

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Charles Nash
Terry Sabo
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Organizational Meeting

Friday, January 5, 2015

4:00 p.m.

County Clerk Nancy A. Waters, Presiding

The Organizational Meeting of the Board of Commissioners was called to order by County Clerk Nancy A. Waters. County Clerk Waters introduced Pastor Paul Burmeister, from Fifth Reformed Church at 2330 Holton Road, to give the invocation. Pastor Burmeister invited everyone to join him and area Pastors for the Pray Muskegon initiative event on Sunday, January 25, 2015 at 6 p.m. at Orchard View High School to pray for elected officials. The Pledge of Allegiance was led by Commissioner Lohman and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins

Excused: Robert Scolnik

Also Present: Administrator Mark E. Eisenbarth,
Chief Deputy County Clerk, Marcia L. Wilkes,
Secretary to the County Clerk, Jeanne Pezet,
Corporate Counsel, Doug Hughes

PUBLIC COMMENT

There was no public comment.

2015-1 **RESOLUTION AUTHORIZING ADOPTION OF THE RULES OF THE
MUSKEGON COUNTY BOARD OF COMMISSIONERS FOR 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to adopt the Resolution authorizing adoption of the Rules of the Muskegon County Board of Commissioners for 2015.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Terry Sabo, Rillastine Wilkins, Benjamin Cross

No: None

Excused: Robert Scolnik

Motion Carried

Note: Board Rules located at <http://www.co.muskegon.mi.us/boardofcommissioners/rules.htm>

County Clerk, Nancy A. Waters, opened the floor for Nomination for Chair of the Muskegon County Board of Commissioners.

2015-2 **NOMINATE COMMISSIONER SABO AS CHAIR TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to nominate Commissioner Sabo for Chair to the Muskegon County Board of Commissioners.

There being no other nomination for Chair, nominations were closed.

2015-3 **ELECT COMMISSIONER SABO AS CHAIR TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS BY UNANIMOUS VOTE**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to elect Commissioner Sabo as Chair to the Muskegon County Board of Commissioners by unanimous vote.

Roll Call:

Yes: Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins, Benjamin Cross, Marvin Engle,

No: None

Excused: Robert Scolnik

Motion Carried

County Clerk Waters issued the Oath of Office to Commissioner Sabo and congratulated him as Chair to the Muskegon County Board of Commissioners as she passed the gavel for the new Chair to continue the meeting.

Chair Sabo presiding.

Chair Sabo opened the floor for Nominations for Vice-Chair to the Muskegon County Board of Commissioners.

2015-4 **NOMINATE COMMISSIONER CROSS AS VICE-CHAIR TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to nominate Commissioner Cross as Vice-Chair to the Muskegon County Board of Commissioners.

There being no other nominations, nominations for Vice-Chair were declared closed.

2015-5 **CLOSE NOMINATIONS AND ELECT COMMISSIONER CROSS AS VICE-CHAIR TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to close nominations and to elect Commissioner Cross as Vice-Chair to the Muskegon County Board of Commissioners by unanimous vote.

Roll Call:

Yes: Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins, Benjamin Cross, Marvin Engle, Susie Hughes

No: None

Excused: Robert Scolnik

Motion Carried

County Clerk Waters issued the Oath of Office to Commissioner Cross and congratulated him as Vice-Chair to the Muskegon County Board of Commissioners.

2015-6 **ADOPT THE 2015 CALENDAR FOR THE MUSKEGON COUNTY BOARD OF COMMISSIONERS**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to adopt the 2015 Calendar for the Muskegon County Board of Commissioners. (See attached)

Voice vote.

Motion Carried

2015-7 **APPROVE THE BOARD STANDING COMMITTEE CHAIR AND VICE-CHAIR APPOINTMENTS AS RECOMMENDED BY CHAIRMAN SABO**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the Board Standing Committee Chair and Vice-Chair appointments as recommended by Chairman Sabo. (See attached)

Roll Call:

Yes: Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins, Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman

No: None

Excused: Robert Scolnik

Motion Carried

2015-8 **ADOPT THE ADMINISTRATIVE SETTLEMENT AUTHORITY**

Moved by Commissioner Mahoney, seconded by Commissioner Cross, to adopt the Administrative Settlement Authority. (See attached)

Roll Call:

Yes: Charles Nash, Terry Sabo, Rillastine Wilkins, Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2015-9 **ADOPT THE ADMINISTRATOR'S SPENDING AUTHORITY**

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to adopt the Administrator's Spending Authority. (See attached)

Roll Call:

Yes: Charles Nash, Terry Sabo, Rillastine Wilkins, Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2015-10 **ADOPT THE COUNTY BOARD CONTRIBUTION POLICY**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to adopt the County Board Contribution Policy. (See attached)

Roll Call:

Yes: Rillastine Wilkins, Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo

No: None

Excused: Robert Scolnik

Motion Carried

PUBLIC COMMENT

There was no public comment.

Chairman Sabo welcomed new Commissioner Lohman and all returning Commissioners. Chairman Sabo also thanked and acknowledged former Chairman Mahoney's leadership stating he leaves big shoes to fill. Former Chairman Mahoney stated it has been an honor to serve the community and move forward on a number of items. As this Commission changes, it always has its focus on the County, said Commissioner Mahoney.

2015-11 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER
CROSS, TO ADJOURN**

Voice vote.

Motion Carried

Meeting adjourned at 4:17 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, January 13, 2015

At the Organizational Meeting of the Muskegon County Board of Commissioners, held in the City of Muskegon, County of Muskegon on January 5, 2015, at 4:00 p.m. in the Commission Chambers.

PRESENT:

ABSENT:

**RESOLUTION AUTHORIZING THE ADOPTION OF THE RULES
OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS FOR 2015**

The following preamble and resolution was offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the Muskegon County Board of Commissioners is organized and operates pursuant to provisions of state statute, specifically MCL 46.1, et seq., and;

WHEREAS, this Board, in order to conduct the business of the County of Muskegon in an orderly fashion, deems it appropriate to operate under an established set of rules, and;

WHEREAS, the current Board Rules for the Muskegon County Board of Commissioners require that Board Rules be adopted by Resolution at each annual Organizational Meeting.

NOW THEREFORE, BE IT RESOLVED that the Muskegon County Board of Commissioners does hereby adopt the Board Rules, initially approved by it on October 31, 2005, with the intent that those Rules, as amended, shall govern its operation during the calendar year 2015, and until the date of the Board's 2016 Organizational Meeting.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Nancy A. Waters, County Clerk

I hereby certify that the following constitutes a true and complete copy of a resolution adopted by the Muskegon County Board of Commissioners at a regular meeting held on January 5, 2015, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267 of the Public Acts of Michigan of 1967.

Nancy A. Waters, County Clerk

Meetings begin at 4:00 p.m. in
 The Board of Commissioners' Room
 990 Terrace Street, 4th floor

2015 MUSKEGON COUNTY BOARD OF COMMISSIONERS MEETING SCHEDULE

	<u>Full Board</u>	<u>Community Development/ Strategic Planning & Transportation</u>	<u>Courts/Public Safety & Human Services</u>	<u>Public Works</u>	<u>Ways & Means</u>
Tuesday	January 13 th	January 22 nd	January 6 th	January 15 th	January 8 th
Tuesday	January 27 th				January 20 th
Tuesday	February 10 th	February 19 th	February 3 rd	February 12 th	February 5 th
Tuesday	February 24 th				February 17 th
Tuesday	March 10 th	March 19 th	March 3 rd	March 12 th	March 5 th
Tuesday	March 24 th				March 17 th
Thursday	April 9 th	April 23 rd	April 7 th	April 16 th	April 2 nd
Tuesday	April 28 th				April 14 th
Tuesday	May 12 th	May 21 st	May 5 th	May 14 th	May 7 th
Thursday	May 21 st				May 19 th
Tuesday	June 9 th	June 18 th	June 2 nd	June 11 th	June 4 th
Tuesday	June 23 rd				June 16 th
Tuesday	July 14 th	July 23 rd	July 7 th	July 16 th	July 9 th
Tuesday	July 28 th				July 21 st
Tuesday	August 11 th	August 20 th	August 4 th	August 13 th	August 6 th
Tuesday	August 25 th				August 18 th
Tuesday	September 8 th	September 17 th	September 1 st	September 10 th	September 3 rd
Tuesday	September 29 th				September 15 th
Tuesday	October 13 th	October 15 th	October 6 th	October 8 th	October 1 st
Thursday	October 22 nd				October 20 th
Tuesday	November 10 th	November 19 th	November 3 rd	November 12 nd	November 5 th
Tuesday	November 24 th				November 17 th
Tuesday	December 8 th	December 17 th	December 1 st	December 10 th	December 3 rd
Thursday	December 17 th				December 15 th

All meetings are held in the Board of Commissioners' Room on the 4th Floor of the Hall of Justice, 990 Terrace, Muskegon at 4:00 PM

Special meetings & changes to this schedule will be posted 18 hours in advance at the Hall of Justice, 4th Floor and also posted on Twitter. For further info, call 724-6520

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting upon 24 hours' notice by writing or calling the County Administrator, 990 Terrace Street, Muskegon, MI 49442; 231.724.6520

MUSKEGON COUNTY BOARD OF COMMISSIONERS

TERRY J. SABO, CHAIRMAN
BEN CROSS, VICE-CHAIRMAN

PROPOSED 2015 COMMITTEE ASSIGNMENTS

COMMUNITY DEVELOPMENT/STRATEGIC PLANNING

(Committee-of-the-Whole)

Bob Scolnik, Chair
Ben Cross, Vice-Chair

COURTS/PUBLIC SAFETY

(Committee-of-the-Whole)

Ken Mahoney, Chair
Rillastine Wilkins, Vice-Chair

HUMAN SERVICES

(Committee-of-the-Whole)

Susie Hughes, Chair
Charles Nash, Vice-Chair

TRANSPORTATION

(Committee-of-the-Whole)

Rillastine Wilkins, Chair
Jeff Lohman, Vice-Chair

WAYS & MEANS

(Committee-of-the-Whole)

Charles Nash, Chair
Susie Hughes, Vice-Chair

PUBLIC WORKS BOARD

(9-member board which includes Drain Commissioner)

Ben Cross
Marvin Engle
Susie Hughes
Jeff Lohman
Ken Mahoney
Brenda Moore, Drain Commissioner
Charles Nash
Robert Scolnik
Rillastine Wilkins
Kim Arter (Laketon Township), Ex-Officio Member
Jerry Bartoszek (City of Norton Shores), Ex-Officio Member

COUNTY OF MUSKEGON

POLICY AND PROCEDURE

ADMINISTRATIVE SETTLEMENT AUTHORITY 2015

I. POLICY

A. Any claim brought against the County involving more than Ten Thousand (\$10,000.00) Dollars shall be presented to the County Board of Commissioners for their consideration, and settlement authorization, consistent with the procedure listed below.

B. Any claim brought against the County involving sums of less than Ten Thousand (\$10,000.00) may be settled by the Administrator without the approval of the County Board of Commissioners.

II. PROCEDURE

A. The Administrator, in considering the settlement of any claim within the authority provided above, will prepare a written summary for the Chairperson of the Muskegon County Board of Commissioners and the Chairperson of the Muskegon County Board of Commissioners' Ways & Means Committee for their approval.

B. If the Administrator's recommendation is approved by both the Board Chair and the Chairperson of Ways & Means, the Administrator will be authorized to enter into a settlement on behalf of the County.

C. If the recommendation is approved, the settlement will be reported to all of the members of the County Board of Commissioners within thirty calendar (30) days of the approval.

III. TERM

This authority shall remain in effect until the Organizational Meeting of 2015, or until terminated by a majority vote of the Muskegon County Board of Commissioners.

COUNTY OF MUSKEGON

POLICY AND PROCEDURE

ADMINISTRATOR'S SPENDING AUTHORITY 2015

I. POLICY

It is the policy of the County of Muskegon to establish a uniform spending authority standard across the organization. In pursuit of that policy, the Administrator is delegated spending authority in matters of County business in accordance with the procedure listed below.

II. PROCEDURE

A. The County Administrator, through this Policy, is granted the authority to expend sums up to One Thousand (\$1,000.00) Dollars.

B. The County Administrator, prior to engaging in spending under this policy, in amounts in excess of One Thousand (\$1,000.00) Dollars, but no more than Ten Thousand (\$10,000.00) Dollars, will consult with and fully apprise the County Board Chair of the purpose of the proposed expenditure.

C. If the proposed expenditure is approved by the County Board Chair, the Administrator is authorized to engage in said spending, but is required to report the expenditure to all of the members of the Muskegon County Board of Commissioners, within thirty calendar (30) days of the expenditure.

III. TERM

This policy shall remain in effect until the Muskegon County Board of Commissioners Organizational Meeting of 2016, or until terminated by a majority vote of the Muskegon County Board of Commissioners.

MUSKEGON COUNTY BOARD OF COMMISSIONERS

COUNTY BOARD CONTRIBUTION POLICY

POLICY NO. 2015-____

APPROVAL DATE: JANUARY 5, 2015

I. POLICY

It is the general policy of the County Board of Commissioners that Muskegon County will not provide funds for community events, as funds collected by the County are taxpayer funds intended for County governmental purposes only. While there are many worthy causes to which County funds could be allocated, the County Board of Commissioners will only appropriate funds for purposes that are authorized by Michigan statute. This policy is intended to define the permitted purposes and procedures required for the County to allocate funds to any community public purpose. If a request for County funds does not adhere to this policy, the County Board of Commissioners will not appropriate funds for that request.

All recipients of funds will be required to submit an application and execute a contract with the County of Muskegon. Recipient shall also be required to report to the County Board of Commissioners regarding its activities and the degree to which the recipient has met the stated public purpose of the funding. The report may be either presented at a Board meeting or in writing, at the Board's discretion.

Any organization requesting and receiving funds shall provide to the County Board an accounting of the use of any funds received under this policy. The timing of this accounting shall be specified in the resolution authorizing the appropriation.

Generally, funds will only be approved for statutorily authorized purposes, which include, but are not limited to:

- A. Economic Development
- B. Promotion of Tourism
- C. Contributions Specifically Authorized by Statute

II. ECONOMIC DEVELOPMENT

A. Economic Development Grants From Federal or State Governments

1. The County may grant or loan funds derived from a federal or state grant or the proceeds of such a grant, that have been received by the County for the purposes of economic development, to a city, village, township, corporation or other business association or private person, unless the grant or loan is prohibited by the terms of the state or federal grant. These funds may only be appropriated for the purpose of encouraging and assisting businesses to locate and expand within the county.
2. These funds may only be derived from a grant, not from the County general fund.
3. A grant under this section may only be made after a public hearing of the County Board. The public shall be given the opportunity for comment on a grant at the public hearing.

B. Economic Development Grants From the County

1. The County may provide grants or loans to a city, village or township within Muskegon County for the purpose of encouraging and assisting businesses to locate and expand within the County.
2. A grant under this section may not be derived from ad valorem taxes unless it is from ad valorem taxes approved by a vote of the people for economic development.
3. Any other grant by the County Board for economic development shall designate the fund from which the grant or loan is derived.
4. A grant may be made by the County Board only after a public hearing, with the opportunity for public comment.
5. An applicant for a grant or a loan shall be required to complete an application on a form approved by the Board. The application shall be reviewed at the public hearing.

III. TOURISM

- A. The County Board may appropriate funds from the accommodations tax for the purpose of promotion and encouragement of tourist and convention business in the County. No ad valorem tax revenues may be used for this purpose.
- B. Funds derived from the accommodations tax may only be used for the promotion and encouragement of tourist and convention business in the County including but not limited to, advertising and marketing.
- C. Any request for funds under this section shall require an application in a form approved by the County Board.
- D. Approval of an application under this section shall be at a public hearing, with opportunity for public comment.

IV. SPECIFIED STATUTORY AUTHORIZATION

In some cases, there are specific statutes which authorize the expenditure of general fund revenue on community events. If an organization is relying on a specific statute in connection with its request, the specific statute should be identified as part of its request.

- A. Statutory Grant or Loan
 - 1. The County may provide a grant or loan when specifically authorized by statute.
 - 2. An organization seeking a grant or loan under this subsection must identify the authorizing statute.
 - 3. Any request for funds under this section shall require an application in a form approved by the County Board.
 - 4. Approval of an application under this section shall be at a public hearing, with opportunity for public comment.

V. PROCEDURE

In order for any organization or local unit to receive funds from the County of Muskegon, they must comply with the procedure shown below.

- A. All requests for contributions, grants or loans from the County of Muskegon, must be submitted on an application form provided by the County at least forty-five (45) days prior to the date the funds will be needed, in order to allow for staff review and a public hearing.
- B. After the application is reviewed and if it is recommended by staff, a public hearing will be scheduled at a meeting of the Muskegon County Ways and Means Committee.

VI. TERM

This Policy shall expire on odd numbered years on the same date as the Muskegon County Board of Commissioners' annual Organizational Meeting.

CERTIFICATION:

Motion by _____, second by _____, to adopt the foregoing policy at the Organizational Meeting of the Muskegon County Board of Commissioners held January 5, 2015 at 4:00 PM.

AYES:

NAYS:

I, Nancy A. Waters, Clerk of Muskegon County, State of Michigan, do hereby certify that the above is a true and correct copy of a policy adopted by the Muskegon County Board of Commissioners at the January 5, 2015, Organizational Meeting, in testimony whereof, I have hereunto set my hand and affixed the seal of my office this 5th day of January 2015.

Nancy A. Waters, County Clerk

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross, Vice Chair
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Charles Nash
Terry Sabo, Chairman
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, January 13, 2015

4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

Absent: None

Also Present: Mark E. Eisenbarth, County Administrator,
Nancy A. Waters, County Clerk,
Jeanne Pezet, Secretary to the County Clerk,
Doug Hughes, Corporate Counsel

The invocation was given by Pastor Doug Mear from Hope Lighthouse Church, 2731 Peck Street, Muskegon Hts., MI. The Pledge of Allegiance was led by Commissioner Lohman and recited in unison.

PUBLIC COMMENT

There was no public comment.

2015-12 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Cross, to approve the agenda adding approval of the minutes for the Organizational Meeting of January 5, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT

There was no public comment.

PRESENTATION - MSU Extension Services 2015 Annual Work Plan

Michael Krauch, District 5 - District Coordinator, gave a PowerPoint presentation. (See attached)

COMMUNICATION

There were no Communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-13 **APPROVE ACCEPTANCE OF THE FY2015 UNDERAGE DRINKING ENFORCEMENT GRANT (#AL-15-12) IN THE AMOUNT OF \$10,000.00 AND TO AMEND THE COUNTY BUDGET ACCORDINGLY**

CPS15/01-01

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve acceptance of the FY2015 Underage Drinking Enforcement Grant (#AL-15-12) in the amount of \$10,000.00 and to amend the County budget accordingly.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-14 **AUTHORIZE THE COMMUNITY MENTAL HEALTH SERVICES OF MUSKEGON COUNTY DIRECTOR TO SIGN A CONTRACT WITH TBD SOLUTIONS LLC FOR PROFESSIONAL SERVICES TO ASSIST IN QUALITY MEASUREMENT AND KNOWLEDGE MOBILIZATION, EFFECTIVE DECEMBER 1, 2014 THROUGH SEPTEMBER 30, 2015, AT THE RATE OF \$150.00 PER HOUR PLUS EXPENSES, FOR A COST NOT TO EXCEED \$10,000.00**

HS15/01-01

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize the Community Mental Health Services of Muskegon County Director to sign a contract with TBD Solutions LLC for professional services to assist in Quality Measurement and Knowledge Mobilization, effective December 1, 2014 through September 30, 2015, at the rate of \$150.00 per hour plus expenses, for a cost not to exceed \$10,000.00.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-15 **AUTHORIZE PUBLIC HEALTH - MUSKEGON COUNTY TO ACCEPT AN \$85,558 MILLION HEARTS LEARNING COLLABORATIVE GRANT FROM THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH AND ACT AS THE FISCAL AGENT IN PARTNERSHIP WITH LAKESHORE HEALTH NETWORK, THE MUSKEGON COMMUNITY HEALTH PROJECT AND JIM BUTLER & ASSOCIATES; THE GRANT PROJECT IS EFFECTIVE OCTOBER 1, 2014 THROUGH JUNE 20, 2015**

HS15/01-02

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize Public Health - Muskegon County to accept an \$85,558 Million Hearts Learning Collaborative grant from the Michigan Department of Community Health and act as the fiscal agent in partnership with Lakeshore Health Network, the Muskegon Community Health Project and Jim Butler & Associates; the grant project is effective October 1, 2014 through June 20, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-16 **AUTHORIZE PUBLIC HEALTH - MUSKEGON COUNTY TO DELETE THE VACANT PUBLIC HEALTH NURSE POSITION #H05040 (PH/00010) AND CREATE A NEW DISEASE INTERVENTION SPECIALIST POSITION #N27402 (NO/00210) TO FOCUS AND ENHANCE EDUCATION, PREVENTION AND FOLLOW-UP ACTIVITIES FOR SEXUALLY TRANSMITTED DISEASES (STD) WITHIN THE MUSKEGON COUNTY COMMUNITY**

HS15/01-03

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Mahoney, to authorize Public Health - Muskegon County to delete the vacant Public Health Nurse position #H05040 (PH/00010) and create a new Disease Intervention Specialist position #N27402 (NO/00210) to focus and enhance education, prevention and follow-up activities for Sexually Transmitted Diseases (STD) within the Muskegon County community.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-17 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$9,042,886.18 COVERING THE PERIOD OF DECEMBER 6, 2014 THROUGH DECEMBER 23, 2014 AS PRESENTED BY THE COUNTY CLERK**

WM15/01-01

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$9,042,886.18 covering the period of December 6, 2014 through December 23, 2014 as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-18 **APPROVE PIONEER RESOURCES TO UNDERTAKE A DEMONSTRATION CLEANING PROJECT IN THE HALL OF JUSTICE UNTIL THE CLEANING CONTRACTS CAN BE BID WITH COSTS TO BE \$1.08 PER SQUARE FOOT PER YEAR FOR THE HALL OF JUSTICE (FUND 1010-0265)**

WM15/01-02

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve Pioneer Resources to undertake a demonstration cleaning project in the Hall of Justice until the cleaning contracts can be bid with costs to be \$1.08 per square foot per year for the Hall of Justice (fund 1010-0265).

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo noted there is a Board Work Session at the end of today's meeting and is included on the agenda but in the future the Work Sessions will be a separate meeting following the Full Board Meetings and will be open to the public.

2015-19 **APPROVE THE COMMISSIONER LIAISON APPOINTMENT/REAPPOINTMENTS AS WITH ONE CORRECTION MOVING COMMISSIONER SABO TO THE SMART COMMITTEE AND MOVING COMMISSIONER HUGHES TO ROAD COMMISSION**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Cross, to approve the Commissioner Liaison Appointment/Reappointments with one correction moving Commissioner Sabo to the SMART Committee/removing Commissioner Sabo from the Road Commission and moving Commissioner Hughes to Road Commission/removing Commissioner Hughes from the SMART Committee. (See attached)

Voice vote

Motion Carried

2015-20 **APPROVE THE FOLLOWING CITIZEN APPOINTMENTS/REAPPOINTMENTS AS RECOMMENDED BY THE CHAIRMAN AS LISTED IN THE MOTION**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the following Citizen Appointments/Reappointments:

Accommodations Tax Advisory Committee (term through 12/31/17)

- Brett Gilbert (restaurant/catering slot) - Reappointment

Airport Advisory Committee (term through 12/31/16)

- Peggy Foster (private sector slot) - Appointment

Community Corrections Advisory Board (term through 12/31/17)

- Suzanne Carl (general public slot) - Appointment

Jail/Juvenile Transition Center Citizens Review Committee (no term)

- Suzanne Carl - Appointment
- Gary Foster - Appointment

Land Bank Fast Track Authority (term through 12/31/17)

- I. John Snider (public slot) – Reappointment

Discussion ensued regarding Land Bank Fast Track Authority applicants.

Voice vote

Motion Carried

Chairman Sabo reminded Commissioners about the Unity Breakfast: Friday, January 16th - 7:30 a.m, Muskegon Community College **Wesley Hall**, Educator, Radio Host, Author - Focus on Youth of Color; Community Forum with **Wesley Hall**: Saturday, January 17th - 10:00 a.m., Muskegon Heights High School, for Youth, Parents, Mentors, Community Leaders Continental Breakfast - Free!

Chairman Sabo invited everyone to the Muskegon Lakeshore Chamber of Commerce Business for Breakfast: Economic Forecast with George Erickcek, W.E. Upjohn Institute, Friday, January 30th at 7:30 a.m., Holiday Inn Muskegon Harbor

ADMINISTRATOR'S REPORT

Administrator Eisenbarth had nothing to report at this time.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board

PUBLIC COMMENT

There was no public comment.

BOARD WORK SESSION

Chairman Sabo noted the Work Session would be discussion on the following two topics and the public was welcome to stay:

- A. Legal Opinion Regarding Brookhaven Medical Care Facility
- B. Legal Opinion Regarding Muskegon Area Labor Management Committee (MALMC)

Present to address questions regarding these issues were: Mary Coppernoll, Brookhaven Administrator; Karen Smith, Brookhaven; Dwight Avery, Muskegon County Accounting Manager; and Kristen Wade and Amy Huss both from Muskegon County Human Resources.

2015-21 **APPROVE THE FULL BOARD MEETING MINUTES OF TUESDAY, DECEMBER 18, 2014 AND THE ORGANIZATIONAL MEETING OF MONDAY, JANUARY 5, 2015**

Moved by Commissioner Engle, seconded by Commissioner Cross, to approve the Full Board Meeting minutes of Tuesday, December 18, 2014 and the organizational meeting of Monday, January 5, 2015.

Voice vote

Motion Carried

2015-22 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER
CROSS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:11 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes

To be approved at the Full Board Meeting on Tuesday, January 20, 2015

MICHIGAN STATE

U N I V E R S I T Y

Extension

District 5

Mason, Lake Oceana, Newaygo
Muskegon Counties

A Snapshot of District 5

	Lake	Mason	Newaygo	Oceana	Muskegon
Population	11,539	28,705	48,460	26,570	172,188
Median HH Income	\$30,639	\$40,683	\$43,864	\$40,422	\$40,298
Food Assistance Recipients	3,114	5,409	10,821	5,761	42,646

Sources:
United States Census Bureau
Michigan Department of Human Services Green Book

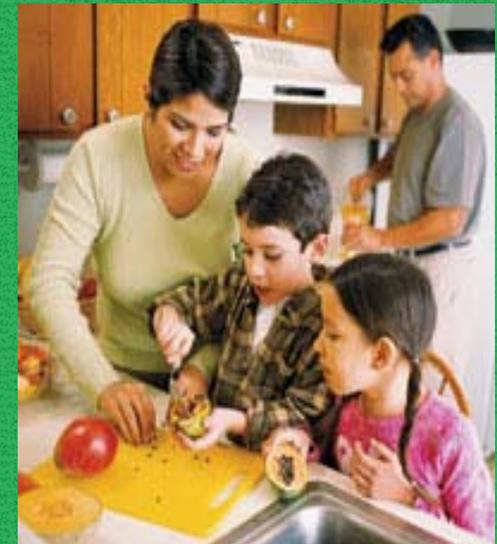
Managing for Success in District 5...

Goals as District Coordinator

- Expand the reach and impact of Extension programming throughout the district and to all parts of each District county by identifying local programming opportunities and needs
- Encourage teamwork and collaboration within county Extension offices and with our partners in county government
- Provide open, effective, and timely communication
- Promote staff professional growth and development
- Celebrate individual and team successes
- Maintain positive, productive relationships with County Boards of Commissioners, local partners, and community stakeholders

Purpose & History...

- Michigan State University Extension helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses.



History of MSU Extension...

- For more than 100 years, MSU Extension has helped grow Michigan's economy by equipping Michigan residents with the information that they need to do their jobs better, raise healthy and safe families, build their communities and empower our children to dream of a successful future.

History of Extension...

- In 1855 Michigan State University was founded as the Pioneer Land-Grant Institution. 1st in the Nation.
- In 1862, 1890, & 1994 the Congress passed the 1st, 2nd, & 3rd Morrill Land-Grant College Acts.
- In 1912, the Michigan Legislature authorized county boards of supervisors to appropriate funds and levy taxes to further teaching and demonstrations in Extension work.
- In 1914, Congress passed the Smith-Lever Act, which created the Cooperative Extension System and directed the nation's land grant universities to oversee its work.

MSU – Nation's First Land Grant College

What is a “Land Grant” College?

Institutions that receive direct federal funding for integrated programs of instructions, research and extension in agriculture, food and environmental systems

Morrill Act of 1862

established the Land Grant System and provided grants to federal lands to states/territories agreeing to establish a public institution for teaching of agriculture and mechanical arts. (...in order to promote the liberal and practical education of industrial classes in the several pursuits and professions in life).

History of Extension...

- Michigan Extension work began before the organization was officially organized. The Michigan State College's (now MSU) first livestock field agent was hired in 1907. In 1912, the Michigan Legislature authorized county boards of supervisors to appropriate funds and levy taxes to further teaching and demonstrations in Extension work. Eleven agricultural agents were named that year. In 1914, Congress passed the Smith-Lever Act, which created the Cooperative Extension System and directed the nation's land grant universities to oversee its work.
- With the passage of the Smith-Lever Act, the first statewide home economics and 4-H youth Extension workers were appointed; county home economics agents were appointed beginning in 1915. In the early years of Extension, "demonstration agents" showed or demonstrated new farming or homemaking techniques. Today, Extension agents use a wide variety of information systems to deliver educational information.

Extension for the 21st Century...

- **2010 Redesign & Restructure**
- MSU Extension is now comprised of four administrative units called Extension Program Institutes.
 - Greening Michigan Institute (GMI)
 - Agriculture & Agribusiness Institute (AABI)
 - Children & Youth Institute (CYI)
 - Health & Nutrition Institute (HNI)
- Other features of the revised structure include:
 - Consolidated budget and personnel function in one on-campus business office for the entire organization.
 - Thirteen multi-county districts, each overseen by one district coordinator.

