 p.m. - Township Officials at Muskegon Charter Township Hall
Monday, February 19 at 5:30 p.m. - City of Muskegon Heights Council Meeting
Tuesday, February 27 at 8:00 a.m. - United Way Board Meeting

Correction, Housing Presentation will be held at the Marquette campus on Monday, January 29 at 12:00 p.m.

11. Public Comment

Amanda Heys, Muskegon County District Court Administrator, introduced Benjamin Ruby, District Court Deputy Administrator.

12. Unfinished Business

None

13. New Business

Move to revisit the 2024 Committee Appointments made January 4, 2024, at Organizational Meeting.

ACTION: 2024-38 Moved by Commissioner Kim Cyr, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Failed

14. Final Board Comments

None

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: 2024-39 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr 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 4:36 p.m.

ACTION: 2024-40 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr to return to 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 5:22 p.m.

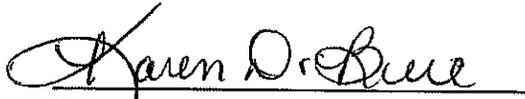
Move to approve Ratification of the Tentative Agreement with Sheriff's FOP Executive Group.

ACTION: 2024-41 Moved by Commissioner Darrell Paige, 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

- 16. Adjourn to the call of the Chair**
The meeting was adjourned at 5:26 p.m.



Karen D. Buie, County Clerk

Approved at the Full Board Meeting on February 20, 2024



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

February 20, 2024 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 Kim Cyr

3. Pledge of Allegiance

4. 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
Matt Kelliher, IT Director
Anne Seuryneck, Corporate Counsel
Karen D. Buie, County Clerk
Breanna Armstrong, County Clerk Specialist

5. Approval of Agenda

ACTION: 2024-42 Moved by Commissioner Jessica Cook, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the open and closed Minutes of January 23, 2024

ACTION: 2024-43 Moved by Commissioner Darrell Paige, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Ken Sanford, Under Sheriff, addressed the sheriffs vehicle purchases in motion CPS24/02-07.

Chief Judge Kostrzewa of the District Court addressed the Pay Table adjustment per MGT recommendations in motion WM24/02-14.

Judge Ladas Hoopes, of District Court, also addressed the Pay Table adjustment per MGT recommendations in motion WM24/02-14.

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

Sheriff Poulin & Captain Matt Smith handed out awards to deputies of the Sheriffs Department.

9. Committee/Board Reports

A. The Community Development & Strategic Planning Committee met on February 15, 2024, and I move: (Vice Chair Cook)

CDSP24/02-03 Move to increase dockage fees at Heritage Landing for the 2024 cruise ship season from \$2,250 to \$2,500 for single day calls, and from \$2,750 to \$3,000 for overnight calls.

ACTION: 2024-44 Moved by Commissioner Darrell Paige, 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

CDSP24/02-04 Move to increase the rental fees for non-festival events at Heritage Landing from \$150 to \$200 per event for The Point, Heritage Park and the Heritage Bridge; from \$250 to \$350 per event for the Paul C. Johnson Pavilion Stage and Field; and increase the daily festival rental fee \$125 per festival day, from \$3,125 to \$3,250 and adjust the budget accordingly. For the Union Depot, increase the small event rental fee from \$200 to \$250, and for a beverage tent at the Union Depot, raise the rental fee from \$1,200 to \$1,500 per day, and adjust the budget accordingly.

ACTION: 2024-45 Moved by Commissioner Darrell Paige, 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 Courts & Public Safety Committee met on February 15, 2024, and I move:
(Commissioner Paige)

CPS24/02-01 Move to authorize the Prosecutor to accept and authorize the County Administrator and Finance Director to sign the FY2024 Byrne JAG – WEMET grant (MSP #JAG-70834-W.E.M.E.T.-2024) in the amount of \$14,313.00 and adjust the budget accordingly.

ACTION: 2024-46 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

CPS24/02-02 Move to adjust the District Court budget to utilize \$25,000 from the department's surplus funds for continued utilization of a temporary employee assisting with backlog, and to provide additional funds for discretionary overtime during FY2024.

ACTION: 2024-47 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

CPS24/02-03 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 Program between Egleston 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 document.

ACTION: 2024-48 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, Zach Lahring
Passed 4:3

CPS24/02-04 Move to authorize the Sheriff to accept and authorize the County Administrator and Finance Director to sign the FY2024 Byrne JAG – WEMET grant

(MSP #JAG-70834-W.E.M.E.T.-2024) in the amount of \$14,313.00 and adjust the budget accordingly.

ACTION: 2024-49 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

CPS24/02-05 Move to approve the Sheriffs Office selling surplus radio equipment and accessories to Radiowell for the amount of \$6,075.00 and have these funds reserved for future use by the Sheriffs Office.

ACTION: 2024-50 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

CPS24/02-06 Move to approve the Sheriffs Office applying for and accepting a Risk Avoidance Program (RAP) grant from the Michigan Municipal Risk Management Authority (MMRMA) in the amount of 50% or \$50,000 to offset the cost of the jail mezzanine project.

ACTION: 2024-51 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

CPS24/02-07 Move to authorize the Sheriff to purchase four (4) new 2024 Ford Police Interceptor Utility AWD vehicles using MiDeal pricing from Emergency Services and have Emergency Services coordinate the purchase of the additional equipment and up fitting in advance of the FY2025 budget year for the not-to-exceed price of \$258,048. Further authorize the funding for this purchase from the Equipment Revolving fund and adjust the budget accordingly.

ACTION: 2024-52 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles
Nash, Darrell Paige

NO: Zach Lahring
Passed 6:1

CPS24/02-08 Move to transfer the Sheriffs Office title of one (1) 2008 GEM E4 vehicle (VIN 5ASAG47498F047449) to Emergency Services, the Sheriffs Office contracted maintenance provider, in exchange for repairs and painting of one (1) currently County owned enclosed trailer for the Sheriffs Office.

ACTION: 2024-53 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles
Nash, Darrell Paige
NO: Zach Lahring
6:1

C. The Human Services Committee met on February 13, 2024, and I move:
(Commissioner Hovey-Wright)

HS24/02-10 Move to authorize the release of a solicitation for a salary study for HealthWest.

ACTION: 2024-54 Moved by Commissioner Marcia Hovey-Wright, 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

HS24/02-11 Move to reclassify Technology Analyst, Position X88707, Wage Grade HX-00300, to Help Desk Technician, Wage Grade HX-00160 (Cost Center 7124).

ACTION: 2024-55 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
7:0

HS24/02-12 Move to authorize HealthWest to enter into a master agreement with Enterprise Fleet Management to manage the HealthWest fleet of vehicles for Fiscal Year 2024 at a cost not to exceed \$300,000.

ACTION: 2024-56 Moved by Commissioner 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

HS24/02-13 Move to authorize the HealthWest Executive Director to sign a contract with Vonage Business Inc. to upgrade the phone system to a cloud-based service provider, at a cost not to exceed \$39,000.00 per year, effective March 1, 2024, through February 28, 2027.

ACTION: 2024-57 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 Transportation Committee met on February 15, 2024, and I move: (Commissioner Hovey-Wright)

TR24/02-05 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: 2024-58 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

TR24/02-06 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: 2024-59 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

TR24/02-07 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: 2024-60 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

E. The Ways & Means Committee met on February 13, 2024, and I move: (Vice Chair Cook)

WM24/02-06 Move to create an additional Senior County Clerk Specialist, pay grade 15, and eliminate vacant position N22801 County Clerk Administrative Assistant, pay grade 7.

ACTION: 2024-61 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

WM24/02-07 Move to authorize the adoption of the resolution allowing the County of Muskegon Treasurer to borrow up to ten million dollars (\$10,000,000) against the anticipated 2023 delinquent real property taxes.

ACTION: 2024-62 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

WM24/02-08 Move to authorize the adoption of the resolution to waive the monthly interest charge of one percent (1%) and the administrative fee of four percent (4%) for the period March 1st to April 30th for 2023 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: 2024-63 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

WM24/02-09 Move to award Jail Mezzanine Security Screening project to Pauly Jail
Building Company, Inc. for \$1,967,000 utilizing American Rescue Plan funds.

ACTION: 2024-64 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

WM24/02-10 Move to select Clifford Buck Construction Company Inc. as the
construction manager for the Marquette Campus Renovations and authorize staff to
negotiate an American Institute of Architects A-133-2019 Cost of the Work Plus a Fee
with a Guaranteed Maximum Price agreement with them.

ACTION: 2024-65 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

WM24/02-11 Move to approve payment of the accounts payable of \$31,086,538.11
covering the period December 9, 2023, through January 19, 2024, and P Card and EFT
payments covering the period December 1, 2023, through December 31, 2023, as
presented by the County Clerk.

ACTION: 2024-66 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

WM24/02-12 Move to approve the issuance of a solicitation for financial advisor
services.

ACTION: 2024-67 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

WM24/02-13 Move to approve the release of a solicitation for bond counsel services.

ACTION: 2024-68 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

WM24/02-14 Move to approve the Pay Table adjustments per MGT recommendations effective October 8, 2023, and corresponding necessary position modifications effective per attached.

ACTION: 2024-69 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Kim Cyr, Charles Nash, Darrell Paige
NO: Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring
Passed 4:3

10. Chairman's Report/Committee Liaison Reports

A. Liaison Appointments

Foreign Trade Zone Board

Marla Schneider (MAF/Economic Development) three (3) year term beginning February 20, 2024, through February 20, 2027 - Appointment

HealthWest Board

Thomas Hardy, three (3) year term beginning March 31, 2024, through March 31, 2027 - Reappointment

Mary Vazquez, three (3) year term beginning February 20, 2024 through February 20, 2027 - Appointment

Foreign Trade Zone Board

Move to appoint Marla Schneider (MAF/Economic Development) for a three (3) year term

beginning February 20, 2024, through February 20, 2027 - Appointment

ACTION: 2024-70 Moved by Commissioner Charles Nash, supported by
Commissioner Marcia Flovey-Wright

VOICE VOTE: Passed

HealthWest Board

Move to appoint Thomas Flardy for a three (3) year term beginning March 31, 2024, through
March 31, 2027 - Reappointment

Move to appoint Mary Vazquez for a three (3) year term beginning February 20, 2024, through
February 20, 2027 - Appointment

ACTION: 2024-71 Moved by Commissioner Charles Nash, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

B. Strategic Planning

Chairman Nash had a discussion with Commissioners regarding strategic planning
sessions.

C. Reminder - Early voting continues through Sunday, February 25, 2024

D. Election Day is Tuesday, February 27, 2024

E. Flighlighted Muskegon County Community Events:

- Every Saturday through April 6, 2024, 9:00 a.m. - 2:00 p.m. - Indoor Winter
Farmers Market @ the Muskegon Farmers Market
- February 22, 2024 @ 6:00 p.m. to 8:00 p.m. - Presentation by Judy Flayner on
Public Art in Muskegon @ the Muskegon Museum of Art
- March 1, 2024 (Polar Plunge Pre-Registration 4:00 p.m. to 8:00 p.m., Pre-Plunge
Party 7:00 p.m. to 12:00 a.m.) and March 2, 2024 (Registration/Check-in 12:00
p.m., Plunge Begins 2:00 p.m., Awards and After Splash Bash 4:00 p.m.) @
Fricano's
- March 14, 2024 @ 6:00 p.m. to 7:00 p.m. - Safety 101, Montague Branch Library

11. Administrator's Report

A. Move to approve the Muskegon County Employees Appreciation Day to be held at
Muskegon County Airport on Saturday, August 10, 2024.

ACTION: 2024-72 Moved by Commissioner Charles Nash, supported by
Commissioner Jessica Cook

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

NO: None
Passed 7:0

- B. Move to approve the National Association for Public Defense (NAPD) proposal for consulting services regarding the selection of the Muskegon County Public Defender Director ND276 position in the amount not to exceed \$24,000.

ACTION: 2024-73 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

12. Public Comment

Amanda Heys, District Court Administrator, addressed the topic of the MGT salary study. She feels MGT got a lot right, but a lot was not captured by this study.

Lori Hayes, Elections Coordinator, discussed the early voting process.

Chief Judge Kostrzewa, of District Court, addressed the Judicial Secretary and Court Reporter's pay scale.

13. Unfinished Business

None

14. New Business

None

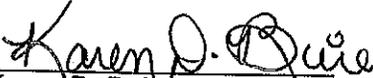
15. Final Board Comments

Commissioner Hovey-Wright shared that the Commissioners should continue to work on the wage study.

Commissioner Hovey-Wright also shared with the board and the public that the Senior Activities Committee's Millage is up for renewal, and they will be having a Kickoff August 6, 2024.

16. Adjourn to the call of the Chair

The meeting was adjourned at 5:39 p.m.


Karen D. Buie, County Clerk

Approved at Full Board Meeting on March 19, 2024



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

March 19, 2024 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 at 4:00 p.m. in person and was available to the public via Zoom.

2. Invocation: Commissioner Kim Cyr

3. Pledge of Allegiance

4. 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
Karen D. Buie, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Michael Homier, Corporate Counsel
Linda Larsen, Administrative Coordinator
Matt Kelliher, IT Director

5. Approval of Agenda

ACTION: 2024-74 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of February 20, 2024

ACTION: 2024-75 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Kim Arter, Laketon Township Supervisor, addressed her support for the three (3) year agreement between the County of Muskegon, Reeths-Puffer Schools and Laketon Township in Motion CPS24/03-11.

8. Committee/Board Reports

- A. **The Community Development & Strategic Planning Committee** met on March 14, 2024, and I move: (Vice Chair Cook)

CDSP24/03-05 Move to approve the CVB's hosting of the May 2024 Muskegon Lakeshore Chamber of Commerce "Business After Hours" event on Thursday, May 23, 2024, at the Union Depot, in celebration of National Travel & Tourism Week.

ACTION: 2024-76 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CDSP24/03-06 Move to approve the event agreement between the County of Muskegon and the Michigan Irish Music Festival to rent Heritage Landing, Thursday, September 12, 2024, through Sunday, September 15, 2024, for the annual Michigan Irish Music Festival for a fee of \$13,000 and authorize the County Administrator to sign the Agreement contingent on the festival organizer providing the County with the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 each, naming the County of Muskegon as Additional Insured.

ACTION: 2024-77 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CDSP24/03-07 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 7, 2024, through Saturday, August 10, 2024, for the annual Unity Christian Music Festival for a total cost of \$13,000 and authorize the County Administrator to sign the Agreement contingent on the festival organizer providing the County with the required General Liability Insurance in the amount of \$1,000,000, naming the County of Muskegon as Additional Insured.

ACTION: 2024-78 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

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 14, 2024, and I move:
(Commissioner Paige)

CPS24/03-09 Move to appoint the 60th District Court Administrator and the 60th District Court Deputy Administrator as attorney magistrates for the 60th District Court.

ACTION: **2024-79** Moved by Commissioner Darrell Paige, 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

CPS24/03-10 Move to create an hourly Legal Secretary at pay grade 7 for the Public Defender Family Division.

ACTION: **2024-80** Moved by Commissioner Darrell Paige, 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

CPS24/03-11 Move to approve entering into a three (3) year agreement between the County of Muskegon, Reeths-Puffer Schools and Laketon Township to create/provide one (1) full-time deputy at pay table/grade SD-00011 and to adjust the budget accordingly.

ACTION: **2024-81** Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Zach Lahring
Passed 5:2

CPS24/03-12 Move to approve the increase of the Sheriff Services rate charged for Sheriff's Office services outside the normal course of business from \$65 per hour to \$90 per hour.

ACTION: 2024-82 Moved by Commissioner Darrell Paige, 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

CPS24/03-13 Move to approve the Sheriff's Office to solicit Requests for Proposal for Fleet Maintenance and Management Services.

ACTION: 2024-83 Moved by Commissioner Darrell Paige, 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

C. **The Human Services Committee** met on March 12, 2024, and I move: (Commissioner Hovey-Wright)

HS24/03-14 Move to authorize Public Health to accept the Great Lakes Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) in the amount of \$14,000; and to contract with Grand Valley State University – Annis Water Resources Institute, not to exceed \$12,320 for related sampling and testing services, with no effect on county general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

ACTION: 2024-84 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

HS24/03-15 Move to enter into an agreement with the District Health Department #10 for the provision of services and participation in the Region 4 Perinatal Care System Quality Improvement Initiative in the amount of \$15,000 effective October 1, 2023, to September 30, 2024, and authorize the Public Health Director to sign the agreement.

ACTION: 2024-85 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

HS24/03-16 Move to authorize Public Health to apply for the Blue Cross Blue Shield grant, and if awarded, authorize the Public Health Director to sign the agreement, to expand the Mom Mentoring and Safe Sleep Program in the amount of \$20,000 for FY2024.

ACTION: 2024-86 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

HS24/03-17 Move to approve appointing Dr. Amanda Fisher-Hubbard, MD; Dr. Edmund Donoghue, MD; Dr. Jared Brooks, MD; Dr. Anna Tart, MD; and Dr. Christine James, DO as Deputy Medical Examiners for Muskegon County under the Medical Examiner contract.

ACTION: 2024-87 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

HS24/03-18 Move to promote employee #E93003943 to the vacant Deputy Health Officer position #X27502 at step 5 of wage grade 30, retroactive to February 12, 2024.

ACTION: 2024-88 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

HS24/03-19 Move to reclassify Wraparound Team Lead (Position X96701, Funding 7337, Pay table/grade HX-00275) to a Case Manager II (Funding 7323, Pay table/grade HX-00190).

ACTION: 2024-89 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

HS24/03-20 Move to reclassify Group Counseling Coordinator (Position X41401, Wage Grade HX 00210, Funding 7130) to a Groups Coordinator (Wage Grade HX 00160, Funding 7130).

ACTION: 2024-90 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

HS24/03-21 Move to authorize an Assisted Outpatient Treatment (AOT) Coordinator position (Wage Grade HX 00290, Funding 7500) to be fully funded by the Justice System grant.

ACTION: 2024-91 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

HS24/03-22 Move to reclass Clinical Services Supervisor, Position X23104 (Wage Grade HX 00320) to an Individual Placement & Support Worker position (Wage Grade HO 00208, Funding 7333).

ACTION: 2024-92 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

D. The Transportation Committee met on March 14, 2024, and I move: (Commissioner Hovey-Wright)

TR24/03-08 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: 2024-93 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

TR24/03-09 Move to authorize payment of the CY2023 contract goals and incentives in the amount of \$16,000 to F3 Management.

ACTION: 2024-94 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

E. The Ways & Means Committee met on March 12, 2024, and I move: (Vice Chair Cook)

WM24/03-15 Move to adopt the revisions to the Donated Leave Policy.

ACTION: 2024-95 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

WM24/03-16 Move to authorize a one (1) year contract with Goodtemps Temporary Staffing to provide staffing services with the possibility of two (2) subsequent one (1) year extensions.

ACTION: 2024-96 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

WM24/03-17 Move to approve payment of the accounts payable of \$15,240,968.61 covering the period January 19, 2024, through February 16, 2024, and P Card and EFT payments covering the period January 1, 2024, through January 31, 2024, as presented by the County Clerk.

ACTION: 2024-97 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

WM24/03-18 Move to authorize the Muskegon County Water Resource Commission to purchase a new $\frac{3}{4}$ ton, 4-wheel drive, double cab truck utilizing the equipment revolving fund and to award the purchase administratively to the highest rated proposer(s) in an amount not to exceed \$55,000; also authorize the disposal of the 2006 Chevy 2500 HD truck Vin#1GCHK24U56E253378 via trade in or auction; and further, adjust the budget accordingly.

ACTION: 2024-98 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

WM24/03-19 Move to select MB Strategies to facilitate and develop Muskegon County's Strategic Plan for a cost not to exceed \$12,000 and authorize the Administrator to sign the agreement. Further, approve funding from the board surplus funds and adjust the budget accordingly.

ACTION: 2024-99 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

WM24/03-20 Move to approve the resolution authorizing 2024 capital improvement bonds (Limited Tax General Obligation) and authorize the Clerk to sign the same.

ACTION: 2024-100 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

WM24/03-21 Move to allocate a total amount of \$619,578.43 to the Muskegon County and Muskegon Central Dispatch 9-1-1 Server Room Collaboration at the Muskegon County Marquette Campus I-Wing from the American Rescue Plan funds, amend the budget accordingly, and further authorize the Administrator to sign the attached Cost Sharing Agreement.

ACTION: 2024-101 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

Commissioner Hazekamp shared that the road construction on Seaway Drive near Mona Lake was set to be completed July 4, 2024, but will be completed sooner due to mild weather.

Commissioner Hovey-Wright shared that the kickoff event for the Senior Millage was very successful.

A. Administrator Eisenbarth's Annual Evaluation Summary

Commissioners discussed Admin Eisenbarth's 2023 evaluation. Chair Nash congratulated Admin Eisenbarth on his overall performance during 2023.

B. Highlighted Muskegon County Community Events:

*Easter Egg Drops:

March 23, 2024 @ 11:00 a.m. - 12:00 p.m. - North Muskegon Library (Walker Park between the Library and City Hall)

March 25, 2024 @ 5:30 p.m. - 6:30 p.m. - Norton Shores Library

March 30, 2024 @ 11:00 a.m. - 1:00 p.m. - Holton Library

***Spring Break Open House: Science, Technology, Engineering and Mathematics (STEM) Center Revamp**

April 1, 2024 @ 11:00 a.m. - 2:00 p.m. - Muskegon Museum of History & Science

***Solar Eclipse View Party and Open House**

April 8, 2024 @ 1:30 p.m. - 4:30 p.m. - Muskegon Astronomical Society

10. Administrator's Report

A. Update on Housing and Broadband

Mark Eisenbarth, County Administrator, shared an update on the Broadband Equity, Access, and Deployment (BEAD) Program.

11. Public Comment

None

12. Unfinished Business

Move to cancel the Work Session Meeting scheduled for Thursday, March 21, 2024, due to no agenda items.

ACTION: 2024-102 Moved by Commissioner Kim Cyr, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

13. New Business

None

14. Final Board Comments

None

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: 2024-103 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

Went into Closed Session at 4:34 p.m

ACTION: 2024-104 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

Came back into Open Session at 4:39 p.m.

Move to approve the ratified Tentative Agreement negotiated with the Sheriff's Deputies.

ACTION: 2024-105 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

16. Adjourn to the call of the Chair

Meeting adjourned at 4:40 p.m.


Karen D. Buie, County Clerk

Approved at Special Full Board Meeting April 02, 2024



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

April 16, 2024 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: Pastor Parsekian, Shores Community Church

3. Pledge of Allegiance

4. 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
Karen D. Bule, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-109 Moved by Commissioner Darrell Paige, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Special Board Meeting Minutes of April 2, 2024

ACTION: 2024-110 Moved by Commissioner Darrell Paige, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Tamara Horne, City of Whitehall Resident, addressed her support for Resolution in Motion TR24/01-17.

8. Presentation - FY2023 Audit (Paul Matz/Rehmann)

Paul Matz from Rehmann Robson and Muskegon County's audit partner, shared results from the audit for the year ending September 30, 2023.

9. Committee/Board Reports

A. The Community Development & Strategic Planning Committee met on April 11, 2024, and I move: (Vice Chair Cook)

CDSP24/04-08 Move to create one additional hourly Park Crew Leader/Seasonal position at wage grade 4 to manage the Heritage Landing Cruise Ship Dock Security.

ACTION: 2024-111 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

CDSP24/04-09 Move to select Architects Collaborative Design Partnerships to provide architecture and engineering services for the Pioneer Park Bath House with a not to exceed total of \$89,360.

ACTION: 2024-112 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

B. The Courts & Public Safety Committee met on April 11, 2024, and I move: (Commissioner Paige)

CPS24/04-14 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 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 \$62,245.50 and authorize the Board Chair and Sheriff to sign the agreement.

ACTION: 2024-113 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

CPS24/04-15 Move to approve the one (1) year extension, April 1, 2024, through March 31, 2025, of the agreement for the Partnership in Neighborhood Safety 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 \$68,160.00 and authorize the Board Chair and Sheriff to sign the agreement.

ACTION: 2024-114 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

CPS24/04-16 Move to allow the Sheriffs Office to apply for and accept a grant, up to \$15,000, from the Firehouse Subs Public Safety Foundation and adjust the budget accordingly.

ACTION: 2024-115 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 April 9, 2024, and I move: (Commissioner Hovey-Wright)

HS24/04-23 Move to reclassify the Director of Community Relations, Position X30301 (Wage Grade HX 00432) to Compliance Manager (Wage Grade HX 00390, Funding 7120).

ACTION: 2024-116 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

HS24/04-24 Move to status change the Child Psychiatrist position X14301 from full-time to part-time, 25-hour/week.

ACTION: 2024-117 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

HS24/04-25 Authorize Public Health to accept additional funding from the Lakeshore Regional Entity (LRE) in the amount of \$16,750, for a total of \$416,906, for substance abuse and gambling prevention services in Muskegon County effective October 1, 2023, to September 30, 2024; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreement.

ACTION: 2024-118 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

HS24/04-26 Move to authorize Public Health to work with the Purchasing Department to seek requests for qualifications for the Medical Examiner and related services for the period of January 1, 2025, through December 31, 2028.

ACTION: 2024-119 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

HS24/04-27 Move to authorize Public Health to work with the Purchasing Department to seek requests for quotes for body removal and transport services of deceased individuals for the County of Muskegon Medical Examiner cases.

ACTION: 2024-120 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

HS24/04-28 Move to approve the allocation of twenty-five percent (25%) of the FY2024 allotment of the Opioid Settlement funds to the designated internal Muskegon County departments, allowing each of the four (4) designated departments to receive up to \$40,981 based upon an approved submission of a County of Muskegon Opioid Settlement Fund Program and Project Summary.

ACTION: 2024-121 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

HS24/04-29 Move to approve seven (7) opioid settlement funding distribution grant awards totaling \$233,710 effective April 1, 2024, through September 30, 2024, as recommended by the Muskegon Opioid Task Force; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreements.

ACTION: 2024-122 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

D. The Transportation Committee met on April 11, 2024, and I move: (Commissioner Hovey-Wright)

TR24/04-10 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: 2024-123 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

TR24/04-11 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: 2024-124 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

TR24/04-12 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: 2024-125 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

TR24/04-13 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: 2024-126 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

TR24/04-14 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: 2024-127 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

TR24/04-15 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: 2024-128 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

TR24/04-16 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: 2024-129 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

TR24/04-17 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: 2024-130 Moved by Commissioner Marcia Hovey-Wright, 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

- E. The Ways & Means Committee met on April 9, 2024, and I move: (Vice Chair Cook)

WM24/04-22 Move to approve the resolution adopting the 2024 equalized valuation for Muskegon County as determined and submitted by the Muskegon County Equalization Department.

ACTION: 2024-131 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

WM24/04-23 Move to amend the Information Technology (IT) contract with Disability Network of West Michigan as requested, upon corporate counsel approval.

ACTION: 2024-132 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

WM24/04-24 Move to approve the Michigan Department of Environment, Great Lakes, and Energy (EGLE) PFAS Remediation Grant Implementation and Reimbursement Agreement between the County and Parkland Acquisition Six, LLC and authorize the Administrator to sign the agreement.

ACTION: 2024-133 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

WM/24/04-25 Move to approve payment of the accounts payable of \$31,287,526.49 covering the period February 17, 2024, through March 15, 2024, and P Card and EFT payments covering the period February 1, 2024, through February 29, 2024, as presented by the County Clerk.

ACTION: 2024-134 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

WM24/04-26 Move to approve the resolution authorizing notice of Intent and declaring intent to reimburse for the Muskegon County Water System general obligation limited tax bonds not to exceed eight million dollars (\$8,000,000) and authorize the Clerk to sign the resolution.

ACTION: 2024-135 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

WM24/04-27 Move to place employee E93033350 at step 5 of Grade 20 effective April 22, 2024.

ACTION: 2024-136 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

Vice-Chair Jessica Cook shared that she is a member of the Bear Lake Lake Board which meets monthly to discuss the use of the special assessment funds.

Vice-Chair Cook is also a member of the Land Bank Board and Vice-Chair Cook shared that the Land Bank had received a lot of state funding.

- A. Reminder: Board Work Session - Thursday, April 18, 2024 - Artificial Intelligence (AI) Presentation - Public Defender's Office (The Meeting Place)
- B. Added Work Session: Tuesday, April 23, 2024 - NAPD Presentation - Public Defender's Office (The Student Center)
- C. Reminder: Strategic Planning Session, Thursday, April 25, 2024 - 9:00 a.m. - 4:00 p.m. (The Student Center)

D. Highlighted Muskegon County Community Events:

- April 20, 2024 @ 9:00 a.m.-12:00 p.m. - Earth Day Community Volunteer Event @ Pioneer County Park (near the playground)
- April 21 and 22, 2024 @ 12:00 p.m.-2:00 p.m. Earth Day Nature Hike (presented by the Muskegon Area District Library) @ the Montague Branch Library, 8778 Ferry Street, #2, Montague, MI
- April 21, 2024 @ 1:00 p.m.-4:00 p.m. - White Lake Trash Bash (presented by the White Lake Area Chamber of Commerce) @ the Depot, 124 W. Hanson, Whitehall, MI
- April 27, 2024 @ 9:00 a.m.-1:00 p.m. - Muskegon County Recycling Event @ 1350 E. Keating Avenue, Muskegon, MI

11. Administrator's Report

- A. **2024/4-137** House Bill 5392 (sentencing; sunset on certain costs that may be imposed upon criminal conviction)
House Bill 5534 (tie-barred to HB 5392, and would enforce data collection to be completed by the State Court Administrator's Office)

12. Public Comment

Patrick Finnegan, Deputy Circuit Court Administrator, invited Commissioners to an Open House in Judge McNeill's courtroom on April 25, 2024, from 3:00-5:00 p.m. The former Commission Chambers was converted into a courtroom.

Carrie Uthe, Co-Chair for the Muskegon Area Medication Disposal Program, shared information about the Medication Disposal Program.

13. Unfinished Business

None

14. New Business

None

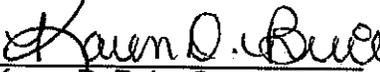
15. Final Board Comments

Commissioner Kim Cyr shared that he supports probably 90% of the Environmental Sustainability Resolution but felt there are issues that are concerning with environmental sustainability resolutions. Commissioner Cyr cited several examples of the laws the government have passed and proposed that were concerning, such as banning of gas stoves, restrictions on ice cubs, banning short haul airline flights

Commissioner Marcia Hovey-Wright thanked everyone in the audience that came in support of the Environmental Sustainability Resolution.