Extension for the 21st Century...

- **Benefits of our new structure:**

Leverage: Every dollar the state invests in Michigan State University (MSU) AgBioResearch (formerly the Michigan Agricultural Experiment Station) and MSU Extension (MSUE) leverages an additional \$2.10 in federal funds and external contracts, grants and other revenues to serve the state's residents.

Community Benefits: For every dollar invested, the AgBioResearch/MSUE programs generate an estimated \$5.60 of benefits to the state and nation.

Economic Stimulus: Every dollar the state invests in AgBioResearch/MSUE stimulates another \$1.81 in state economic activity and state tax revenues.

Cost/Benefit Ratio: Combining the above effects along with the additional tax revenue returns to the state results in a ratio of economic and social benefits to net state economic costs of 16:1.

At MSU Extension...

We educate people and change lives!



Greening Michigan

Workgroups and Educator Assignments

- Sustaining Community Prosperity
- Community Food Systems
- Natural Resources
- Government and Public Policy

Greening Michigan

SUSTAINING COMMUNITY PROSPERITY

Sustainable Community & Economic Development

- Enhanced vitality through balanced and interconnected approaches to economic, ecological and social equity. Includes business and entrepreneurial development and tourism.

Community Engagement & Leadership Development

- Communities utilize new approaches to enhance citizen engagement and increase leadership capacity;

Finance and Homeowner Education

- Educational efforts on financial issues facing MI families, including money management, financial literacy and mortgage education;

Greening Michigan

COMMUNITY FOOD SYSTEMS

- Education efforts that enhance community food systems, including:
 - Assist Michigan in becoming a national and global leader in sustainable food production systems;
 - Improve economic viability of Michigan's farms and economy by emphasizing local food purchasing, including schools and institutions;
 - Support and enhance the current growth in direct marketing, farmers markets, organic agriculture, and differentiated, value-added, farmer-branded products

Greening Michigan

NATURAL RESOURCE WORK GROUP

Land Use & Stewardship Education

- Programs designed to enhance land use decision making, including the stewardship of Michigan's natural assets.

Water Resource Management and Education

- Educational efforts that approach water resource management systemically, including stewardship of Michigan's Great Lakes, inland lakes and streams, and watersheds.

Natural Resource Enterprise Development

- Efforts that increase awareness among private landowners of natural asset management and opportunities for sustainable growth.

Greening Michigan

GOVERNMENT & PUBLIC POLICY TEAM (GOOD GOVERNANCE)

Elected Leader Trainings

- Enhance effectiveness of elected officials through signature MSUE education programs, including New County Commissioner Training and Citizen Planner.

Placemaking

- Trainings that enhance the built environment of communities.

Fiscal Management

- Assistance to governmental units in managing fiscal challenges, including benchmarking analysis.

Greening Michigan Institute

- Sustaining Community Prosperity Work Group
- Placemaking
- Tourism
- Finance and Homeownership

Agriculture & Agribusiness

- Michigan State University Extension works to increase farmers' success while protecting the environment, ensuring food safety, reaching new markets and advancing agriculture through applied research.
- Agriculture is now one of the fastest growing sectors of the Michigan economy. MSU Extension works to ensure it has a thriving knowledge base to become more competitive in local, state, national and international marketing making Michigan's economy stronger.



Agriculture Programming Areas

- Beef
- Dairy
- Farm Management
- Field Crops
- Floriculture
- Fruit & Nuts
- Horses
- Nursery & Christmas Trees
- Organic Agriculture
- Pork
- Poultry
- Sheep & Goats
- Vegetables



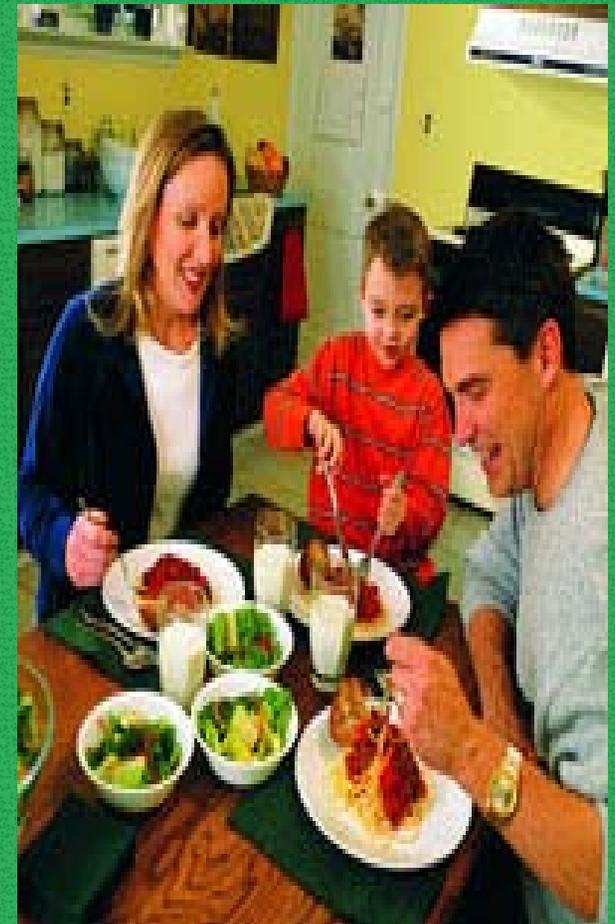
Health & Nutrition

MSU Extension offers an assortment of FREE and CONFIDENTIAL health and nutrition programs.

- Programs are offered at a variety of community locations which may include food pantries, soup kitchens, libraries, human service agencies, community centers, churches, daycares, schools and many more.
- One time presentations and class series are available. Lessons are based on class participants' ages and interests.

Health & Nutrition

- Making Healthy Food Choices
- Stretching your Food Dollar
- Active Lifestyles
- Preparing and Cooking Healthy Meals
- Shop Smart
- Keeping Food Safe
- Creative Leftovers
- Helping Children form Healthy Habits
- Dining with Diabetes
- ServSafe
- SNAP-ed

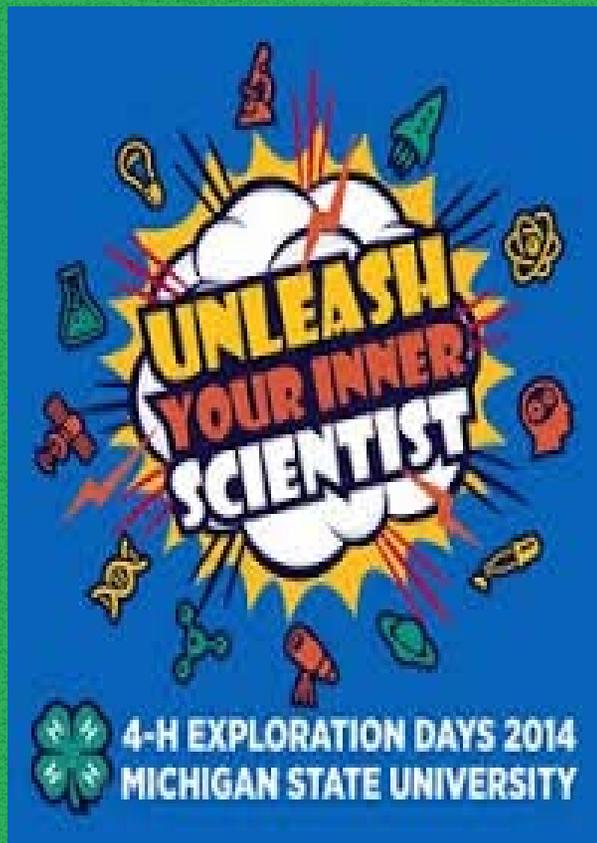


Children & Youth

- 4-H is the largest youth development organization in Michigan, with nearly 200,000 youth between the ages of 5 and 19 participating.
- Activities are all backed by and based on child development research.
- Uses experiential (i.e. hands-on) learning and time spent intentionally thinking about what's been learned to make it a meaningful experience, with skills and ideas learned that last a lifetime.
- It's a fact: kids who participate in 4-H get better grades, are more likely to go to college, are less likely to use drugs, cigarettes or alcohol, and are more likely to give back to their communities.



Children & Youth



MICHIGAN STATE

UNIVERSITY

Extension



Commissioner Liaison Appointments Proposal 2015

Ben Cross

- Foreign Trade Zone
- Friends of the County Parks
- Michigan Port Collaborative (Alternate)
- Muskegon Area District Library Board
- Muskegon Port Advisory Committee
- Public Works

Marve Engle

- Fair Board
- MSU District Extension Council
- Public Works
- Road Commission Board
- Solid Waste Planning

Susie Hughes

- Community Mental Health
- Public Works
- SMART Committee
- Water System Policy Board
- WMSRDC (to include Transportation Policy Committee)

Jeff Lohman

- Jail/Juvenile Transition Center Committee
- Public Works
- Veterans Advisory Committee
- Water System Policy Board (Alternate)

Ken Mahoney

- Accommodations Tax Committee
- ~~Friends of the County Parks~~
- Jail/Juvenile Transition Center Committee
- Land Bank Fast Track Authority
- Local Emergency Planning Committee (at-large)
- MI Association of Public Health Officials (alternate)
- ~~Michigan Port Collaborative (Liaison)~~
- Muskegon Area First (alternate)
- ~~Muskegon Port Advisory Committee~~
- Public Works
- Strengthening Muskegon County
- Water System Policy Board (by contract)
- Workforce Development Board

Charles Nash

- Coalition for a Drug Free Muskegon Co.
- Community Mental Health
- Jail/Juvenile Transition Center Committee
- Lakeshore Regional Partners Substance Use Oversight Policy Board
- Land Bank Fast Track Authority
- Michigan Port Collaborative (Alternate)
- Muskegon Port Advisory Committee
- Public Works

Terry Sabo

- Airport Advisory Board
- Community Corrections Advisory Board
- Friends of the County Parks
- Jail/Juvenile Transition Center Committee
- Land Bank Fast Track Authority
- Local Emergency Planning Committee
- Michigan Port Collaborative (Liaison) (Alternate)
- Muskegon Port Advisory Committee]
- ~~Public Works~~
- Road Commission Board
- Veterans Advisory Committee
- WMSRDC
- Water System Policy Board

Bob Scolnik

- Airport Advisory Committee
- Department of Human Services Board
- Lakeshore Museum Board
- Muskegon Area-Wide Plan Advisory Committee
- Public Works
- Veterans Advisory Committee

Rillastine Wilkins

- Airport Advisory Board
- ~~Friends of the County Parks~~
- Jail/Juvenile Transition Center Committee
- Muskegon Area-Wide Plan Advisory Committee
- Public Works
- SMART Committee
- WEMET
- WMSRDC (to include Transportation Policy Committee)
- West MI Metropolitan Planning

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross, Vice Chair
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Charles Nash
Terry Sabo, Chairman
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, January 27, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Wilkins and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

Absent: None

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Deputy County Clerk,
Jeanne Pezet, Secretary to the County Clerk,
Doug Hughes, Corporate Counsel

2015-32 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Wilkins, to approve the agenda, adding item C. to the Chairman's Report, an appointment to the Local Development Finance Authority for the City of Muskegon.

Voice vote

Motion Carried

2015-33 **APPROVE THE MINUTES OF JANUARY 13, 2015**

Moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the minutes of January 13, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT

Scott Erdman, Muskegon County Fair Board Vice President, addressed the Board requesting support of agenda item CD/SP15/01-03, to approve the sale of alcohol at the County Fairgrounds during 2015 for specific events, including one evening during the County Youth Fair.

INTRODUCTION - MR. KELLY RICHARDS, DIRECTOR, MUSKEGON AREA DISTRICT LIBRARY

Vice Chair Cross introduced Mr. Kelly Richards, new Director of Muskegon Area District Library. Mr. Richards noted he comes from the Flint area but his parents are both from Muskegon so he would spend summers in Muskegon and has fond memories. Mr. Richards stated he is appreciative and excited about this opportunity and serving the citizens of this area. (Visit the Muskegon Area District Library website at: <http://www.madl.org/>)

Vice Chair Cross stated the Library Board is thankful that Mr. Richards is here and they are sure he can bring a lot to Muskegon.

Commissioner Wilkins welcomed Mr. Kelly stating she had read the article about him in the Chronicle and is excited to have him in Muskegon County.

COMMUNICATION

There were no Communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-34 **ACCEPT THE \$1.00 PER YEAR LEASE AGREEMENT WITH DOWNTOWN MUSKEGON NOW (DMN) FOR A PERPETUAL PERIOD FOR THE COUNTY OF MUSKEGON-OWNED PROPERTY COMMONLY REFERRED TO AS THE CARPENTER BROTHERS LOT, FOR THE EXPRESS PURPOSE OF DMN DEVELOPING AND OPERATING THE PROPERTY AS A COMMUNITY DOG PARK AND AUTHORIZE THE BOARD CHAIR TO SIGN AND EXECUTE THE CONTRACT AND LEASE AGREEMENT**

CD/SP15/01-01

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to accept the \$1.00 per year lease agreement with Downtown Muskegon Now (DMN) for a perpetual period for the County of Muskegon-owned property commonly referred to as the Carpenter Brothers Lot, for the express purpose of DMN developing and operating the property as a community Dog Park and authorize the Board Chair to sign and execute the contract and lease agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-35 **APPROVE THE SALARY RANGE ADJUSTMENTS WITHIN THE PARKS DEPARTMENT FOR THE SENIOR PARKS RANGER (NO220) AND PARKS MAINTENANCE SUPERVISOR (NO180) TO NO245 (\$18.577 - \$23.52/HOUR) EFFECTIVE JANUARY 27, 2015**

CD/SP15/01-02

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to approve the salary range adjustments within the Parks Department for the Senior Parks Ranger (NO220) and Parks Maintenance Supervisor (NO180) to NO245 (\$18.577 - \$23.52/hour) effective January 27, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-36 **APPROVE THE SALE OF ALCOHOL AT THE COUNTY FAIRGROUNDS DURING 2015 AT THE HERO MUD RUN (MAY 2-3, 2015), WEDDING RECEPTIONS (THROUGH 2015) AND AT THE COUNTY FAIR (JULY 24-25, 2015), CONTINGENT UPON THE FAIR BOARD SECURING ALL NECESSARY PERMITS AND/OR LICENSES AND PRODUCING THE APPROPRIATE INSURANCE CERTIFICATES**

CD/SP15/01-03

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to approve the sale of alcohol at the County Fairgrounds during 2015 at the Hero Mud Run (May 2-3, 2015), wedding receptions (through 2015) and at the County Fair (July 24-25, 2015), contingent upon the Fair Board securing all necessary permits and/or licenses and producing the appropriate insurance certificates.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins

No: Susie Hughes, Terry Sabo

Motion Carried

2015-37 **APPROVE THE MATS JANUARY 2015 TITLE VI PLAN UPDATE AND THE INCLUDED MATS SERVICE STANDARDS AND SERVICE POLICIES**

TR15/01-01

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve the MATS January 2015 Title VI Plan Update and the included MATS Service Standards and Service Policies.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-38 **APPROVE MEMORANDUM OF AGREEMENT (MOA) NO. DTFACN-15-L-00141, PROVIDING TO THE FAA A PARCEL OF LAND, AT NO COST, FOR THE OPERATION OF THE AIR TRAFFIC CONTROL TOWER, COMMENCING ON 4/14/2015 AND CONTINUING THROUGH 9/30/2035**

TR15/01-02

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve Memorandum of Agreement (MOA) No. DTFACN-15-L-00141, providing to the FAA a parcel of land, at no cost, for the operation of the Air Traffic Control Tower, commencing on 4/14/2015 and continuing through 9/30/2035.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-39 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$4,659,272.16 COVERING THE PERIOD OF DECEMBER 24, 2014 THROUGH JANUARY 10, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/01-03

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$4,659,272.16 covering the period of December 24, 2014 through January 10, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-40 **AUTHORIZE THE CHAIRMAN OF THE BOARD OF COMMISSIONERS FOR THE COUNTY OF MUSKEGON TO EXECUTE CLOSING DOCUMENTS AND RELATED CLOSING COSTS ON PARCEL NUMBER 03-036-300-0007-00**

WM15/01-04

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the Chairman of the Board of Commissioners for the County of Muskegon to execute closing documents and related closing costs on parcel number 03-036-300-0007-00.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-41 **AUTHORIZE THE CHAIRMAN OF THE BOARD OF COMMISSIONERS OR THE COUNTY ADMINISTRATOR TO SIGN THE PURCHASE AGREEMENT IN THE AMOUNT OF \$24,900 FOR PROPERTY LOCATED AT 1132 GREEN STREET ON BEHALF OF THE COUNTY OF MUSKEGON**

WM15/01-05

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the Chairman of the Board of Commissioners or the County Administrator to sign the Purchase Agreement in the amount of \$24,900 for property located at 1132 Green Street on behalf of the County of Muskegon.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-42 **RECLASSIFY THE HUMAN RESOURCES DIRECTOR (Y23001) SALARY RANGE TO ND0030, RE-ESTABLISH THE MICHIGAN WORKS! DIRECTOR AT THE ND0030 SALARY RANGE, RECLASSIFYING THE POSITION OF TYPIST/NB (N86001) TO SECRETARY/NB, NO00105 AND CHANGE THE LABOR DISTRIBUTION AS DESCRIBED**

WM15/01-06

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to reclassify the Human Resources Director (Y23001) salary range to ND0030, re-establish the Michigan Works! Director at the ND0030 salary range, reclassifying the position of Typist/NB (N86001) to Secretary/NB, NO00105 and change the labor distribution as described.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-43 **APPROVE THE ONE (1) YEAR AGREEMENT WITH WILLIAMS HUGHES, PLLC AS CORPORATE COUNSEL FOR THE TERM BEGINNING JANUARY 1, 2015 THROUGH DECEMBER 31, 2015**

WM15/01-07

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the one (1) year agreement with Williams Hughes, PLLC as Corporate Counsel for the term beginning January 1, 2015 through December 31, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-44 **APPROVE THE ADMINISTRATOR'S RECOMMENDATION TO APPOINT ANDREW STONE AS INTERIM HUMAN RESOURCES DIRECTOR TO PAY SCALE ND35 STEP #5 (\$45.487/HOUR)**

WM15/01-08

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the Administrator's recommendation to appoint Andrew Stone as Interim Human Resources Director to pay scale ND35 step #5 (\$45.487/hour).

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-45 **APPROVE HIRING A CONSULTANT, MARY VILLANUEVA, AT THE RATE OF \$35/HOUR TO CONDUCT EEO COMPLIANCE OBLIGATION TRAINING ON THE BOARD'S RESPONSIBLE ENGINEERING AND CONSTRUCTION CONTRACTING POLICY (#2007-512) AND AUTHORIZE THE BOARD CHAIR TO SIGN**

WM15/01-09

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve hiring a consultant, Mary Villanueva, at the rate of \$35/hour to conduct EEO compliance obligation training on the Board's Responsible Engineering and Construction Contracting Policy (#2007-512) and authorize the Board Chair to sign.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-46 **AWARD THE CLEANING DEMONSTRATION PROJECT WORK AT 1611 OAK STREET TO RELIANT PROFESSIONAL CLEANING FOR THEIR QUOTED PRICE OF \$270.00 PER WEEK AND AT THE JUVENILE TRANSITION CENTER TO TRUCLEAN BUILDING SERVICES, LLC FOR THEIR QUOTED PRICE OF \$164.50 PER WEEK FOR A PERIOD COMMENCING ON OR ABOUT 28 JANUARY 2015 THROUGH 20 MARCH 2015 OR UNTIL SUCH TIME AS A NEW CONTRACTOR SELECTED THROUGH A BID PROCESS IS READY TO COMMENCE WORK, WITH BOTH AWARDS BEING CONTINGENT UPON THE SELECTED VENDORS' ABILITY TO PRODUCE ACCEPTABLE INSURANCE COVERAGE AND HAVE THEIR EMPLOYEES PASS OUR BACKGROUND CHECK PRIOR TO COMMENCEMENT OF THE WORK**

WM15/01-10

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to award the cleaning demonstration project work at 1611 Oak Street to Reliant Professional Cleaning for their quoted price of \$270.00 per week and at the Juvenile Transition Center to Truclean Building Services, LLC for their quoted price of \$164.50 per week for a period commencing on or about 28 January 2015 through 20 March 2015 or until such time as a new contractor selected through a bid process is ready to commence work, with both awards being contingent upon the selected vendors' ability to produce acceptable insurance coverage and have their employees pass our background check prior to commencement of the work.

Commissioner Lohman explained his vote stating that the low contract policy creates a negative impact on working families.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: Jeff Lohman

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-47 **APPOINT FRED JOHNSON, PUBLIC DEFENDER TO THE JAIL-JUVENILE TRANSITION CENTER COMMITTEE (NO TERM EXPIRTATION) AND TO THE COMMUNITY CORRECTIONS ADVISORY BOARD TRANSITION CENTER COMMITTEE – PUBLIC DEFENDER SLOT (TERM THROUGH12/31/17)**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Wilkins, to appoint Fred Johnson, Public Defender to the Jail-Juvenile Transition Center Committee (no term expiration) and to the Community Corrections Advisory Board Transition Center Committee – Public Defender slot (term through12/31/17).

Voice vote

Motion Carried

Chairman Sabo invited everyone to the Muskegon Lakeshore Chamber of Commerce Business for Breakfast: Economic Forecast with George Erickcek, W.E. Upjohn Institute, Friday, January 30th at 7:30 a.m., Holiday Inn Muskegon Harbor

2015-48 **TO APPOINT ADMINISTRATOR EISENBARTH TO THE LOCAL DEVELOPMENT FINANCE AUTHORITY FOR THE CITY OF MUSKEGON**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Cross, to appoint Administrator Eisenbarth to the Local Development Finance Authority for the City of Muskegon.

Voice vote

Motion Carried

Commissioner Wilkins reminded and encouraged everyone to attend the "Fight Blight in Muskegon Heights" public meeting tonight from 5:00 p.m. – 7:00 p.m. at Muskegon Heights High School. (See attached flyer)

Vice Chair Cross thanked Stephen Dix, former Director of the Muskegon Area District Library, for his years of service.

Commissioner Scolnik informed Commissioners that John McGarry, Chief Executive Officer of the Lakeshore Museum Center will be retiring as Chief Executive Officer through the end of June 2015 but will continue to work for six months with the \$3.2 million Hilts Landing project (which is now hiring for their opening June 7, 2015). Commissioner Scolnik noted that Annoesjka Steinman has been named Assistant Director. (Lakeshore Museum Center website: <http://www.lakeshoremuseum.org/index.html>)

Commissioner Engle reported the Fair Board is on schedule and the dates for events are available on the website at <http://www.muskegonfairgrounds.com/>.

Commissioner Mahoney reported that the Convention and Visitors Bureau will be hosting several bowling events over the next couple years and will once again host the Santa Claus Convention.

Chairman Sabo noted that Commissioner Hughes has been elected as the new Chairperson to the West Michigan Shoreline Regional Development Commission.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth provided an update on the Director of Finance/Assistant County Administrator Position, noting interviews began last week. They have narrowed the number of applicants which will move on to the second round of interviews which will be held next week.

Administrator Eisenbarth provided an update on the Wastewater Director Position. The second round of interviews will begin next week.

OLD BUSINESS

Commissioner Nash noted there will be an emergency meeting of the Executive Committee of the LCC on Friday at 9:30 in Grand Haven. Commissioner Nash will forward the agenda to the Administrator to forward to Commissioners.

NEW BUSINESS

Commissioner Nash provided an update for the Advisory Committee and that Lake County has signed on. Discussion ensued.

PUBLIC COMMENT

Johnathan Wilson noted that mlive Muskegon Chronicle Editorial Board will be having a public forum regarding the Road Millage early February at MCC. An official announcement to follow. Some informational materials have been provided to Muskegon County for distribution to citizens. (See attached brochure)

Commissioner Scolnik noted there will be a program tonight, entitled "Holocaust's Effect on Three Local Generations" at Muskegon Community College, 6:30 p.m. – 8:00 p.m. Commissioner Scolnik stated genocide continues in parts of the world today and we need to keep a focus on this.

<http://www.muskegoncc.edu/news-and-events/event/holocausts-effect-on-three-local-generations-jan-27/>

Scott Janiga, representative for Abate, addressed the Board regarding their lease of land for Bike Time. He was concerned about the land use for the new dog park and if other leases were considered. Discussion ensued. Administrator Eisenbarth will follow up with Mr. Janiga.

Chairman Sabo recognized audience member, elected official, Drain Commissioner Brenda Moore.

Chairman Sabo invited students in the audience to approach the podium and introduce themselves.

Brooklyn Sabin, student at Muskegon Community College, noted Political Science class, teacher - Kurt Troutman, require students attend a Board Meeting.

2015-49 **MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER
WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:30 p.m.

Marcia L. Wilkes, Deputy County Clerk

MLW/jmp

Preliminary Minutes

To be approved at the Full Board Meeting on Tuesday, February 10, 2015

MICHIGAN STATE
UNIVERSITY



The City Of
Muskegon Heights
The City of Friendly People



Fight Blight in Muskegon Heights



Public Meeting:

◆ **Tuesday January 27**

◆ **5:00pm-7:00pm**

◆ **Tiger Way inside**

Muskegon Heights

High School

Muskegon Heights, the Muskegon County Land Bank and Michigan State University have teamed up to develop a plan to eliminate blight in the city over the next several years.

Come and have your voice heard about what you want to see in your city to help us evaluate the strengths, weaknesses, opportunities and threats in this area. Your participation is essential to make Muskegon Heights a vibrant urban center!



Contacts

Natasha Henderson
City Manager
City of Muskegon Heights
231-733-8870

Connie Maxim-Sparrow
Grants Coordinator
Muskegon County
231-724-6808



HOW WILL THE **MILLAGE** FIX OUR ROADS?

THIS IS THE PLAN

The dollars raised through this millage will allow us to fix and maintain many more roads than we are currently able to. Funds will go towards reconstruction and resurfacing, preservation and preventative maintenance, and may include some culvert, bridge, and enhanced drainage work.



The funds raised will be distributed throughout the entire county.

OUR LOCAL
COMMUNITIES
**WILL HELP
DECIDE**
WHICH PROJECTS
WILL BE PRIORITIES

MUSKEGON
MONTAGUE
FRUITPORT
WHITEHALL
CASNOVIA
RAVENNA

LAKWOOD CLUB MUSKEGON HEIGHTS
ROOSEVELT PARK NORTH MUSKEGON

Improving our roads improves our community.

CONTACT
MCRG AT

MUSKEGONCOUNTYROADS.ORG
PHONE: 231.788.2381
FAX: 231.788.5793

MUSKEGON COUNTY ROAD COMMISSION
7700 EAST APPLE AVENUE
MUSKEGON, MICHIGAN 49442

ALERT!



DON'T GET STRANDED WITHOUT THE FACTS.
LEARN MORE ABOUT THE FEBRUARY 24TH ROAD MILLAGE.



OUR LOCAL ROADS ARE IN OUR HANDS. GET THE FACTS.
THE FEBRUARY 24TH ROAD MILLAGE
**OUR COUNTY
OUR ROADS**



HOW BAD ARE OUR ROADS?

JUST LOOK AT THE FACTS

MORE THAN
60%
OF MUSKEGON COUNTY RESIDENTS
SAY THAT
OUR ROADS

Many of our roadways are in need of repairs or simply must be redone.

EAST BROADWAY
WHITEHALL
HANCOCK
PECK
RUSSELL
PONTALUNA

With current funding, some of these could remain in states of disrepair.

ARE IN
**POOR
CONDITION**



STATE COMMITMENT HAS NOT
KEPT UP WITH
OUR LOCAL
ROADS REPAIR

SINCE
1997

To stay within our slashed budget, our Road Commission has had to reduce staff and cut costs, leaving our roadways at greater risk.

WHAT ARE BAD ROADS COSTING US?



Driving on bad roads damages our cars and can even cause accidents. These repairs can be expensive and that cost comes directly out of your pocket.

ONE NEW TIRE: \$75
BENT RIM FIX: \$100
NEW SHOCKS: \$250
AXLE REPLACEMENT: \$550
Estimated repair costs

WHAT IS THE COST TO REPAIR OUR ROADS?



203 miles need to be crushed, reshaped, and have a new asphalt driving surface placed. Estimated cost is **\$61,131,000**.

281 miles need to be overlaid with new asphalt and or chip sealed. Estimated cost is \$50,000/ mile or a total of **\$14,050,000**.

288 miles need to be crackpoured and/or durapatched to extend their life. Estimated cost is **\$1,731,000**.

WHAT IS THE SOLUTION TO FIXING OUR ROADS?



Repairing our roads is costly, but if everybody pitches in to help, it's not much at all.

For every \$100,000 in Marketable Value of your home your share would be

**21 CENTS
A DAY**

OR \$6.25 A MONTH

OUR COUNTY OUR ROADS

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross, Vice Chair
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Charles Nash
Terry Sabo, Chairman
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, February 10, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Nash and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

Absent: None

Also Present: Mark E. Eisenbarth, County Administrator,
Nancy A. Waters, County Clerk,
Jeanne Pezet, Secretary to the County Clerk,
Doug Hughes, Corporate Counsel

2015-50 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Mahoney, to approve the agenda.

Voice vote **Motion Carried**

2015-51 **APPROVE THE MINUTES OF JANUARY 27, 2015**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve the minutes of January 27, 2015.

Voice vote **Motion Carried**

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION – UNITED WAY WRAP-UP

Christine Robere, President of United Way of the Lakeshore, introduced Muskegon County Team members, Gordon Peterman from Community Mental Health, Pam Homan from Muskegon County Airport, and Sara Brush from Register of Deeds office. Ms. Robere reported Muskegon County's had another successful campaign with over \$78,000 raised. Mr. Peterman presented the large trophy for departments with over 45 employees, to Administrator Eisenbarth for delivery to Wastewater; and presented the small trophy to Sara Brush for Register of Deeds who had a 600% increase over last year thanks to a pizza fundraiser organized by Ms. Brush.