Chairman Charles Nash shared that he believes the Sustainability Resolution is good for Muskegon County.

- 16. Adjourn to the call of the Chair**
Meeting adjourned at 4:54 p.m.


Karen D. Buie, County Clerk

To be approved at Full Board Meeting May 21, 2024



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

May 21, 2024 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: Reverend Tim Vander Haar, First Congregational Church

3. Pledge of Allegiance

4. 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
Breanna Armstrong, Senior County Clerk Specialist

5. Approval of Agenda

ACTION: 2024-137 Moved by Commissioner Darrell Paige, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

6. Approval of Minutes

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

ACTION: 2024-138 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

None

8. Presentation - Richard Houtteman Consumers Energy: Re: Solar Energy Project at the Resource Recovery Center

Richard Houtteman, Consumers Energy Community Affairs Manager, presented the intro for the Solar Energy Project at the Resource Recovery Center.

Ryan Carrigan, Stakeholder Engagement Manager, spoke regarding what Consumers Energy is doing in regard to renewable programs. Carrigan also explained why solar in Muskegon County.

Shaun Casey, Principal Project Manager, explained the Utility-Scale of the project and what is in a PV Solar Panel. Casey also stated the significant economic opportunities for landowners and communities.

9. Presentation - Judge Maria Ladas Hoopes - Mental Health Court

Judge Maria Ladas Hoopes shared that Mental Health Court is approximately 15 years old and that she has been the presiding judge the entire time. Judge Ladas Hoopes introduced the mental health court's employees.

Samantha Dodge and Ben Elzinga addressed the commissioners in regard to their experience in the Mental Health Court

Judge Ladas Hoopes thanked the commissioners for continued support.

10. Committee/Board Reports

- A. **The Community Development & Strategic Planning Committee** met on May 16, 2024, and I move: (Vice Chair Cook)

CDSP24/05-10 Move to accept the Consumers Energy Foundation Planet Grant Award of \$250,000 to fund restoration planning and implementation efforts, interpretive signage, and educational programming at Dune Harbor Park.

ACTION: **2024-139** Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

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 May 16, 2024, and I move: (Commissioner Paige)

CPS24/05-17 Move to adopt a pay grade adjustment for DF150 and DH150 (Court Clerk/District Court) classifications from pay grade 3 (\$16.73-\$21.64) to pay grade 7 (\$19.01-\$24.60) effective May 1, 2024, and adjust the budget accordingly.

ACTION: 2024-140 Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, Zach Lahring
Passed 4:3

CPS24/05-18 Move to approve reclassification of Senior Attorney Magistrate, X83301, wage grade 26 to Attorney Magistrate, wage grade 27, effective October 8, 2023.

ACTION: 2024-141 Moved by Commissioner Darrell Paige, 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

C. **The Human Services Committee** met on May 14, 2024, and I move: (Commissioner Hovey-Wright)

HS24/05-30 Move to authorize the HealthWest director to continue the aggregate threshold master agreement with Applied Imaging and Great American Financial and sign the contract authorizing the additional services by Papercut, through October 31, 2026, for an amount not to exceed \$140,000 annually. Further authorize HealthWest to solicit for the new fiscal year.

ACTION: 2024-142 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

HS24/05-31 Move to add a Comprehensive Jail Assessment Specialist position, Wage Grade HX 00190, Funding Account 7500.

ACTION: 2024-143 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

HS24/05-32 Move to reclassify the Substance Use Disorder (SUD) Assessor, Position X88901, Wage Grade HX 00210, to a Comprehensive Assessment Specialist, Wage Grade HX 00190, and freeze Employee E93028659 at the current pay rate.

ACTION: 2024-144 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

HS24/05-33 Move to place Employee E93032517 at Step 2 of Wage Grade HX 00447.

ACTION: 2024-145 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 Transportation Committee met on May 16, 2024, and I move: (Commissioner Hovey-Wright)

TR24/05-18 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: 2024-146 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

TR24/05-19 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: 2024-147 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

E. The Ways & Means Committee met on May 16, 2024, and I move: (Vice Chair Cook)

WM24/05-28 Move to approve renewal of Assessment Administration Services provided by the Equalization Department to the Township of Egelston and authorize the Chair of the County Board of Commissioners to execute an agreement effective July 1, 2024.

ACTION: 2024-148 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

WM24/05-29 Move to approve Assessment Administration Services provided by the Equalization Department to the City of North Muskegon and authorize the Chair of the County Board of Commissioners to execute an agreement effective May 1, 2024. Further, adjust the budget accordingly.

ACTION: 2024-149 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

WM24/05-30 Move to approve the reclassification of vacant full-time position G09204 from Appraisal Technician (pay grade 5) to Senior Appraiser (pay grade 16), effective May 1, 2024 and adjust the budget accordingly.

ACTION: 2024-150 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

WM24/05-31 Move to authorize a one (1) year contract extension with Shoreline Staffing Services from June 2, 2024, through June 1, 2025.

ACTION: 2024-151 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

WM24/05-32 Move to approve MERS service credit be awarded to employees who would have otherwise qualified except for the fact they were placed on furlough during calendar years 2020 and 2021.

ACTION: 2024-152 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

WM24/05-33 Move to approve payment of the accounts payable of \$22,563,124.63 covering the period March 16, 2024, through April 19, 2024, and P Card and EFT payments covering the period March 1, 2024, through March 29, 2024, as presented by the County Clerk.

ACTION: 2024-153 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

WM24/05-34 Move to award RFP 24-2543 to PFM Financial Advisors for a five (5) year contract and authorize the administrator to sign upon Corporate Counsel approval.

ACTION: 2024-154 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

WM24/05-35 Move to award RFP 24-2542R to Miller, Canfield, Paddock & Stone, PLC for a five (5) year contract and authorize the administrator to sign upon Corporate Counsel approval.

ACTION: 2024-155 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

WM24/05-36 Move to approve the Truth In Taxation public hearing schedule and to adopt the resolution setting June 11, 2024, 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 2024, 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 2024.

ACTION: 2024-156 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. Muskegon County Administrator's Employment Agreement Renewal

Move to approve Muskegon County Administrator's Employment Agreement Renewal.

ACTION: 2024-157 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. Reminder: Muskegon County Public Works Work Session - Tuesday, May 28, 2024, 4:00 p.m. at the Muskegon County Resource Recovery Center

C. Added Work Session: Monday, September 9, 2024 - 2025 Budget - Angela Gasiewski (The Meeting Place)

D. Highlighted Muskegon County Community Events:

- May 22, 2024, through May 27, 2024 - Fruitport Old Fashion Days @ Pomona Park, 53 Third Street, Fruitport, MI.
- May 27, 2024 @ 9:00 a.m.-10:00 a.m. - Downtown Muskegon Memorial Day Parade - Begins at Morris Street Parking Lot and ends at Hackley Park.
- May 27, 2024 @ 10:00 a.m. - Patriotic Concert Presented by the Mona Shores High School Band Commemorating Memorial Day @ the Frauenthal Center, 425 W. Western Avenue, Muskegon, MI.
- June 7, 2024 @ 4:30 p.m.-10:00 p.m. & June 8, 2024 @ 11:00 a.m.-10:00 p.m. - Taste of Muskegon @ Hackley Park, 350 W. Webster Avenue, Muskegon, MI.
- June 19, 2024 @ 11:00 a.m.-4:00 p.m. - Juneteenth Parade - Along Western Avenue, Muskegon, MI.

12. Administrator's Report

A. Update on the Interview Process for the Public Defender's Office

Mark Eisenbarth, County Administrator, gave an update on the interview process. Eisenbarth shared that the NAPD did the nationwide search and narrowed it down to 11 who qualified, then 4. Eisenbarth also shared that Amy Campanelli was the highest scored candidate.

Fred Johnson, Director of the Public Defender's Office, Introduced Amy Campanelli.

Amy Campanelli addressed the Board and why she chose Muskegon County to apply for the Public Defender's Office Director position.

Commissioner Hovey-Wright shared that she was impressed by the new initiatives made in Campanelli's previous jobs.

Chair Nash shared excitement about Campanelli joining Muskegon County.

Move to hire Amy Campanelli as the new Director of Public Defender's Office.

ACTION: 2024-158 Moved by Commissioner 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. Update on House Bill 5392 (sentencing; sunset on certain costs that may be imposed upon criminal conviction) and House Bill 5534 (tie-barred to HB 5392, and would enforce data collection to be completed by the State Court Administrator's Office)

C. HealthWest FY2023 Corrective Action Plan

Angela Gasiewski, Finance Director, explained the HealthWest FY2023 corrective action plan as it was over-budget.

D. Move to approve the Commercial Rehabilitation District for 1095 Third Street, Muskegon, Michigan, and waive the County's right to reject the District.

ACTION: 2024-159 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

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

NO: None

Passed 7:0

13. Public Comment

Mark Eisenbarth, County Administrator, thanked the commissioners for renewing his contract. Eisenbarth also thanked the Admin Team and Fred Johnson for their service.

Judge Kostrzewa, welcomed Amy Campanelli to Muskegon County. Judge Kostrzewa commended the Board of Commissioners for renewing Mark Eisenbarth's contract. Judge Kostrzewa also thanked the Board for approving the CPS24/05-17 motion.

14. Unfinished Business

None

15. New Business

None

16. Final Board Comments

None

17. Adjourn to the call of the Chair

Meeting adjourned at 5:07 p.m.

Karen D. Buie, County Clerk

To be approved at Full Board Meeting June 18, 2024.



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

June 18, 2024 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 Kim Cyr

3. Pledge of Allegiance

4. 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
Karen D. Buie, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-160 Moved by Commissioner Darrell Paige, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of May 21, 2024

ACTION: 2024-161 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

None

8. Committee/Board Reports

- A. **The Courts & Public Safety Committee** met on June 13, 2024, and I move:
(Commissioner Paige)

CPS24/06-19 Move to modify Circuit Court employee allocations, as outlined in Attachment A, effective July 14, 2024, and adjust the budget accordingly.

ACTION: 2024-162 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-20 Move to approve the Prosecutor to accept the Byrne State Crisis Intervention Program Grant Contract in the amount of \$318,812 and adjust the budget accordingly.

ACTION: 2024-163 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-21 Move to authorize the Muskegon County Administrator to accept and sign the FY2023 Homeland Security Grant Program Intergovernmental Agreement between West Michigan Regional Medical Consortium (WMRMC) and Muskegon County.

ACTION: 2024-164 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-22 Move to authorize the Sheriff's Office to accept the Marine Safety grant (MS24-026) in the amount of \$86,800.00 for personnel and operating costs for the 2024 calendar year.

ACTION: 2024-165 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-23 Move to approve the Sheriff's Office accepting the Huron-Manistee National Forest Cooperative Law Enforcement Agreement (21-LE-11090400-018) between the Muskegon County Sheriff's Office and the USDA, Forest Service and to authorize the Sheriff to sign this agreement.

ACTION: 2024-166 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-24 Move to authorize the Sheriff's Office to apply for and accept \$201,800 from the Office of Community Corrections in Lansing for the 2025 fiscal year.

ACTION: 2024-167 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-25 Move to approve a five (5) year contract between the Muskegon County Sheriff's Office and Emergency Services, LLC to provide Fleet Maintenance & Management Services with a first year cost of \$142,706.59.

ACTION: 2024-168 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

CPS24/06-26 Move to accept the Resolution requesting that the Michigan Legislative support the State Senate's local prosecutor support line item in the Fiscal Year 2025 budget.

ACTION: 2024-169 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

B. **The Human Services Committee** met on June 11, 2024, and I move: (Commissioner Hovey-Wright)

HS24/06-34 Move to authorize the Muskegon County Department of Veterans Affairs personnel to apply for and accept the 2025 State of Michigan County Veteran Service Fund Grant and further authorize the Board Chair to sign the Grant Agreement if awarded.

ACTION: 2024-170 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

HS24/06-35 Move to award the contract for custodial and cleaning services at the HealthWest Mental Health Center and Clubhouse to West Michigan Janitorial for a five (5) year period pursuant to RFP 24-2522 and authorize the HealthWest Executive Director to execute the agreement.

ACTION: 2024-171 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

HS24/06-36 Move to approve HealthWest to extend their agreement with CISCO for DUO Advantage, effective May 7, 2024, through May 6, 2025, at a cost not to exceed \$29,700.

ACTION: 2024-172 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

HS24/06-37 Move to reclassify Master's Level Behavior Specialist, Position X51408 (Wage Grade HX 00300) to Board Certified Behavior Analyst (Wage Grade HX 00360).

ACTION: 2024-173 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

HS24/06-38 Move to reclassify Accounting Specialist/HW, Position N02903 (Wage Grade HO 00240) to Mental Health Certified Biller/Coder (Wage Grade HX 00210).

ACTION: 2024-174 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

HS24/06-39 Move to reclassify Administrative Assistant, Position N03604 (Wage Grade HO-00240) to Data Analytics Technician (Wage grade HX 00210); reclassify Senior Data Analyst, Position X89401(Wage Grade HX-00320) to Manager of Data Analytics (Wage Grade HX-00390); and eliminate Data Analyst, Position X79803 (Wage Grade HX-00300) and Data Analyst Specialist, Position X80105 (Wage Grade HX-00300).

ACTION: 2024-175 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

HS24/06-40 Move to authorize Public Health to accept the **Inland** Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$19,880; and to contract with Grand Valley State University – Annis Water Resources Institute, not to exceed \$18,200, for related sampling and testing services, with no effect on county general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

ACTION: 2024-176 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

HS24/06-41 Move to authorize Public Health to accept the amended **Great Lakes** Beach Monitoring Grant from the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$16,000; and to contract with Grand Valley State University – Annis Water Resources Institute not to exceed \$14,320 for related sampling and testing services, with no effect on county general fund; adjust the budget accordingly and further authorize the Public Health Director to sign the agreements.

ACTION: 2024-177 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

C. **The Transportation Committee** met on June 13, 2024, and I move: (Commissioner Hovey-Wright)

TR24/06-20 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: 2024-178 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

TR24/06-21 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: 2024-179 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

TR24/06-22 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: 2024-180 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 June 11, 2024, and I move: (Vice Chair Cook)

WM24/06-37 Move to award a three (3) year insurance brokerage service contract to Arthur J. Gallagher, with the option of two (2) additional one (1) year extensions, effective July 1, 2024.

ACTION: 2024-181 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

WM24/06-38 Move to approve renewal of Assessment Administration Services provided by the Equalization Department to the City of Norton Shores and authorize the Chair of the County Board of Commissioners to execute an agreement effective July 1, 2024.

ACTION: 2024-182 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

WM24/06-39 Move to approve payment of the accounts payable of \$22,260,599.77 covering the period April 20, 2024, through May 17, 2024, and P Card and EFT payments covering the period April 1, 2024, through April 30, 2024, as presented by the County Clerk.

ACTION: 2024-183 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

WM24/06-40 Move to approve upgrades of space on the second floor of A wing to house the finance office for the not-to-exceed price of \$104,979, award the data and infrastructure work to the lowest qualified bidder, and the cubicle purchase through a cooperative procurement agreement to Grand River Office. Further approve funding from the finance budget surplus funds and the HealthWest equipment reserve and adjust the budget accordingly.