Ms. Robere also thanked Muskegon County Treasurer Tony Moulatsiotis for his contribution of pizzas for the pizza fundraiser and to County Commissioner Hughes for assisting with photos from various events. Ms. Robere also distributed information about CALL 2-1-1 noting this year is their 10th Anniversary as a person centered approach being one place to call to get the help you need. CALL 2-1-1 is also now available online at www.call-211.org. (Learn more about United Way of the Lakeshore at: <http://www.unitedwaylakeshore.org/>)

COMMUNICATION

The following communication item was provided to Commissioners: County of Marquette Resolution - Support of SB 495-498 to Curtail Unfunded Mandates.

COMMITTEE/BOARD REPORTS

2015-52 **APPROVE THE REQUEST TO APPLY FOR ADDITIONAL AVAILABLE FUNDING FOR THE FY2015 STRATEGIC TRAFFIC ENFORCEMENT GRANT FROM THE MICHIGAN STATE POLICE, OFFICE OF HIGHWAY SAFETY PLANNING (PT-15-10)**

CPS15/02-02

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Engle, to approve the request to apply for additional available funding for the FY2015 Strategic Traffic Enforcement Grant from the Michigan State Police, Office of Highway Safety Planning (PT-15-10).

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-53 **RATIFY THE EMERGENCY REPAIR PAYMENT EXPENDITURE FOR THE HALL OF JUSTICE SMITH DETECTION X-RAY SCANNER IN THE AMOUNT OF \$13,216.11**

CPS15/02-03

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Engle, to ratify the emergency repair payment expenditure for the Hall of Justice Smith Detection X-Ray Scanner in the amount of \$13,216.11.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-54 **APPLY THE TWO (2) YEAR EXTENSION WITH SECURUS TECHNOLOGIES TO PROVIDE NEW INMATE TELEPHONE SYSTEM WIRING, NEW PHONE HARDWARE AND INSTALLATION**

CPS15/02-04

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Engle, to apply the two (2) year extension with Securus Technologies to provide new inmate telephone system wiring, new phone hardware and installation.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-55 **ELIMINATE THE HIRING FREEZE PROCEDURE ON ALL BUDGETED GENERAL FUND POSITIONS AND TO REQUIRE NEW POSITIONS, UNBUDGETED POSITIONS OR THOSE REQUESTS THAT AFFECT THE BUDGET TO BE APPROVED BY THE ADMINISTRATOR AND THE COUNTY BOARD; AND THOSE REQUESTS TO FILL VACANT POSITIONS TO BE APPROVED BY THE DEPARTMENT DIRECTOR AND THE ADMINISTRATOR**

HS15/02-04

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to eliminate the hiring freeze procedure on all budgeted general fund positions and to require new positions, unbudgeted positions or those requests that affect the budget to be approved by the Administrator and the County Board; and those requests to fill vacant positions to be approved by the Department Director and the Administrator.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-56 **AUTHORIZE THE CREATION OF A TRANSITION AGE YOUTH MANAGER POSITION (NX 00330) IN COMMUNITY MENTAL HEALTH'S TRANSITION AGE TEAM PROGRAM (ORG 7321) EFFECTIVE FEBRUARY 1, 2015**

HS15/02-05

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to authorize the creation of a Transition Age Youth Manager position (NX 00330) in Community Mental Health's Transition Age Team Program (Org 7321) effective February 1, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-57 **AUTHORIZE THE COMMUNITY MENTAL HEALTH (CMH) EXECUTIVE DIRECTOR TO EXTEND THE CONTRACT WITH KORI BISSOT FOR THE PROVISION OF CONSULTATION SERVICES AT CMH AT A RATE OF \$75.00 PER HOUR, FOR NO MORE THAN TEN (10) HOURS PER WEEK, EFFECTIVE FEBRUARY 1, 2015 THROUGH SEPTEMBER 30, 2015, WITH A MAXIMUM AMOUNT OF \$18,000.00 FOR THE CONTRACT**

HS15/02-06

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to authorize the Community Mental Health (CMH) Executive Director to extend the contract with Kori Bissot for the provision of consultation services at CMH at a rate of \$75.00 per hour, for no more than ten (10) hours per week, effective February 1, 2015 through September 30, 2015, with a maximum amount of \$18,000.00 for the contract.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-58 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$22,526,904.83 COVERING THE PERIOD OF JANUARY 11, 2015 THROUGH JANUARY 23, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/02-11

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Lohman, to approve payment of the accounts payable of \$22,526,904.83 covering the period of January 11, 2015 through January 23, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-59 **AUTHORIZE THE PURCHASING DEPARTMENT TO REQUEST AND PURCHASE COMPUTER EQUIPMENT AS INDICATED BY IT TO COMPLETE THE ONGOING INSTALLATION OF POINT CLICK CARE (ELECTRONIC HEALTH RECORD SOFTWARE) AT BROOKHAVEN**

WM15/02-12

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Lohman, to authorize the Purchasing Department to request and purchase computer equipment as indicated by IT to complete the ongoing installation of Point Click Care (electronic health record software) at Brookhaven.

2015-60 **FRIENDLY AMENDMENT TO WM15/02-12**

Moved by Commissioner Nash, seconded by Commissioner Cross, to amend item WM15/02-12 to read: To authorize the Purchasing Department to request and purchase 40 computer displays and related peripherals and equipment with the authorized amount not to exceed \$70,000 and funding beyond efficiency savings to be provided by the offset.

Voice vote

Motion Carried

Roll Call on 2015-59 as amended:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-61 **AUTHORIZE PAYMENTS TO HAVENS LONG TERM CARE BILLING SPECIALISTS FOR SERVICES DURING FY 2015 BASED ON THE CURRENT CONTRACT**

WM15/02-13

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Lohman, to authorize payments to Havens Long Term Care Billing Specialists for services during FY 2015 based on the current contract.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

2015-62 **PROVIDE GEOGRAPHIC INFORMATION SYSTEM (GIS) BASIC LEVEL OF SERVICE TO EGELSTON TOWNSHIP AND TO AUTHORIZE THE BOARD CHAIRMAN TO EXECUTE THE INTER-GOVERNMENTAL AGREEMENT AS PREPARED BY AND TO BE CARRIED OUT BY THE INFORMATION SYSTEMS DEPARTMENT**

WM15/02-14

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Lohman, to provide Geographic Information System (GIS) basic level of service to Egelston Township and to authorize the Board Chairman to execute the Inter-Governmental Agreement as prepared by and to be carried out by the Information Systems Department.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-63 **APPOINT COLLENE LAMONTE TO THE PRIVATE SECTOR SLOT OF THE WORKFORCE DEVELOPMENT BOARD (TERM THROUGH 12/31/17)**

The Chairman recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to appoint Collene Lamonte to the Private Sector Slot of the Workforce Development Board (term through 12/31/17)

Voice vote

Motion Carried

2015-64 **APPOINT ROGER JOURDEN, II TO THE CAMPGROUND SLOT OF THE ACCOMMODATIONS TAX COMMITTEE (TERM THROUGH 12/31/16)**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Wilkins, to appoint Roger Jourden, II to the Campground Slot of the Accommodations Tax Committee (term through 12/31/16)

Voice vote

Motion Carried

2015-65 **APPOINT PATRICIA CAMP TO THE JURY BOARD (TERM BEGINNING 5/1/2015 – 4/30/2021)**

The Chairman recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to appoint Patricia Camp to the Jury Board (term beginning 5/1/2015 – 4/30/2021)

Voice vote

Motion Carried

2015-66 **APPOINT COMMISSIONERS ENGLE, HUGHES, LOHMAN, AND SABO TO THE BOARD RULES COMMITTEE**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Nash, to appoint Commissioners Engle, Hughes, Lohman, and Sabo to the Board Rules Committee.

Voice vote

Motion Carried

Commissioner Engle informed everyone that there will be a Public Hearing tonight at Sullivan Township regarding the County Fairgrounds property.

Commissioner Engle also informed everyone that there will be a meeting tonight in room 1200 of Muskegon Community College will be a town meeting at 6 p.m. with Mlive and the Road Commission regarding the upcoming Road Millage.

Commissioner Hughes reported on the Hazard Mitigation meeting put on by WMSRDC that she and Chairman Sabo had attended. Chairman Sabo noted this was part of the Local Emergency Planning Committee.

ADMINISTRATOR'S REPORT

2015-67 **APPOINT MS. BETH DICK AS THE DIRECTOR OF FINANCE/ASSISTANT COUNTY ADMINISTRATOR (BPN Y1800), AT STEP 2 EFFECTIVE MARCH 9, 2015**

The Administrator recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to appoint Ms. Beth Dick as the Director of Finance/Assistant County Administrator (BPN Y1800), at Step 2 effective March 9, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry Sabo

No: None

Motion Carried

Commissioner Scolnik noted he was very impressed with Ms. Dick's resume.

Chairman Sabo agreed that Muskegon County is fortunate to have Ms. Dick back but also that there were some in-house applicants that were also very impressive which just shows the quality of those employees working for Muskegon County.

Administrator Eisenbarth noted each Department Head presents a two-page monthly report which totals about 40 pages a month for Commissioners to read for an update. Administration will be preparing a Monthly Report in "90 Seconds" to summarize the current speaking points or snapshot for what is going on in Muskegon County departments.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Commissioner Lohman informed Commissioners of three programs he is:

1. Working with MAISD for Commissioners in the classroom and he would like permission from the Commissioners to move forward with this project;
2. Working with Andy Stone of Workforce Development for 7th grade career development;
3. Working with County Clerk Waters for a summer program "Girls Who Code".

Commissioner Hughes shared at the WMSRDC Hazard Mitigation meeting that they learned about the First Call program. First call can notify people by landline telephone calls in case of an emergency. Commissioner Hughes noted residents can also register their cell phone number by going to the Central Dispatch website. Administrator Eisenbarth will add the link (<https://alertregistration.com/muskegonmi/>) for Central Dispatch to the County home page.

PUBLIC COMMENT

Cheryle Schuiteman addressed the Board regarding housekeeping and food service at Brookhaven. Ms. Schuiteman provided pictures of the food her parents have been served and the soiled linens and trash in her parent's bathroom at Brookhaven. The photos were given to Administrator Eisenbarth and Corporate Counsel Hughes to follow up.

2015-68 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER HUGHES, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:32 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes

To be approved at the Full Board Meeting on Tuesday, February 24, 2015

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Benjamin E. Cross, Vice Chair
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Charles Nash
Terry J. Sabo, Chairman
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, February 24, 2015
4:01 p.m.

Vice Chairman Cross, Presiding

The Full Board of Commissioners was called to order by Vice Chairman Cross.

The invocation was given by Commissioner Wilkins. The Pledge of Allegiance was recited in unison.

Roll Call

Present: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik, Rillastine Wilkins

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo

Also Present: Mark E. Eisenbarth, County Administrator,
Jeanne Pezet, Deputy County Clerk,
Susan M. Franklin, Corporate Counsel

2015-69 **APPROVAL OF THE AGENDA**

Moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the agenda.

Voice vote

Motion Carried

2015-70 **APPROVE THE MINUTES OF FEBRUARY 10, 2015**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the minutes of February 10, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Vicki Broge, Chair of the Friends of the County Parks Committee, thanked and commended the Committee members and staff and everyone who worked so hard to bring the report together for the Recreation Facilities, Open Space, and Greenway Plan. Ms. Broge stated, "I can't thank Brenda enough." Brenda Moore is the Muskegon County Drain Commissioner. Ms. Broge also noted that she is excited that Muskegon County likely to get some grants as a result of this.

Commissioner Scolnik noted that he sat next to Ms. Broge for about 10 years on the City of Norton Shores Council and when he learned that she was elected to be Chair of the Friends of the County Parks Committee, that they couldn't have picked a better person.

PUBLIC HEARING - COUNTY OF MUSKEGON'S PROPOSED RECREATION FACILITIES, OPEN SPACE & GREENWAY PLAN

2015-71 **OPEN THE PUBLIC HEARING REGARDING COUNTY OF MUSKEGON'S PROPOSED RECREATION FACILITIES, OPEN SPACE AND GREENWAY PLAN**

Moved by Commissioner Hughes, seconded by Commissioner Nash, to open the Public Hearing regarding County of Muskegon's Proposed Recreation Facilities, Open Space and Greenway Plan

Voice vote **Motion Carried**

2015-72 **CLOSE THE PUBLIC HEARING REGARDING COUNTY OF MUSKEGON'S PROPOSED RECREATION FACILITIES, OPEN SPACE AND GREENWAY PLAN**

Moved by Commissioner Nash, seconded by Commissioner Hughes, to close the Public Hearing regarding County of Muskegon's Proposed Recreation Facilities, Open Space and Greenway Plan

Voice vote **Motion Carried**

COMMUNICATION

There were no communication items for the Board.

COMMITTEE/BOARD REPORTS

Commissioner Scolnik reported that the Community Development/Strategic Planning had no action items to report.

2015-73 **APPOINT DAVE JOHNSON (DJ) AS THE WASTEWATER DIRECTOR (Y32401), AT SALARY GRADE RANGE ND-00030 STEP 4 EFFECTIVE UPON MUSKEGON COUNTY FULL BOARD APPROVAL**

BPW-15-016

The Board of Public Works recommends, moved by Commissioner Lohman, seconded by Commissioner Hughes, to appoint Dave Johnson (DJ) as the Wastewater Director (Y32401), at salary grade range ND-00030 Step 4 effective upon Muskegon County Full Board approval.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-74 **APPROVE THE MUSKEGON AREA TRANSIT SYSTEM'S FY2016 APPLICATION FOR \$1,518,602 IN STATE 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**

TR15/02-03

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve the Muskegon Area Transit System's FY2016 application for \$1,518,602 in state 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.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-75 **APPROVE MICHIGAN AIR SERVICE PROGRAM GRANT CONTRACT NO. 2015-0049, PROVIDING \$6,705 OF STATE FUNDS FOR VARIOUS AIRPORT MARKETING AND PROMOTION PROJECTS, REQUIRING A LOCAL MATCH OF \$745, AS IDENTIFIED IN THE AIRPORT'S FY2015 APPROVED BUDGET**

TR15/02-04

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve Michigan Air Service Program Grant Contract No. 2015-0049, providing \$6,705 of State funds for various Airport marketing and promotion projects, requiring a local match of \$745, as identified in the Airport's FY2015 approved budget.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-76 **APPROVE MICHIGAN AIR SERVICE PROGRAM GRANT CONTRACT NO. 2015-0050, PROVIDING \$6,795 OF STATE FUNDS FOR THE COMPLETION OF AN ACCESS CONTROL SYSTEM AND SECURITY CAMERA PROJECT AT THE AIRPORT, REQUIRING A LOCAL MATCH OF \$755, AS IDENTIFIED IN THE AIRPORT'S FY2015 APPROVED BUDGET**

TR15/02-05

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve Michigan Air Service Program Grant Contract No. 2015-0050, providing \$6,795 of State funds for the completion of an Access Control System and Security Camera project at the Airport, requiring a local match of \$755, as identified in the Airport's FY2015 approved budget.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-77 **APPROVE AMENDMENT NO. 6 TO AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES DATED JANUARY 27, 2009, INCREASING THE AMOUNT OF THE AGREEMENT BY \$9,800 IN ORDER TO COMPLETE REVISIONS TO THE PLANS FOR THE AIRPORT'S TERMINAL APRON EXPANSION AND RECONSTRUCTION PROJECT, WITH THE COUNTY'S 2.5% SHARE OF THE INCREASE TO BE \$245**

TR15/02-06

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve Amendment No. 6 to an Agreement for Professional Engineering Services dated January 27, 2009, increasing the amount of the Agreement by \$9,800 in order to complete revisions to the plans for the Airport's Terminal Apron Expansion and Reconstruction Project, with the County's 2.5% share of the increase to be \$245.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo

Motion Carried

2015-78 **APPROVE A LEASE BETWEEN THE COUNTY AND SAFELITE FULFILLMENT, INC., DBA SAFELITE AUTOGLASS, IN THE AMOUNT OF \$375 PER MONTH PLUS UTILITIES, FOR SPACE IN THE AIRPORT'S RENTAL CAR WASH FACILITY**

TR15/02-07

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve a lease between the County and Safelite Fulfillment, Inc., dba Safelite AutoGlass, in the amount of \$375 per month plus utilities, for space in the Airport's rental car wash facility.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo

Motion Carried

2015-79 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$9,848,109.01 COVERING THE PERIOD OF JANUARY 24, 2015 THROUGH FEBRUARY 6, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/02-15

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$9,848,109.01 covering the period of January 24, 2015 through February 6, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-80 **RECLASSIFY: THE VACANT SENIOR FISCAL ANALYST (X83401) TO FISCAL ANALYST; THE BUYER (G14001) TO PROCUREMENT ANALYST; AND THE ACCOUNTANT I (X01502) TO ACCOUNTANT II WITH THE THREE RECLASSIFIED POSITIONS USING NX-00220 (\$21.048 - \$26.653/HOUR) EFFECTIVE MARCH 1, 2015**

WM15/02-16

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to reclassify: the vacant Senior Fiscal Analyst (X83401) to Fiscal Analyst; the Buyer (G14001) to Procurement Analyst; and the Accountant I (X01502) to Accountant II with the three reclassified positions using NX-00220 (\$21.048 - \$26.653/hour) effective March 1, 2015.

Vice Chairman Cross asked if there could be some clarification or detail on motions like this when they are presented. Mr. Cross asked if the positions are going away and new positions are being created.

Administrator Eisenbarth stated that he had requested Dwight Avery, Accounting Manager, to be at the meeting to address this item. Mr. Avery explained that, with two recent vacancies in the Accounting Department, Bruce Schouten – Senior Fiscal Analyst transferred to Muskegon Area Transit and Christine Johnson – Buyer retired a couple weeks ago, it's an opportunity to make adjustments to put the positions at appropriate levels.

Commissioner Scolnik noted he did not realize that Mr. Schouten had transferred to Transit and also stated that Mr. Schouten had been with County Accounting for a long time.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-81 **AUTHORIZE THE ADOPTION OF THE RESOLUTION ALLOWING THE COUNTY OF MUSKEGON TO BORROW UP TO TWELVE MILLION DOLLARS (\$12,000,000) AGAINST THE ANTICIPATED 2014 DELINQUENT REAL PROPERTY TAXES**

WM15/02-17

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the adoption of the resolution allowing the County of Muskegon to borrow up to twelve million dollars (\$12,000,000) against the anticipated 2014 delinquent real property taxes.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-82 **AUTHORIZE THE ADOPTION OF THE RESOLUTION TO WAIVE THE MONTHLY INTEREST CHARGE OF 1% AND THE ADMINISTRATIVE FEE OF 4% FOR THE PERIOD MARCH 1ST TO APRIL 30TH 2014 DELINQUENT TAXES (FIRST YEAR OF DELINQUENCY) FOR A SENIOR CITIZEN, PARAPLEGIC, HEMIPLEGIC, QUADRIPLAGIC, ELIGIBLE SERVICEMAN, ELIGIBLE VETERAN, ELIGIBLE WIDOW, TOTALLY AND PERMANENTLY DISABLED PERSON, OR BLIND PERSON IN ACCORDANCE WITH SECTIONS 211.59 AND 211.51 OF THE GENERAL PROPERTY TAX ACT 206 OF 1893, AS AMENDED**

WM15/02-18

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the adoption of the resolution to waive the monthly interest charge of 1% and the administrative fee of 4% for the period March 1st to April 30th 2014 delinquent taxes (first year of delinquency) for a senior citizen, paraplegic, hemiplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person in accordance with sections 211.59 and 211.51 of the General Property Tax Act 206 of 1893, as amended.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-83 **APPOINT TIMOTHY BURGESS, MUSKEGON COUNTY LAND BANK COORDINATOR, AS GRANT ADMINISTRATOR FOR THE COUNTY REMONUMENTATION PROGRAM FOR THE 2015 CONTRACT WITH THE STATE OF MICHIGAN**

WM15/02-19

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to appoint Timothy Burgess, Muskegon County Land Bank Coordinator, as Grant Administrator for the County Remonumentation Program for the 2015 contract with the State of Michigan.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-84 **APPROVE THE PROPOSAL FROM GOLDBERG GROUP ARCHITECTS PC AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN THE ENGAGEMENT LETTER FOR JUVENILE TRANSITION CENTER AND ADULT DETENTION CENTER, SUBJECT TO A TOTAL ENGAGEMENT COST NOT TO EXCEED \$40,000**

WM15/02-20

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the proposal from Goldberg Group Architects PC and authorize the County Administrator to sign the engagement letter for Juvenile Transition Center and Adult Detention Center, subject to a total engagement cost not to exceed \$40,000.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo **Motion Carried**

2015-85 **APPROVE CORPORATE COUNSEL SETTLEMENT RECOMMENDATION
REGARDING SCHULTZ V COUNTY OF MUSKEGON**

WM15/02-21

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve Corporate Counsel settlement recommendation regarding Schultz v County of Muskegon.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-86 **APPOINT NANCY GRIFFIN TO THE REHABILITATION SLOT OF THE
WORKFORCE DEVELOPMENT BOARD WITH A TERM THROUGH 12/31/17**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Nash, to appoint Nancy Griffin to the Rehabilitation Slot of the Workforce Development Board with a term through 12/31/17.

Voice vote

Motion Carried

2015-87 **REAPPOINT JEFF FORTENBACHER, F. REMINGTON SPRAGUE, MD, AND
JANET THOMAS TO THE COMMUNITY MENTAL HEALTH BOARD WITH
TERMS THROUGH 12/31/18**

The Chairman recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to reappoint Jeff Fortenbacher, F. Remington Sprague, MD, and Janet Thomas to the Community Mental Health Board with terms through 12/31/18.

Voice vote

Motion Carried

2015-88 **PROCLAIM MARCH 2015 AS CERTIFIED GOVERNMENT FINANCIAL
MANAGER MONTH**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to Proclaim March 2015 as Certified Government Financial Manager Month.

Voice vote

Motion Carried

Commissioner Wilkins reported that United Way received funds for this county in the amount of \$94,936 for emergency food and shelter.

Commissioner Nash noted the LCC meeting was cancelled and the rescheduled meeting was also cancelled but reported that the Substance Use Oversight Policy Board is moving smoothly with the new Lakeshore Regional Partners.

Commissioner Hughes noted tomorrow's Veterans Advisory Board has been cancelled.

Vice Chairman Cross, noted the fundraising for the Storyville project has raised a half a million dollars and is going well. Vice Chairman Cross also noted that the new District Library Director, Kelly Richards, is doing fantastic.

Commissioner Hughes noted she received a letter from a resident that recently moved to McMillan Road that thought the City did a good job with snow plowing but the Road Commission drivers do an excellent job. Commissioner Hughes forwarded the letter on to the Road Commission.

Vice Chairman Cross noted that there is an election today and there is still time to get out and vote, polls close at 8 p.m.

ADMINISTRATOR'S REPORT

2015-89 **ACCEPT THE 2015-2019 MUSKEGON COUNTY RECREATION PLAN AND RESOLUTION OF ADOPTION AS WRITTEN, WITH ANY CHANGES/ ADDITIONS DISCUSSED TODAY, AND WHEN FINALIZED, TO INSTRUCT COUNTY STAFF TO SUBMIT THE COMPLETED PLAN AND REQUIRED DOCUMENTS TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES BY THE DEADLINE OF APRIL 1, 2015**

The Administrator recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to accept the 2015-2019 Muskegon County Recreation Plan and Resolution of Adoption as written, with any changes/additions discussed today, and when finalized, to instruct County staff to submit the completed plan and required documents to the Michigan Department of Natural Resources by the deadline of April 1, 2015.

Commissioner Lohman stated he is excited about the plan and the people involved, stating it will be great for the image of Muskegon County.

Voice vote

Motion Carried

2015-90 **APPOINT BRENDA ISENHART AS INTERIM DEPUTY MICHIGAN WORKS!
DIRECTOR AT PAY SCALE NX00390, STEP #4 (\$37.429/HOUR)**

The Administrator recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to appoint Brenda Isenhart as Interim Deputy Michigan Works! Director at pay scale NX00390, Step #4 (\$37.429/hour).

Commissioner Nash asked how long it will be before the County fills the Human Resources Director vacancy. Administrator Eisenbarth responded that it could be early April before the vacancy is filled.

Roll Call:

Yes: Benjamin Cross, Susie Hughes, Jeff Lohman, Charles Nash, Robert Scolnik,
Rillastine Wilkins

No: None

Excused: Marvin Engle, Kenneth Mahoney, Terry J. Sabo

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

2015-91 **REQUEST A TRIBUTE FOR ORVILLE SYDNOR WHO WILL BE HONORED
AT THE USS SILVERSIDES BLACK HISTORY MONTH EVENT**

Moved by Commissioner Scolnik, seconded by Commissioner Wilkins, to request a tribute for Orville Sydnor who will be honored at the USS Silversides Black History Month event.

Voice vote

Motion Carried

PUBLIC COMMENT

There was no public comment.

2015-91 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER
WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:23 p.m.

Nancy A. Waters, County Clerk

/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, March 10, 2015

County of Muskegon



PROCLAMATION

MARCH 2015

Certified Government Financial Manager (CGFM) Month

WHEREAS: It is a great pleasure to join the West Michigan Chapter of the Association of Government Accountants (AGA) in celebration of Certified Government Financial Manager Month; and

WHEREAS: The Association of Government Accountants is a professional organization, which has a network of 16,000 members in more than 100 chapters in the United States and around the world, and the West Michigan Chapter has approximately 50 active members, representing state, municipal, and private sector accountants, auditors, and financial managers; and

WHEREAS: AGA West Michigan Chapter members have responded to AGA's mission of advancing government accountability as it continues its broad educational efforts with emphasis on high standards of conduct, honor, and character in its Code of Ethics, and are making significant advances both in professional ability and in service to the citizens of Michigan by mastering increasingly technical and complex requirements; and

WHEREAS: The Certified Government Financial Manager (CGFM) program of AGA provides a means of demonstrating professionalism and competency by requiring CGFM candidates to have appropriate educational and employment history, to abide by AGA's Code of Ethics, and to pass a three-part examination requiring expertise in Governmental Environment, Governmental Financial Management and Control, and Governmental Accounting, Financial Reporting and Budgeting, and requires each CGFM holder to maintain certification by completing at least 80 hours of continuing professional education in government financial management topics or related technical subjects every two years;

NOW, THEREFORE, be it resolved, that the Muskegon County Board of Commissioners do hereby proclaim March 2015 to be "Certified Government Financial Manager Month" and urge all citizens to strive to become informed about the value of financial management and to take advantage of programs available.

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Susie Hughes

Jeff Lohman

Kenneth Mahoney

Charles Nash

Robert Scolnik

Rillastine Wilkins



February 24, 2015

**Muskegon County
Board of Commissioners**

RESOLUTION OF
ADOPTION

Recreation Facilities, Open
Space, and Greenway Plan

WHEREAS, the County Board appointed an advisory committee so named "Friends of Muskegon County Parks" that undertook the development of a five-year *Recreation Facilitates, Open Space and Greenway Plan* at the Board's request, and;

WHEREAS, the Advisory Committee considered the needs, issues, desires and diversity of citizens in Muskegon County as part of the planning process, and;

WHEREAS, the plan considers the importance of the parks system in community and economic development efforts, and;

WHEREAS, important concerns such as youth development and environmental quality were considered in the plan update, and;

WHEREAS, the citizenry was invited to participate in both the planning process and draft plan review, and;

WHEREAS, the Advisory Committee at their January 7, 2015 regular meeting adopted a resolution of recommendation to advise the Muskegon County Board to **adopt the draft plan**.

NOW, THEREFORE BE IT RESOLVED that the Muskegon County Board of Commissioners hereby adopts the 2015-2019 version of the county *Recreation Facilitates, Open Space and Greenway Plan* developed by the Friends of the Muskegon County Parks Advisory Committee.

Yeas: Commissioner Cross, Commissioner Hughes, Commissioner Lohman,
Commissioner Nash, Commissioner Scolnik, Commissioner Wilkins
Nays: None
Absent: Commissioner Engle, Commissioner Mahoney, Commissioner Sabo

I, Nancy A. Waters, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the County of Muskegon Board of Commissioners at the Full Board Meeting thereof held on the 24th of February 2015.



Nancy A. Waters, County Clerk
County of Muskegon

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, March 10, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo followed by a moment of silence for two county employees that this County has lost in the last two weeks that have passed away: Mark Boes, a driver with our Transit Department; and Joe Gabriel, a Detective with the Sheriff's Department. The Pledge of Allegiance was recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Jeff Lohman, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Charles Nash

Also Present: Mark E. Eisenbarth, County Administrator,
Jeanne Pezet, Deputy County Clerk,
Doug Hughes, Corporate Counsel

2015-93 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Wilkins, to approve the agenda.

Voice vote **Motion Carried**

2015-94 **APPROVE THE MINUTES OF FEBRUARY 24, 2015**

Moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the minutes of February 24, 2015.

Voice vote **Motion Carried**

PUBLIC COMMENT (on an agenda item)

Norm Sweere, 11530 Pond Road, Montague, Brown's Pond Association. Mr. Sweere formally presented petitions that have been signed by two-thirds of the property owners around Brown's Pond to petition for formation of an inland lake district.

The petitions were accepted by Administrator Eisenbarth and it was noted this will also be addressed on today's agenda.

PRESENTATION

Mr. Timothy McGuire, Executive Director, Michigan Association of Counties, addressed the Board with updates including:

- Full Revenue Sharing for the first time in over 11 years which is also approved in the 2016 budget;
- PILT Payments (amounting to \$250,000 for Muskegon County) legislation passed;
- Passed legislation to restore collection of fines in criminal cases.

Mr. McGuire also noted that the Transportation Package will come out on May 5th, 2015.