ACTION: 2024-184 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

WM24/06-41 Move to approve the operating levy of 5.5637 mills for Muskegon County to be levied in July 2024, the operating levy of 0.3143 mills for the Lakeshore Museum Center to be levied in December 2024, the operating levy of 0.0732 mills for the Department of Veteran's Affairs to be levied in December 2024, the operating levy of 0.2927 mills for Muskegon County Central Dispatch to be levied in December 2024 and the operating levy of 0.4880 mills for PA 39 of 1976 (Activities or Services for Older Persons Act) to be levied December 2024 (assuming voter renewal) and to authorize the Muskegon County Clerk and the Chair of the Muskegon County Board of Commissioners to sign the associated forms required by the State of Michigan which will be submitted to the State of Michigan by the Muskegon County Equalization Department.

ACTION: 2024-185 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

WM24/06-42 Move to approve the resolution pledging the county's full faith and credit for the North Point Drain Drainage Bonds, Series 2024 (General Obligation, Limited Tax) for an amount not to exceed \$1.925 million dollars for the purposes of executing the North Point Drain Drainage District Plans.

ACTION: 2024-186 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

9. Chairman's Report/Committee Liaison Reports

A. Highlighted Muskegon County Community Events:

- June 19, 2024 @ 11:00 a.m.-4:00 p.m. - Juneteenth Parade - Along Western Avenue, Muskegon, MI.
- June 20, 2024 through June 23, 2024 - Carnival at the Mart Dock, 560 Mart Street, Muskegon, MI.
- June 27, 2024 @ 10:00 a.m. - 1:00 p.m. - Veterans Info Resource Fair, USS Silversides Submarine Museum, 1346 Bluff Street, Muskegon, MI.
- July 4, 2024 @ 10:20 p.m. - 11:00 p.m. - 4th of July Fireworks in Downtown Muskegon
- July 4, 2024 @ 10:00 a.m. - 11:30 a.m. - White Lake 4th of July Parade, White Lake Chamber of Commerce, 124 W. Hanson Street, Whitehall, MI. The parade route travels from Whitehall City Hall to Montague City Hall.

10. Administrator's Report

- A. Upcoming Work Session (District Court Presentation): Thursday, June 20, 2024 @ 4:00 p.m. - Marquette Campus, The Meeting Place

Mark Eisenbarth, County Administrator, canceled the upcoming Work Session for Thursday, June 20, 2024.

Move to add Housing Work Session on Tuesday, July 16, 2024.

ACTION: 2024-187 Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright
VOICE VOTE: Passed

11. Public Comment

None

12. Unfinished Business

None

13. New Business

None

14. Final Board Comments

None

15. Closed Sessions

A. 1. Enter into closed session pursuant to MCL 15.268(1)(e) to consult with the County's attorney regarding trial or settlement strategy in connection with the following pending litigation: Gracie Michael v Muskegon County, et al., Case No. 22-cv-147 because discussion of the named pending litigation in an open meeting would have a detrimental financial effect on the litigating or settlement position of the County.

2. Enter into closed session pursuant to MCL 15.268(1)(e) to consult with the County's attorney regarding trial or settlement strategy in connection with the following pending litigation: Tunisia Lark, as personal representative of the Estate of Marleon Johnson v Sharne Thomas, et al, Case No. 1:24-cv-144 because discussion of the named pending litigation in an open meeting would have a detrimental financial effect on the litigating or settlement position of the County.

Move to go into Closed Session pursuant to MCL 15.268(1)(e).

ACTION: 2024-188 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

Went into Closed Session at 4:20 p.m.

Move to go into Open Session.

ACTION: 2024-189 Moved by Commissioner Darrell Paige, supported by Commissioner Kim Cyr
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 5:19 p.m.

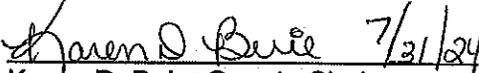
Move to accept the County's attorney's recommendation to settle on Case No. 22-cv-147 as discussed in Closed Session.

ACTION: 2024-190 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

Move to authorize the County's attorney to proceed in Case No. 1:24-cv-144 as discussed in
Closed Session.

ACTION: 2021-191 Moved by Commissioner 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

16. **Adjourn to the call of the Chair**
Meeting adjourned at 5:23 p.m.


Karen D. Buie, County Clerk

To be approved at Full Board Meeting on July 25, 2024



Muskegon County
Board of Commissioners Full Board

Charles Nash, Board Chair
Jessica Cook, Vice Chair

July 25, 2024 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: Pastor Khi Guy, Corinthians Baptist Church

3. Pledge of Allegiance

4. 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
Linda Larsen, Administrative Coordinator
Karen D. Buie, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Laura Genovich, Corporate Counsel

5. Approval of Agenda

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

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Regular Minutes and Closed Minutes of June 18, 2024

ACTION: 2024-193 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Kim Arter, Laketon Township Supervisor, addressed the Board about item WM24/07-51.

8. Presentation

A. 2023 Annual Medical Examiner's Report by Dr. Patrick Hansma

Dr. Patrick Hansma distributed the 2023 Forensic Report to the Commissioners and went over the 2023 statistics for Muskegon County.

9. Committee/Board Reports

A. **The Community Development & Strategic Planning Committee** met on July 18, 2024, and I move: (Vice Chair Cook)

CDSP24/07-11 Move to request a reimbursement of \$379,465.56 from the Dune Harbor Park Fund at the Community Foundation for Muskegon County (CFFMC) for work and projects performed in FY2023 and FY2024 to open Dune Harbor Park Muskegon County.

ACTION: 2024-194 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

B. **The Courts & Public Safety Committee** met on July 18, 2024, and I move: (Commissioner Paige)

CPS24/07-27 Move to approve the Prosecutor to apply for and accept the FY2025 Crime Victim Rights Grant in the amount of \$329,979.00, and further authorize the Prosecutor to sign all grant documents.

ACTION: 2024-195 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

CPS24/07-28 Move to approve the Prosecutor to apply for and accept the FY2025 STOP Violence Against Women Grant in the amount of \$240,652.00 and further authorize the Prosecutor to sign all grant documents.

ACTION: 2024-196 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

CPS24/07-29 Move to approve acceptance of the FY2024 Strategic Traffic Enforcement Grant in the amount of \$200,506.33. (2024-PT-00-61) and further authorize the Sheriff to sign all grant documents.

ACTION: 2024-197 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

CPS24/07-30 Move to authorize the Muskegon County Public Defenders Office to apply for and accept the renewal of the Michigan Indigent Defense Commission (MIDC) grant for FY2025 upon approval by the MIDC and authorize the Administrator to sign the contract.

ACTION: 2024-198 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

CPS24/07-31 Move to reclassify the vacant Chief Social Work Defender, Position X12802 (Wage Grade 23) to a Holistic Mitigation Specialist (Wage Grade 14) effective immediately.

ACTION: 2024-199 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 July 23, 2024, and I move: (Commissioner Hovey-Wright)

HS24/07-42 Move to change Access Clinician II, Position X01112, from full-time to 25 hours per week, and Access Clinician II, Position X01116, from 25 hours to 32 hours per week, Funding Account 7326.

ACTION: 2024-200 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

HS24/07-43 Move to reclassify vacant Senior Technology Analyst, Position X85304 (Wage Grade HX 00320), to a Help Desk Technician (Wage Grade HX 00160), Funding Account 7124.

ACTION: 2024-201 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

HS24/07-44 Move to Reclassify the Property Specialist, Position X73502 (Wage Grade HX 00250), to Property Supervisor (Wage Grade HX 00280), Funding Account 7900.

ACTION: 2024-202 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

HS24/07-45 Move to add a County of Financial Responsibility (COFR) Case Manager (Wage Grade HX 00160), Funding Account 7130.

ACTION: 2024-203 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

D. The Ways & Means Committee met on July 23, 2024, and I move: (Vice Chair Cook)

WM24/07-43 Move to approve renewal of Assessment Administration Services provided by the Equalization Department to the Township of Sullivan and authorize the Chair of the County Board of Commissioners to execute an agreement effective October 1, 2024.

ACTION: 2024-204 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

WM24/07-44 Move to approve the resolution pledging the county's full faith and credit for the O.H. Scott and Waters Drainage Bonds, Series 2024 (General Obligation, Limited Tax) for an amount not to exceed \$2.6 million for the purposes of executing the O.H. Scott and Waters Drain Drainage District Plans and authorize the Finance Director and/or Administrator to sign all necessary and appropriate documents to complete this bond sale.

ACTION: 2024-205 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

WM24/07-45 Move to approve the deletion of the Human Resources Generalist, position N39601 Grade 14, and a salary range adjustment for the Payroll Specialist position (N53601) from Grade 11 to Grade 15, effective September 1, 2024.

ACTION: 2024-206 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

WM24/07-46 Move to approve payment of the accounts payable of \$35,230,800.40 covering the period May 18, 2024, through June 21, 2024, and P Card and EFT

payments covering the period May 1, 2024, through May 31, 2024, as presented by the County Clerk.

ACTION: 2024-207 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

WM24/07-47 Move to approve the resolution authorizing the Drinking Water State Revolving Fund (DWSRF) Project 7800-01 capital improvement bonds not to exceed six million three hundred thousand dollars (\$6,300,000) and authorize the Board Chair and Clerk to sign the resolution.

ACTION: 2024-208 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

WM24/07-48 Move to renew the lease with Bethany Christian Services through June 30, 2027, for the H-wing space at Marquette Campus. Further, authorize the Administrator to sign the lease.

ACTION: 2024-209 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

WM24/07-49 Move to renew the lease with Family Outreach Center through May 31, 2025, for space at the Oak Avenue Facility. Further, authorize the Administrator to sign the lease.

ACTION: 2024-210 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

WM24/07-50 Move to sell lots located at 84 and 90 Hartford Avenue and 1017 and 1035 Pine Street, Muskegon, Michigan 49442 known as parcel numbers 61-24-205-221-0006-00, 61-24-205-221-0007-00, 61-24-205-221-0008, and 61-24-205-221-0009-00 to PIVOTAL for \$300,000, and authorize the Administrator to sign all appropriate and necessary documents to complete this transaction.

ACTION: 2024-211 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

WM24/07-51 Move to authorize staff to refund, refinance, or extend the Drain Note issued by the Water Resources Commission for the Chaddock Drain District and authorize the County's full faith and credit, and further authorize the Finance Director to sign all necessary and appropriate documents to complete this transaction.

ACTION: 2024-212 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige
YES: Jessica Cook, Michelle Hazekamp, Charles Nash, Darrell Paige
NO: Kim Cyr, Zach Lahring
Passed 4:2

WM24/07-52 Move to reject all bids on RFP 24-2531 Child Care Center - Marquette Campus. Further, authorize staff to continue to negotiate with providers.

ACTION: 2024-213 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

WM24/07-53 Move to extend the three (3) leases with Covenant Academies to August 31, 2025, and authorize the Executive Director of HealthWest to sign all necessary and appropriate documents to complete this transaction.

ACTION: 2024-214 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

WM24/07-54 Move to approve the Commercial Rehabilitation District for 280 West Muskegon Avenue, Muskegon, Michigan, and waive the County's right to reject the District.

ACTION: **2024-215** 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

A. Highlighted Muskegon County Community Events:

- July 26, 2024 @ 10:00 a.m.- 5:00 p.m. - White River Light Station Summer Concert, White River Light Station Museum, 6199 Murray Road, Whitehall, MI.
- August 6, 2024 @ 6:00 p.m. - 8:00 p.m. - National Night Out, Marsh Field, 1800 Peck Street, Muskegon, MI.
- August 7, 8, 9, 10, 2024 - Unity Christian Music Festival, Heritage Landing, 1050 W. 7th Street, Muskegon, MI. Gates open at 4:00 p.m. on 8/7/24 and 1:00 p.m. 8/8/24 through 8/10/24.
- August 9, 10, 11 - Wings Over Muskegon Air Show, Muskegon County Airport, 99 Sinclair Drive, Muskegon, MI. Gates open at 5:00 p.m. for the Friday twilight show. Gates open at 10:00 a.m. for the Saturday and Sunday shows.

Chairman Nash added the Muskegon County Fairgrounds Fair which has been going since July 20, until Saturday, July 27, to the highlighted Muskegon County Community Events.

Commissioner Paige also added the Muskegon Heights Festival in the Park, which started on July 22, and will conclude on July 27, at Rowan Park.

Commissioner Cyr shared a chart with preferred ways to dispose of items instead of disposing them in the landfill.

11. Administrator's Report

- ### A.
- Move to add a Work Session to discuss the Parks Commission on a future date to be determined.

Move to add a Work Session on Thursday, August 29, 2024, at 4:00 p.m. to discuss the Parks Commission.

ACTION: 2024-216 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

B. Move to add a Work Session for District Court for Thursday, August 8, 2024.

ACTION: 2024-217 Moved by Commissioner Jessica Cook, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

C. Move to approve the Muskegon County Resolution Materials Management Plan Notice of Intent.

ACTION: 2024-218 Moved by Commissioner Kim Cyr, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

12. Public Comment

Bill Stachowiak, Comstock Park resident, addressed concerns about the upkeep of Pioneer Park.

James Kelly, District Director for MSU Extension District 5, gave the board a quick update on the MSU Extension Network.

13. Unfinished Business

None

14. New Business

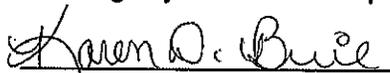
None

15. Final Board Comments

Commissioner Cyr shared with James Kelly that he appreciated his suggestion of what to do with his field of buckwheat.

16. Adjourn to the call of the Chair

Meeting adjourned at 4:45 p.m.


Karen D. Buie, County Clerk

To be approved at the Full Board Meeting on August 18, 2024.



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

August 20, 2024 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: Pastor Tara Foreman, Bethany Christian Reformed Church

3. Pledge of Allegiance

4. 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
Sara Cooper, Community Relations Coordinator
Breanna Armstrong, Senior County Clerk Specialist
Laura Genovich, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-219 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of July 25, 2024

ACTION: 2024-220 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Todd Jacobs, City of Muskegon resident, spoke in support of Motion WM24/08-59.

8. Committee/Board Reports

- A. **The Courts & Public Safety Committee** met on August 15, 2024, and I move:
(Commissioner Paige)

CPS24/08-32 Move to authorize the Sheriff's Office to purchase through the equipment revolving fund a new current model year fleet interceptor vehicle at an estimated price of \$49,175 less \$26,000 of insurance and Sheriff vehicle sale proceeds, for a total financed amount of \$23,175 payable over (3) three years and adjust the budget accordingly.

ACTION: 2024-221 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

CPS24/08-33 Move to authorize the Sheriff's Office to purchase through the equipment revolving fund a new current model year fleet interceptor vehicle at an estimated price of \$49,175 less \$31,600 of insurance and Sheriff vehicle sale proceeds, for a total financed amount of \$17,575 payable over (3) three years and adjust the budget accordingly.

ACTION: 2024-222 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

CPS24/08-34 Move to authorize the Sheriff's Office to utilize surplus funds to combine two (2) totaled vehicles into one non-pursuit administrative vehicle at an estimated cost of \$9,500.00.

ACTION: 2024-223 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

CPS24/08-35 Move to authorize the Sheriff's Office to solicit cognitive behavioral services in the Muskegon County jail, specifically the Thinking Matters program, for a five (5) year agreement.