COMMUNICATION

The following Communication items were presented for Commissioners information:

- A. Antrim County: Resolution 09-2015: Opposition to SB 1123 & 1124
- B. Antrim County: Resolution 10-2015: Request for Annual Code Association Conference be Held Between Late December and End of March

COMMITTEE/BOARD REPORTS

2015-95 **CREATE A SPECIALTY COURT CASE MANAGER - HOURLY, SALARY RANGE NO-00210 TO BE FUNDED 100%BY THE APPROVED MICHIGAN VETERANS TREATMENT COURT PROGRAM GRANT**

CPS15/03-05

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Cross, to create a Specialty Court Case Manager - Hourly, Salary Range NO-00210 to be funded 100%by the approved Michigan Veterans Treatment Court Program grant.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-96 **AUTHORIZE THE ELIMINATION OF ONE (1) FAMILY COURT OFFICER POSITION AND THE APPROVAL OF THE ADDITION OF TWO NEW POSITIONS, ONE (1) LEGAL SECRETARY POSITION, AND ONE (1) CHILD SUPPORT SPECIALIST POSITION**

CPS15/03-06

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Cross, to authorize the elimination of one (1) Family Court Officer position and the approval of the addition of two new positions, one (1) Legal Secretary position, and one (1) Child Support Specialist position.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-97 **AUTHORIZE A STEP INCREASE IN THE NX00080 AND NO 00200 PAY GRADES FOR THE (12) MUSKEGON COUNTY COURT RECORDERS/DC, COURT RECORDER/JUDICIAL SECRETARY, CIRCUIT COURT LEGAL & SCHEDULING SECRETARIES, SPECIFICALLY, X24704, X24702, X24703, X24701, X22002, X22001, N15012, N15011, N15005, N15009, N15001, N15002, TO MORE ACCURATELY REFLECT THEIR CURRENT DUTIES**

CPS15/03-07

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Cross, to authorize a step increase in the NX00080 and NO 00200 pay grades for the (12) Muskegon County Court Recorders/DC, Court Recorder/Judicial Secretary, Circuit Court Legal & Scheduling Secretaries, specifically, X24704, X24702, X24703, X24701, X22002, X22001, N15012, N15011, N15005, N15009, N15001, N15002, to more accurately reflect their current duties.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-98 **ACCEPT THE 2014 HOMELAND SECURITY GRANT PROGRAM INTERGOVERNMENTAL AGREEMENT BETWEEN THE WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION AND THE MUSKEGON COUNTY ON BEHALF OF THE MUSKEGON COUNTY SHERIFF DEPARTMENT/EMERGENCY SERVICES, AND DIRECT THE BOARD CHAIR AND APPROPRIATE STAFF TO SIGN THE AGREEMENT**

CPS15/03-08

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Cross, to accept the 2014 Homeland Security Grant Program Intergovernmental Agreement between the West Michigan Shoreline Regional Development Commission and the Muskegon County on behalf of the Muskegon County Sheriff Department/Emergency Services, and direct the Board Chair and appropriate staff to sign the agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-99 **APPROVE PUBLIC HEALTH - MUSKEGON COUNTY'S PLAN OF ORGANIZATION AS REVISED**

HS15/03-07

The Human Services Committee recommended, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve Public Health - Muskegon County's Plan of Organization as revised.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-100 **AUTHORIZE PUBLIC HEALTH TO PARTNER WITH PLANNED PARENTHOOD OF WEST AND NORTHERN MICHIGAN (PPWNM) FOR THE PROVISION OF SEXUALLY TRANSMITTED INFECTION SCREENING AND TREATMENT SERVICES, NOT TO EXCEED \$65 PER CLIENT SERVICE; AND TO EXECUTE THE PURCHASE REQUEST FOR THE PROVISION OF SERVICES**

HS15/03-08

The Human Services Committee recommended, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize Public Health to partner with Planned Parenthood of West and Northern Michigan (PPWNM) for the provision of sexually transmitted infection screening and treatment services, not to exceed \$65 per client service; and to execute the purchase request for the provision of services.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-101 **AUTHORIZE STAFF TO SOLICIT PROPOSALS FROM QUALIFIED ENGINEERING FIRMS TO PERFORM A LAKE LEVEL STUDY ON BROWN'S POND IN BLUE LAKE TOWNSHIP WITH COSTS BEING PAID BY THE BROWN'S POND MAINTENANCE FUND AND THE ASSOCIATES LAKE LEVEL ASSESSMENT DISTRICT**

BPW-15-014

The Board of Public Works recommends, moved by Commissioner Cross, seconded by Commissioner Lohman, to authorize staff to solicit proposals from qualified engineering firms to perform a lake level study on Brown's Pond in Blue Lake Township with costs being paid by the Brown's Pond maintenance fund and the associates lake level assessment district.

Discussion ensued.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-102 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$7,902,764.11 COVERING THE PERIOD OF FEBRUARY 7, 2015 THROUGH FEBRUARY 20, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/03-22

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve payment of the accounts payable of \$7,902,764.11 covering the period of February 7, 2015 through February 20, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-103 **APPROVE THE AWARD OF THE CUSTODIAL CONTRACTS FOR RFB-15-2170 (HOJ & HERITAGE LANDING RESTROOMS), RFB-15-2171 (HEALTHWEST) AND RFB-15-2172 (SOUTH CAMPUS) TO RELIANT PROFESSIONAL CLEANING COMPANY OF 216 N. 7TH STREET, GRAND HAVEN MICHIGAN FOR THEIR ANNUAL BID COSTS OF \$69,600 FOR RFB-15-2170,\$77,568 FOR RFB-15-2171 AND \$97,692 FOR RFB-15-2172 (TOTAL ANNUAL COST OF \$244,860) FOR ONE YEAR WITH THE OPTION TO RENEW FOR UP TO TWO ADDITIONAL YEARS DEPENDENT UPON QUALITY WITH COSTS BEING PAID FROM THE RESPECTIVE BUILDING MAINTENANCE FUNDS**

WM15/03-23

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the award of the custodial contracts for RFB-15-2170 (HOJ & Heritage Landing Restrooms), RFB-15-2171 (HealthWest) and RFB-15-2172 (South Campus) to Reliant Professional Cleaning Company of 216 N. 7th Street, Grand Haven Michigan for their annual bid costs of \$69,600 for RFB-15-2170,\$77,568 for RFB-15-2171 and \$97,692 for RFB-15-2172 (total annual cost of \$244,860) for one year with the option to renew for up to two additional years dependent upon quality with costs being paid from the respective building maintenance funds.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-104 **AWARD THE CONTRACT FOR THE PROVISION OF COMMUNICATION EQUIPMENT BE AWARDED TO T&W ELECTRONICS, INC., 1045 S. DIVISION AVENUE, GRAND RAPIDS, MICHIGAN IN THE AMOUNT OF \$35,116.48; WITH COSTS BEING PAID FROM THE ADULT JAIL COMPLEX PROJECT OWNER BUDGET**

WM15/03-24

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to award the contract for the provision of Communication Equipment be awarded to T&W Electronics, Inc., 1045 S. Division Avenue, Grand Rapids, Michigan in the amount of \$35,116.48; with costs being paid from the adult jail complex project owner budget.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-105 **APPOINT BETH DICK AND RE-APPOINT MARK FAIRCHILD TO THE BUILDING AUTHORITY WITH TERMS THROUGH 6/30/2017**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to appoint Beth Dick and re-appoint Mark Fairchild to the Building Authority with terms through 6/30/2017.

Voice vote.

Motion Carried

2015-106 **REAPPOINT ERIC HOOD TO THE CITY OF MUSKEGON SLOT ON THE LAND BANK FAST TRACK AUTHORITY WITH A TERM THROUGH 12/31/2017**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Mahoney, to reappoint Eric Hood to the City of Muskegon Slot on the Land Bank Fast Track Authority with a term through 12/31/2017.

Voice vote.

Motion Carried

2015-107 **APPOINT COUNTY ADMINISTRATOR (MARK EISENBARTH) AND KENNETH MAHONEY (ALTERNATE WITH A TERM THROUGH 12/31/16) TO THE MUSKEGON COUNTY CENTRAL DISPATCH BOARD**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Engle, to appoint County Administrator (Mark Eisenbarth) and Kenneth Mahoney (Alternate with a term through 12/31/16) to the Muskegon County Central Dispatch Board.

Voice vote.

Motion Carried

2015-108 **APPOINT MARK EISENBARTH TO THE VETERANS MEMORIAL PARK COMMITTEE**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Hughes, to appoint Administrator Eisenbarth to the Veterans Memorial Park Committee.

Voice vote.

Motion Carried

ADMINISTRATOR'S REPORT

Administrator Eisenbarth had nothing to report at this time.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

2015-109 **OFFER A RESOLUTION OF SUPPORT FOR WHITE RIVER TOWNSHIP IN THEIR EFFORTS TO GET A MICHIGAN DEPARTMENT OF NATURAL RESOURCES LAND TRUST FUND GRANT TO PURCHASE SOME PROPERTIES TO COMPLETE THEIR WHITE RIVER DUNE SANCTUARY**

Moved by Commissioner Mahoney, seconded by Commissioner Cross, moved to offer a resolution of support for White River Township in their efforts to get a Michigan Department of Natural Resources Land Trust Fund Grant to purchase some properties to complete their White River Dune Sanctuary.

Voice vote.

Motion Carried

Commissioner Mahoney volunteered to deliver the resolution to White River Township.

Commissioner Hughes noted Muskegon County Road Commission frost laws restricting the weight of vehicles on some roads went into effect today. (For more information, go to:

<http://www.micountyroads.org/wtrestric/Muskegon.pdf>)

Commissioner Lohman noted he communicated with David Clem with Muskegon Area Intermediate School District (Social Studies Curriculum Director) with the suggestion to have Commissioners in the classroom in High School Government classes throughout the County and work it into the State's curriculum and would like to know if the Commissioners are onboard. Commissioner Lohman stated he will have more communication about that in the future.

Administrator Eisenbarth noted that Michigan Works received a letter from the Workforce Development Agency. Administrator Eisenbarth introduced Andy Stone, Interim Human Resources Director and Interim MichiganWorks Muskegon/Oceana Director, to present a PowerPoint Presentation on what Regionalization means for MichiganWorks for Muskegon and Oceana Counties. Mr. Stone noted the Workforce Development Board asked for a recommendation from the County Board to proceed with the discussions with the state, keeping in mind the best interests of our County job seekers and MichiganWorks staff. Mr. Stone also noted that he and Administrator Eisenbarth will be meeting, tomorrow, with other Administrators around the region for continued discussion.

Jim Fisher, Chairman of the Workforce Development Board member, also addressed the Board. Mr. Fisher acknowledged the work that Andy Stone has done with MichiganWorks and stated he, "could not say enough good things," about the work Mr. Stone has done. Administrator Eisenbarth stated they will bring the questions and comments to the meeting tomorrow and will report back to the Board.

PUBLIC COMMENT

Ryan Bennett, West Michigan Plumbers and Pipefitters Local 174, addressed the Board and commended the hiring of local workers on the jail plumbing project and keeping income in the community. Mr. Bennett noted that Local 174 will be taking applications for apprenticeship the first week of April; anyone interested in a career as a plumber, pipefitter, HVAC service tech, or welder may go to UA174.org for application information and sample tests. Also, Mr. Bennett noted that, in conjunction with Lasko Plumbing and Mechanical, Local 174 will be donating the labor for the new Muskegon Boys and Girls Club to open in the old Nelson School.

Commissioner Scolnik noted that Local 174 also made a very generous donation to the Boys and Girls Club.

Chairman Sabo recognized Judge Ladas Hoopes; John Holter - Egelston Township Supervisor; from Representative Bill Huizenga's office - John VanWoerkem; and Andrew Moore, student from Muskegon Community College, Mr. Troutman's class.

Commissioner Scolnik recognized that Jim Fisher had been in Boy Scout Troop 53, in 1960, and was the very first Eagle Scout in that troop.

2015-110 **GO INTO CLOSED SESSION: LEGAL OPINION**

Move by Commissioner Engle, seconded by Commissioner Wilkins, to go into closed session for a Legal Opinion.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

The Board went into closed session at 4:52 p.m.

The Board returned to open session at 5:02 p.m.

2015-111 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER HUGHES, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:02 p.m.

Jeanne Pezet, Deputy Clerk

Nancy A. Waters, County Clerk

/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, March 24, 2015

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, March 24, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Commissioner Wilkins. The Pledge of Allegiance was led by Commissioner Lohman and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Absent: None.

Also Present: Mark E. Eisenbarth, County Administrator,
Jeanne Pezet, Deputy Clerk,
Doug Hughes, Corporate Counsel

2015-112 **APPROVAL OF THE AGENDA ADDING ITEM C. "WORK SESSION, APRIL 9, 2015", TO THE CHAIRMAN'S REPORT**

Moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the agenda adding item C. "Work Session, April 9, 2015", to the Chairman's Report.

Voice vote **Motion Carried**

2015-113 **APPROVE THE REGULAR AND CLOSED MEETING MINUTES OF MARCH 10, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the Regular and Closed Meeting minutes of March 10, 2015.

Voice vote **Motion Carried**

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION – READ MUSKEGON

Jonathan Wilson, Economic Development Coordinator, introduced Melissa Moore, Executive Director of Read Muskegon. Ms. Moore gave a powerful PowerPoint presentation on the many negative ways illiteracy impacts the community. (For more information, go to the Read Muskegon website: <http://readmuskegon.org/learn-to-read/>)

COMMUNICATION

The following Communication item was presented for Commissioners information:

Bay County Resolution: No. 2015-55 - Support of Urging State Legislators to Consider Requiring Vaccinations in All School Children Unless Legitimate Medical Waiver

COMMITTEE/BOARD REPORTS

2015-114 **CREATE A NEW SHARED, FULL-TIME POSITION BETWEEN THE MUSKEGON COUNTY AIRPORT AND PARKS DEPARTMENTS, WITH THE JOB TITLE “AIRPORT/PARKS MAINTENANCE WORKER,” WITH AN NO-00180 SALARY CLASSIFICATION (\$15.095 - \$19.149/HOUR), WITH THE BEGINNING SALARY SET AT STEP 1, \$15.095/HOUR AND ELIMINATE ONE AIRPORT MAINTENANCE SEASONAL POSITION**

CD/SP15/03-04

The Community Development Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to create a new shared, full-time position between the Muskegon County Airport and Parks Departments, with the job title “Airport/Parks Maintenance Worker,” with an NO-00180 salary classification (\$15.095 - \$19.149/hour), with the beginning salary set at Step 1, \$15.095/hour and eliminate one Airport Maintenance Seasonal position.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-115 **APPROVE OPERATION OF A 2015 TROLLEY ROUTE PROGRAM AS PROPOSED**

TR15/03-08

The Transportation Committee recommends, moved by Commissioner Wilkes, seconded by Commissioner Hughes, to approve operation of a 2015 Trolley Route Program as proposed. (See attached)

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-116 **APPROVE TRANSFER OF OWNERSHIP OF EXECUTIVE AIR TRANSPORT, INC. FROM REX VANDERLINDE TO TERRY BOER, CANCEL TWO EXISTING GROUND LEASES AND AN AGREEMENT FOR LEASE OF PREMISES AND PROVIDING OF FIXED BASE OPERATING SERVICES AND APPROVE A NEW AGREEMENT FOR LEASE OF PREMISES AND PROVIDING OF FIXED BASE OPERATING SERVICES FOR FIVE YEARS, WITH THREE FIVE-YEAR RENEWAL OPTIONS AT THE RATE OF \$10,026.68/MONTH AND A NEW CONSOLIDATED GROUND LEASE FOR TWENTY YEARS AT THE RATE OF \$908.45/MONTH**

TR15/03-09

The Transportation Committee recommends, moved by Commissioner Wilkes, seconded by Commissioner Hughes, to approve transfer of ownership of Executive Air Transport, Inc. from Rex Vanderlinde to Terry Boer, cancel two existing Ground Leases and an Agreement for Lease of Premises and Providing of Fixed Base Operating Services and approve a new Agreement for Lease of Premises and Providing of Fixed Base Operating Services for five years, with three five-year renewal options at the rate of \$10,026.68/month and a new consolidated Ground Lease for twenty years at the rate of \$908.45/month.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-117 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$7,563,848.14 COVERING THE PERIOD OF FEBRUARY 21, 2015 THROUGH MARCH 6, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/03-25

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve payment of the accounts payable of \$7,563,848.14 covering the period of February 21, 2015 through March 6, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-118 **APPROVE AUTHORIZATION OF A ONE-TIME LUMP SUM PAYMENT FOR ACCOUNTING MANAGER FT EMPLOYEE CLASS XF026 POSITION X02601 OF \$3,506.45 FOR SERVICES RENDERED DURING THE FOLLOWING DATES: AUGUST 6, 2014, THROUGH NOVEMBER 6, 2014, AND DECEMBER 13, 2014, THROUGH MARCH 8, 2015**

WM15/03-26

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve authorization of a one-time lump sum payment for Accounting Manager FT Employee Class XF026 Position X02601 of \$3,506.45 for services rendered during the following dates: August 6, 2014, through November 6, 2014, and December 13, 2014, through March 8, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-119 **SUPPORT ADMINISTRATION APPLICATION TO THE JOHN D. AND CATHERINE T. MACARTHUR FOUNDATION - SAFETY AND JUSTICE CHALLENGE GRANT PROGRAM**

WM15/03-27

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to support administration application to the John D. and Catherine T. MacArthur Foundation - Safety and Justice Challenge Grant program.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-120 **ACCEPT THE DNR TRUST FUND GRANT AWARD OF \$30,000 FOR CAPITAL IMPROVEMENTS TO DEREMO PARK WITH BUDGETED CAPITAL OUTLINED IN GRANT APPLICATION OF \$15,000 FROM THE PARKS FUND (2080) FUND BALANCE AS WELL AS \$15,000 IN DIRECT LABOR AND SUPPLIES EXPENSES**

WM15/03-28

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to accept the DNR Trust Fund grant award of \$30,000 for capital improvements to Deremo Park with budgeted capital outlined in grant application of \$15,000 from the Parks Fund (2080) fund balance as well as \$15,000 in direct labor and supplies expenses.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-121 **APPROVE A ONE (1) YEAR CONTRACT FOR TEMPORARY STAFFING SERVICES WITH GOODTEMPS, INC. STAFFING SERVICES WITH THE OPTION OF TWO SUBSEQUENT ONE (1) YEAR RENEWALS BASED ON MUTUAL AGREEMENT**

WM15/ 03-29

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve a one (1) year contract for temporary staffing services with GoodTemps, Inc. Staffing Services with the option of two subsequent one (1) year renewals based on mutual agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-122 **SUPPORT APPLICATION TO THE STATE OF MICHIGAN, DEPARTMENT OF ENVIRONMENTAL QUALITY 2015 COMMUNITY POLLUTION PREVENTION GRANT WHICH WILL INCLUDE \$100,000 IN GRANT FUNDING AND \$99,716.89 OF MATCH PROVIDED BY THE DEPARTMENT OF PUBLIC WORKS (SOLID WASTE) FOR THE HAZARDOUS WASTE FACILITY AT WHITE LAKE TRANSFER STATION AND STAFF SALARY**

WM15/03-30

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to support application to the State of Michigan, Department of Environmental Quality 2015 Community Pollution Prevention Grant which will include \$100,000 in grant funding and \$99,716.89 of match provided by the Department of Public Works (Solid Waste) for the hazardous waste facility at White Lake Transfer Station and staff salary.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-123 **APPROVE THE FACILITIES MANAGEMENT DEPARTMENT TO PURCHASE A 2012 - 3/4 TON FORD F-250 PICKUP TRUCK FROM THE DRAIN COMMISSION FOR A COST OF \$22,569.20**

WM15/03-31

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the Facilities Management Department to purchase a 2012 - 3/4 ton Ford F-250 pickup truck from the Drain Commission for a cost of \$22,569.20.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-124 **ACCEPT THE FUNDING IN THE AMOUNT OF \$24,000 FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY TO COVER THE TIRE COLLECTION AND TRANSPORTATION EXPENSES AND FURTHER AUTHORIZE THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO SIGN THE GRANT AGREEMENT AND CONTRACT WITH THE DEPARTMENT OF ENVIRONMENTAL QUALITY**

WM15/03-32

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to accept the funding in the amount of \$24,000 from the Michigan Department of Environmental Quality to cover the tire collection and transportation expenses and further authorize the Chairman of the County Board of Commissioners to sign the grant agreement and contract with the Department of Environmental Quality.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-125 **APPROVE PURCHASE OF TEN (10) "PROXIMITY PIPE" FROM TIMEKEEPING SYSTEMS AT AN APPROXIMATE COST OF \$6,200.00 WITH AN ANTICIPATED REIMBURSEMENT FROM MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) OF UP TO 50%**

WM15/ 03-33

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve purchase of ten (10) "Proximity Pipe" from TimeKeeping Systems at an approximate cost of \$6,200.00 with an anticipated reimbursement from Michigan Municipal Risk Management Authority (MMRMA) of up to 50%.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-126 **POSTPONE FURTHER DISCUSSION AND DECISIONS REGARDING THE EXPANSION OF THE LANDFILL TO ALLOW CORPORATE COUNSEL TO FURTHER INVESTIGATE THE APPROPRIATE APPROVAL GOVERNING BOARD**

WM15/03-34

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to postpone further discussion and decisions regarding the expansion of the landfill to allow Corporate Counsel to further investigate the appropriate approval governing board.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-127 **APPOINT TERRY BOER TO THE AIRPORT BUSINESS PARK TENANT SLOT OF THE AIRPORT ADVISORY COMMITTEE WITH A TERM THROUGH 12/31/16**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to appoint Terry Boer to the Airport Business Park Tenant Slot of the Airport Advisory Committee with a term through 12/31/16.

Voice vote.

Motion Carried

2015-128 **PREPARE A RESOLUTION IN SUPPORT OF THE MONTH OF THE YOUNG CHILD, APRIL 2015**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve a resolution in support of the Month of the Young Child, April 2015. (Resolution attached)

Voice vote.

Motion Carried

Chairman Sabo reminded Commissioners that following the Full Board meeting on Thursday, April 9, 2015, there will be a Work Session to learn more about the relationship between the Equalization Department and the Board of Commissioners.

Commissioner Hughes invited everyone to attend a spaghetti fundraiser for the Sheriff's Dive Team, tonight at 5:00 p.m. at the Polish Falcon Hall on Hackley. The cost is \$10 per person.

Commissioner Scolnik reported that the Lakeshore Museum Center Board met and the Heritage Trail has hired most of the interpreters and guides and hired several staff from all over the country. The Heritage Park will be opening this summer. (Go to the Lakeshore Museum Center website for more information:

<http://www.lakeshoremuseum.org/project/michigan-heritage-park/>)

Commissioner Engle noted the Fair Board met and he has a copy of the monthly statement for Commissioners to review if they are interested in doing so. Commissioner Hughes asked about the proposed schedule of events. Commissioner Engle noted Bob Lukens has the proposed schedule and it is also available online. Brief discussion ensued. (See link for more information:

<http://www.muskegonfairgrounds.com/events.htm>)

ADMINISTRATOR'S REPORT

2015-129 **ACCEPT TERMINATION AGREEMENT BETWEEN WEST MICHIGAN THERAPY AND COUNTY OF MUSKEGON EFFECTIVE MARCH 31, 2015**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to accept termination agreement between West Michigan Therapy and County of Muskegon effective March 31, 2015.

Commissioner Engle asked why this is being terminated.

Administrator Eisenbarth invited Judy Kell and Judge Wierengo to address this question.

Judy Kell, CEO of West Michigan Therapy and HUB Director for the Pathways Project, explained that West Michigan Therapy does not have the ability to charge private insurance and therefore is requesting termination of this agreement.

Judge Wierengo added that this termination applies to Sobriety Court which includes 100 individuals who are in their first to 18th month of therapy and an orderly transition is needed.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Abstain: Charles Nash

Motion Carried

2015-130 **APPROVE THE TRANSFER OF SOBRIETY COURT PARTICIPANTS AND FUNDING (IN THE AMOUNT OF \$24,899.50) FROM WEST MICHIGAN THERAPY TO MERCY HEALTH AND AMEND THE CURRENT CONTRACT WITH MERCY HEALTH ACCORDINGLY**

The Administrator recommends, moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the transfer of Sobriety Court participants and funding (in the amount of \$24,899.50) from West Michigan Therapy to Mercy Health and amend the current contract with Mercy Health accordingly.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Abstain: Charles Nash

Motion Carried

2015-131 **APPOINT KATHY MOORE, DEPUTY HEALTH OFFICER, TO THE POSITION OF PUBLIC HEALTH DIRECTOR, AT STEP #4 - \$41.257/HOUR, EFFECTIVE MARCH 28, 2015 AND ELIMINATE THE DEPUTY HEALTH OFFICER POSITION #NX362**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Lohman, to appoint Kathy Moore, Deputy Health Officer, to the position of Public Health Director, at step #4 - \$41.257/hour, effective March 28, 2015 and eliminate the Deputy Health Officer position #NX362.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

2015-132 **PREPARE A RESOLUTION IN RECOGNITION OF RAVENNA DESTINATION IMAGINATION TEAM WHO HAS WON AWARDS IN ASIA AND POLAND**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to prepare a resolution in recognition of Ravenna Destination Imagination Team who has won awards in Asia and Poland.

Voice vote.

Motion Carried

PUBLIC COMMENT

Chairman Sabo recognized audience members: Sheriff Roesler, Judge Wierengo, Judge Hoopes, Deb Ackerman from Egelston Township, and two students from Muskegon Community College.

Jessica Friend from Whitehall, attending Muskegon Community College taking a class with Kurt Troutman.

Emma Tjapkes, Mona Shores High School Senior also taking classes at Muskegon Community College, Kurt Troutman's class.

2015-133 **PREPARE A RESOLUTION IN RECOGNITION OF DEYONTA DAVIS, MUSKEGON HIGH SCHOOL STUDENT, NAMED OUTSTANDING PLAYER, OUTSTANDING LEADER, MICHIGAN'S MR. BASKETBALL, MCDONALD'S ALL AMERICAN, AND GATORADE PLAYER OF THE YEAR**

Moved by Commissioner Nash, seconded by Commissioner Wilkins, to prepare a resolution in recognition of Deyonta Davis, Muskegon High School Student, named Outstanding Player, Outstanding Leader, Michigan's Mr. Basketball, McDonald's All American, and Gatorade Player of the Year.

Voice vote.

Motion Carried

2015-134 **GO INTO CLOSED SESSION: EMPLOYMENT RELATIONS MATTER**

Move by Commissioner Cross, seconded by Commissioner Hughes, to go into closed session regarding an employment relations matter.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

The Board went into closed session at 4:38 p.m.

The Board returned to open session at 5:02 p.m.

2015-135 **APPROVE AND IMPLEMENT RECOMMENDATION OF CORPORATE COUNSEL REGARDING MATTER DISCUSSED IN CLOSED SESSION**

Moved by Commissioner Mahoney, seconded by Commissioner Nash, to approve and implement recommendation of Corporate Counsel regarding matter discussed in closed session.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

Administrator Eisenbarth introduced new Public Health Directory, Kathy Moore. Ms. Moore thanked the Board for this opportunity.

2015-136 **MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER
WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:05 p.m.

Jeanne Pezet, Deputy Clerk

Nancy A. Waters, County Clerk

/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Thursday, April 9, 2015

MUSKEGON AREA TRANSIT SYSTEM FY2015 TROLLEY PROGRAM PROPOSAL

The Muskegon Area Transit System proposes to operate one seasonal trolley route in 2015, the Beach-Towne route. The Beach-Towne routing will be unchanged from 2014, with the exception of a slight change to serve the Masonic Lodge in downtown Muskegon and a small detour related to expected road construction on Webster and Muskegon Avenues. The daily service schedule will end one hour earlier than in 2014 based on ridership experience and budgetary considerations. The following provides a brief description of the proposed service for 2015.

Operating Days:

Service in 2015 is proposed for six days a week, Monday through Saturday.

Operating Dates:

Trolley route operations are proposed for the dates May 25 through September 7 (Memorial Day through Labor Day). This schedule provides 91 service days, an increase of 6 days from 2014, based on the calendar providing an extended summer season.

Operating Hours:

The Beach/Towne trolley will operate from 12:00 p.m. to 6:48 p.m., a reduction from 2014 when service ended at 7:48 p.m. This change in route ending time is not expected to greatly impact overall ridership, based on feedback from operations personnel.

Route(s):

Service will be offered on one route. Several stop locations are marked with trolley stop signs. However, the trolleys will also continue to operate as a “flag stop” system, permitting visitors and riders to board and alight at any intersection along the route where it is safe to do so.

The Beach/Towne route will service locations in downtown Muskegon, including the Masonic Lodge and Downtown Transit Center, the Hackley/Hume site, and the CVB. From downtown, the route will travel past the Lake Express Ferry Terminal (ferry passengers may board the trolley on Lakeshore Drive), through Lakeside, to the Silversides and Pere Marquette Beach, and then back to downtown Muskegon. This is essentially the same as the routing of the 2014 Beach/Towne route.

Fares:

Fares for a trolley ride for the 2015 season will coincide with the MATS fare, and will be as follows:

Fares:	Standard Fare	Discount Fare	
		Senior	Disabled
Cash.....	\$1.25	\$0.60	\$0.60

Transfers, tickets, and passes from other Muskegon Area Transit System buses will be accepted and regular transit passes and transfers will be available on trolleys. Exact change will be required. Children through age 5 may ride free when accompanied by an adult.

Definitions:

Discount fare: The discount fare is available to seniors (age 60 or over), persons with disabilities, or Medicare card-holders. Seniors may be asked to show proof of age. Persons with disabilities must show a MATS Discount Fare card or Medicare card as proof of eligibility. Temporary Medicare cards are accepted as proof of disability. Drivers may request picture identification with the use of discount cards.