ACTION: 2024-224 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

CPS24/08-36 Move to authorize the Sheriff's Office to solicit cognitive behavioral services in the community, specifically the Thinking Matters program, for a five (5) year agreement.

ACTION: 2024-225 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

B. **The Human Services Committee** met on August 13, 2024, and I move: (Commissioner Hovey-Wright)

HS24/08-46 Move to reclassify the vacant Secretary, Position N71103 (Wage Grade HO 00137), and the vacant Clerical Support Specialist, Position N17215 (Wage Grade HO 00137) to one (1) Administrative Assistant (Wage Grade HO 00240), Funding Account 7120.

ACTION: 2024-226 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

HS24/08-47 Move to approve the selection of Amy Cell Talent, LLC to perform a HealthWest salary and compensation study, pursuant to the specification of the RFP 24-2544 for the not to exceed price of \$46,975 to be paid from Medicaid and State General Funds, and to authorize the HealthWest Director to sign the contract.

ACTION: 2024-227 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, Zach Lahring

Passed 4:3

HS24/08-48 Move to waive the procurement policy and authorize the HealthWest Executive Director to renew and sign a contract with Zoom Video Communications Inc. (Zoom) at a cost not to exceed \$37,666.00 for the period September 28, 2024, through September 27, 2025.

ACTION: 2024-228 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

HS24/08-49 Move to authorize HealthWest to award the purchase of forty-eight (48) laptops to the MiDeal vendor, CDW Government, at an amount not to exceed \$67,795.20.

ACTION: 2024-229 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

HS24/08-50 Move to increase the MidWest Fiber agreement with HealthWest by \$15,000 from \$45,000 to \$60,000 through September 30, 2024.

ACTION: 2024-230 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

HS24/08-51 Move to authorize Public Health to amend its FY2024 budgeted fund 2210 revenues and expenditures from \$9,323,117 to \$9,103,257 to align with current projections, program line item adjustments, position funding transfers and reduce the general fund allocation from \$1,774,392 to \$1,574,392.

ACTION: 2024-231 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

HS24/08-52 Move to authorize Public Health to replace the aging departmental fleet (12 vehicles), using the State of Michigan's MiDEAL Extended Purchasing Program for approved vehicle vendors, for a total not to exceed \$362,000 with financing of a four (4) year period through the County's Equipment Revolving Fund. The purchase will include three (3) 4x4 light duty trucks, two (2) compact vans, and seven (7) sedans. Further authorize a transfer of \$337,642 from the Public Health surplus funds to the Equipment Revolving Fund to partially offset the impact of these expenses.

ACTION: 2024-232 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

HS24/08-53 Move to authorize Public Health to create and fill a Public Health Informatics Analyst III position at Grade 22.

ACTION: 2024-233 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 Ways & Means Committee** met on August 13, 2024, and I move: (Vice Chair Cook)

WM24/08-55 Move to approve payment of the accounts payable of \$20,389,788.96 covering the period June 22, 2024, through July 17, 2024, and P Card and EFT payments covering the period June 1, 2024, through June 30, 2024, as presented by the County Clerk.

ACTION: 2024-234 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

WM24/08-56 Move to approve setting the Public Hearing date for the FY2025 Proposed Muskegon County Budget for Tuesday, September 10, 2024 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 1, 2024.

ACTION: 2024-235 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

WM24/08-57 Move to approve the ballot language for a millage to levy annually an amount not to exceed .31 mill (\$0.31 on each \$1,000 of taxable value), which is a new additional millage, against all taxable property within Muskegon County for a period of twenty (20) years, 2025 to 2044, inclusive, for the purpose of constructing new museum space, renovating the existing museum, updating exhibits and purchasing furniture, fixtures and equipment for the Muskegon Museum of History and Science, which is part of the Lakeshore Museum Center, and any other museum that the County is authorized to fund.

ACTION: 2024-236 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

WM24/08-58 Move to approve staff to solicit proposals for cleaning services for the Marquette campus for a five (5) year period starting in FY2025.

ACTION: 2024-237 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

WM24/08-59 Move to authorize the administration to create and fill a Housing Coordinator position at Grade 25 (\$33.80-\$43.74) and budget accordingly for FY2025.

ACTION: 2024-238 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

With a friendly amendment to add item WM24/08-59.

9. Chairman's Report/Committee Liaison Reports

A. Highlighted Muskegon County Community Events:

- August 24, 2024 @ 11:00 a.m.- 2:00 p.m. - Fruitport Township Community Days at Pomona Park, 47 S. 3rd Avenue, Fruitport, MI 49415
- September 2, 2024 @ 11:00 a.m. - 3:00 p.m. - Labor Day Parade and Celebration, 31 East Clay Street, Muskegon, MI 49442
- September 2, 2024 @ 10:00 a.m. - Labor Day Community Walk, White Lake Chamber of Commerce, 124 W. Hanson Street, Whitehall, MI 49461
- September 6, 2024 @ 8:00 a.m. - 5:00 p.m. - Volunteer Day of Caring, United Way of the Lakeshore, 31 E. Clay Avenue, Muskegon, MI 49442

Chair Nash addressed the Muskegon County Bar Association president's request to use the Student Center at the Muskegon County Marquette Campus to host a judicial candidate forum. The request was discussed and approved.

Commissioner Cyr added the Michigan Association Land Bank Leadership Summit will be held at the Shoreline Inn & Conference Center on Wednesday, August 21, 2024, through Friday, August 23, 2024.

10. Administrator's Report

A. Informational Item:

On August 13, 2024, a public hearing was held regarding the creation of an **Obsolete Property District** and the issuance of an Obsolete Property Rehabilitation Exemption Certificate for Shaw Walker Opportunity Zone Business 2 LLC at 965 W. Western and 920 Washington, Muskegon, Michigan.

Following the public hearing held on August 13, 2024, the City of Muskegon Commission approved the District and Certificate.

The Authority to establish an Obsolete Property Rehabilitation District is vested with the local community and State Tax Commission under the statute (PA 146 of 2000). Therefore, there is no action by the County Board of Commissioners.

B. Informational Item:

On August 13, 2024, a public hearing regarding the creation of a **Neighborhood Enterprise Zone District** was held for Shaw Walker Opportunity Zone Business 3, LLC located at 930 Washington, Muskegon Michigan.

Following the public hearing held on August 13, 2024, the City of Muskegon Commission approved the District.

The Authority to establish a Neighborhood Enterprise Zone is vested with the local community and State Tax Commission under the statute (PA 147 of 1992), unless the Neighborhood Enterprise Zones comprise more than 15% of the local unit's geographical area. This is not the case here; therefore, there is no action by the County Board of Commissioners.

C. Informational Item:

On August 13, 2024, a public hearing regarding the creation of a **Neighborhood Enterprise Zone District Certificate** was held for Shaw Walker Opportunity Zone Business 2, LLC located at 920 Washington, Muskegon, Michigan.

Following the public hearing held on August 13, 2024, the City of Muskegon Commission approved the Certificate.

The Authority to establish a Neighborhood Enterprise Zone is vested with the local community and State Tax Commission under the statute (PA 147 of 1992), unless the Neighborhood Enterprise Zones comprise more than 15% of the local unit's geographical area. This is not the case here; therefore, there is no action by the County Board of Commissioners.

D. Informational Item:

On August 13, 2024, a public hearing regarding the creation of a **Neighborhood Enterprise Zone Certificate** was held for Shaw Walker Opportunity Zone Business 1, LLC located at 965 West Western amid 920 Washington, Muskegon, Michigan.

Following the public hearing held on August 13, 2024, the City of Muskegon Commission approved the Certificate.

The Authority to establish a Neighborhood Enterprise Zone is vested with the local community and State Tax Commission under the statute (PA 147 of 1992), unless the Neighborhood Enterprise Zones comprise more than 15% of the local unit's geographical area. This is not the case here; therefore, there is no action by the County Board of Commissioners.

Jonathan Seyferth, City Manager, gave an update on the different projects being worked on in the City of Muskegon.

E. Move to approve the **Commercial Rehabilitation District** for 349 West Webster Avenue, Muskegon, Michigan, and waive the County's right to reject the District.

ACTION: 2024-239 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

11. Public Comment

Ken Efting, Airport Director, gave the Board a status update on the Air Service and DOT.

Angela Gasiewski, Finance Director, shared with the board that there will be a Work Session on Thursday, August 22, 2024, to go over the 2024 fiscal year revised budget and a Work Session on September 8, 2024, to go over the 2025 fiscal year budget.

Kristen Wade, Human Resource Director, shared with the Board the County of Muskegon Equal Employment Opportunity-Workforce Statistical Report. Commissioner Cook suggested eliminating the use of the term minorities in the report before publishing.

12. Unfinished Business

None

13. New Business

Move to table the Muskegon County Board of Commissioners Muskegon County Resolution to Support Local Community Food Access and Production Resolution from the September Human Services Committee Meeting to the October Human Services Committee Meeting, which will be held on October 8, 2024, at 4:00 p.m.

ACTION: 2024-240 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

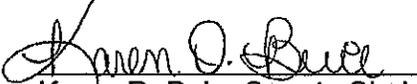
Passed 7:0

14. Final Board Comments

Commissioner Cyr shared that The Veggie Van Organization gave a helpful presentation during the Senior Activities.

15. Adjourn to the call of the Chair

Meeting adjourned at 4:54 p.m.


Karen D. Buie, County Clerk

To be approved at Full Board Meeting on September 10, 2024.



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

September 10, 2024 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: Pastor Bradon Vandonkebaar

3. Pledge of Allegiance

4. Roll Call

Present: Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Michelle Hazekamp
Vice-Chair Jessica Cook
Commissioner Darrell Paige (arrived at 4:07 p.m., immediately after motion to open public hearing)

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Breanna Armstrong, Senior County Clerk Specialist
Anne Seuryneck, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-241 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of August 20, 2024

ACTION: 2024-242 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Angela Gasiewski, Finance Director, spoke in regard to Motion 24/09-67.

8. Public Hearing - Adoption of the FY2025 Budget

Motion to open public hearing (public hearing started at 4:06 p.m.):

ACTION: 2024-243 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Michelle Hazekamp

VOICE VOTE: Passed

Angela Gasiewski, Finance Director, presented the proposed FY2025 Budget.

Motion to close public hearing (public hearing closed at 4:36 p.m.):

ACTION: 2024-244 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

9. Committee/Board Reports

A. **The Community Development & Strategic Planning Committee** met on September 3, 2024, and I move: (Vice Chair Cook)

CDSP24/09-12 Move to create a seasonal Community Engagement and Volunteer Coordinator position at Pay Grade 4 for the 2025 and 2026 seasons at Dune Harbor Park Muskegon County. This position will be 100% funded by the Consumers Energy Planet Award grant with no impact on the Parks Department or General Fund budgets.

ACTION: Moved by Commissioner Michelle Hazekamp, 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. **The Courts & Public Safety Committee** met on September 3, 2024, and I move: (Commissioner Paige)

CPS24/09-37 Move to add one (1) hourly Legal Investigator position at wage grade 20 with the appropriate step based on experience; effective October 1, 2024.

ACTION: 2024-246 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

CPS24/09-38 Move to reclass Legal Secretary hourly position G49020 pay grade 7 to a full-time Legal Secretary position effective April 1, 2025; and add two (2) Assistant Public Defender-Temp positions at pay grade PD Temp not to exceed 400 hours combined total per fiscal year effective October 1, 2024.

ACTION: 2024-247 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 September 3, 2024, and I move:
(Commissioner Hovey-Wright)

HS24/09-54 Move to eliminate Position X20705, Contract Specialist, and layoff the current employee in this position, effective September 30, 2024.

ACTION: 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

HS24/09-55 Move to adjust the agreement to the terms for the annual Covenant Academies - MCA & Hall lease.

ACTION: 2024-249 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

HS24/09-56 Move to authorize HealthWest to enter into lease agreements with Enterprise Fleet Management for 38 vehicles for an amount not to exceed \$300,000 per year for a 5-year (60 months) term for each lease effective 3/06/2024 and authorize administration signature of the lease.

ACTION: 2024-250 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

HS24/09-57 Move to reclassify the Executive Assistant, Position X34504 (Wage Grade HX-00210) to a Senior Executive Assistant (Wage Grade HX-00250), Funding Account 7120.

ACTION: 2024-251 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

HS24/09-58 Move to authorize HealthWest to award the purchase of security products DUO, Umbrella, Cloud Email Secure, Firepower, AnyConnect and Meraki to Sentinel Technologies through their Mideal cooperative agreement, at a cost not to exceed \$244,860.33 for a 36 month period October 31,2024 through October 30, 2027 and to authorize the HealthWest Executive Director to sign the contract.

ACTION: 2024-252 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

HS24/09-59 Move to authorize Public Health to extend the agreement with Trace Analytical Laboratories, Inc. (TRACE) for related sampling and testing services for the Private Well Testing Lab Analysis for state-wide testing from August 31, 2024 to August 31, 2025 and further authorize the Public Health Director to sign the agreements.

ACTION: 2024-253 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

HS24/09-60 Move to approve 34 senior millage grants awards totaling \$1,291,000 for FY25, effective October 1, 2024 through September 30, 2025 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: 2024-254 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

HS24/09-61 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, 2024 through September 30, 2025, at a cost not to exceed \$346,350.

ACTION: 2024-255 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

HS24/09-62 Move to approve the First Addendum to Tenant Lease Agreement effective October 1, 2024, between Muskegon County d/b/a HealthWest, and Trinity Health – Michigan d/b/a Mercy Health Saint Mary's. Further, authorize the Administrator to sign the agreement.

ACTION: 2024-256 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 Transportation Committee met on September 3, 2024, and I move:
(Commissioner Hovey-Wright)

TR24/09-23 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: 2024-257 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

TR24/09-24 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: 2024-258 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

TR24/09-25 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: 2024-259 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

E. **The Ways & Means Committee** met on September 3, 2024, and I move: (Vice Chair Cook)

WM24/09-60 Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the Township of Montague. Further, authorize the Chair of the Muskegon County Board of Commissioners, Muskegon County Clerk, and Corporate Counsel to sign the agreement effective October 1, 2024.

ACTION: 2024-260 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

WM24/09-61 Move to approve the renewal of Assessment Administration Services provided by the Equalization Department to the City of Roosevelt Park. Further, authorize the Chair of the Muskegon County Board of Commissioners, Muskegon County Clerk, and Corporate Counsel to sign the agreement effective October 1, 2024.

ACTION: 2024-261 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

WM24/09-62 Move to approve a full property assessment reappraisal agreement provided by the Equalization Department to the City of Muskegon Heights for the amount of \$214,150. Further, authorize the Chair of the Muskegon County Board of Commissioners, Muskegon County Clerk, and Corporate Counsel to sign the agreement effective November 1, 2024, and adjust the budget accordingly.

ACTION: 2024-262 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

WM24/09-63 Move to approve the reclassification of full-time position G17001 from Certified General Appraiser (Pay Grade 20) to Commercial/Industrial Manager (Pay Grade 26) and authorize the creation of two (2) seasonal Appraisal Assistant positions that will exist for the terms of the full property assessment reappraisal agreement provided by the Equalization Department to the City of Muskegon Heights, all effective November 1, 2024, or once the agreement is fully executed, and adjust the budget accordingly.

ACTION: 2024-263 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

WM24/09-64 Move to approve renewing the contract with CDWG for PURE Storage maintenance for one (1) year at a cost not to exceed \$89,479. Further, authorize the IT Director to sign the contract.