County of Muskegon



PROCLAMATION

April, 2015
Month of the Young Child

Whereas, the Muskegon County Board of Commissioners, in conjunction with other local organizations and the National Association for the Education of Young Children, wish to proclaim April, 2015 the Month of the Young Child™; and

Whereas, these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a foundation of learning for children in Muskegon, Michigan; and

Whereas, teachers and others who make a difference in the lives of young children in Muskegon, Michigan deserve thanks and recognition; and

Whereas, public policies that support early learning for all young children are crucial to young children's futures;

We, Muskegon County Board of Commissioners, do hereby proclaim April, 2015 as the Month of the Young Child™ in Muskegon, Michigan and encourage all citizens to work to make a good investment in early childhood in Michigan.

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, April 9, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo, noting Muskegon County lost a great citizen, a good friend and Commissioner Mahoney lost his best friend and wife and asked for comfort for the Mahoney family in their loss. (Visitation on Wednesday, April 15, from 6 to 8 p.m. The funeral will be Thursday, April 16, at 11 a.m. with visitation an hour prior, both at St. James Catholic Church, 5149 Dowling, Montague, MI) The Pledge of Allegiance was led by Commissioner Scolnik and recited in unison.

Roll Call

Present: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Benjamin Cross

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Chief Deputy County Clerk
Jeanne Pezet, Deputy Clerk,
Doug Hughes, Corporate Counsel

2015-137 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve the agenda,

Voice vote

Motion Carried

2015-138 **APPROVE THE REGULAR AND CLOSED MEETING MINUTES OF MARCH 24, 2015**

Moved by Commissioner Nash, seconded by Commissioner Lohman, to approve the Regular and Closed Meeting minutes of March 24, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

The following Communication item was presented for Commissioners information: County of Ottawa: Resolution In Support of the Adoption of Proposal 15-1, to add 1% to the Michigan sales tax by 1%, from 6% to 7%, among other changes, for the ultimate purpose of funding street, road, and highway construction and maintenance within the State of Michigan.

COMMITTEE/BOARD REPORTS

2015-139 **AWARD CONTRACTS WITH BRUCE MORNINGSTAR DBA AFTER FIVE-OFFENDER ACCOUNTABILITY PARTNERS, LLC AND JULIE SANDERSON, IN THE AMOUNT NOT TO EXCEED \$15,000 AS SURVEILLANCE OFFICERS FOR THE 60TH DISTRICT VETERAN'S COURT AND TO AUTHO9RIZE THE CHAIRMAN OF THE BOARD OF COMMISSIONERS TO SIGN THE CONTRACTS**

CPS15/04-09

The Courts and Public Safety Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to award contracts with Bruce Morningstar DBA After Five-Offender Accountability Partners, LLC and Julie Sanderson, in the amount not to exceed \$15,000 as Surveillance Officers for the 60th District Veteran's Court and to authorize the Chairman of the Board of Commissioners to sign the contracts.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-140 **APPROVE THE SHERIFF'S OFFICE TO APPLY FOR THE FY15 STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP) GRANT FROM THE BUREAU OF JUSTICE ASSISTANCE (BJA)**

CPS15/04-10

The Courts and Public Safety Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the Sheriff's Office to apply for the FY15 State Criminal Alien Assistance Program (SCAAP) grant from the Bureau of Justice Assistance (BJA).

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-141 **APPROVE THE ONE-YEAR EXTENSION OF THE AGREEMENT FOR THE PARTNERSHIP IN NEIGHBORHOOD SAFETY PROGRAM BETWEEN THE TOWNSHIPS OF LAKETON, FRUITLAND AND WHITEHALL, THE MUSKEGON COUNTY SHERIFF AND THE BOARD OF COMMISSIONERS WITH THE COUNTY'S SHARE OF THE COST BEING 50% OR \$106,004.74 AND AUTHORIZE THE BOARD CHAIR AND SHERIFF TO SIGN THE DOCUMENT**

CPS15/04-11

The Courts and Public Safety Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the one-year extension of the Agreement for the Partnership in Neighborhood Safety Program between the Townships of Laketon, Fruitland and Whitehall, the Muskegon County Sheriff and the Board of Commissioners with the County's share of the cost being 50% or \$106,004.74 and authorize the Board Chair and Sheriff to sign the document.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-142 **AWARD RFB 15-2174 FOR ELECTRONIC EQUIPMENT TO TROXELL COMMUNICATIONS AT A TOTAL COST OF \$31,259.00 AS SUBMITTED**

CPS15/04-12

The Courts and Public Safety Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to award RFB 15-2174 for Electronic Equipment to Troxell Communications at a total cost of \$31,259.00 as submitted.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-143 **AUTHORIZE PUBLIC HEALTH TO ESTABLISH A DONOR-DIRECTED, LIMITED USE "COMMUNITY HEALTH IMPROVEMENT FUND" (CHIF) AND USE THE FUNDS TO CONTRACT WITH ACCESS HEALTH, INC., TO IMPROVE THE HEALTH OF UNINSURED PARTICIPANTS IN THE MINIMUM ESSENTIAL COVERAGE PROGRAM; AND AUTHORIZE THE BOARD CHAIR TO SIGN THE AGREEMENT**

HS15/04-09

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to establish a donor-directed, limited use "Community Health Improvement Fund" (CHIF) and use the funds to contract with Access Health, Inc., to improve the health of uninsured participants in the minimum essential coverage program; and authorize the Board Chair to sign the agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-144 **AUTHORIZE PUBLIC HEALTH TO DELETE THE DEPUTY HEALTH OFFICER POSITION #X27501; RE-CLASS THE WIC SUPERVISOR (X96001) FROM NX00290 TO P.H. OPERATIONS MANAGER - RANGE NX00330 AT STEP 3; CREATE A COMMUNITY ENGAGEMENT COORDINATOR - RANGE NX00220; AND ADD 2 PUBLIC HEALTH NURSES - RANGE PH00010 WITH NO CHANGE IN THE APPROVED GENERAL FUND ALLOCATION**

HS15/04-10

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to delete the Deputy Health Officer position #X27501; re-class the WIC Supervisor (X96001) from NX00290 to P.H. Operations Manager - range NX00330 at step 3; create a Community Engagement Coordinator - range NX00220; and add 2 Public Health Nurses - range PH00010 with no change in the approved General Fund Allocation.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-145 **AUTHORIZE PUBLIC HEALTH TO CREATE AND FILL A FULL-TIME COMMUNITY ENGAGEMENT COORDINATOR POSITION (PAY RANGE NX00220) AND TO ENTER INTO AN AGREEMENT WITH MUSKEGON ROTARY CLUB TO RECEIVE \$25,000 TOWARD THE ANNUAL COST OF THIS POSITION WITH NO EFFECT ON COUNTY GENERAL FUND**

HS15/04-11

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to create and fill a full-time Community Engagement Coordinator position (pay range NX00220) and to enter into an agreement with Muskegon Rotary Club to receive \$25,000 toward the annual cost of this position with no effect on County General Fund.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-146 **AUTHORIZE PUBLIC HEALTH TO DRAFT DOCUMENTATION THAT OUTLINES THE PURPOSE, COMPOSITION AND OTHER COMPONENTS FOR THE PROPOSED ESTABLISHMENT OF A PUBLIC HEALTH ADVISORY COMMITTEE TO BE PRESENTED AND CONSIDERED FOR BOARD APPROVAL AT A LATER DATE**

HS15/04-12

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to draft documentation that outlines the purpose, composition and other components for the proposed establishment of a Public Health Advisory Committee to be presented and considered for Board approval at a later date.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-147 **AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO PARTICIPATE IN A REGIONAL MINI-GRANT OPPORTUNITY FOR LOCAL HEALTH DEPARTMENT COLLABORATION AND EXPLORATION OF SHARED APPROACH TO DELIVERY OF SERVICES; AND AUTHORIZE THE BOARD CHAIR TO SIGN A LETTER OF SUPPORT FOR THE COLLABORATIVE GRANT OPPORTUNITY**

HS15/04-13

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize the Public Health Director to participate in a regional mini-grant opportunity for Local Health Department collaboration and Exploration of Shared Approach to Delivery of Services; and authorize the Board Chair to Sign a letter of support for the collaborative grant opportunity.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-148 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$8,461,319.47 COVERING THE PERIOD OF MARCH 7, 2015 THROUGH MARCH 20, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/04-35

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$8,461,319.47 covering the period of March 7, 2015 through March 20, 2015, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-149 **FRIENDLY AMENDMENT TO INCLUDE THE WORD "INTERIM" BEFORE "DIRECTOR" IN MOTION WM15/04-36 AND BEFORE "DEPUTY DIRECTOR" IN WM 15/04-37**

Moved by Commissioner Nash, seconded by Commissioner Engle, to make a friendly amendment to include the word "Interim" before "Director" in motion WM15/04-36 and before "Deputy Director" in WM 15/04-37.

Voice vote

Motion Carried

2015-150 **APPROVE THE ADMINISTRATOR'S RECOMMENDATION TO APPOINT BRENDA ISENHART AS MICHIGAN WORKS! INTERIM DIRECTOR AT PAY SCALE ND00030, STEP #6 (\$45.4870/HOUR); APPOINTMENT TO EXPIRE WITH THE COMPLETION OF THE REGIONALIZATION PROCESS**

WM15/04-36

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the Administrator's recommendation to appoint Brenda Isenhart as Michigan Works! Interim Director at pay scale ND00030, Step #6 (\$45.4870/hour); appointment to expire with the completion of the regionalization process.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2014-151 **CREATE A POSITION OF MICHIGAN WORKS! DEPUTY DIRECTOR (SALARY SCALE NX00390 \$32.3410 TO \$41.2570/HOUR) AND APPROVE THE ADMINISTRATOR'S RECOMMENDATION TO APPOINT BRITTANY LENERTZ AS MICHIGAN WORKS! INTERIM DEPUTY DIRECTOR AT STEP #4 (\$37.4290/HOUR); APPOINTMENT TO EXPIRE WITH THE COMPLETION OF THE REGIONALIZATION PROCESS**

WM15/04-37

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to create a position of Michigan Works! Deputy Director (salary scale NX00390 \$32.3410 to \$41.2570/hour) and approve the Administrator's recommendation to appoint Brittany Lenertz as Michigan Works! Interim Deputy Director at Step #4 (\$37.4290/hour); appointment to expire with the completion of the regionalization process.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2014-152 **AUTHORIZE CONTINUATION OF THE EXISTING CONTRACT WITH HOMETOWN PHARMACY FOR SERVICES THROUGH MARCH 31, 2016, AND INCREASE THE PRIOR AUTHORIZED EXPENSE FOR FY 2015 BY \$90,000 FOR A TOTAL FISCAL YEAR EXPENSE OF \$143,400**

WM15/04-38

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize continuation of the existing contract with HomeTown Pharmacy for services through March 31, 2016, and increase the prior authorized expense for FY 2015 by \$90,000 for a total fiscal year expense of \$143,400.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-153 **APPROVE THE COUNTY CLERK'S RECOMMENDATION TO APPOINT JEANNE PEZET AS INTERIM ELECTIONS COORDINATOR AT PAY SCALE NO-00245 STEP 4 (\$21.423/HOUR), EFFECTIVE MARCH 23, 2015, UNTIL A PERMANENT ELECTIONS COORDINATOR IS HIRED**

WM15/ 04-39

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the County Clerk's recommendation to appoint Jeanne Pezet as Interim Elections Coordinator at pay scale NO-00245 step 4 (\$21.423/hour), effective March 23, 2015, until a permanent Elections Coordinator is hired.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

2015-154 **AWARD RFB 15-2162 FOR BOOKING CLASSIFICATION SOFTWARE TO NORTHPOINT, INC., AT A TOTAL COST OF \$32,092.00 AS SUBMITTED**

WM15/04-40

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to award RFB 15-2162 for Booking Classification Software to Northpoint, Inc., at a total cost of \$32,092.00 as submitted.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Benjamin Cross

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-155 **APPROVE A RESOLUTION IN SUPPORT OF NATIONAL BIKE TO WORK WEEK: JUNE 15-19, 2015**

The Chairman recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve a resolution in Support of National Bike to Work Week: June 15-19, 2015. (see attached)

Voice vote

Motion Carried

Chairman Sabo invited everyone to the Rex Vanderlinde (former owner/operator of Executive Air) Celebration/Open House this Sunday, April 12th, from Noon to 3 PM, at Executive Air, Hangar 2, Muskegon County Airport, 107 Sinclair Drive.

Chairman Sabo congratulated Commissioner Hughes on her appointment to Michigan Association of Counties Health & Human Services Committee.

Chairman Sabo reminded everyone about the (flyers for upcoming recycle events attached):

Muskegon County Recycling Event
Saturday, April 18th - 9 AM - 1 PM
City of Muskegon Public Works Department
1350 E. Keating Avenue

Chairman Sabo noted the topics for the Upcoming Work Sessions will be:

- Tuesday, April 14th - Walker Arena
- Thursday, April 23rd - Rehman Robson

Chairman Sabo reminded those present that following today's meeting would be on the Assessor's (Equalization) Department and everyone is welcome to stay for that presentation.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth introduced Brenda Isenhart, new Michigan Works! Interim Director. Administrator Eisenbarth noted Ms. Isenhart and Ms. Lenertz will assist through the transition from the current Michigan Works! Program to the new regional group that is yet to be named.

Commissioner Nash expressed concern over weighted voting for the regional group. Administrator Eisenbarth stated nothing has been determined and anything that is proposed would be returned to the Board.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

There was no public comment.

2015-156 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER
WILKES, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:19 p.m.

Jeanne Pezet, Deputy Clerk

Nancy A. Waters, County Clerk

/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, April 28, 2015

RESOLUTION OF SUPPORT
NATIONAL BIKE TO WORK WEEK

WHEREAS, for more than a century, the bicycle has been an important part of the lives of Americans; and

WHEREAS, today, millions of Americans engage in bicycling as an environmentally sound form of transportation, an excellent form of fitness, and quality family recreation; and

WHEREAS, "Bike to Work Week" is a nationwide endeavor to educate the public about the benefits of bicycling and to increase awareness of and respect for bicyclists; and

WHEREAS, the County of Muskegon recognizes the benefits of bicycle commuting in providing exercise, decreasing air pollution, conserving fuel, decreasing traffic congestion, decreasing noise pollution, and improving the health of its citizens; and

WHEREAS, the League of Michigan Bicyclists and independent cyclists throughout our state are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries and fatalities; and

WHEREAS, bicycle transportation is an integral part of the "multi-modal" transportation system supported by city, state and local transportation government agencies; and

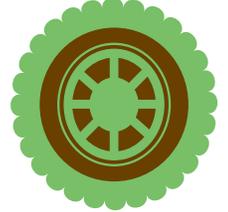
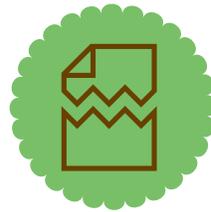
WHEREAS, we recognize and encourage cycling as an important means of transportation, and support potential new cyclists in join our community; and

WHEREAS, the Ride On Muskegon, Bike to Work Week Committee encourages all citizens to ride their bicycles to work, to the store, to the park, around their neighborhoods and with friends and family during the week of **June 15-19, 2015** to promote the personal and social and societal benefits achieved from bicycling.

NOW, THEREFORE, BE IT RESOLVED that Muskegon County does hereby proclaim "Bike to Work Week" and encourages participation in the event by all citizens of the County.

MUSKEGON COUNTY RECYCLING EVENT

SATURDAY APRIL 18, 2015 • 9AM - 1PM



RAIN OR SHINE

FREE TO COUNTY RESIDENTS ONLY
BUSINESS WASTE AND HOUSEHOLD TRASH NOT ACCEPTED

SCRAP TIRES

FUNDING PROVIDED BY DEPARTMENT OF ENVIRONMENTAL QUALITY

No larger than 34" and no more than 7 tires per household (with or without rims).

HOUSEHOLD HAZARDOUS WASTE

U.S. ECOLOGY, INC.

Including mercury, petroleum products, antifreeze, pesticides, herbicides, acids, bases, fluorescent light bulbs, and oil based paint products.
Latex paint will NOT be accepted!

ELECTRONICS

GOODWILL

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

Visit: www.valleycityer.com/electronics/recycling-equipment-accepted for a full listing of accepted items.

SENSITIVE DOCUMENT SHREDDING

KENT RECORD MANAGEMENT

Up to 100 pounds, with or without staples or paper clips.



VISIT WWW.CO.MUSKEGON.MI.US/HHW

OR CALL 231-724-6001



The Muskegon County Recycling Event was made possible by a collaboration between Muskegon County and the City of Muskegon with financial support provided by Muskegon County Solid Waste (County Landfill) and the MDEQ 2015 Scrap Tire Grant.



Muskegon Area
**Medication
Disposal Program**

*In coordination with Muskegon County's
Household Hazardous Waste Program*

MEDICATION & SHARPS COLLECTION

//////////////////// **FREE** //////////////////////

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

Sharps will be accepted in appropriate containers.

**Saturday, April 18, 2015
9 a.m. to 1 p.m.
Norton Shores Fire Department**

**1100 E. PONTALUNA ROAD
NORTON SHORES, MI 49441**

To learn more, visit us at www.mamdp.com or call Carrie Uthe at 231-672-3882 or Laura Fitzpatrick at 231-672-3201. A daily medication take-back program is also available, with locations listed on our website.

Become a fan and join the conversation on Facebook.

COALITION MEMBERS:

*Affinia Health Network
City of Muskegon Police
Department
Health Project
Mercy Health and
Mercy Health Pharmacy
Muskegon County Public
Works – HHW Program
Muskegon County
Sheriff's Office*

COMMUNITY PARTNERS:

*CALL 2-1-1
City of Muskegon
City of Norton Shores
Coalition for a Drug Free
Muskegon County
MDCH – Lakeshore
Regional Partners
Muskegon County
Muskegon Fire Department
Norton Shores Fire
Department
Norton Shores Police
Department
Public Health –
Muskegon County
Senior Resources*

SHARPS SPONSOR:

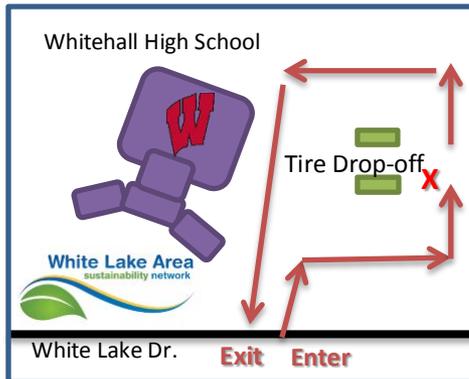
*Hospital Network
Healthcare Services*



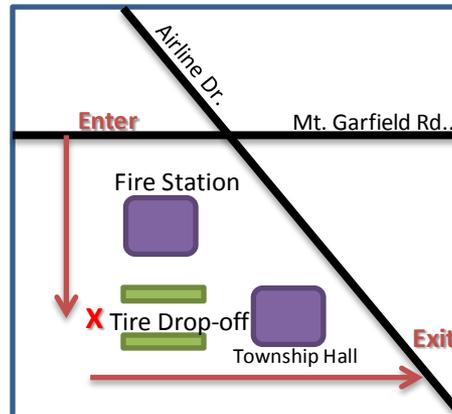
FREE Muskegon County Tire Collection Events!

Muskegon County Residents only— NO businesses*
Your tires can be up to 34" in diameter, with or without rims

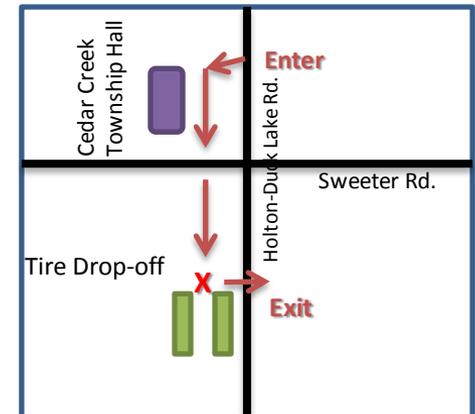
Saturday, May 2nd AND
August 8th 9AM-2PM
Whitehall High School
3100 W White Lake Dr.
Whitehall, MI 49461



Saturday, May 9th 9AM-2PM
Fruitport Township Hall/ Fire Station #1
5865 Airline Rd. (enter from Mt. Garfield Rd.)
Fruitport, MI 49415



Saturday, July 18th 9AM-2PM
Cedar Creek Township Hall
6556 Sweeter Rd
Twin Lake, MI 49457



*Per DEQ policy, you must have a permit to transport more than 7 tires per vehicle load. Please contact the Muskegon County Sustainability Office for questions: 231-724-8846

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Special Full Board Meeting

Thursday, April 23, 2015

5:08 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

A moment of silence was observed for recognition of the efforts of the Child Abuse Council and the effects of Child Abuse in Muskegon County. The Pledge of Allegiance was led by Commissioner Cross and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Absent: None

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Chief Deputy County Clerk
Jeanne Pezet, Deputy Clerk,
Doug Hughes, Corporate Counsel

2015-157 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Mahoney, to approve the agenda,

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

2015-158 **GO INTO CLOSED SESSION: DISCUSS LEGAL OPINION FROM CORPORATE COUNSEL**

Moved by Commissioner Hughes, seconded by Commissioner Cross, to go into Closed Session: Discuss Legal Opinion from Corporate Counsel.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

Went into closed session at 5:11 p.m.

Returned to regular session at 5:21 p.m.

2015-159 **APPROVE AND AUTHORIZE THE BOARD CHAIR TO SIGN THE AGREEMENT BETWEEN MUSKEGON COUNTY AND NEXT-IT TO PROVIDE STAFFING FOR ONGOING TECHNOLOGY SUPPORT AND SERVICES AT \$35,466.67 PER MONTH WITH AN ADDITIONAL \$2,500.00 PER MONTH FOR DATABASE ADMINISTRATION FOR A TOTAL OF \$37,996.67 PER MONTH**

Moved by Commissioner Engle, seconded by Commissioner Lohman, to approve and authorize the Board Chair to sign the Agreement between Muskegon County and NeXt-IT to provide staffing for ongoing technology support and services at \$35,466.67 per month with an additional \$2,500.00 per month for database administration for a total of \$37,996.67 per month.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Eric Ringelberg, Owner of NeXt-IT, thanked the Board for the opportunity and trust in his company. Mr. Ringelberg noted he grew up here, lives here and has 40 employees that live and work here in Muskegon County and with this motion, the Board has now created five more jobs in Muskegon County.

2015-160 **MOVED BY COMMISSIONER HHUGHES, SECONDED BY COMMISSIONER
WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:25 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, April 28, 2015

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, April 28, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo praying for the Waters' family in their time of grief and loss. The Pledge of Allegiance was led by Commissioner Nash and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Jeff Lohman

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Chief Deputy County Clerk
Jeanne Pezet, Deputy Clerk,
Susan Franklin, Corporate Counsel

2015-161 **APPROVAL OF THE AGENDA**

Moved by Commissioner Nash, seconded by Commissioner Wilkins, to approve the agenda,

Voice vote

Motion Carried

2015-162 **APPROVE THE MINUTES OF APRIL 9, 2015 AND THE SPECIAL MEETING AND CLOSED SESSION MEETING MINUTES OF APRIL 23, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the meeting minutes of April 9, 2015, and the Special Meeting and Closed Session Meeting Minutes of April 23, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Kent Davies, of Red Five I.T., addressed the Board regarding the Special Meeting Minutes. Mr. Davies asked why the contract with NeXt-IT was approved without requests for bids. Mr. Davies stated this process is in opposition to the County's purchasing rules and asked Commissioners to look into this matter.

Jill Argetsinger, also of Red Five I.T., addressed the Board in agreement with Mr. Davies.

Chairman Sabo suggested they communicate with Administrator Eisenbarth regarding this issue.

PRESENTATIONS

- A. SMART 9-1-1 Program - Ms. Shawn Grabinski, Muskegon Central Dispatch Executive Director, presented a PowerPoint presentation showing how to register with the SMART 9-1-1 program and explaining how it works to benefit both citizens and first responders in a crisis. For more information, go to:
<https://www.smart911.com/>
- B. Commissioner Nash presented a resolution to Muskegon High School Coach , Keith Guy, and Deyonta Davis - Mr. Basketball, McDonald's All American and Gatorade Player of the Year. (see attached)
- C. Commissioner Engle presented a resolution to Ravenna High School Destination Imagination Team for their accomplishments in China and Poland. (see attached)
- D. Muskegon County Sheriff, Dean Roesler, and Muskegon County Treasurer, Tony Moulatsiotis, presented a resolution to Tiffany Peterson, Animal Control Officer, in Appreciation for the many ways she has served above and beyond the call of duty. (see attached)

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-163 **APPROVE THE RESOLUTION APPROVING REFUNDING CONTRACT AND BOND RESOLUTION AND RECOMMEND TO THE BOARD OF COMMISSIONERS THE APPROVAL OF THE RESOLUTION AUTHORIZING MUSKEGON COUNTY WATER SUPPLY SYSTEM REFUNDING BONDS, SERIES 2015 (GENERAL OBLIGATION LIMITED TAX)**

BPW-15-0034

The Board of Public Works recommends, moved by Commissioner Cross, seconded by Commissioner Engle, to approve the Resolution Approving Refunding Contract and Bond Resolution and recommend to the Board of Commissioners the approval of the Resolution Authorizing Muskegon County Water Supply System Refunding Bonds, Series 2015 (General Obligation Limited Tax).

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-164 **APPROVE THE RESOLUTION APPROVING REFUNDING CONTRACT AND BOND RESOLUTION AND RECOMMEND TO THE BOARD OF COMMISSIONERS THE APPROVAL OF THE RESOLUTION AUTHORIZING MUSKEGON COUNTY WASTEWATER SYSTEM-NUMBER ONE (CHARTER TOWNSHIP OF MUSKEGON, TOWNSHIP OF EGELSTON AND TOWNSHIP OF DALTON SECTION) REFUNDING BONDS, SERIES 2015**

BPW-15-035

The Board of Public Works recommends, moved by Commissioner Cross, seconded by Commissioner Engle, to approve the Resolution Approving Refunding Contract and Bond Resolution and recommend to the Board of Commissioners the approval of the Resolution Authorizing Muskegon County Wastewater System-Number One (Charter Township of Muskegon, Township of Egelston and Township of Dalton Section) Refunding Bonds, Series 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-165 **APPROVE AN AMENDMENT TO MDOT CONTRACT NO. 2012-0757, REMOVING THE MUSKEGON COUNTY AIRPORT'S RUNWAY 14/32 PAPI CONTROL SWITCH PROJECT FROM THE GRANT DESCRIPTION AND REDUCING THE CONTRACT BY \$29,476, FROM \$433,266 TO \$403,790**

TR15/04-10

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Cross, to approve an amendment to MDOT Contract No. 2012-0757, removing the Muskegon County Airport's Runway 14/32 PAPI control switch project from the grant description and reducing the contract by \$29,476, from \$433,266 to \$403,790.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-166 **AUTHORIZE MATS TO CONTINUE REGIONAL ROUTE SERVICES WITH ADJUSTED PILOT ROUTING AND SCHEDULING FOR THE PERIOD MAY 3, 2015 THROUGH OCTOBER 30, 2015 AS DESCRIBED**

TR15/04-11

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Cross, to authorize MATS to continue regional route services with adjusted pilot routing and scheduling for the period May 3, 2015 through October 30, 2015 as described.

Commissioner Hughes noted she will be voting no to this item due to failure to schedule a rural route into town on a day that the Farmers Market is open.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: Susie Hughes

Excused: Jeff Lohman

Motion Carried

2015-167 **APPROVE WAIVING THE COUNTY BID PROCESS AND TO AUTHORIZE MATS TO PROCURE LOBBY FURNITURE AND OFFICE FURNITURE USING THE COUNTY'S WRITTEN QUOTE PROCESS, AS PERMITTED BY FEDERAL TRANSIT ADMINISTRATION PROCUREMENT PROCEDURES TO EXPEDITE THESE PROCUREMENTS**

TR15/04-12

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Cross, to approve waiving the County bid process and to authorize MATS to procure lobby furniture and office furniture using the County's written quote process, as permitted by Federal Transit Administration procurement procedures to expedite these procurements.

Commissioner Hughes notes she will vote no on this item because she believes the County should follow the purchasing policy and go out for bids for this furniture.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: Susie Hughes

Excused: Jeff Lohman

Motion Carried

2015-168 **APPROVE WAIVING THE COUNTY BID PROCESS TO PERMIT THE MUSKEGON TROLLEY COMPANY TO NEGOTIATE THE PURCHASE OF UP TO TWO TROLLEY VEHICLES IN FY2015 USING MUSKEGON TROLLEY COMPANY RESERVE FUNDS FOR THE PURCHASE**

TR15/04-13

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Cross, to approve waiving the County bid process to permit the Muskegon Trolley Company to negotiate the purchase of up to two trolley vehicles in FY2015 using Muskegon Trolley Company reserve funds for the purchase.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-169 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$3,861,403.52 COVERING THE PERIOD OF MARCH 21, 2015 THROUGH APRIL 3, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/04-41

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$3,861,403.52 covering the period of March 21, 2015 through April 3, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-170 **AUTHORIZE TO AWARD THE BID TO MIDWEST BUILDERS IN THE AMOUNT OF \$91,230.00 AND AUTHORIZE THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO SIGN THE CONTRACT UPON APPROVAL**

WM15/04-42

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize to award the bid to Midwest Builders in the amount of \$91,230.00 and authorize the Chairman of the County Board of Commissioners to sign the contract upon approval.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-171 **AUTHORIZE STAFF TO SOLICIT OFFERS FROM WATER SYSTEM CONTACTS TO PURCHASE THE SURPLUS WATER TREATMENT SYSTEM**

WM15/04-43

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize staff to solicit offers from water system contacts to purchase the surplus water treatment system.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-172 **CONTINUE COLLECTION OF THE LOCAL 9-1-1 SURCHARGE AT \$0.34 AS APPROVED BY MICHIGAN PUBLIC SERVICE COMMISSION U-15489 FOR THE TIME PERIOD JULY 1, 2015 TO JUNE 30, 2016, AND TO PROVIDE PROPER NOTIFICATION OF THIS TO THE STATE 9-1-1 COMMITTEE**

WM15/04-44

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to continue collection of the local 9-1-1 surcharge at \$0.34 as approved by Michigan Public Service Commission U-15489 for the time period July 1, 2015 to June 30, 2016, and to provide proper notification of this to the State 9-1-1 Committee.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-173 **APPROVE THE RESOLUTION ADOPTING THE 2015 EQUALIZED VALUATION FOR MUSKEGON COUNTY AS DETERMINED AND SUBMITTED BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT**

WM15/ 04-45

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the resolution adopting the 2015 equalized valuation for Muskegon County as determined and submitted by the Muskegon County Equalization Department.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-174 **APPROVE THE AGREEMENT FOR INTERNET BANDWIDTH BETWEEN THE COUNTY OF MUSKEGON AND THE MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT FOR THE PROVISION OF 50 MB AT A COST OF \$150.00 PER MB THROUGH JUNE 30, 2015**

WM15/04-46

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the Agreement for Internet Bandwidth between the County of Muskegon and the Muskegon Area Intermediate School District for the provision of 50 Mb at a cost of \$150.00 per Mb through June 30, 2015.