ACTION: 2024-264 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

WM24/09-65 Move to approve renewing the contract with CDWG for the VMware Horizon license for one (1) year at the MiDeal price not exceeding \$66,025. Further, authorize the IT Director to sign the contract.

ACTION: 2024-265 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

WM24/09-66 Move to approve the purchase of cubicle furniture in I wing to house the Information Systems department for the not-to-exceed price of \$46,075, utilizing Grand River Office cooperative procurement agreement.

ACTION: **2024-266** 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

WM24/09-67 Move to approve payment of the accounts payable of \$16,730,302.90 covering the period July 13, 2024, through August 9, 2024, and P Card and EFT payments covering the period July 1, 2024, through July 31, 2024, as presented by the County Clerk.

ACTION: **2024-267** 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

WM24/09-68 Move to amend the FY2024 budget as presented.

ACTION: **2024-268** 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

WM24/09-69 Move to authorize the Administration staff to begin the process of developing a Muskegon County Sustainability Advisory Committee.

ACTION: **2024-269** Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

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

NO: Kim Cyr, Zach Lahring

Passed 5:2

10. Chairman's Report/Committee Liaison Reports

A. Highlighted Muskegon County Community Events:

- September 11, 2024 @ 1:00 p.m.- 3:00 p.m. - 9/11 Community Day of Remembrance, Bethlehem Park, located at the corner of W. Summit Avenue and Waalkes
- September 12, 2024, through September 15, 2024 - Michigan Irish Music Festival, Heritage Landing, 1050 7th Street, Muskegon, MI
- September 18, 2024 @ 11:00 a.m. - 3:00 p.m. - Veterans Resource Deployment Stand Down and Job Fair, Barclay Place Event Center, 2330 Barclay Avenue, Muskegon, MI

11. Administrator's Report

- A. Move to approve the purchase of modular furniture in T wing to house the Public Health department for the not-to-exceed price of \$100,776, from Grand River Office utilizing a cooperative procurement agreement.

ACTION: 2024-270 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

- B. Move to authorize Public Health to purchase forty-five (45) laptops with warranties and docking stations from the MiDeal vendor, CDW Government for an amount not to exceed \$55,799.91.

ACTION: 2024-271 Moved by Commissioner 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

- C. Move to accept the amended FAA-sponsored Airport Improvement Program (AIP) Grant for both FY2024 and FY2025 grant application in the amended amount of \$21,377,801, with a local match of \$534,445.

ACTION: 2024-272 Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige

NO: None

Passed 7:0

Move to sign the MODT Project Authorization 2022-0110/P7/R1, providing for an increase in FY2024 State transportation funding to be passed through to Goodwill industries, Pioneer Resources and Agewell Services. A full motion with supporting documents will be submitted at the next Full Board Meeting.

ACTION: **2024-273** 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. Update on the Marquette Campus design and available space.

Matt Farrar, Deputy County Administrator, gave an update on the Marquette Campus design and currently available space. Mr. Farrar handed to the commissioners a copy of the Marquette Campus Design & Available Space Memo.

12. Public Comment

None

13. Unfinished Business

None

14. New Business

None

15. Final Board Comments

Commissioner Darrell Paige, shared that the volunteers and Ms. Cooper did an excellent job at Day of Caring in Muskegon Heights Park last Friday. Commissioner Paige also shared that Congresswoman Scholten did an excellent job with the news media regarding the airport.

Commissioner Marcia Hovey-Wright asked Ken Efting to share a few details about the airport.

Chair Charles Nash commended Ken Efting on the posts to keep citizens informed.

16. Adjourn to the call of the Chair

Meeting adjourned at 5:15 p.m.


Karen D. Buie, County Clerk

To be approved at the Full Board Meeting on September 23, 2024.



Muskegon County
Board of Commissioners Full Board

Charles Nash, Board Chair
Jessica Cook, Vice Chair

September 23, 2024 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: Jill Young, Next Generation Pastor at Bethany Church

3. Pledge of Allegiance

4. 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 Genovich, Corporate Counsel
Breanna Armstrong, Senior County Clerk Specialist

5. Approval of Agenda

ACTION: 2024-274 Moved by Commissioner Darrell Paige, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

6. Approval of Minutes

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

ACTION: 2024-275 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

Five (5) citizens spoke in regard to the Chaddock Drain, Motion WM24/09-70.

Brenda Moore, Water Resource Commissioner, responded to the citizens' comments.

8. Committee/Board Reports

- A. **The Ways & Means Committee** met on September 17, 2024, and I move: (Vice Chair Cook)

WM24/09-70 Move to approve the resolution pledging the County's full faith and credit for the refinanced note for the Chaddock Drain not to exceed \$450,000 with the understanding that, regardless of the final scope of the project, the outstanding debt will be assessed to the drainage district after the court decides on the appeals.

ACTION: 2024-276 Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash
YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, Zach Lahring
Passed 4:3

WM24/09-71 Move to waive the procurement policy and authorize the IT Director to renew the existing agreement with Advanced Printing and Graphics for one (1) year and grant permission to solicit comparable bids for external printing services.

ACTION: 2024-277 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

WM24/09-72 Move to approve payment of the accounts payable of \$9,721,649.80 covering the period August 10, 2024, through August 29, 2024, as presented by the County Clerk.

ACTION: 2024-278 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

WM24/09-73 Move to adopt the FY2025 County of Muskegon Appropriation Ordinance including the Budget Amendments, position changes, and FY2025 Capital Projects,

which collectively represent the implementation of the County of Muskegon's FY2025 Operating Budget.

ACTION: 2024-279 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

WM24/09-74 Move to authorize the County's relationships with the vendors listed in the proposed schedule to continue from October 1, 2024 through September 30, 2025.

ACTION: 2024-280 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

WM24/09-75 Move to authorize Administration to create a Sustainability/Community Relations Coordinator position (wage grade 23), appoint the current Community Relations Coordinator/Executive Assistant (wage grade 22) to this position, and reclassify the Community Relations Coordinator/Executive Assistant position N32401 (wage grade 22) to Executive Assistant to the County Administrator (wage grade 16) effective 10/1/2024. Further, adjust the budget accordingly.

ACTION: 2024-281 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

WM24/09-76 Move to approve general wage increases for non-bargaining employees, excluding HealthWest employees, of 3.0% effective the first full pay period following October 1, 2024 (FY2025).

ACTION: 2024-282 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

WM24/09-77 Move to approve a general wage increase for elected officials, excluding Judges, of 3% for calendar year 2026 and 2% for calendar years 2027 and 2028.

ACTION: 2024-283 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

WM24/09-78 Move to appoint Sara Hough, Human Resources Deputy Director, as the employer delegate to the 2024 Municipal Employees Retirement System (MERS) annual meeting.

ACTION: 2024-284 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

WM24/09-79 Move to approve change order #1 to include the new restroom facility's architectural and construction series for \$187,749.83 in the current Airport Roof and Facade project to Bergman and Carbon 6 respectively, and adjust the budget accordingly. Further, authorize the Board Chair to sign all appropriate and necessary documents to complete this transaction.

ACTION: 2024-285 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

WM24/09-80 Move to approve creating five (5) Full-Time Corrections Officer positions at Grade 18 to the Sheriff's Budget with three (3) positions being hired in the second quarter of 2025, and the remaining two (2) in the 4th quarter of 2025. Further adjust the FY2025 budget accordingly.

ACTION: 2024-286 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

WM24/09-82 Move to create a Full-Time Administrative Assistant position at Grade 4 in the Emergency Services department effective 10/1/2024 and adjust the budget accordingly.

ACTION: 2024-287 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

9. Chairman's Report/Committee Liaison Reports

- A. Land Bank Fast Track Authority
Lindsay Theile (Township) term beginning September 23, 2024, through September 23, 2026 - Appointment (replacing Lori Archer who resigned)

Move to appoint Lindsay Theile to the Land Bank Fast Track Authority term beginning September 23, 2024, through September 23, 2026.

ACTION: 2024-288 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook
VOICE VOTE: Passed

- B. Highlighted Muskegon County Community Events:

- September 28, 2024 @ 10:00 a.m.- 2:00 p.m. - Norton Shores Public Safety Open House, Norton Shores Fire Department #3, 1100 E. Pontaluna Road, Norton Shores, MI
- September 28, 2024 through October 31, 2024 - Hay Bale Decorating Competition, Downtown Muskegon
- October 5, 2024 @ 10:00 a.m. - 5:00 p.m. - Lakeside Fall Festival 2024, Lakeside District, 1845 Lakeshore Dr, Muskegon, MI
- October 12, 2024 @ 10:00 a.m. - 3:00 p.m. - Pumpkifest 2024, Downtown Montague

Chairman Nash added the Consumers Energy Muskegon Fall Festival on September 26, 2024 @ 5:00 p.m. - 7:00 p.m. - Wesley Park, 2305 Marquette Ave

- C. **It's official - Denver Air Connection is coming to Muskegon with service starting on October 28, 2024.**

By order of the U.S. Department of Transportation (the Department) selects Key Lime Air Corporation d/b/a Denver Air Connection (DAC) to provide Essential Air Service (EAS) at Muskegon, Michigan, for the four-year period from November 1, 2024, through October 31, 2028. DAC will provide Muskegon with 12 weekly nonstop round trips to

Chicago O'Hare International Airport (ORD), using 30-seat Dornier 328 and 50-seat Embraer EMB-145 aircraft.

Ken Efting, Airport Director, shared that the announcement has been made that Denver Air has been selected as the carrier for MKG. Efting also shared that the airport will be hosting a Full-Scale Emergency Exercise on Tuesday, September 24, 2024, between 8:00 a.m. - 12:00 p.m. Additionally, on October 1, 2024, Denver Air Connections will officially begin operations in Muskegon, and will have full media coverage scheduled for 11:00 a.m. that day.

10. Administrator's Report

- A. Move to approve the Michigan Department of Transportation (MDOT) Project Authorization 2022-0110/P7/R1, to provide for an increase in FY2024 State transportation funding of \$174,460 to be passed through to Goodwill Industries, Pioneer Resources, and Agewell Services; authorize the Board Chair to sign the Agreement and adjust the Muskegon Area Transit System (MATS) FY2024 budget accordingly.

ACTION: 2024-289 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

- B. Move to authorize the Administrator to create a temporary, hourly Executive Assistant position at Grade 16 and appoint Kathy Tharp to that position.

ACTION: 2024-290 Moved by Commissioner Charles Nash, 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

- C. Move to approve to bind the BC/BS Alternative 1 quote for the County's medicare advantage plan, effective January 1, 2025 - December 31, 2025.

ACTION: 2024-291 Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: None
Passed 7:0

- D. Broadband Update

Mark Eisenbarth, County Administrator, provided the Commissioners with a Broadband update from Matthew Farrar, Deputy Administrator.

11. Public Comment

Sheriff Poulin, shared there will be a Medication Disposal Program on October 26, 2024, 10:00 a.m. - 2:00 p.m. at the Muskegon Township Fire Station. Sheriff Poulin also thanked the Commissioners for support and the unanimous vote on Motion WM24/09-80.

Lori Lubbers, Laketon Township resident, posed two questions to the Commissioners, and the administrator committed to following up with her to provide the answers at a later date.

Brenda Moore, Water Resource Commissioner, stated that she inherited numerous challenges when she took on the role, and she is currently addressing and resolving those issues.

12. Unfinished Business

None

13. New Business

None

14. Final Board Comments

Vice-Chair Cook expressed gratitude to those who attended the Board meeting concerning the Chaddock Drain.

Commissioner Paige shared that the Land Bank Summit went well, and commended Tim Burgess for doing a very good job.

15. Closed Sessions:

- A. Enter into closed session pursuant to MCL 15.268(C) for strategic and negotiation sessions connected with the negotiations of a collective bargaining agreement.
- B. Enter into closed session pursuant to MCL 15.268(1)(e) to consult with the County's attorney regarding trial or settlement strategy in connection with the following pending litigation: Greve v Muskegon County because discussion of the named pending litigation in an open meeting would have a detrimental financial effect on the litigating or settlement position of the County.

Move to go into Closed Session.

ACTION: 2024-292 Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr
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 4:51 p.m.

Move to come back into Open Session.

ACTION: **2024-293** Moved by Commissioner Charles Nash, supported by
Commissioner Jessica Cook

VOICE VOTE: **Passed**

Came back into Open Session at 5:35 p.m.

Move to approve The County's attorney's recommendation to proceed in collective bargaining agreement contract negotiations as discussed in Closed Session.

ACTION: **2024-294** Moved by Commissioner Darrell Paige, supported by
Commissioner Zach Lahring

VOICE VOTE: **Passed**

Move to accept the County's attorney's recommendation with regard to Greve v Muskegon and authorize staff to sign the consent letter as discussed in Closed Session.

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

VOICE VOTE: **Passed**

16. Adjourn to the call of the Chair

The meeting adjourned at 5:38 p.m.

Karen D. Buie, County Clerk

To be approved at Full Board Meeting on October 15, 2024.



Muskegon County
Board of Commissioners Full Board
Charles Nash, Board Chair
Jessica Cook, Vice Chair

October 15, 2024 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 Kim Cyr

3. Pledge of Allegiance

4. 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
Karen D. Buie, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-296 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of September 23, 2024, with a friendly amendment to also approve the Closed Session Minutes of September 23, 2024.

ACTION: 2024-297 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. **The Community Development & Strategic Planning Committee** met on October 10, 2024, and I move: (Vice Chair Cook)

CDSP24/10-13 Move to accept the Muskegon County Parks and Recreation Commission Establishing Resolution and Bylaws as written.

ACTION: 2024-298 Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

- B. **The Courts & Public Safety Committee** met on October 10, 2024, and I move: (Commissioner Paige)

CPS24/10-39 Move to approve the Sheriff's Office to accept the Fiscal Year 2025 Secondary Road Patrol (SRP) grant (# 2025-SRP-61) from the Office of Highway Safety Planning (OHSP) in the amount of \$315,615.00 and adjust the budget accordingly.

ACTION: 2024-299 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

CPS24/10-40 Move to accept the FY2025 Community Corrections grant in the amount of \$200,000 and authorize the Board Chairperson to sign the contract with the Michigan Department of Corrections.

ACTION: 2024-300 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

CPS24/10-41 Move to approve a sole source procurement and allow the Sheriff's Office to enter into a five (5) year contract for the purchase of one hundred fifteen (115) Axon Taser 10 tasers, and supporting equipment, from Axon Enterprise, Inc. The total price of the contract is \$526,056.00, with an annual cost each year of \$105,211.20 and a

\$27,500.00 buyback savings in the first year. Further, authorize the Sheriff to sign the agreement.

ACTION: 2024-301 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

CPS24/10-42 Move to approve acceptance of the FY2025 Strategic Traffic Enforcement Grant in the amount of \$248,752.23 (2025-PT-00-61), authorize the Board Chair to sign the Agreement and adjust the budget accordingly.

ACTION: 2024-302 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 October 8, 2024, and I move: (Commissioner Hovey-Wright)

HS24/10-63 Move to approve the Local Food Access and Production Resolution

ACTION: 2024-303 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

HS24/10-64 Move to approve a status change for Position X533100, Master Level Clinician, from full-time to hourly.

ACTION: 2024-304 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

HS24/10-65 Move to add Great Lakes Weatherization Corporation as a vendor for the remainder of the 2024 and 2025 DTE Energy Efficiency Assistance (EEA) Program at the recommendation of ICF and Solutions for Energy Efficient Logistics (SEEL), who are the partners in the DTE EEA program.

ACTION: 2024-305 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

HS24/10-66 Move to authorize HealthWest to award the purchase of two (2) new Cisco Firepower 1150 firewalls including professional services and maintenance to Sentinel Technologies, Inc, an approved reseller for Cisco Products as part of the MiDeal cooperative agreement, at an approximate cost of \$39,091.00 and to authorize the HealthWest Executive Director to sign the contract.

ACTION: 2024-306 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

HS24/10-67 Move to accept the "Agreement for Extension Services" submitted by Michigan State University (MSU) Extension for FY2025 programs and services, with no change in general fund allocation; and authorize the Board Chair to sign the Agreement.

ACTION: 2024-307 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

HS24/10-68 Move to authorize Public Health to contract with Muskegon Family Care Center to continue expanding community outreach and referrals for the Women, Infants and Children (WIC) program in an off-site location, not to exceed \$26,400 year one, and \$28,800 year two, and authorize the Public Health Director to sign the related agreement.

ACTION: 2024-308 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

HS24/10-69 Move to award the human remains removal services contract to Great Lakes Removal of West Michigan for the period of January 1, 2025 – December 31, 2025, with a one (1) year option to renew; further authorize the Board Chair and Public Health Director to sign the associated agreement.

ACTION: 2024-309 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

HS24/10-70 Move to appoint Patrick Hansma, DO, to the Chief Medical Examiner post for Muskegon County from January 1, 2025 through December 31, 2028, and to contract with the Homer Stryker MD School of Medicine at Western Michigan University for medical examiner services for the same period, less body transport services; further authorize the Board Chair and Public Health Director to sign the associated agreement.

ACTION: 2024-310 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

HS24/10-71 Move to approve fourteen (14) opioid settlement funding distribution grant awards totaling \$489,046 effective October 1, 2024, through September 30, 2025; adjust the budget accordingly and further authorize the Public Health Director to sign the related agreements.

ACTION: 2024-311 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

D. The Transportation Committee met on October 10, 2024, and I move: (Commissioner Hovey-Wright)

TR24/10-26 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: 2024-312 Moved by Commissioner Marcia Hovey-Wright, 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

TR24/10-27 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: 2024-313 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

E. The Ways & Means Committee met on October 8, 2024, and I move: (Vice Chair Cook)

WM24/10-83 Move to authorize staff to apply for and accept the 2025 Survey & Remonumentation Grant, in the amount of \$54,658.00, appoint Wade Vanderbosch as the administrator and further authorize the Grant Administrator to sign the grant application.

ACTION: 2024-314 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

WM24/10-84 Move for adoption of the 2024 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.

ACTION: 2024-315 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

WM24/10-85 Move to approve Assessment Administration Services provided by the Equalization Department to the Township of Ravenna. Further, authorize the Chair of the County Board of Commissioners, Muskegon County Clerk, and Corporate Counsel to sign the agreement effective October 1, 2024 and adjust the budget accordingly.

ACTION: 2024-316 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

WM24/10-86 Move to approve Assessment Administration Services provided by the Equalization Department to the City of Montague. Further, authorize the Chair of the County Board of Commissioners, Muskegon County Clerk, and Corporate Counsel to sign the agreement effective October 1, 2024, and adjust the budget accordingly.

ACTION: 2024-317 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

WM24/10-87 Move to approve the creation of one new full time Appraisal Technician position (pay grade 5) and approve the reclassification of a current full time Appraisal Technician position (pay grade 5) to Appraiser (pay grade 12) effective October 1, 2024, and adjust the budget accordingly.

ACTION: 2024-317 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

WM24/10-88 Move to approve the reclassification of position G09207 from Appraisal Technician (pay grade 5) to Appraisal Technician/MCAO (pay grade 6) effective October 1, 2024 and adjust the budget accordingly.

ACTION: 2024-318 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

WM24/10-89 Move to approve payment of the accounts payable of \$14,562,967.83 covering the period August 24, 2024, through September 13, 2024, and P Card and EFT payments covering the period August 1, 2024, through August 31, 2024, as presented by the County Clerk.

ACTION: 2024-319 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

WM24/10-90 Move to award a five-year contract to ClearGov in the amount of \$419,525.25 for budget software, using a collaborative procurement, and further authorize the Board Chair to sign the agreement.

ACTION: 2024-320 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

WM24/10-91 Move to approve \$1,748,932 for the Marquette Campus Air Handling Units (AHU) project from ARPA funding, increase ARPA funding for the Fiber Optic Extension

to Marquette Campus project by \$19,925, from \$51,050 to \$70,975, remove the board room renovation project of \$700,000 from the ARPA funding project list and adjust the budget accordingly.

ACTION: 2024-321 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

WM24/10-93 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 2025.

ACTION: 2024-322 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

WM24/10-94 Move to accept MetLife as the County's active employee dental provider for the period of January 1, 2025 through December 31, 2026.

ACTION: 2024-323 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

WM24/10-95 Move to accept the Delta Dental POS plan as the County's retired employees dental provider for the period of January 1, 2025 through December 31, 2025.

ACTION: 2024-324 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

WM24/10-96 Move to select EyeMed as the vision insurance benefit provider from January 1, 2025 through December 31, 2028.

ACTION: 2024-325 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

WM24/10-97 Move to accept Blue Cross Blue Shield of Michigan (BCBSM) as the County's medical and prescription insurance provider, to include condition management programs, on a self-funded basis for the period of January 1, 2025 through December 31, 2025 for the active employees and the pre-65 retiree group with a stop-loss level of \$250,000.

ACTION: 2024-326 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

WM24/10-98 Move to select Isolved as the County's COBRA and Flexible Spending Account provider from January 1, 2025 through December 31, 2025.

ACTION: 2024-327 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

Vice-Chair Cook gave an update on the Land Bank Fast Track Authority Board. Vice-Chair Cook also updated the Board on the Senior Millage Fund.

A. Veterans Day, November 11, 2024:

- November 8, 2024 @ 1:00 p.m. - 4:00 p.m. - Open House Event Honoring Veterans, Holton Library, 8776 Holton-Duck Lake Road, Holton, MI 49425

- November 11, 2024 @ 11:00 a.m. - Annual Veterans Day Program, Veterans Memorial Park (north end of the park at the ceremonial area), 401 N. Causeway, Muskegon, MI 49445
- November 11, 2024 @ 2:30 p.m. - 3:30 p.m. - Veterans Solute - MCC Health & Wellness Center, 221 Quarterline Rd, Muskegon, MI 49442

B. Liaison Appointments:

Move to appoint the following individuals to the **Regional Material Management Committee (5-year term)**:

Greg Leverage - Solid Waste Disposal Facility Operator (Appointment)

Joe Kuerth, Kuerth Disposal - A Hauler (Appointment)

Darrell Paige, Muskegon County Commissioner (Appointment - TBD)

William Crabtree, Resource Recovery Corporation - Muskegon County Business Representative (Appointment)

ACTION: 2024-328 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

10. Administrator's Report

A. Muskegon County Road Commission's 30th Annual Roadkill Banquet

B. Housing Position Update

Kristen Wade, Human Resources Director, provided the Board with an update on the hiring process for the housing position.

11. Public Comment

Jay Kilgo, City of Muskegon resident, addressed the Board regarding the housing position.

12. Unfinished Business

None

13. New Business

Commissioner Cyr expressed his support for Jay Kilgo to be considered for an interview in relation to the housing position.

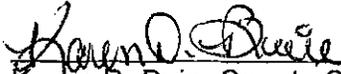
The Board, along with Kristen Wade, the Human Resources Director, discussed the possibility of rewriting the job description for the housing position and reposting the position.

14. Final Board Comments

Vice-Chair Cook read a presidential proclamation issued by the President's Office on October 11, 2024.

15. Adjourn to the call of the Chair

The meeting was adjourned at 4:40 p.m.



Karen D. Buie, County Clerk

To be approved at Full Board Meeting on November 19, 2024.



Muskegon County
Board of Commissioners Full Board

Charles Nash, Board Chair
Jessica Cook, Vice Chair

November 19, 2024 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 Darrell Paige

3. Pledge of Allegiance

4. 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
Karen D. Buie, County Clerk
Breanna Armstrong, Senior County Clerk Specialist
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-329 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

Friendly amendment to remove item WM24/11-107 from the agenda.

ACTION: 2024-330 Moved by Commissioner Jessica Cook, supported by
Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

6. Approval of Minutes

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

ACTION: 2024-331 Moved by Commissioner Darrell Paige, supported by
Commissioner Jessica Cook

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

DJ Hilson, Muskegon County Prosecutor, addressed the Board regarding item CPS24/11-44.

Angie Knoll, Chief Steward of Teamsters General Unit, addressed the Board regarding item WM24/11-103.

8. Informational Item:

A. Substance Abuse Disorder (SUD) Data (Brandy Carlsen/Jennifer Stewart, HealthWest)

Brandy Carlsen, Chief Financial Officer, and Jennifer Stewart, Clinical Manager, of HealthWest, gave the Board a presentation on Substance Use Disorder Treatment and Recovery Programming.

9. Committee/Board Reports

A. **The Community Development & Strategic Planning Committee** met on November 14, 2024, and I move: (Vice Chair Cook)

CDSP24/11-14 Move to approve the FY2025 Lakeshore Museum Center budget.

ACTION: 2024-332 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

CDSP24/11-15 Move to rescind the prohibition of dogs at the county's Heritage Landing facility, and allow users to walk dogs, on-leash and under control, at the facility and install clean-up bags and dispensers.

ACTION: 2024-333 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

CDSP24/11-16 Move to award five (5) sole source contracts with TwoSix Digital for \$87,499 for destination marketing and advertising in the leisure and meetings/conventions markets, a Visit Muskegon website audit, a paid search engine optimization program, and other marketing initiatives for FY2025. Funding for these programs is entirely from a state Convention Visitors Bureau (CVB) grant received by Visit Muskegon in 2024.

ACTION: 2024-334 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

CDSP24/11-17 Move to authorize the Convention and Visitors Bureau (CVB) to develop a Request for Proposal (RFP) for strategic planning for the organization, with funding available and programmed in the FY2025 CVB budget.

ACTION: 2024-335 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

CDSP24/11-18 Move to support the West Michigan Shoreline Regional Development Commission's (WMSRDC) "Regional Trails and Greenways Plan" with a \$5,000 partnership in development of the plan, and adjust the budget accordingly.

ACTION: 2024-336 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. **The Courts & Public Safety Committee** met on November 14, 2024, and I move:
(Commissioner Paige)

CPS24/11-43 Move to approve the reclassification of the Family Counselor (Grade 17), position number X37002, to a Family Division Supervisor (Grade 20), change the

funding of position numbers Q35304 and X40400 to 100% 2150-0142, and amend the SAVES FY25 grant revenue and expenditures budget accordingly.

ACTION: 2024-337 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

CPS24/11-44 Move to create ten (10) new positions in the Public Defender's Office funded by the Michigan Indigent Defense Commission (MIDC) grant for the purpose of maintaining compliance with required standards, and amend the budget accordingly. The new positions are the following: Four (4) Assistant Public Defenders at Grade PD; one (1) Assistant Public Defender Research Attorney at Grade PD; one (1) Legal Secretary II at Grade 9; one (1) Legal Investigator at Grade 20; one (1) Paralegal at Grade 14; one (1) Retention and Recruitment Specialist at Grade 14; and one (1) Administrative Assistant at Grade 4.

ACTION: 2024-338 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

CPS24/11-45 Move to authorize Lawyers Professional Liability insurance coverage for the Public Defender's office with Alta Pro Lawyers Risk Purchasing Group/CorePointe Insurance Company with limits of liability at \$3,000,000/\$3,000,000 and a \$5000 deductible for an annual premium of approximately \$44,521.00 to be paid by the MIDC Michigan Indigent Defense Commission (MIDC) grant.

ACTION: 2024-339 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

CPS24/11-46 Move to approve authorization for the Sheriff's Office to enter into a two (2) year agreement with Flock Safety for the purchase and support of a public safety operating system for a total cost of \$49,000.

ACTION: 2024-340 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

CPS24/11-47 Move to accept the FY2025 Snowmobile Law Enforcement Grant in the amount of \$2,000.00 from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement.

ACTION: **2024-341** 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

CPS24/11-48 Move to approve the Sheriff's Office accepting Continuing Professional Education (CPE) training funds from the Michigan State Police – MCOLES through Public Act 1 of 2023 (PA1) in the amount of \$25,000.00 for calendar year 2024 and to accept funds for calendar year 2025 when they are disbursed.

ACTION: **2024-342** 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

CPS24/11-49 Move to award Kelly Austin to provide cognitive behavioral services (Thinking Matters) in the jail and authorize the Board Chair to sign the contract for a term of five (5) years.

ACTION: **2024-343** 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

CPS24/11-50 Move to award Catholic Charities to provide cognitive behavioral services (Thinking Matters) in the community and authorize the Board Chair to sign the contract for a term of five (5) years.

ACTION: 2024-344 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

CPS24/11-51 Move to accept the FY2025 Off-Road Vehicle (ORV) Law Enforcement Grant in the amount of \$14,000.00 for enforcement activities from the Michigan Department of Natural Resources and to have the Sheriff sign the agreement. .

ACTION: 2024-345 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

CPS24/11-52 Move to approve labor distribution changes for Sheriff department positions effective October 1, 2024 for attached positions.

ACTION: 2024-346 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

CPS24/11-53 Move to approve the reclassification of the District Court – Court Recorder positions (pay grade 11) to District Court – Court Recorder/Judicial Secretary positions (pay grade 12) effective October 1, 2024 and adjust the budget accordingly.

ACTION: 2024-347 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

CPS24/11-54 Move to approve the reclassification of position D09002 from Clerical Support Specialist (pay grade 7) to Chief Clerk (wage grade 10) effective October 1, 2024, and adjust the budget accordingly.

ACTION: 2024-348 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

CPS24/11-55 Move to approve the pay scale adjustment of the District Court Administrative Assistant from Grade 4 to Grade 10 effective October 1, 2024 and adjust the budget accordingly.

ACTION: 2024-349 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

CPS24/11-56 Move to approve the pay grade adjustment for the District Court Chief Clerk classification from Grade 10 to Grade 13 effective October 1, 2024 and adjust the budget accordingly.

ACTION: 2024-350 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

C. **The Human Services Committee** met on November 12, 2024, and I move:
(Commissioner Hovey-Wright)

HS24/11-72 Enter into a ten (10) year Memorandum of Understanding (MOU) with Mission Ambition allowing them to use Veterans Department Space for Female Veteran Outreach.

ACTION: 2024-351 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

HS24/11-73 Move to authorize HealthWest to enter into lease agreements with Enterprise Fleet Management for forty-seven (47) vehicles, to include gas vehicles, electric vehicles (EV), or hybrid vehicles for an amount not to exceed \$384,574.22 per year for a five (5) year (60 months) term for each lease effective no later than September 30, 2025, and authorize the Board Chair signature of the lease.

ACTION: 2024-352 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

HS24/11-74 Move to approve wage increases for all HealthWest employees, of three percent (3.0%) effective the first full pay period following October 1, 2024 (FY2025).