Commissioner Scolnik asked if the purchase of additional bandwidth, is that \$150 per month or for the year. Commissioner Nash noted it is per year.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

2015-175 **APPROVE THE ADMINISTRATOR'S RECOMMENDATION TO APPOINT KRISTEN WADE, HR MANAGER/BENEFITS & RISK MANAGEMENT TO THE POSITION OF HUMAN RESOURCES DIRECTOR AT STEP #4 - \$41.2570/HOUR, EFFECTIVE IMMEDIATELY**

WM15/04-47

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve the Administrator's recommendation to appoint Kristen Wade, HR Manager/Benefits & Risk Management to the position of Human Resources Director at step #4 - \$41.2570/hour, effective immediately.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-176 **PREPARE A PROCLAMATION IN SUPPORT OF NATIONAL DAY OF PRAYER - MAY 7, 2015**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to prepare a Proclamation in Support of National Day of Prayer - May 7, 2015. (see attached)

Voice vote.

Motion Carried

2015-177 **PREPARE A RESOLUTION IN SUPPORT OF HABITAT FOR HUMANITY'S NATIONAL WOMEN BUILD WEEK - MAY 2ND THROUGH 9TH, 2015**

The Chairman recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to prepare a Resolution in Support of Habitat for Humanity's National Women Build Week - May 2nd through 9th, 2015. (see attached)

Chairman Sabo noted Habitat for Humanity will be working on a house in Muskegon on May 7th.

Voice vote.

Motion Carried

Chairman Sabo invited everyone to the Flag Dedication Ceremony Honoring Muskegon High School Alumni Veterans - Friday, May 8th, 2015 - 2:00 PM, Hackley Stadium, Muskegon High School. (see attached)

Chairman Mahoney reminded everyone that everyone is welcome to attend the Upcoming Work Sessions will cover:

- Tuesday, April 28th - Quality of Life (to begin at 4:50 p.m.)
- Tuesday, May 12th - Winter Sports Complex

ADMINISTRATOR'S REPORT

Administrator Eisenbarth had nothing to report at this time.

OLD BUSINESS

Commissioner Nash provided an update on LLC noting there was an executive decision to transfer the MERS legacy costs which did not include any severance. There is a small amount remaining and they will need to make a decision.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Dennis Naus, Teamsters Local 214, addressed the Board regarding the changes at Community Mental Health (now HealthWest), and introduced some of the 50 staff members that will be laid off. Mr. Naus noted concerns not only for the displaced staff members but also concern for those clients requiring care. Mr. Naus noted he hopes the County Commissioners will, "do the right thing".

2015-178 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER
NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:45 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, May12, 2015

County of Muskegon



IN RECOGNITION OF

Muskegon Big Reds

Deyonta Davis

**Mr. Basketball, McDonald's All American &
Gatorade Player of the Year**

WHEREAS, Muskegon Big Reds All-American forward Deyonta Davis was named **Mr. Basketball** of Michigan; and

WHEREAS, the Mr. Basketball award is given by the Basketball Coaches Association of Michigan; and

WHEREAS, Deyonta Davis was honored as the 35th recipient of the Hal Schram Mr. Basketball award; and

WHEREAS, Deyonta Davis was also named **Gatorade Player of the Year** for Michigan; and

WHEREAS, Gatorade Player of the Year winners are selected based on athletic production and impact in the 2014-15 season as well as demonstrating high academic achievement and exemplary personal character (one player from each state is selected); and

WHEREAS, Deyonta Davis was also honored as a **McDonald's All-American**, the first time for the Muskegon area and this year's lone Michigan representative; and

WHEREAS, with this McDonald's All-American honor, Deyonta will be one of 24 players nationwide to play in the McDonald's All-American game at the United Center in Chicago; and

WHEREAS, Deyonta was also a **2015 All-American Jordan Brand Classic** invitee and was highlighted as being "an extremely athletic and mobile big man that runs the floor and is active on both ends of the floor. He has the ability to score both inside and outside, having developed a very consistent mid-range game. His length and athletic ability have made him a defensive presence, as he set a Michigan state record of 199 blocked shots in a single season"; and

THEREFORE BE IT RESOLVED, the Muskegon County Board of Commissioners hereby congratulates Deyonta Davis for these outstanding accomplishments both on the court and off and wish him much continued success in the future. Go Green!!



March 24, 2015

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Susie Hughes

Jeff Lohman

Kenneth Mahoney

Charles Nash

Robert Scolnik

Rillastine Wilkins



County of Muskegon



RESOLUTION

IN RECOGNITION OF Ravenna High School Destination Imagination Team

WHEREAS, the vision of Destination Imagination (DI) is "to be the global leader in teaching the creative process from imagination to innovation"; and

WHEREAS, the mission of Destination Imagination is "to develop opportunities that inspire the global community of learners to utilize diverse approaches in applying 21st century skills and creativity; and

WHEREAS, the Ravenna High School Destination Imagination team certainly met the vision and mission of Destination Imagination; and

WHEREAS, teams compete on local levels to reach the state tournament that qualifies them for the Global Finals in Knoxville, Tennessee; and

WHEREAS, Team Ravenna has been a perennial powerhouse and placed fifth at the Global Finals in a service learning/ community outreach challenge; and

WHEREAS, the Ravenna DI team was given a rare invitation to attend the Destination Imagination Asia Pacific Invitations; and

WHEREAS, the team [*Ella Mabrito, Tyler Marsman and Jaimie Spoelman*] placed first out of 30 teams in the improv challenge in Beijing, China and second in an international challenge; being one of four international teams to place out of 670 teams at the Asian invitational; and

WHEREAS, after its impressive showing in Beijing, the Ravenna team was invited to Poland and was the only US team to ever be invited to the European Invitational; and

WHEREAS, the Ravenna High School DI team (**Team USA**) [*Summer Eckhardt, Sammi Edwards and Tanner Gardenour*] took home a first-place trophy for their improvisational skills at the European Invitational in Poland; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Muskegon County Board of Commissioners wishes to congratulate all the participants of the Ravenna High School Destination Imagination Team [***Summer Eckhardt, Sammi Edwards, Tanner Gardenour, Ella Mabrito, Jordan Marsman, Tyler Marsman, Shaina McKinnon, Camryn Rogers, Lora Ruch, Blanca Torres Rufas, Emma Snook and Jaimie Spoelman***] for their success and also to offer congratulations to Program Coordinator and Team Manager ***Tammi Kantola***.

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Susie Hughes

Jeff Lohman

Kenneth Mahoney

Charles Nash

Robert Scolnik

Rillastine Wilkins



Board Approved: March 24, 2015

County of Muskegon



RESOLUTION

IN RECOGNITION OF TIFFANY PETERSON MUSKEGON COUNTY SHERIFF'S OFFICE ANIMAL CONTROL OFFICER

WHEREAS, Tiffany Peterson is being recognized during National Animal Control Officer Appreciation month; and

WHEREAS, Ms. Peterson is being honored for speaking for the animals who have no voices, reminding us that animals deserve to be free from hunger, thirst, discomfort, pain, injury, disease, fear and distress; and

WHEREAS, as an Animal Control Officer, it is understood, Tiffany Peterson is often the first responder on the scene, which could include finding herself in dangerous, volatile situations; and

WHEREAS, as an Animal Control Officer, Tiffany Peterson is also an educator; whether in a school classroom or responding to a call from Dispatch; she teaches humane stewardship and the importance of spaying and neutering to reduce the number of unwanted animals; and

WHEREAS, this provided education may also include educating the public about animal-related ordinances and state statutes; and

WHEREAS, Tiffany also assisted in the transport of an injured owl to Braveheart Raptor Rehabilitation Center; and

WHEREAS, Tiffany also assisted in the rescue of two dogs who fell into frozen water this winter; and

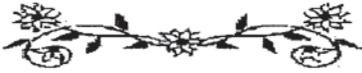
NOW, THEREFORE, BE IT RESOLVED THAT, the Muskegon County Board of Commissioners does recognize Tiffany Peterson and her role as Animal Control Officer.

Muskegon County Board of Commissioners
Terry J. Sabo, Chair
Benjamin Cross, Vice-Chair
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney
Charles Nash
Robert Scolnik
Rillastine Wilkins

Board Approved: April 28, 2015



County of Muskegon



PROCLAMATION

National Day of Prayer
May 7, 2015

WHEREAS, civic and national days of prayer date back to 1775 and the First Continental Congress; and

WHEREAS, legislation was passed unanimously by both Houses of Congress and signed by the President to designate the first Thursday in May as a National Day of Prayer; and

WHEREAS, this marks the 64th annual observance of this opportunity to unite together and acknowledge the theme: "Lord, Hear Our Cry", reflecting the words in I Kings 8:28, "Hear the cry and the prayers that Your servant is praying in Your presence this day";

Let us lift our eyes and call out, asking for God to unite this land in devotion to Him, to guide us in all our national and international affairs, to protect our freedoms and direct our servant leaders from Washington, D.C. to our smallest communities, to heal our wounds, to preserve our families, and to keep us financially and morally pleasing to Him.

Recognizing His great love and blessing toward this land since its beginning and the innumerable sacrifices of those who have protected and kept it to this day,

The Muskegon County Board of Commissioners, do proclaim the 7th Day of May, 2015 as a Day of Prayer and urge all citizens to take note and participate as they see fit, whether public observances, places of worship or private homes, in the freedom guaranteed by our Constitution.

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Jeff Lohman

Kenneth Mahoney

Susie Hughes

Charles Nash

Robert Scolnik

Rillastine Wilkins



Approved: April 28, 2015

County of Muskegon



RESOLUTION

TO SUPPORT HABITAT FOR HUMANITY'S NATIONAL WOMEN BUILD WEEK MAY 2ND THROUGH 9TH, 2015

WHEREAS, Muskegon County Habitat for Humanity is participating in a nationwide Habitat for Humanity's National Women Build Week during the week of May 2nd through May 9th, 2015; and

WHEREAS, this initiative will unite thousands of women in creating affordable housing in partnership with low-income families across the United States; and

WHEREAS, Habitat's Women Build program recruits, educates and nurtures women to build and advocate for simple, decent and affordable houses in their communities; and

WHEREAS, Muskegon County Habitat for Humanity is encouraging area women to lend their power, their resources and their dedication to create decent, affordable and safe shelter in our community; and

WHEREAS, this year, the women of Muskegon County will partner with a low-income area family to build a safe, decent and affordable home in Muskegon County; and

NOW, THEREFORE, BE IT RESOLVED that the Muskegon County Board of Commissioners does hereby support Muskegon County Habitat for Humanity's participation in the nationwide Habitat for Humanity initiative of Women Build Week, May 2nd through May 9th, 2015 and encourage women to join the effort for one day and work with Habitat in our community.

Muskegon County Board of Commissioners
Terry J. Sabo, Chair
Benjamin Cross, Vice-Chair



Marvin Engle
Jeff Lohman
Kenneth Mahoney
Susie Hughes
Charles Nash
Robert Scolnik
Rillastine Wilkins





JOBS *for* MICHIGAN'S GRADUATES

April 7, 2015

Commissioner Terry J. Sabo
County of Muskegon
Michael E. Kobza Hall of Justice
990 Terrace Street
Muskegon, MI 49442

Muskegon Site

316 Morris Avenue,
Suite 300
Muskegon, MI 49440

Phone 231.724.6381
Fax 231.724.6687

Oceana Site

195 N Michigan Avenue
Shelby, MI 49455

Phone 231.981.4230
Fax 231.981.4240

www.miworksmo.org

Dear Commissioner Sabo:

The Jobs for Michigan's Graduates (JMG) program at Muskegon High School would like to invite you to a special Flag Dedication Ceremony honoring Muskegon High School Alumni Veterans. The JMG students arranged to have flags flown over the state and federal capitols and have planned a school assembly to present the flags to the school.

Flag Dedication Ceremony

2:00 pm, Friday, May 8th, 2015
Hackley Stadium
Muskegon High School

Jobs for Michigan's Graduates is a statewide initiative raising Michigan's high school graduation rate and ensuring successful transition into post-secondary education or employment. The program provides mentoring, job readiness, leadership development and other academic support for students at risk of dropping out. Jobs for Michigan's Graduates is part of a national Jobs for America's Graduates (JAG) network. JAG has a 35-year history of serving youth in 33 states. This year, the program will serve its millionth student. Michigan Works! Muskegon-Oceana is in its third year of funding and operating the JAG program in Muskegon High School.

If you need additional information, please feel free to contact me at 231-724-6813.

Sincerely,

A handwritten signature in black ink that reads "Brittany Lenertz".

Brittany Lenertz
Community Relations Manager

Muskegon County, Department of Employment & Training

Sponsored in part by the Workforce Development Agency, State of Michigan, Michigan Works!, through your local Workforce Development Board and Muskegon County Board of Commissioners. Auxiliary aids and services are available upon request to individuals with disabilities EEO/ADA/Employer/Programs - TTY# - 711.

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, May 12, 2015
2:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Mahoney and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Terry J. Sabo, Rillastine Wilkins

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Chief Deputy County Clerk
Jeanne Pezet, Deputy Clerk,
Susan Franklin, Corporate Counsel

2015-179 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the agenda, with addition to the Administrator's Report.

Voice vote

Motion Carried

2015-180 **APPROVE THE MINUTES OF APRIL 28, 2015**

Moved by Commissioner Cross, seconded by Commissioner Engle, to approve the meeting minutes of April 28, 2015, with one correction to item 2015-177 to say "Chairman Sabo reminded . . .".

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-181 **AUTHORIZE THE ELIMINATION OF ONE (1) LEGAL SECRETARY POSITION (AN OPEN POSITION), SPECIFICALLY G49011, AND APPROVE THE RECLASSIFICATION OF THE TWO (2) REMAINING LEGAL SECRETARY BARGAINING POSITIONS, SPECIFICALLY, G49003 AND G49005, AND THE TWO (2) CIRCUIT COURT LEGAL & SCHEDULING SECRETARY NON-BARGAINING POSITIONS, SPECIFICALLY, N15011 AND N15012, THAT ARE ALL PART OF THE FAMILY COURT, INTO A NEW CLASSIFICATION OF FOUR (4) FAMILY COURT ADMINISTRATIVE ASSISTANT BARGAINING POSITIONS WITH A SALARY GRADE OF GU-00235 (\$15.84 - \$21.05/HOUR)**

CPS15/05-13

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the elimination of one (1) Legal Secretary position (an open position), specifically G49011, and approve the reclassification of the two (2) remaining Legal Secretary bargaining positions, specifically, G49003 and G49005, and the two (2) Circuit Court Legal & Scheduling Secretary non-bargaining positions, specifically, N15011 and N15012, that are all part of the Family Court, into a new classification of four (4) Family Court Administrative Assistant bargaining positions with a salary grade of GU-00235 (\$15.84 - \$21.05/hour).

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-182 **ADOPT THE BY-LAWS OF THE MUSKEGON COUNTY PUBLIC HEALTH ADVISORY COMMITTEE, THUS CREATING A "SPECIAL COMMITTEE" AUTHORIZED BY THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO ADVOCATE AND ADVISE ON PUBLIC HEALTH MATTERS**

HS15/05-14

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to adopt the By-Laws of the Muskegon County Public Health Advisory Committee, thus creating a "special committee" authorized by the Muskegon County Board of Commissioners to advocate and advise on public health matters.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-183 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$13,521,081.12 COVERING THE PERIOD OF APRIL 4, 2015 THROUGH APRIL 24, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/05-48

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve payment of the accounts payable of \$13,521,081.12 covering the period of April 4, 2015 through April 24, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-184 **DEVELOP A REQUEST FOR PROPOSALS FOR CONCEPT DESIGN SERVICES FOR POTENTIAL DEVELOPMENT OF A DOWNTOWN MUSKEGON CONVENTION CENTER, SITED IN CLOSE PROXIMITY TO THE WALKER ARENA AND THE LARGEST DOWNTOWN HOTEL, WITH A COST NOT TO EXCEED \$40,000 AND WITH FUNDING AVAILABLE THROUGH THE ACCOMMODATIONS TAX RESERVE FUND**

WM15/05-49

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to develop a Request for Proposals for Concept Design Services for potential development of a downtown Muskegon convention center, sited in close proximity to the Walker Arena and the largest downtown hotel, with a cost not to exceed \$40,000 and with funding available through the Accommodations Tax Reserve Fund.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-185 **APPROVE THE PAYMENT OF STATE AWARDS GRANTED TO AREA EMPLOYERS UNDER THE SKILLED TRADES TRAINING FUND PROGRAM AS OUTLINED ON THE ATTACHED SCHEDULE TO CONTINUE FOR THE TIME PERIOD FROM OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015**

WM15/05-50

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the payment of state awards granted to area employers under the Skilled Trades Training Fund program as outlined on the attached schedule to continue for the time period from October 1, 2014 through September 30, 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-186 **APPROVE THE HUMAN RESOURCES DEPARTMENT REORGANIZATION EFFORTS TO RECLASSIFY VACANT POSITION X42901 TO A HUMAN RESOURCES MANAGER NX-00330, RECLASSIFY VACANT POSITION N39701 TO A RECRUITMENT COORDINATOR NO-00250 AND RE-TITLE POSITION X42801 TO A HUMAN RESOURCES MANAGER FOR AN OVERALL REORGANIZATION NET SAVINGS OF \$39,880**

WM15/05-51

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the Human Resources Department reorganization efforts to reclassify vacant position X42901 to a Human Resources Manager NX-00330, reclassify vacant position N39701 to a Recruitment Coordinator NO-00250 and re-title position X42801 to a Human Resources Manager for an overall reorganization net savings of \$39,880.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-187 **AWARD RFB 15-2160 FOR OFFICE FURNITURE AND INSTALLATION TO INTERPHASE OFFICE INTERIORS - \$8,237.19; KENTWOOD OFFICE FURNITURE - \$12,873.14; AND TAYLOR OFFICE FURNITURE - \$7,768.07 AS SUBMITTED**

WM15/ 05-52

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to award RFB 15-2160 for Office Furniture and Installation to Interphase Office Interiors - \$8,237.19; Kentwood Office Furniture - \$12,873.14; and Taylor Office Furniture - \$7,768.07 as submitted.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-188 **AWARD RFB 15-2161 FOR DETENTION FURNITURE AND INSTALLATION TO NORIX GROUP, INC., AT THE TOTAL COST OF \$7,574.00 AS SUBMITTED**

WM15/05-53

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to award RFB 15-2161 for Detention Furniture and Installation to Norix Group, Inc., at the total cost of \$7,574.00 as submitted.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-189 **AWARD RFB 15-2164 FOR DETENTION SUPPLIES BE AWARDED TO CHARM-TEX - \$21,033.10; CORRECTIONAL TECHNOLOGIES, INC. - \$15,120.00; CPR SAVERS & FIRST AID SUPPLY - \$39,492.82 AND UNIFORMS MANUFACTURING, INC. - \$8,736.34 AS SUBMITTED**

WM15/05-54

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to award RFB 15-2164 for Detention Supplies be awarded to Charm-Tex - \$21,033.10; Correctional Technologies, Inc. - \$15,120.00; CPR Savers & First Aid Supply - \$39,492.82 and Uniforms Manufacturing, Inc. - \$8,736.34 as submitted.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-190 **AWARD RFB 15-2167 FOR NETWORK EQUIPMENT TO MICRO WISE, INC. AT A TOTAL COST OF \$39,064.00 AS SUBMITTED**

WM15/05-55

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to award RFB 15-2167 for Network Equipment to Micro Wise, Inc. at a total cost of \$39,064.00 as submitted.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-191 **APPROVE MUSKEGON COUNTY HOUSING PROGRAMS TO OBTAIN LEAD INSPECTIONS FROM ETC AND AAA LEAD INSPECTIONS AS NEEDED TO MEET PROGRAM REQUIREMENTS AND AS FUNDING ALLOWS**

WM15/05-56

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve Muskegon County Housing programs to obtain lead inspections from ETC and AAA Lead Inspections as needed to meet program requirements and as funding allows.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-192 **APPROVE THE FOLLOWING BALLOT LANGUAGE AND TO SUBMIT IT TO THE COUNTY CLERK FOR PLACEMENT ON THE AUGUST 4, 2015 BALLOT: "SHALL THE TOTAL CONSTITUTIONAL TAX RATE LIMITATION IN THE COUNTY OF MUSKEGON BE RENEWED THE AMOUNT OF UP TO .30 CENTS (\$.30) PER ONE THOUSAND DOLLARS (\$1,000) (.30 MILL) AGAINST ALL TAXABLE PROPERTY IN THE COUNTY OF MUSKEGON FOR A PERIOD OF 7 YEARS BEGINNING WITH DECEMBER 1, 2016 LEVY AND ENDING WITH THE DECEMBER 1, 2022 LEVY SO AS TO PROVIDE FUNDING FOR THE OPERATION OF THE "9-1-1" CENTRAL DISPATCH? IF APPROVED AND LEVIED IN ITS ENTIRETY ON DECEMBER 1, 2016, THIS MILLAGE WOULD RAISE AN ESTIMATED \$1,250,000 IN THE FIRST YEAR."**

WM15/05-57

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the following ballot language and to submit it to the County Clerk for placement on the August 4, 2015 ballot: "Shall the total constitutional tax rate limitation in the County of Muskegon be renewed the amount of up to .30 cents (\$.30) per one thousand dollars (\$1,000) (.30 mill) against all taxable property in the County of Muskegon for a period of 7 years beginning with December 1, 2016 levy and ending with the December 1, 2022 levy so as to provide funding for the operation of the "9-1-1" Central Dispatch? If approved and levied in its entirety on December 1, 2016, this millage would raise an estimated \$1,250,000 in the first year."

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-193 **APPROVE THE PATHWAY EASEMENT FOR DALTON TOWNSHIP ACROSS PARTS OF THE NW 1/4 OF THE SW 1/4 OF SECTION 32, T11N, R16W, DALTON TOWNSHIP FOR THE CONSTRUCTION AND MAINTENANCE OF THE NON-MOTORIZED VEHICLE AND PEDESTRIAN PATHWAY, MORE COMMONLY KNOWN AS THE FRED MEIJER BERRY JUNCTION TRAIL, AND AUTHORIZE THE BOARD CHAIR TO EXECUTE THE EASEMENT DOCUMENT**

WM15/05-58

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the Pathway Easement for Dalton Township across parts of the NW 1/4 of the SW 1/4 of Section 32, T11N, R16W, Dalton Township for the construction and maintenance of the non-motorized vehicle and pedestrian pathway, more commonly known as the Fred Meijer Berry Junction Trail, and authorize the Board Chair to execute the easement document.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-194 **APPROVE THE UPDATED DECLARATION OF RESTRICTIVE COVENANT DOCUMENTS, MDEQ REFERENCE NUMBERS RC-SF-201-14-009, RC-SF-201-010 AND RC-SF-201-011 ASSOCIATED WITH THE FORMER CHEMICAL COMPANY PROPERTY AND AUTHORIZE THE BOARD CHAIR TO EXECUTE THE DOCUMENTS**

WM15/05-59

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the updated Declaration of Restrictive Covenant documents, MDEQ reference numbers RC-SF-201-14-009, RC-SF-201-010 and RC-SF-201-011 associated with the former chemical company property and authorize the Board Chair to execute the documents.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-195 **CHANGE THE TIME OF THE FULL BOARD MEETING OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS ON TUESDAY, MAY 12TH FROM 4:00 P.M. TO 2:00 P.M. WITH NO CHANGE IN LOCATION**

WM15/05-60

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to change the time of the Full Board meeting of the Muskegon County Board of Commissioners on Tuesday, May 12th from 4:00 p.m. to 2:00 p.m. with no change in location.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

2015-196 **APPROVE CORPORATE COUNSEL SETTLEMENT RECOMMENDATION**

WM15/05-61

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to approve Corporate Counsel settlement recommendation.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Jeff Lohman, Charles Nash, Robert Scolnik

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-197 **APPOINT LISA STAFFORD TO THE PRIVATE SECTOR SLOT OF THE WORKFORCE DEVELOPMENT BOARD WITH TERM EXPIRATION OF 12/31/2017**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Wilkins, to appoint Lisa Stafford to the Private Sector Slot of the Workforce Development Board with term expiration of 12/31/2017.

Voice vote

Motion Carried

Chairman Sabo announced that the Fraternal Order of Police Memorial Service will be held on Thursday, May 14th, at 5:30 p.m. at Heritage Landing

Chairman Sabo noted the Upcoming Work Session on Thursday, May 21st will cover Sustainability with a presentation by our County's Sustainability Coordinator, Sara Damm.

ADMINISTRATOR'S REPORT

2015-198 **AUTHORIZE THE SHERIFF'S DEPARTMENT TO SUBMIT AN APPLICATION TO THE DEPARTMENT OF HOMELAND SECURITY, FEDERAL EMERGENCY MANAGEMENT ASSISTANCE 2015 PORT SECURITY GRANT PROGRAM**

The Administrator recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to authorize the Sheriff's Department to submit an application to the Department of Homeland Security, Federal Emergency Management Assistance 2015 Port Security Grant program.

Commissioner Cross asked what will be purchased with this grant.

Undersheriff Dan Stout noted there is no guarantee that Muskegon County will be awarded the grant but there are several projects including training, Port projects, partnership equipment purchases with City of Norton Shores and City of Muskegon and possible purchase of bomb dog for Muskegon County.

Chairman Sabo asked why this did not go to Committee before coming to the Full Board?

Undersheriff Stout noted there was a brief window of opportunity of three weeks to meet with City of Norton Shores and City of Muskegon to get the grant together.

Administrator Eisenbarth noted that if the grant is awarded to Muskegon County, any purchases would come back to the Board for approval.

Voice vote

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Kent Davies of Red Five IT addressed the Board regarding an article in the Daily American Republic regarding a promissory note between former County Administrator Heath Kaplan and ISI. Mr. Davies noted he has long suspected conflict of interest in Kaplan's support and hiring of ISI and asked the County to investigate past contracts.

Chairman Sabo announced that the Work Session will begin at 2:30 p.m. today regarding the Winter Sports Complex.

2015-199 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 2:16 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Thursday, May 21, 2015

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Thursday, May 21, 2015
4:27 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Lohman and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Terry J. Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Charles Nash

Also Present: Mark E. Eisenbarth, County Administrator,
Marcia L. Wilkes, Chief Deputy County Clerk
Jeanne Pezet, Deputy Clerk,
Doug Hughes, Corporate Counsel

2015-200 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Wilkins, to approve the agenda.

Voice vote **Motion Carried**

2015-201 **APPROVE THE MINUTES OF MAY 12, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the meeting minutes of May 12, 2015.

Voice vote **Motion Carried**

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

The following communication items were presented to the Board for information:

- A. County of Cheboygan: Resolution 15-04: Code Inspector Conference
- B. Huron County: Resolution 15-59: Opposition to Consolidations or Regionalization of Efforts Without Local Input
- C. Thank You Card from Muskegon County Habitat for Humanity

COMMITTEE/BOARD REPORTS

2015-202 **APPROVE THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR DEVELOPMENT, DESIGN, PRODUCTION, ADVERTISING SALES, STORAGE AND DELIVERY OF THE 2016-2018 MUSKEGON COUNTY VISITORS GUIDE**

CD/SP15/05-05

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to approve the issuance of a Request for Proposals for development, design, production, advertising sales, storage and delivery of the 2016-2018 Muskegon County Visitors Guide.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-203 **ADOPT THE LICENSE AGREEMENT WITH B. BASKIN ENTERPRISE, LLC, TO PROVIDE A LICENSE FOR THE USE OF HERITAGE LANDING ON JULY 3 & 4, 2015 FOR A FESTIVAL EVENT AND AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/05-06

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to adopt the License Agreement with B. Baskin Enterprise, LLC, to provide a license for the use of Heritage Landing on July 3 & 4, 2015 for a festival event and authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-204 **ADOPT THE LICENSE AGREEMENT WITH UNITY CHRISTIAN EVENTS/ALIVE ON THE LAKESHORE TO PROVIDE A LICENSE FOR THE USE OF HERITAGE LANDING AUGUST 5 - 8, 2015 FOR THE UNITY CHRISTIAN MUSIC FESTIVAL AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/05-07

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to adopt the License Agreement with Unity Christian Events/Alive On the Lakeshore to provide a license for the use of Heritage Landing August 5 - 8, 2015 for the Unity Christian Music Festival and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-205 **APPROVE THE LICENSE AGREEMENT BETWEEN THE COUNTY OF MUSKEGON AND HI-FALUTIN' MUSIC TO PROVIDE A LICENSE FOR THE USE OF HERITAGE LANDING FOR THE SHORELINE JAZZ FESTIVAL, AUGUST 22 & 23, 2015 AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/05-08

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to approve the license agreement between the County of Muskegon and Hi-Falutin' Music to provide a license for the use of Heritage Landing for the Shoreline Jazz Festival, August 22 & 23, 2015 and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-206 **AUTHORIZE THE PARKS DEPARTMENT TO PURCHASE A 2003 3/4 TON CHEVROLET 2500 PICK-UP TRUCK FROM THE WASTEWATER DEPARTMENT FOR A COST OF \$5,50**

CD/SP15/05-09

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Engle, to authorize the Parks Department to purchase a 2003 3/4 ton Chevrolet 2500 pick-up truck from the Wastewater Department for a cost of \$5,500.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-207 **AUTHORIZE THE MUSKEGON AREA TRANSIT SYSTEM TO PUBLISH THE PUBLIC NOTICE REGARDING FEDERAL OPERATING AND CAPITAL APPLICATIONS AND TO AUTHORIZE STAFF TO EXECUTE THE ELECTRONIC GRANT APPLICATIONS IF THERE IS NO REQUEST FOR PUBLIC HEARING**

TR15/05-14

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to authorize the Muskegon Area Transit System to publish the public notice regarding Federal Operating and Capital applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-208 **APPROVE AUTHORIZING THE CHAIR TO EXECUTE, UPON RECEIPT, FEDERAL AND STATE GRANT OFFERS, PROVIDING FUNDING FOR THE AIRPORT'S FY2015 CAPITAL IMPROVEMENT PROJECT, AND FURTHER AUTHORIZE THE CLERK TO EXECUTE ANY NECESSARY RESOLUTIONS FOR SAID GRANT OFFERS**

TR15/05-15

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers, providing funding for the Airport's FY2015 capital improvement project, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-209 **APPROVE AWARDING THE FINAL PHASE OF THE TERMINAL AND GENERAL AVIATION RAMP REHABILITATION PROJECT TO THE LOWEST OF FIVE BIDDERS, FLORENCE CONCRETE COMPANY, IN THE AMOUNT OF \$1,201,780.40, WITH THE COUNTY'S 2.5% SHARE OF THE PROJECT TO BE NO MORE THAN \$30,045.00, AND FURTHER AUTHORIZE THE CHAIRMAN TO EXECUTE A CONSTRUCTION CONTRACT WITH FLORENCE CONCRETE COMPANY UPON RECEIPT FROM MDOT AERONAUTICS**

TR15/05-16

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve awarding the final phase of the Terminal and General Aviation Ramp Rehabilitation Project to the lowest of five bidders, Florence Concrete Company, in the amount of \$1,201,780.40, with the County's 2.5% share of the project to be no more than \$30,045.00, and further authorize the Chairman to execute a construction contract with Florence Concrete Company upon receipt from MDOT Aeronautics.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-210 **APPROVE, AND AUTHORIZE THE CHAIRMAN TO SIGN, A PROFESSIONAL ENGINEERING SERVICES AGREEMENT IN THE AMOUNT OF \$117,900 BETWEEN THE COUNTY AND PREIN & NEWHOF, CONTINGENT UPON RECEIPT OF FY2015 FEDERAL AND STATE GRANT OFFERS, THE INTENT OF WHICH IS TO COVER THE CONSTRUCTION PHASE ENGINEERING SERVICES OF THE FINAL PHASE OF THE AIRPORT'S TERMINAL AND GENERAL AVIATION RAMP RECONSTRUCTION PROJECT, WITH THE COUNTY'S 2.5% SHARE OF THE AGREEMENT TO BE NO MORE THAN \$2,948**

TR15/05-17

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve, and authorize the Chairman to sign, a Professional Engineering Services Agreement in the amount of \$117,900 between the County and Prein & Newhof, contingent upon receipt of FY2015 Federal and State Grant Offers, the intent of which is to cover the construction phase engineering services of the final phase of the Airport's Terminal and General Aviation Ramp Reconstruction Project, with the County's 2.5% share of the Agreement to be no more than \$2,948.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-211 **APPROVE, AND AUTHORIZE THE CHAIRMAN TO SIGN, CONTRACT NO. 2015-0248 BETWEEN THE COUNTY AND MDOT AERONAUTICS, PROVIDING \$2,000 IN FUNDS TO OFFSET AIRCRAFT RESCUE AND FIRE FIGHTING PERSONNEL TRAINING COSTS, AND FURTHER AUTHORIZE THE CLERK TO EXECUTE THE REQUIRED RESOLUTION**

TR15/05-18

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve, and authorize the Chairman to sign, Contract No. 2015-0248 between the County and MDOT Aeronautics, providing \$2,000 in funds to offset Aircraft Rescue and Fire Fighting personnel training costs, and further authorize the Clerk to execute the required resolution.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-213 **TO APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$7,344,991.90 COVERING THE PERIOD OF APRIL 25, 2015 THROUGH MAY 8, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/05-62

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to approve payment of the accounts payable of \$7,344,991.90 covering the period of April 25, 2015 through May 8, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-214 **SUPPORT A RESOLUTION FOR APPLICATION BY WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION AND MICHIGAN STATE UNIVERSITY TO THE US ECONOMIC DEVELOPMENT ADMINISTRATION FOR FUNDING TO CONDUCT A FEASIBILITY STUDY IN AN EFFORT TO ESTABLISH A NEW AND SUSTAINABLE REUSE MARKET CLUSTER OF THE US ECONOMY IN MUSKEGON COUNTY WITH A COMMITTED CASH MATCH OF \$7,500**

WM15/05-63

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to support a Resolution for application by West Michigan Shoreline Regional Development Commission and Michigan State University to the US Economic Development Administration for funding to conduct a feasibility study in an effort to establish a new and sustainable reuse market cluster of the US Economy in Muskegon County with a committed cash match of \$7,500.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-215 **CREATE A CERTIFIED GENERAL APPRAISER POSITION WITH A SALARY GRADE OF GU00300 (\$22.06 - \$27.96/HOUR) AND ELIMINATE SENIOR APPRAISER POSITION #G09007 WITH A SALARY GRADE OF GU00250 (\$17.23 - \$24.72/HOUR) UPON RETIREMENT OF THE CURRENT INCUMBENT**

WM15/05-64

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to create a Certified General Appraiser position with a salary grade of GU00300 (\$22.06 - \$27.96/hour) and eliminate Senior Appraiser position #G09007 with a salary grade of GU00250 (\$17.23 - \$24.72/hour) upon retirement of the current incumbent.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-216 **ACCEPT THE INDIRECT AND ALLOCATED COSTS CONSULTING SERVICES PROPOSAL FROM MGT OF AMERICA, INC., AND AUTHORIZE THE CHAIR OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN SEPARATE MULTI-YEAR CONTRACTS FOR EACH OF THE THREE SERVICES: CENTRAL SERVICES INDIRECT COST ALLOCATION PLAN; IT SERVICES RATE STUDY; TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM CLAIMS ANALYSIS AND REPORTING**

WM15/05-65

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to accept the Indirect and Allocated Costs Consulting Services proposal from MGT OF AMERICA, INC., and authorize the Chair of the Muskegon County Board of Commissioners to sign separate multi-year contracts for each of the three services: Central Services Indirect Cost Allocation Plan; IT Services Rate Study; Title IV-D Cooperative Reimbursement Program Claims Analysis and Reporting.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-217 **APPROVE THE TRUTH IN TAXATION PUBLIC HEARING SCHEDULE AND TO ADOPT THE RESOLUTION SETTING JUNE 9, 2015 AS THE DATE FOR THE TRUTH IN TAXATION PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING AND RECEIVING TESTIMONY REGARDING THE PROPOSED TENTATIVE LEVY OF 5.6984 MILLS FOR MUSKEGON COUNTY GENERAL OPERATING IN JULY 2015, THE PROPOSED TENTATIVE LEVY OF 0.3221 MILLS FOR LAKESHORE MUSEUM CENTER OPERATING IN DECEMBER 2015, THE PROPOSED TENTATIVE LEVY OF 0.0752 MILLS FOR DEPARTMENT OF VETERANS AFFAIRS OPERATING IN DECEMBER 2015, THE PROPOSED TENTATIVE LEVY OF 0.3000 MILLS FOR MUSKEGON COUNTY CENTRAL DISPATCH OPERATING IN DECEMBER 2015, AND THE PROPOSED TENTATIVE LEVY OF 0.2400 MILLS FOR QUALITY OF LIFE BOND REPAYMENT IN DECEMBER 2015**

WM15/ 05-66

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to approve the Truth In Taxation public hearing schedule and to adopt the resolution setting June 9, 2015 as the date for the Truth In Taxation public hearing for the purpose of discussing and receiving testimony regarding the proposed tentative levy of 5.6984 mills for Muskegon County general operating in July 2015, the proposed tentative levy of 0.3221 mills for Lakeshore Museum Center operating in December 2015, the proposed tentative levy of 0.0752 mills for Department of Veterans Affairs operating in December 2015, the proposed tentative levy of 0.3000 mills for Muskegon County Central Dispatch operating in December 2015, and the proposed tentative levy of 0.2400 mills for Quality of Life Bond repayment in December 2015.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-218 **AUTHORIZE THE SHERIFF'S OFFICE TO REPLACE ONE (1) FORD POLICE INTERCEPTOR SUV FROM BORGMAN FORD WITH THE ASSOCIATED COST COVERED BY INSURANCE REIMBURSEMENT AND EXISTING FUNDS WITHIN THE SHERIFF'S BUDGET**

WM15/05-67

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize the Sheriff's Office to replace one (1) Ford Police Interceptor SUV from Borgman Ford with the associated cost covered by insurance reimbursement and existing funds within the Sheriff's budget.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-219 **AUTHORIZE RESOLUTION OF ACHIEVEMENTS FOR ADAM HOEKER AND MYLES MONTGOMERY, BOTH MONTAGUE HIGH SCHOOL STUDENTS, WHO HAVE REACHED THE RANK OF EAGLE SCOUT**

WM15/05-68

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize Resolution of Achievements for Adam Hoeker and Myles Montgomery, both Montague High School students, who have reached the rank of Eagle Scout.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-220 **AUTHORIZE A RESOLUTION OF ACHIEVEMENT TO THE CAREER TECH CENTER STUDENTS WHO PARTICIPATED IN THE SKILLS USA STATE LEADERSHIP AND SKILLS CONFERENCE**

WM15/05-69

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize a Resolution of Achievement to the Career Tech Center students who participated in the Skills USA State Leadership and Skills Conference.

Roll Call:

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-221 **APPROVE A RESOLUTION REQUEST IN SUPPORT OF THE MUSKEGON WINTER SPORTS COMPLEX**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve a Resolution Request in Support of the Muskegon Winter Sports Complex.

Voice vote

Motion Carried

2015-222 **APPOINT COMMISSIONER CHARLES NASH AS DESIGNATED COUNTY VOTING DELEGATE AT THE NATIONAL ASSOCIATION OF COUNTIES 2015 ANNUAL CONFERENCE**

The Chairman recommends, moved by Commissioner Mahoney, seconded by Commissioner Hughes, to Appoint Commissioner Charles Nash as Designated County Voting Delegate at the National Association of Counties 2015 Annual Conference

Voice vote

Motion Carried

Chairman Sabo noted the HealthWest Graduation & Recognition Ceremony will take place this evening, Thursday, May 21st, at 5:30 p.m. @ HealthWest

Chairman Sabo also noted that the Muskegon Image Campaign Unveiling will take place tomorrow Friday, May 22nd at 10 a.m. at the Downtown Billboard (Seaway Drive/Shoreline Drive) (Parking available at Central Towing).

Chairman Sabo noted there are several Memorial Day Parades taking place in Muskegon County (Monday, May 25th)

- Greater Muskegon Downtown Parade - 9 AM (Morris/2nd)
- Lakeside Parade - 10:30 a.m. (Lakeshore/Bourdon)
- Fruitport Parade - 2:00 p.m. (Pontaluna/3rd/Park/8th)
- Laketon Township Parade - 10:00 a.m.
- Ravenna Township Parade - 9:30 a.m.

Chairman Sabo noted the Lost Board Ceremony will be held on Sunday, May 24th with the fly-over promptly at 11 a.m. (USS Silversides Submarine Museum, 1346 Bluff Street)

Chairman Sabo announced that Michigan's Heritage Park will Open to the Public on Saturday, June 6th with the Ribbon Cutting scheduled for June 27th at Noon. (8637 Durham, Whitehall)

Chairman Sabo noted Upcoming Board Work Sessions are scheduled as follows:

- Thursday, May 21st - Sustainability
- Tuesday, June 2nd - GIS Update
- Thursday, June 4th - Freedom of Information Act (FOIA) Policy Revision

Chairman Sabo reported that he and Commissioner Wilkins attend the SMART Meeting in Ionia County. Commissioner Wilkins reported on the "I'm Safe" program from the Child Advocacy Center. Commissioner Wilkins stated the SMART Meeting moved to the Airport and the SMAT (School of Missionary Aviation Technology) where students learn to fly and service planes for foreign travel, especially in 3rd World Countries. Chairman Sabo noted this is a faith-based accredited school.

Commissioner Engle noted the Mud Run was a success.

Commissioner Cross noted the Library is doing well with a year into the Storyville project.

Commissioner Hughes reported on the West Michigan Shoreline Regional Development Commission (WMSRDC) meeting where they have applied for several grants.

Commissioner Hughes also reported on attending a Placemaking Seminar.

Commissioner Scolnik reported on the dedication of the Brooks Correctional Facility All Faith Chapel.

Commissioner Scolnik noted the causeway cannons are finished and will be moved back following completion of the paving - a dedication date has yet to be determined. Commissioner Scolnik also noted that veteran plaques may be purchased for \$180 and benches are also available for purchases with funds raised to pay back the County for funds borrowed by the Veterans Affairs Department.

Chairman Sabo noted Flag Day is a tentative date for the Veterans Park dedication.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth reported that the Fraternal Order of Police (FOP) had asked to move the Police Memorial Statue from the Terrace Street side of the Hall of Justice to along the walkway of the future entrance. The statue is currently out for cleaning and will be re-installed after paving is completed near the future entrance.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Scott Erdman, Vice-President of the Muskegon County Fair Association, addressed the Board reporting on the Mud Run (held at the Muskegon County Fairgrounds) being a huge success with over 400 participants. Another Mud Run may be scheduled this Fall. Mr. Erdman also noted there were favorable comments from the first horse show of the season at the fairgrounds.

Commissioner Sabo announced that there will be a five minute recess, following adjournment of the meeting, before going into the Work Session on Sustainability.

2015-223 **MOVED BY COMMISSIONER WILKES, SECONDED BY COMMISSIONER MAHONEY, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:54 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, June 9, 2015

**Muskegon County
Board of Commissioners**
*Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442*

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, June 9, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Hughes and recited in unison.

Roll Call

Present: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Excused: Benjamin E. Cross

Also Present: Beth Dick, Director of Finance/Assistant County Administrator,
Nancy A. Waters, County Clerk
Jeanne Pezet, Deputy Clerk,
Doug Hughes, Corporate Counsel

2015-224 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve the agenda.

Voice vote

Motion Carried

2015-225 **APPROVE THE MINUTES OF MAY 21, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the meeting minutes of May 21, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PUBLIC HEARING: Truth in Taxation

2015-226 **OPEN PUBLIC HEARING**

Moved by Commissioner Nash, seconded by Commissioner Mahoney, to open the Public Hearing on Truth in Taxation.

Voice vote

Motion Carried

Beth Dick, Director of Finance/Assistant County Administrator, presented information explaining that, although the Notice indicates an increase in property tax, there is really no change. (PowerPoint presentation attached.)

Chairman Sabo opened the floor for public comment. There was no public comment on the Public Hearing regarding Truth in Taxation.

2015-227 **CLOSE PUBLIC HEARING**

Moved by Commissioner Nash, seconded by Commissioner Engle, to close the Public Hearing on Truth in Taxation.

Voice vote

Motion Carried

PRESENTATION

Commissioner Lohman Presented a Resolution in Recognition of the Muskegon Area Career Tech Center Students Participating in the 2015 SkillsUSA Conference. Three students earned Gold Awards: Allison Cooper from Reeths-Puffer High School, Kennedy Korson from Ravenna High School, and Maddie Maxim from Mona Shores High School and will be attending the National Conference in Louisville, Kentucky.

COMMUNICATIONS

The following communication item was presented to the Board for information: Huron County: Resolution 15-72: Support of *Stepping Up* Initiative. (see attached)

Commissioner Nash noted this is a significant resolution and he hopes Muskegon County will look into this type of initiative to work better with our local mental health system instead of incarceration.

Chairman Sabo indicated this is a big part of the Jail and Juvenile Transition Center and there were discussions at the Committee level to make sure we have those programs in place.

COMMITTEE/BOARD REPORTS

2015-228 **AUTHORIZE THE CIRCUIT COURT, FAMILY DIVISION TO ENTER INTO AN AGREEMENT WITH THE MUSKEGON COUNTY YMCA TO PROVIDE SUMMER EVENING RECREATIONAL PROGRAMMING FOR YOUTH INVOLVED WITH THE JUVENILE DIVISION**

CPS15/06-14

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Nash, to authorize the Circuit Court, Family Division to enter into an agreement with the Muskegon County YMCA to provide summer evening recreational programming for youth involved with the Juvenile Division.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

Commissioner Mahoney noted this is an excellent program for the County and gives the youth a lot of opportunity for the summer.

2015-229 **AUTHORIZE PUBLIC HEALTH TO PARTICIPATE IN THE WIC PROJECT FRESH PROGRAM AS THE STATE AUTHORIZED MARKET MASTER, TO ENTER INTO INDIVIDUAL AGREEMENTS WITH EACH OF APPROXIMATELY 25 LOCAL FARMERS AND TO REIMBURSE THE PARTICIPATING FARMERS FOR PROJECT FRESH COUPONS REDEEMED FOR FRESH FRUITS AND VEGETABLES SOLD TO ELIGIBLE WIC PROGRAM PARTICIPANTS; FURTHER AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE AGREEMENTS BETWEEN MARKET MASTER AND FARMER, WITH NO CHANGE IN THE GENERAL FUND APPROPRIATION**

HS/15/05-15

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to participate in the WIC Project FRESH Program as the state authorized Market Master, to enter into individual agreements with each of approximately 25 local farmers and to reimburse the participating farmers for Project Fresh coupons redeemed for fresh fruits and vegetables sold to eligible WIC program participants; further authorize the Public Health Director to sign the Agreements between Market Master and Farmer, with no change in the general fund appropriation.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-230 **AUTHORIZE BROOKHAVEN TO CREATE THE COMMUNITY RELATIONS/
MARKETING MANAGER POSITION AND DELETE POSITION N04803,
ADMISSIONS/MARKETING COORDINATOR**

HS15/06-16

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Brookhaven to create the Community Relations/Marketing Manager position and delete position N04803, Admissions/Marketing Coordinator.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-231 **AMEND THE HEALTHWEST FY2015 BUDGET PROPOSED TO THE COUNTY
OF MUSKEGON FROM \$63,551,399 DOWN TO \$61,597,463 FOR BOTH
REVENUES AND EXPENDITURES, AND TO APPROVE HEALTHWEST
PERSONNEL POSITION CHANGES LISTED ON THE HEALTHWEST
BUDGET AMENDMENT**

HS15/06-17

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to amend the HealthWest FY2015 Budget proposed to the County of Muskegon from \$63,551,399 down to \$61,597,463 for both revenues and expenditures, and to approve HealthWest personnel position changes listed on the HealthWest Budget Amendment.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-232 **APPOINT JOSEPH A. PRAHLOW, M.D., AS DEPUTY MEDICAL EXAMINER FOR MUSKEGON COUNTY UNDER THE MEDICAL EXAMINER CONTRACT**

HS15/06-18

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to appoint Joseph A. Prahlow, M.D., as Deputy Medical Examiner for Muskegon County under the Medical Examiner contract.

Commissioner Nash asked if this is a re-appointment.

Kathy Moore, Public Health Director noted this is an appointment under a contract period to cover in the absence of Joyce L. deJong, Chief Medical Examiner.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-233 **AUTHORIZE PUBLIC HEALTH TO RECONFIGURE/REMODEL AND REPLACE CARPET TILES IN THE CUSTOMER SUPPORT AREA IN THE PUBLIC HEALTH BUILDING AT AN ESTIMATED COST NOT TO EXCEED \$11,540.12 WITH NO ADDITIONAL GENERAL FUND ALLOCATION**

HS15/06-19

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to reconfigure/remodel and replace carpet tiles in the customer support area in the Public Health building at an estimated cost not to exceed \$11,540.12 with no additional general fund allocation.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-234 **AUTHORIZE PUBLIC HEALTH TO RECLASSIFY AND FILL THE VACANT NON-BARGAINING ENVIRONMENTAL PROTECTION SUPERVISOR POSITION X33201 (SALARY RANGE NX00290) TO NON-BARGAINING ENVIRONMENTAL PROTECTION COORDINATOR (SALARY RANGE NX00280) EFFECTIVE IMMEDIATELY; AND TO RECLASSIFY THE NON-BARGAINING NURSING SUPERVISOR POSITION X58003 (SALARY RANGE NX00290) TO NON-BARGAINING NURSING COORDINATOR (SALARY RANGE NX00280) EFFECTIVE 6/29/15**

HS15/06-20

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to reclassify and fill the vacant non-bargaining Environmental Protection Supervisor position X33201 (salary range NX00290) to non-bargaining Environmental Protection Coordinator (salary range NX00280) effective immediately; and to reclassify the non-bargaining Nursing Supervisor position X58003 (salary range NX00290) to non-bargaining Nursing Coordinator (salary range NX00280) effective 6/29/15.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-235 **AUTHORIZE PUBLIC HEALTH TO CREATE TWO (2) NON-BARGAINING HEARING AND VISION SPECIALIST POSITIONS (RANGE NO-00220); DELETE TWO (2) VACANT FULL-TIME GEU BARGAINING PUBLIC HEALTH TECHNICIAN POSITIONS (RANGE GU-00110) AND CREATE FOUR (4) HOURLY GEU BARGAINING PUBLIC HEALTH TECHNICIAN POSITIONS (RANGE GU-00110) RESULTING IN A NET GENERAL FUND SAVINGS OF \$24,774 FOR FY15 AND \$0 GENERAL FUND IMPACT IN FY16**

HS15/06-21

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to create two (2) non-bargaining Hearing and Vision Specialist positions (range NO-00220); delete two (2) vacant full-time GEU bargaining Public Health Technician positions (range GU-00110) and create four (4) hourly GEU bargaining Public Health Technician positions (range GU-00110) resulting in a net general fund savings of \$24,774 for FY15 and \$0 general fund impact in FY16.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-236 **AUTHORIZE PUBLIC HEALTH TO ACCEPT THE \$45,000 GRANT FROM BUILDING HEALTHY COMMUNITIES AS PART OF THE CPBC AGREEMENT AND TO PARTNER WITH MUSKEGON TRIBUNE - \$12,000; WEST MICHIGAN HELP NETWORK - \$20,000; CITY OF MUSKEGON HEIGHTS - \$2,000; AND CONTRACTUAL PROJECT MANAGEMENT - \$6,000; TO FULFILL THE GRANT REQUIREMENTS**

HS15/06-22

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health to accept the \$45,000 grant from Building Healthy Communities as part of the CPBC agreement and to partner with Muskegon Tribune - \$12,000; West Michigan Help Network - \$20,000; City of Muskegon Heights - \$2,000; and contractual project management - \$6,000; to fulfill the grant requirements.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-237 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$14,859,836.97 COVERING THE PERIOD OF MAY 9, 2015 THROUGH MAY 22, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/06-70

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve payment of the accounts payable of \$14,859,836.97 covering the period of May 9, 2015 through May 22, 2015, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-238 **INSTRUCT COUNTY ADMINISTRATION AND STAFF TO ENTER INTO NEGOTIATIONS BETWEEN THE COUNTY OF MUSKEGON AND THE CITY OF MUSKEGON TO DEVELOP AN OWNER/TENANT BUSINESS MODEL AND CONTRACTUAL LANGUAGE FOR FUTURE MANAGEMENT AND OPERATION OF THE L.C. WALKER ARENA FOR ONE YEAR**

WM15/06-71

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to instruct County Administration and staff to enter into negotiations between the County of Muskegon and the City of Muskegon to develop an owner/tenant business model and contractual language for future management and operation of the L.C. Walker Arena for one year.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-239 **ACCEPT CITY OF MUSKEGON AND MUSKEGON HEIGHTS JAG FUNDING TO SUPPORT PROSECUTOR SERVICES PROVIDED FOR CITY ORDINANCE ENFORCEMENT AND EXECUTE THE ASSOCIATED MEMORANDUM OF UNDERSTANDING**

WM15/06-72

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to accept City of Muskegon and Muskegon Heights JAG funding to support prosecutor services provided for city ordinance enforcement and execute the associated memorandum of understanding.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-240 **APPROVE THE OPERATING LEVY OF 5.6984 MILLS FOR MUSKEGON COUNTY TO BE LEVIED IN JULY 2015, THE OPERATING LEVY OF 0.3221 MILLS FOR THE LAKESHORE MUSEUM CENTER TO BE LEVIED IN DECEMBER 2015, THE OPERATING LEVY OF 0.0752 MILLS FOR THE DEPARTMENT OF VETERAN'S AFFAIRS TO BE LEVIED IN DECEMBER 2015, THE OPERATING LEVY OF 0.3000 MILLS FOR MUSKEGON COUNTY CENTRAL DISPATCH TO BE LEVIED IN DECEMBER 2015 AND THE DEBT REPAYMENT LEVY OF 0.2400 MILLS FOR THE QUALITY OF LIFE BOND ISSUANCE TO BE LEVIED IN DECEMBER 2015 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**

WM15/06-73

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the operating levy of 5.6984 mills for Muskegon County to be levied in July 2015, the operating levy of 0.3221 mills for the Lakeshore Museum Center to be levied in December 2015, the operating levy of 0.0752 mills for the Department of Veteran's Affairs to be levied in December 2015, the operating levy of 0.3000 mills for Muskegon County Central Dispatch to be levied in December 2015 and the debt repayment levy of 0.2400 mills for the Quality of Life bond issuance to be levied in December 2015 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.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Willins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo reminded everyone about the Project Fresh Family Fun Day! Saturday, June 13th from 8 a.m. to Noon, at the Public Health Department, 209 E. Apple Avenue. (see attached)

Chairman Sabo also reminded everyone about Bike to Work Week - June 15th - 19th and noted participants may register although it is not necessary to be registered to bike to work. (see attached)

Chairman Sabo noted the Muskegon Heights Festival in the Park will take place June 18th - 20th at Rowan Park with the Parade on Saturday, June 20th at 11 a.m. and the Mayor's Breakfast - Saturday, June 20th at 8:30 a.m., in the Council Chambers. Commissioner Wilkins noted all are welcome to attend.

Chairman Sabo noted the Public Health Advisory Committee is being formed and applications will be accepted through Tuesday, June 30th.

Chairman Sabo announced that the Saginaw County Staff & Board of Commissioners will Tour Muskegon County Jail on Thursday, June 18th at 11 a.m. Muskegon County Commissioners are also welcome to attend.

Chairman Sabo noted the upcoming Board Work Sessions will include the following and are open to the public:

- Tuesday, June 9th Relationship Between County Board and Drain Commission
- Tuesday, June 23rd - Veteran's Board

Commissioner Mahoney reported on a meeting last week with the Department of Employment and Training (DET) Regionalization Board.

Blue Lake Township is holding their 150 birthday/Sesquicentennial celebration at the Blue Lake Township Hall, 1491 Owasippe Road, Twin Lake, on Saturday, June 20th from 1 p.m. to 4 p.m.

Commissioner Hughes reported on information from the Michigan Association of Health and Human Services Committee meeting last Monday.

ADMINISTRATOR'S REPORT

Beth Dick, Director of Finance/Assistant County Administrator, noted she had nothing to report at this time.

OLD BUSINESS

Commissioner Hughes noted work on the Employee Picnic is moving along and it should be a fantastic event. It is scheduled for Sunday, July 11th.

Chairman Sabo noted, to celebrate MDOT's first phase completion at the north end of the causeway, Veterans Memorial Park, an event is planned for Sunday, June 14th at 1 p.m. (Flag Day).

Commissioner Hughes also encouraged everyone to participate in Brookhaven's 30th Annual Ice Cream Social on Wednesday, July 15th from 11 a.m. to 5 p.m. at Brookhaven Medical Care Facility, 1890 Apple Avenue. (see attached)

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

Deb Ackerman, Egelston Township Treasurer, thanked Chairman Sabo and Director of Finance/Assistant County Administrator Beth Dick for getting back with her regarding confusion about the public hearing.

Chairman Sabo recognized Elected Officials in the audience: Deb Hasley Ackerman, Egelston Township Treasurer; John Holter, Egelston Township Supervisor; Brenda Moore, Drain Commissioner; and Val Rissi, Fruitland Township Trustee

Chairman Sabo noted the Board Planning Session will begin at 4:30 p.m.

2015-241 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:26 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, June 23, 2015

RESOLUTION

To: The Honorable Board of Commissioners
Huron County
Michigan

WE, the SAFETY COMMITTEE, respectfully beg leave to submit the following resolution for your consideration:

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jail each year; and

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general population; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders; and

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families; and

WHEREAS, Huron County and all counties take pride in their responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways; and

WHEREAS, Huron County fully supports the concept of the *Stepping Up* initiative; and

WHEREAS, through *Stepping Up*, the National Association of Counties, the Council of State Governments Justice Center, and the American Psychiatric Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails; now

THEREFORE, BE IT RESOLVED, that the Huron County Board of Commissioners does hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail, commit to sharing lessons learned with other counties in our state and across the country to support a national initiative, and encourage all county officials, employees, and residents to participate in *Stepping Up*; and

BE IT FURTHER RESOLVED to utilize the comprehensive resources available through *Stepping Up* to:

- Convene or draw on a diverse team of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.
- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making at the system, program, and case levels.
- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and

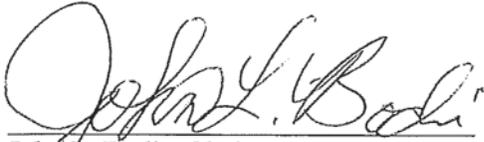
identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.