ACTION: 2024-353 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

HS24/11-75 Move to amend the Fiscal Year 2025 HealthWest Budget to \$107,278,335 inclusive of all staff stipends and incentives, effective October 1, 2024.

ACTION: 2024-354 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

HS24/11-76 Move to revise the approval of the August 20, 2024, Board Motion 2024-232 and authorize Public Health to purchase up to twelve (12) gas, EV, or hybrid vehicles not to exceed \$362,000 at MiDeal pricing or better and to award the solicitation administratively to the highest rated proposer.

ACTION: 2024-355 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

HS24/11-77 Move to continue with Senior Resources of West Michigan as the senior millage grants administration through December 31, 2024 and further authorize the County Purchasing Department to request proposals from qualified individuals, businesses and organizations for senior millage grants administration services for the period effective January 1, 2025 through December 31, 2027.

ACTION: 2024-356 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

HS24/11-78 Move to authorize Public Health to enter into a Funding and Management Agreement with the City of Muskegon to allocate the City's Opioid Settlement Funds to help fund the county's existing opioid grant program.

ACTION: 2024-357 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

HS24/11-79 Move to approve carrying over senior millage grant funds from FY2024 to FY2025 for; AgeWell Services - Home Delivered (\$13,059.96) and Congregate Meals (\$5,070.27), YMCA - Veggie Van (\$7,525), Living Word Church - Lawn Care (\$4,490) and Snow Plowing Services (\$563), Pioneer Resources – Senior Dynamic Transportation (\$3,172) and adjust the budget accordingly.

ACTION: 2024-358 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

HS24/11-80 Move to approve the fifth amendment to the lease agreement between No More Sidelines and Muskegon County HealthWest until December 31, 2026.

ACTION: 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 Transportation Committee** met on November 14, 2024, and I move:
(Commissioner Hovey-Wright)

TR24/11-28 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: **2024-359** 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

TR24/11-29 Move to solicit a request for qualifications (RFQu) for professional services to design and draft a new Airport Master Plan.

ACTION: **2024-360** 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

TR24/11-30 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: **2024-361** 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

TR24/11-31 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: 2024-362 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

E. The Ways & Means Committee met on November 12, 2024, and I move: (Vice Chair Cook)

WM24/11-99 Move to amend the agreement with Core Realty to include parcel # 61-06-101-400-0001-00, in whole or in part, and authorize the Board Chair to sign the amendment.

ACTION: 2024-363 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

WM24/11-100 Move to authorize staff to apply for and accept the Housing Readiness Incentive grant in an amount up to \$50,000 and authorize the grant Administrator to sign all necessary and appropriate documents to complete this transaction and amend the budget accordingly.

ACTION: 2024-364 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

WM24/11-101 Move to authorize Muskegon County to continue membership with the Michigan Transit Pool for MATS General Liability and Auto Liability Insurance coverage for the policy period 12/1/2024 through 11/30/2025 with an annual contribution of \$53,216.00 paid in quarterly installments.

ACTION: 2024-365 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

WM24/11-102 Move to accept the proposal for Excess Workers' Compensation insurance of Midwest Employers Casualty for the period of 1/1/25 to 1/1/27 with a \$750,000 self-insured retention for Sheriff and \$650,000 self-insured retention for all other employees and a premium rate of \$0.1504 per \$100 payroll.

ACTION: 2024-366 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

WM24/11-103 Move to create a full-time Executive Operations Administrator position at Grade 16 and adjust the budget accordingly.

ACTION: 2024-367 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Zach Lahring
Passed 6:1

WM24/11-104 Move to approve the Regional Materials Management Planning Committee Appointments.

ACTION: 2024-368 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

WM24/11-105 Move to award RFP 24-2515 to Filter Engineering Corporation through FY2027 for \$50,689.37 and to authorize the Board Chair to sign the Agreement.

ACTION: 2024-369 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

WM24/11-106 Move to approve payment of the accounts payable of \$43,465,316.78 covering the period September 14, 2024, through October 18, 2024, and P Card and EFT payments covering the period September 1, 2024, through September 30, 2024, as presented by the County Clerk.

ACTION: 2024-370 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

WM24/11-107 Move to Approve the Muskegon Central Dispatch FY2025 Budget.

10. Chairman's Report/Committee Liaison Reports

A. Highlighted Muskegon County Community Events:

- November 22 (2 pm-8 pm), November 23 (10 am-4 pm) - White Lake Area Annual Holiday Walk, along the streets of Montague and Whitehall.
- November 30, 2024 @ 3 pm- 9 pm - City of Muskegon Festive First Day Tree Lighting & Holiday Kickoff, Hackley Park, 350 W. Webster Street, Muskegon, MI
- November 29-January 10, 2024 @ 4:30 pm - 2:00 a.m. - Lakeshore Legacy Project 2024 GLOW Lighting Event, Downtown Muskegon, Western Avenue from 1st to 5th Street, Muskegon, MI

11. Administrator's Report

None

12. Public Comment

None

13. Unfinished Business

None

14. New Business

None

15. Final Board Comments

Chariman Nash reminded the Commissioners to complete the evaluation for the County Administrator.

16. Adjourn to the call of the Chair

The meeting was adjourned at 4:57 p.m.


Karen D. Buie
Karen D. Buie, County Clerk



Muskegon County
Board of Commissioners Full Board

Charles Nash, Board Chair
Jessica Cook, Vice Chair

December 17, 2024 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 Zach Lahring

3. Pledge of Allegiance

4. 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
Karen D. Buie, County Clerk
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

5. Approval of Agenda

ACTION: 2024-371 Moved by Commissioner Marcia Hovey-Wright, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

6. Approval of Minutes

A. Move to approve the Minutes of November 19, 2024

ACTION: 2024-372 Moved by Commissioner Jessica Cook, supported by
Commissioner Darrell Paige

VOICE VOTE: Passed

7. Public Comment (on an agenda item)

None

8. Public Hearing

- A. Move to open the 2025-2029 Muskegon County Recreation Facilities, Open Space and Greenway Plan (Rec Plan) Public Hearing

ACTION: 2024-373 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

Bob Lukens, Community Development Director, gave a presentation on the 2025-2029 Muskegon County Recreation Facilities, Open Space and Greenway Plan.

Move to close 2025-2029 Muskegon County Recreation Facilities, Open Space and Greenway Plan (Rec Plan) Public Hearing

ACTION: 2024-374 Moved by Commissioner Darrell Paige, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

9. Committee/Board Reports

- A. **The Community Development & Strategic Planning Committee** met on December 12, 2024, and I move: (Vice Chair Cook)

CDSP24/12-19 Move to approve the proposed Muskegon County Parks Daily Motor Vehicle Permit fee from \$5.00 to \$7.00 and the Annual Motor Vehicle Permit fee from \$20.00 to \$25.00 effective 12/18/2024.

ACTION: 2024-375 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

CDSP24/12-20 Move to adopt the 2025-2029 Muskegon County Recreation Facilities, Open Space and Greenway Plan (Recreation Plan) and resolution of adoption, and to submit the plan to the Michigan Department of Natural Resources.

ACTION: 2024-376 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

CDSP24/12-21 Move to accept the Muskegon Conservation District agreement to perform services at Dune Harbor Park Muskegon County for the period of January 1, 2025 through December 31, 2026, and entirely funded by the Consumers Foundation Planet Award Grant.

ACTION: 2024-377 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
Passed 7:0

B. **The Courts & Public Safety Committee** met on December 12, 2024, and I move:
(Commissioner Paige)

CPS24/12-57 Move to approve the reclassification of District Court position X24708 from Court Recorder - Hourly (wage grade 11) to the Court Clerk - Hourly classification (wage grade 7).

ACTION: 2024-378 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

CPS24/12-58 Move to approve the Sheriff's Office purchasing a Sheriff Marine Patrol Vessel, trailer and equipment from Coral Gable Yachts, LLC and to utilize Emergency Services for the purchase of equipment and up-fitting for the total project cost of \$74,436.00.

ACTION: 2024-379 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

CPS24/12-59 Move to approve the Sheriff's Office purchasing thirty-six (36) Zoll Powerheart G5 AED machines from Safeware, Inc. utilizing the MiDeal Program for \$55,440.00. Further, authorize the Sheriff's office to use surplus funds for this purchase and adjust the budget accordingly.

ACTION: 2024-380 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

CPS24/12-60 Approve the first of two (2) two-year extensions to the existing contract between Muskegon County and VitalCore Health Strategies, LLC for medical services to the inmates of the Muskegon County Jail and the Juvenile Detention Center (JDC) for the time period of January 16, 2025, until January 15, 2027. Furthermore, authorize the board chair to sign all necessary documents.

ACTION: **2024-381** 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 December 10, 2024, and I move:
(Commissioner Hovey-Wright)

HS24/12-81 Move to authorize Public Health to simplify Temporary Food Service License fees and process all applications at the current single rate of \$150, or \$37.50 for a non-profit organization, regardless of when application is submitted, effective January 1, 2025.

ACTION: **2024-382** 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

HS24/12-82 Move to terminate the four (4) leases with Covenant Academies and authorize Corporate Counsel to take all necessary actions to complete this termination.

ACTION: **2024-383** 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

HS24/12-83 Move to approve the lease agreement between WheelFish Group, LLC and Muskegon County HealthWest effective January 1, 2025 through December 31, 2029 and authorize the Director of HealthWest to sign the lease.

ACTION: **2024-384** 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

HS24/12-84 Move to approve the lease agreement between Catholic Charities West Michigan and Muskegon County HealthWest effective January 1, 2025 through December 31, 2027 and authorize the Director of HealthWest to sign the lease contingent on Corporate Counsel's final approval.

ACTION: 2024-385 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

D. **The Transportation Committee** met on December 12, 2024, and I move:
(Commissioner Hovey-Wright)

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

ACTION: 2024-386 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

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

ACTION: 2024-387 Moved by Commissioner Marcia Hovey-Wright, 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

E. **The Ways & Means Committee** met on December 10, 2024, and I move: (Vice Chair Cook)

WM24/12-108 Move to approve payment of the accounts payable of \$35,744,161.27

covering the period October 19, 2024, through November 8, 2024, and P Card and EFT payments covering the period October 1, 2024, through October 31, 2024, as presented by the County Clerk.

ACTION: 2024-388 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

WM24/12-109 Move to approve authorization for the County to become a Fit Perk Corporate Partner with the Neal Fitness Center.

ACTION: 2024-389 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

WM24/12-110 Move to accept the FY2024 Emergency Management Performance Grant (EMPG) grant agreement, and authorize the Board Chair to sign the agreement.

ACTION: 2024-390 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

WM24/12-111 Move to approve a three (3) year lease with Muskegon Area Intermediate School District for its PLANTS program and authorize the Chair to sign the lease contingent on Corporate Counsel's final approval.

ACTION: 2024-391 Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Michelle Hazekamp, Marcia Hovey-Wright, Zach Lahring, Charles Nash, Darrell Paige
NO: Kim Cyr
Passed 6:1

10. Chairman's Report/Committee Liaison Reports

A. Foreign Trade Zone Board

Greg King (MAF/Economic Development) three (3) year term beginning December 17, 2024, through December 31, 2027 - Appointment

Move to appoint Greg King (MAF/Economic Development) to a three (3) year term beginning December 17, 2024, through December 31, 2027.

ACTION: 2024-392 Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

B. Highlighted Muskegon County Community Events:

- Now through January 6, 2025, the City of Muskegon Holiday Promotional Giveaway Punch Card Supporting Small Businesses.
- December 21, 2024, through December 28, 2024, 3:00 p.m.-7:00 p.m. - the Hackley and Hume Historic Site Holiday Tours, Hackley and Hume Historic Site, 484 W. Webster Avenue, Muskegon, MI
- December 31, 2024 @ 8:00 p.m. - the Lakeshore Legacy Project New Year's Eve Ball Drop, Downtown Muskegon, 4th Street and W. Western Avenue, Muskegon, MI

11. Administrator's Report

A. MAC update on a few House Bills/Senate Bills

- Senate Bills 332-333 create the Family Leave Optimal Coverage, requiring employer contributions to the fund for each participating employee. This is a clear Headlee violation. And combined with the Earned Sick Leave Act, these bills could potentially cripple counties' ability to operate if employees are allowed to be off work for so many weeks out of the year.
- Senate Bill 1167 and House Bill 4688 require minimum staffing to be a mandatory topic of collective bargaining for PA 312 binding arbitration eligible employees. This will not aid local governments in attracting and retaining employees, but it will likely require mandatory overtime and subject local units to liability for failure to meet the requirements decided on by a third-party arbiter.
- House Bill 6058 amends the Publicly Funded Health Care Contribution Act (PA 152 of 2011) to remove the limit local governments pay for employee health benefits and, worse, MANDATES a minimum contribution for the benefits. The bills take the current payment cap and turn it into a floor, significantly increasing the cost to counties. It also removes a county's ability to opt out of the program. Again, this is a clear violation of Headlee.
- House Bill 5431 and Senate Bill 997 subject counties to potential lawsuits for wrongful conviction and increased prosecutorial expenses, in addition to allowing the wrongfully convicted person to collect funds from the state.

County Administrator Mark Eisenbarth gave an update on the House and Senate Bills, including House Bill 4547, which increases the marriage license fee from \$20.00 to \$50.00.

12. Public Comment

Judge Kostrzewa thanked the Commissioners for their support throughout the year on motions that were brought before them this year from District Court.

13. Unfinished Business

None

14. New Business

None

15. Final Board Comments

Commissioner Marcia Hovey-Wright thanked the Board and indicated that the two years have been smooth sailing. Commissioner Hovey-Wright also stated that Commissioner Elect Chris McGuigan was in the audience and that she would be representing District 4. Commissioner Hovey-Wright stated that Commissioner Elect Chris McGuigan has a lot of experience, along with 19 years' experience of working with the Community Foundation.

Commissioner Darrell Paige thanked Commissioner Hovey-Wright and Commissioner Zach Lahring for their service, along with the staff in the Clerk's Office and Mrs. Cyr for bringing in some Christmas treats. Commissioner Paige wished everyone a Merry Christmas.

Vice-Chair Jessica Cook conveyed the same sentiment as Commissioner Paige and thanked Commissioner Hovey-Wright and Commissioner Zach Lahring for their service on the board and congratulated them on all of their accomplishments throughout their term.

Commissioner Michelle Hazekamp stated she enjoyed serving on the Board with Commissioner Hovey-Wright and Commissioner Zach Lahring and stated she learned a lot from both of them and wished everyone a Merry Christmas.

Commissioner Zach Lahring, thanked the other commissioners and administration and stated it had been a pleasure.

Commissioner Kim Cyr stated it was great working with both Commissioner Hovey-Wright and Commissioner Lahring, and he wished everyone Merry Christmas and a Happy New Year and for everyone to enjoy their family over the holidays.

Chair Charles Nash agreed with the sentiments stated above and stated he enjoyed serving on the Board with both Commissioner Hovey-Wright and Commissioner Lahring. Chair Nash stated for them to go enjoy their retirement and time off and wished them well in whatever they wish to do. Chair Nash stated his appreciation for Administrator Mark Eisenbarth and stated he has top-notch staff, and he appreciates everyone and the work they do. Chair Nash also wished everyone a Merry Christmas and Happy New Year.

16. Adjourn to the call of the Chair

The meeting was adjourned at 4:42 p.m.


Karen D. Buie, County Clerk

To be approved at Full Board Meeting on January 21, 2025