- Develop a plan with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers.
- Implement research-based approaches that advance the plan.
- Create a process to track progress using data and information systems, and to report on successes; and

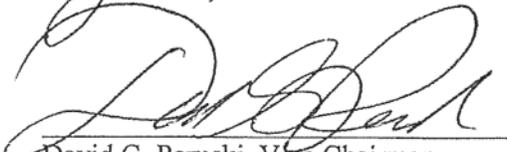
BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to all Michigan counties, the National Association of Counties, the Michigan Association of Counties, and members of our State and Federal leadership.

Respectfully submitted,

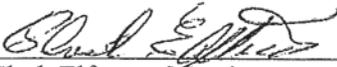
SAFETY COMMITTEE



John L. Bodis, Chairman



David G. Peruski, Vice Chairman



Clark Elftman, Member

Dated: May 26, 2015

~~VOICE~~ / ROLL CALL VOTE:

COMMISSIONER	YES	NO	ABSENT	COMMISSIONER	YES	NO	ABSENT
SAMI KHOURY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	JOHN L. BODIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DAVID G. PERUSKI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	RON WRUBLE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLARK ELFTMAN	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	JOHN A. NUGENT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RICH SWARTZENDRUBER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

RESOLUTION: ADOPTED DEFEATED TABLED

FY2015 Truth in Taxation Public Hearing

Muskegon County

6/9/2015

FY2015 Truth in Taxation

- Discuss proposed operating millages for:
 - Muskegon County
 - Lakeshore Museum Center
 - Central Dispatch
 - Dept. of Veteran's Affairs

FY2015 Truth in Taxation

- Discuss proposed operating millages for:
 - Muskegon County
 - Lakeshore Museum Center
 - Central Dispatch
 - Dept. of Veteran's Affairs
- Discuss uses of Convention Facility (Liquor) Tax and Cigarette Tax revenues

FY2015 Truth in Taxation

- Notice was published in the Muskegon Chronicle on May 31 and June 2, 2015

FY2015 Truth in Taxation

- Notice was published in the Muskegon Chronicle on May 31 and June 2, 2015
- Language of the notice is provided by the State and required

FY2015 Truth in Taxation

- Notice was published in the Muskegon Chronicle on May 31 and June 2, 2015
- Language of the notice is provided by the State and required
- Refers to “Increasing Property Taxes” which is misleading

FY2015 Truth in Taxation

- Proposed operating millage rates are the same as last year

FY2015 Truth in Taxation

- Proposed operating millage rates are the same as last year
- Normally referred to as an “increase” because Property Tax Revenues will be higher than last year due to the inflationary increase in taxable values

FY2015 Truth in Taxation

- Normally without this Public Hearing, the State would limit projected Property Tax Revenues to the same amount as last year by forcing the millage rates down

FY2015 Truth in Taxation

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- However, unique to this year, the required Base Tax Rate Fraction (Truth in Taxation Fraction) is 1.0061 so in effect there is no inflationary increase to approve

FY2015 Truth in Taxation

- Normally without this Public Hearing, the State would limit projected Property Tax Revenues to the same amount as last year by forcing the millage rates down
- However, unique to this year, the required Base Tax Rate Fraction (Truth in Taxation Fraction) is 1.0061 so in effect there is no inflationary increase to approve
- Without this Public Hearing, Liquor and Cigarette Tax Revenues could not be used for their intended purposes and instead would be used for general county operations

FY2015 Truth in Taxation

- With this Public Hearing, the operating millages remain the same as last year

FY2015 Truth in Taxation

- With this Public Hearing, the operating millages remain the same as last year
- With this Public Hearing, Liquor and Cigarette Tax Revenues are authorized to be used for their intended purposes

FY2015 Truth in Taxation

- Est. Liquor Tax money is \$1,476,499

FY2015 Truth in Taxation

- Est. Liquor Tax money is \$1,476,499
- 1/2 must be used for substance abuse treatment and prevention programming

FY2015 Truth in Taxation

- Est. Liquor Tax money is \$1,476,499
- 1/2 must be used for substance abuse treatment and prevention programming
- Liquor Tax monies historically help support the Public Health depts. substance abuse prevention program and the District Court's probation assessment program

FY2015 Truth in Taxation

- Est. Cigarette tax money is \$0

FY2015 Truth in Taxation

2014 MC Operating millage	5.6984
Reduction fraction for inflation	<u>x 1.000</u>
Adjusted millage	5.6984
Liquor tax reduction	<u>(.3149)</u>
2015 millage w/o Public Hearing	5.3835
2015 millage w/ Public Hearing	5.6984

FY2015 Truth in Taxation

- In order to support various budgets, staff is recommending the Board approve the levying of the following millages:
 - County operating – 5.6984 mills on 7/1/15
 - Museum operating - .3221 mills on 12/1/15
 - Veterans Affairs operating - .0752 mills on 12/1/15
 - Central Dispatch operating - .3000 mills on 12/1/15
 - Quality of Life debt repayment - .2400 mills on 12/1/15



The End

County of Muskegon



RESOLUTION

IN RECOGNITION OF THE MUSKEGON AREA CAREER TECH CENTER STUDENTS PARTICIPATING IN THE SkillsUSA CONFERENCE

WHEREAS, SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce and helps to establish industry standards for job skill training in the lab and classroom and promote community service; and

WHEREAS, twenty-two (22) students from the Muskegon Area Career Tech Center recently competed against the best and the brightest in the state at the Skills USA State Leadership and Skills Conference; and

WHEREAS, of these twenty-two students who competed, three students earned **Gold Awards** and the opportunity to attend the national conference in Louisville, Kentucky; and

WHEREAS, the students earning the **Gold Award** and participating at the National level are Allison Cooper (Reeths-Puffer), Kennedy Korson (Ravenna) and Maddie Maxim (Mona Shores) for their entry for Chapter Display; and

WHEREAS,

- The Auto Collision/Refinishing students attending were: Ryan Szost (Mona Shores), Josh Carlton (Montague) and Thomas Alder (Oakridge)
- The Catering & Culinary Management students attending were: Chef McCayla Dixon (Oakridge), Sous Chef Kaley Billman (Oakridge), (Pastry Chef) Samantha Wilson (Whitehall), Prep Cook Leah Stokes (Montague) and Server Kathy Allen (Whitehall), Saqora Conklin (Fruitport), Kenya Tucker (Muskegon)
- Construction Trade students attending were: Matthew Conzemius (Fruitport), Richard Briggs (Fruitport)
- Graphic Production Technologies students attending were: Alaina Carlton (Fruitport), Dakota Breckler (Whitehall), Hunter Markiewicz (Whitehall)
- Machining/Engineering Tech students attending were: Christopher Smith (Fruitport), Brandon Hibbs (Holton), Brandon Wemple (Montague), John St. John (Orchard View)

THEREFORE NOW BE IT RESOLVED, the Muskegon County Board of Commissioners does recognize these students and SkillsUSA Advisors for Graphic Production Technologies Ms. Christine Bell and Ms. Laurie Hundt, Para-Professional; and Skills USA Advisor Chef Instructor Ms. Elisssa Penczar on these great accomplishments and wishes continued success in the future and a win at the National SkillsUSA Conference in Louisville!



Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Susie Hughes

Jeff Lohman

Kenneth Mahoney

Charles Nash

Robert Scolnik

Rillastine Wilkins



May 21, 2015

Muskegon County's WIC Program is proud to be hosting

Project Fresh Family Fun Day!

Saturday June 13, 2015

8:00 am - 12:00 pm

Public Health – Muskegon County

209 E. Apple Ave.

Free Family Fun Day

Attractions Open to the Community

- Free trolley rides to the local farmers market
- Inflatable bounce house and Dragon Hide N' Slide
- YMCA Veggie Van
- Learn to fish at the Michigan Angler's Trout Pond
- Petting Zoo and Safari Sensory Trailer
- Children's activity and craft stations
- Information booths promoting the services of various local agencies and organizations



MICHIGAN STATE UNIVERSITY | Extension

Project Fresh Coupons

On a first come, first serve basis eligible WIC participants will have the opportunity to receive **\$20.00** worth of Project Fresh coupons for Michigan grown fruits and vegetables that can be redeemed at the local farmers market.

**Limited supply of coupons available*

USDA is an equal opportunity provider and employer

For more information about WIC call 724-1391 or visit muskegonhealth.net



Ride any and all days June 15-19, 2015

Choose the date of your choice and register at www.RideOnMuskegon.com

- Win valuable prizes from local merchants
- Park and ride locations for your area
- Safety information
- Maps and suggested routes
- Employer incentives
- Community goal is to have 1,000 riders participate in this year's event!
- 8th annual event

Ride Of Silence: Wednesday, May 20

The Ride of Silence is a bike ride honoring people who have been injured or killed riding their bicycles. No words are spoken while riding.

For more details go to:

rideonmuskegon.com

Presented by:



EMPLOYERS ASSOCIATION OF WEST MICHIGAN



Community Partners:





*Brookhaven's
30th Annual
Ice Cream Social*



Goes Red White & Blue!!!

Wednesday, July 15, 2015

11:00 am—5 pm

*Brookhaven Medical Care Facility
1890 Apple Ave.*



Please join us for great
entertainment, food, prizes, craft
sale, raffles, and games.

*Proceeds go to the Brookhaven Resident
Activity Fund.*

Any questions call 724-3551.



Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, June 23, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo with a moment of silence for former Muskegon County Undersheriff and City of Whitehall Council Member, Orville Smith who passed away. The Pledge of Allegiance was led by Commissioner Nash and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Absent: None

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Deputy Clerk;
Doug Hughes, Corporate Counsel

2015-242 **APPROVAL OF THE AGENDA**

Moved by Commissioner Hughes, seconded by Commissioner Cross, to approve the agenda with the removal of Community Development/Strategic Planning item # CD/SP15/06-10.

Voice vote

Motion Carried

2015-243 **APPROVE THE MINUTES OF JUNE 9, 2015**

Moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve the meeting minutes of June 9, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION: MSU Extension Update

Michael Krauch, District 5 MSU Extension District Coordinator, provided a verbal update to the Board regarding events taking place with MSUE, including: Issues Identification Project; the 4-H Program which serves 450+ participants in 23 clubs; Tech Wizards which will continue through the summer; the 2015 Breakfast on the Farm event taking place in Freesoil, MI on Saturday, July 11, 2015. (see attached)

Mr. Krauch noted he will return in 6 – 8 weeks with an annual report.

Commissioner Hughes noted she had attended an MSUE Placemaking Session and she stated the session was really good.

COMMUNICATIONS

There were no Communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-244 **REPRINT 20,000 COPIES OF THE OFFICIAL 2015 MUSKEGON COUNTY VISITORS GUIDE WITH ROGERS PRINTING OF RAVENNA, MI, AT A COST NOT TO EXCEED \$10,163 AND TO AUTHORIZE THE CHAIRMAN OF THE BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/06-11

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to reprint 20,000 copies of the official 2015 Muskegon County Visitors Guide with Rogers Printing of Ravenna, MI, at a cost not to exceed \$10,163 and to authorize the Chairman of the Board to execute the agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-245 **ADOPT THE LICENSE AGREEMENT WITH THE CHILD ABUSE COUNCIL OF MUSKEGON COUNTY FOR USE OF THE UNION DEPOT GROUNDS FOR A BEVERAGE AND ENTERTAINMENT TENT FOR FRIDAY AND SATURDAY, JULY 17 & 18, 2015, DURING THE REBEL ROAD MOTORCYCLE RALLY AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/06-12

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to adopt the license agreement with the Child Abuse Council of Muskegon County for use of the Union Depot grounds for a beverage and entertainment tent for Friday and Saturday, July 17 & 18, 2015, during the Rebel Road motorcycle rally and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-246 **ADOPT THE LICENSE AGREEMENT WITH THE MICHIGAN IRISH MUSIC FESTIVAL TO PROVIDE A LICENSE FOR THE USE OF HERITAGE LANDING THURSDAY, SEPTEMBER 17, 2015 THROUGH SUNDAY, SEPTEMBER 20, 2015 FOR THE MICHIGAN IRISH MUSIC FESTIVAL AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/06-13

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to adopt the License Agreement with the Michigan Irish Music Festival to provide a license for the use of Heritage Landing Thursday, September 17, 2015 through Sunday, September 20, 2015 for the Michigan Irish Music Festival and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-247 **REVISE THE COUNTY OF MUSKEGON'S FREEDOM OF INFORMATION ACT POLICY AND PROCEDURE GUIDE, SUMMARY AND RELATED FORMS TO REFLECT THE AMENDMENTS TO THE FREEDOM OF INFORMATION ACT**

CD/SP15/06-14

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to revise the County of Muskegon's Freedom of Information Act Policy and Procedure Guide, Summary and related forms to reflect the amendments to the Freedom of Information Act.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-248 **AUTHORIZE THE BOARD CHAIR TO SIGN A LETTER OF SUPPORT FOR WMSRDC TO AWARD THE CONTRACT FOR HABITAT RESTORATION PROJECTS TO JACKSON MERKEY AT NO COST TO THE COUNTY OF MUSKEGON**

CD/SP15/06-15

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to authorize the Board Chair to sign a letter of support for WMSRDC to award the contract for habitat restoration projects to Jackson Merkey at no cost to the County of Muskegon.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-249 **APPROVE THE REORGANIZATION OF THE WASTEWATER'S FLEET MAINTENANCE AND OPS MAINTENANCE DEPARTMENTS BY UNITING BOTH DEPARTMENTS UNDER A SINGLE SUPERVISOR AS RECOMMENDED BY THE WASTEWATER DIRECTOR**

BPW-15-063

The Board of Public Works recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the reorganization of the Wastewater's Fleet Maintenance and Ops Maintenance departments by uniting both departments under a single supervisor as recommended by the Wastewater Director.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-250 **APPROVE THE REORGANIZATION OF THE WASTEWATER LABORATORY DEPARTMENT AS RECOMMENDED BY THE WASTEWATER DIRECTOR**

BPW-15-064

The Board of Public Works recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the reorganization of the Wastewater Laboratory Department as recommended by the Wastewater Director.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-251 **AUTHORIZE THE PURCHASING DEPARTMENT AND MATS TO SOLICIT A REQUEST FOR PROPOSALS FOR OFFICE FURNITURE FOR THE RENOVATED TRANSIT CENTER**

TR15/06-20

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to authorize the Purchasing Department and MATS to solicit a Request for Proposals for office furniture for the Renovated Transit Center.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-252 **AUTHORIZE THE PURCHASING DEPARTMENT TO ISSUE AN INVITATION FOR BIDS FOR A FIVE-YEAR CONTRACT FOR THE DELIVERY OF DIESEL FUEL AND UNLEADED FUEL TO THE MUSKEGON AREA TRANSIT SYSTEM AND OTHER COUNTY DEPARTMENTS**

TR15/06-21

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to authorize the Purchasing Department to issue an Invitation for Bids for a five-year contract for the delivery of diesel fuel and unleaded fuel to the Muskegon Area Transit System and other County Departments.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-253 **AUTHORIZE THE PURCHASING DEPARTMENT AND MATS TO SOLICIT PROPOSALS FOR A FIVE-YEAR PERIOD OF PREVENTIVE AND ON-CALL MAINTENANCE SERVICES ON THE MATS COMPRESSED NATURAL GAS FUELING SYSTEM**

TR15/06-22

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to authorize the Purchasing Department and MATS to solicit proposals for a five-year period of preventive and on-call maintenance services on the MATS compressed natural gas fueling system.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-254 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$4,094,177.08 COVERING THE PERIOD OF MAY 23, 2015 THROUGH JUNE 5, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/06-74

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$4,094,177.08 covering the period of May 23, 2015 through June 5, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-255 **ADOPT REVISIONS TO THE DONATED LEAVE POLICY, REGARDING CLARIFICATION OF THE "SIGNIFICANT MEDICAL CONDITION" ELIGIBILITY CRITERIA, DEFINE THE "YEAR" FOR EMPLOYMENT CRITERIA AND ESTABLISH THE REVIEW PROCESS COMMITTEE**

WM15/06-75

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to adopt revisions to the Donated Leave Policy, regarding clarification of the "significant medical condition" eligibility criteria, define the "year" for employment criteria and establish the Review Process Committee.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-256 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO MAKE THE RECOMMENDED SALARY RANGE ADJUSTMENTS TO TS-00105 (\$8.50 - \$9.00/HOUR) AND TS-00325 (\$9.50 - \$10.00/HOUR), EFFECTIVE MAY 1, 2015 DUE TO THE INCREASE IN THE STATE OF MICHIGAN MINIMUM WAGE**

WM15/06-76

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to authorize the Human Resources Department to make the recommended salary range adjustments to TS-00105 (\$8.50 - \$9.00/hour) and TS-00325 (\$9.50 - \$10.00/hour), effective May 1, 2015 due to the increase in the State of Michigan minimum wage.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-257 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO CONTRACT WITH AFLAC FOR EMPLOYEE VOLUNTARY BENEFITS, FOR THE PERIOD 10/1/2015 THROUGH 9/30/2017**

WM15/06-77

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to authorize the Human Resources Department to contract with AFLAC for employee voluntary benefits, for the period 10/1/2015 through 9/30/2017.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-258 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO RENEW BASIC LIFE/AD&D AND LONG TERM DISABILITY COVERAGE WITH RELIANCE STANDARD FOR THE BENEFIT PERIOD JULY 1, 2015 THROUGH SEPTEMBER 30, 2017**

WM15/06-78

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to authorize the Human Resources Department to renew Basic Life/AD&D and Long Term Disability coverage with Reliance Standard for the benefit period July 1, 2015 through September 30, 2017.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-259 **AUTHORIZE A RESOLUTION IN RECOGNITION OF EAGLE ALLOY BEING RECOGNIZED AND NAMED AS MODERN CASTING'S 2015 METALCASTER OF THE YEAR**

WM15/06-79

The Ways and Means Committee recommends, moved by Commission Nash, seconded by Commissioner Mahoney, to authorize a Resolution in Recognition of Eagle Alloy being recognized and named as Modern Casting's 2015 Metalcaster of the Year.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-260 **APPOINT JACK KENNEDY TO THE ROAD COMMISSION SLOT OF THE MUSKEGON PORT ADVISORY COMMITTEE IN LIEU OF KEN HULKA (TERM THROUGH 12/31/16)**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Cross, to appoint Jack Kennedy to the Road Commission slot of the Muskegon Port Advisory Committee in lieu of Ken Hulka (term through 12/31/16).

Voice vote

Motion Carried

Chairman Sabo invited everyone to attend the Michigan's Heritage Park ribbon cutting at Noon on Saturday, June 27th, 8637 N. Durham Road, Whitehall, MI.

Chairman Sabo announced the following upcoming events on Friday, July 3rd and Saturday, July 4th (see attached):

- Lakeshore Art Festival - Downtown Muskegon
- 6th Annual Rockstock - Heritage Landing
- Fireworks @ Dusk on Saturday, July 4th at Heritage Landing and other locations around Muskegon County

Chairman Sabo noted the following Upcoming Board Work Sessions are open to the public and will cover the following topics:

- Tuesday, June 23rd (following Full Board) - Veterans' Board
- Thursday, July 9th (following Ways & Means) - Probate Court Overview
- Tuesday, July 14th (following Full Board) - Land Bank Authority

Commissioner Mahoney noted the Department of Employment and Training (DET) situation is moving forward and still working on the bylaws.

ADMINISTRATOR'S REPORT

2015-261 **APPROVE SENIOR RESOURCES ANNUAL IMPLEMENTATION PLAN FOR FY2016**

The Administrator recommends, moved by Commissioner Engle, seconded by Commissioner Hughes, to approve Senior Resources Annual Implementation Plan for FY2016 (see attached).

Voice vote

Motion Carried

Pam Curtis, Senior Resources CEO; Amy Florea, Community Services Director; and Kathy Moore, Muskegon County Board Liaison were present in the audience.

Commissioner Wilkins asked Kathy Moore, now that she has been appointed the Muskegon County Public Health Director, if she would like someone else to take the liaison position.

Kathy Moore, Public Health Director, noted these are challenging times but having been the appointed liaison for 12 years, she has learned that Public Health and Senior Resources share some of the same issues and thanked Commissioners for allowing her to continue to serve in this capacity.

Pam Curtis noted Kathy Moore has been a huge asset to the Board including duties of Secretary/Treasurer for the Senior Resources Board. Ms. Curtis also noted Senior Resources covers Muskegon, Ottawa, and Oceana County and has been in the area for 40 years serving older adults and to coordinate systems of care to keep older citizens in their homes as long as possible.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Chairman Sabo noted the Muskegon Chamber of Commerce Recognized The Future 15 emerging leaders under 40 which included Brittany Lenertz of Michigan Works! Muskegon-Oceana and Jonathan Wilson, Muskegon County Economic Development Coordinator.

PUBLIC COMMENT

Deb Hasley Ackerman, Egelston Township Treasurer, invited the Board Members to attend the Michigan Township Association Meeting on Monday, June 29th at 7 p.m. which will be hosted by Whitehall Township at 7644 Durham Road, Whitehall, MI.

Jonathan Wilson addressed the Board to remind them that the third of four Vision 20/20 planning sessions will take place this evening at the MAREC Building, 200 Viridian Drive, Muskegon, MI for public perception on commercial and port activity and how to develop those assets.

Chairman Sabo reminded everyone about the County Employee Picnic scheduled for Sunday, July 12th at Heritage Landing.

Tony Moulatsiotis, Muskegon County Treasurer, reported that 1100 tickets have been distributed to date with an expectation of 1100 – 1500 people in attendance. Treasurer Moulatsiotis noted this is not for the Directors, Electeds and Board members so he will need their shirts sizes as volunteers. He further noted that there will be no cost to the County because everything will be donated. Treasurer Moulatsiotis stated he hopes to make this the “First Annual Employee Picnic”.

Chairman Sabo noted the Board Planning Session will begin at 4:35 p.m.

2015-262 **MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER WILKINS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:33 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, July 14, 2015

SeniorResources
Our Name. Our Focus.



Pam Curtis, CEO

Friday, May 22, 2015

Terry Sabo, Chairperson
County of Muskegon, Board of Commissioners
990 Terrace Street
Muskegon, MI 49440

Mr. Sabo,

Please find enclosed a copy of Senior Resources Annual Implementation Plan for FY'2016 for your review and approval. It is a requirement by our state office that Area Agencies on Aging send a copy of their Area Plan and seek a resolution/adoption from the County Board by August 3, 2015. If the Commissioners do not approve the plan please identify the reason(s) that it was not approved. If we do not receive a resolution or minutes from you prior to August 3rd then we will assume you approve the plan.

The budget information included in the plan represents a continuation in state and federal funding. We recognize that new budget figures maybe available after May 31. If Senior Resources receives new budget figures before June 15, 2015 we will send them to you promptly for your review.

The Senior Resources Program and Planning Advisory Board and the Board of Directors, both of which have representatives from all three of our counties, will review and approved the Annual Implementation Plan for FY'2016 at their May meetings. A copy of the plan has also been submitted to the Office of Services to the Aging for their review, comment, and approval at their September Board meeting.

We appreciate your time and effort in reviewing our plan. Please feel free to give me a call at 1-800-442-0054 if you have any questions.

Sincerely,

Amy Florea
Community Services Director

cc: Mark E. Eisenbarth, Administrator

Enclosures

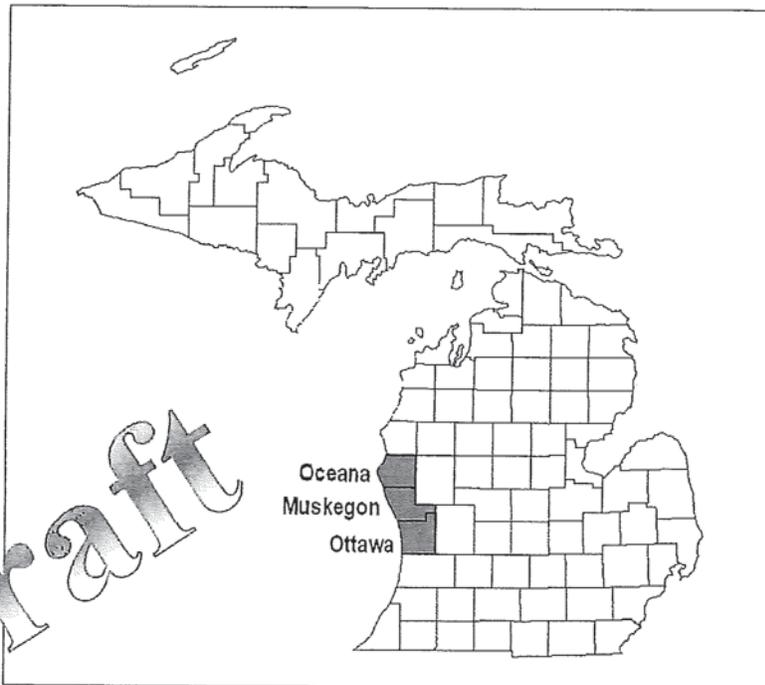
Senior Resources of West Michigan serving Muskegon, Oceana and Ottawa Counties
An Area Agency on Aging
560 Seminole Road. Muskegon. MI. 49444
Phone: 739-5858 Toll Free: 1-800-442-0054
www.seniorresourceswmi.org

SeniorResources

Our Name. Our Focus.



Annual Implementation Plan FY' 2016



Senior Resources of West Michigan
560 Seminole Rd.
Muskegon, MI 49444
(231) 739-5858 or 800-442-0054
Pam Curtis, Chief Executive Officer
Amy Florea, Community Services Director



ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources 14

FY 2016

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ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

County/Local Unit of Govt. Review

AAA Response:

Senior Resources will send a draft copy of the 2016 Annual Implementation plan via certified mail or email with a delivery receipt and read receipt request to each chairperson of the county commissioner's board and the administrator of the board for each county in our region no later than May 27, 2015. In a cover letter sent to the chairperson of each board of commissioners, Senior Resources will offer to attend the County Board meeting or any subcommittee of that Board for each county in our region to respond to any questions related to the plan. The letter will indicate that if we do not hear from their local units of government prior to August 3, 2015 with a written or emailed resolution or approval, Senior Resources will assume their board's passive approval of the plan.



ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

Plan Highlights

1. A brief history of the area agency and respective PSA that provides a context for the AIP. It is appropriate to include the area agency's vision and/or mission statements in this section.

Senior Resources was designated an Area Agency on Aging in 1973 by the State of Michigan to administer the federal Older Americans Act as well as the Older Michigianians Act. As 1 of the 16 AAA's in Michigan, we have served West Michigan for over 40 years as the gateway to local resources, planning efforts and services to help older adults, their families and caregivers in Muskegon, Oceana and Ottawa Counties.

The mission of Senior Resources is to provide a comprehensive and coordinated system of services designed to promote the independence and dignity of older persons and their families in Muskegon, Oceana, and Ottawa counties – a mission compelling us to focus on older persons in greatest need and to advocate for all. Senior Resources serves as a focal point and acts as an advocate for the elderly by advancing causes or issues that are vital to their welfare. It is the agency's specific goal to effectively implement the Older Americans Act by developing and administering a regional area plan for coordinating and contracting with viable agencies for services for persons 60 years and older. It is also a goal of the agency to inform and educate seniors, families and the public on available services and issues affecting older adults.

2. A summary of services to be provided under the plan which includes identification of the five service categories receiving the most funds and the five service categories with the greatest number of anticipated participants.

Providing older adults and their caregivers with in-home services sufficient to help them remain in their environment of choice continues to be the focus of service delivery. Home delivered and congregate meals, respite care, home care assistance and homemaking are the top funded service categories and they remain the services with the highest anticipated number of participant utilization. Individuals in need of homecare services must become clients of either one of the Case Coordination & Support programs or the Care Management program in order to receive services through our Purchase of Service system. Consumers choose from a pool of personal care, homemaking, in-home respite, and adult day care providers. Supports coordinators assess clients physical, social and financial needs and then, if applicable, make arrangements for in-home services including: home delivered meals, personal care, in-home respite, homemaking, medication management, personal emergency response systems and adult day care. If necessary, transportation services can be arranged, Medicare/Medicaid and other insurance counseling can be provided and assistance is available with the MMAP Program. Referrals are also made to other community programs. Upon hire, Supports coordinators receive training in long term care options and will continue to enhance their training as an element of their ongoing training. Senior Resources has four Options Counselors and we have incorporated their service into the Intake Process. Consumers identified at the time of the initial contact with an Options Counselor as a candidate at risk for nursing home placement are referred to the appropriate program immediately. Options counselors not only explain long term care options, but also initiate a discussion on a person's personal finances and how to best utilize them to make them last for as long as possible and still allow the person to remain in the setting of their choice.

Supports coordinators and/or options counselors will also assist clients in accessing other services funded through Senior Resources such as Long Term Care Ombudsman, Caregiver Support, Health Promotion/Disease Prevention, and Kinship Care. If a need is identified that cannot be met through Senior Resources, Options counselors and/or supports coordinators will refer the person to the service provider that can meet their need or will make the referral after permission from the person is gained.



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3. Highlights of planned program development objectives.

Senior Resources and our meal provider, AgeWell Services are continuously looking for ways to increase efficiencies in meal programs while maintaining quality and frequency and providing the important daily well-check that so many homebound seniors and their families rely on.

Senior Resources, AgeWell Services and approximately 12 key community leaders/organizations have begun and will continue to get a Senior Millage on the Ballot in 2016 which if passed, will allow for additional fund to purchase home delivered meals. This will allow the Muskegon area to meet the demand for services and fill the gap in funding from OAA.

AgeWell Services continues to investigate the option of meal delivery to clients less than 5 days a week. This will be accomplished by gathering best practices that have implemented nationally, exploring options for continued client satisfaction with this option, analyzing options for continuation of daily client communication, and determining the cost savings (if any). Moving to less than 5 day delivery could mean increased use of frozen meals. This option may allow us to pilot a few routes with choice only options. This will be an ideal time to implement menu ordering of frozen meals in which people would be able to order meals according to personal tastes and preferences

AgeWell Services will be moving part of their meal preparation tasks to a new kitchen that will be located within the new LifeCircles PACE facility in Holland. This will allow for fresher food delivery, the ability to have a local Ottawa County presence in the area and free up space in the central facility in Muskegon.

In an effort to enhance the effectiveness of the homebound assessments, AgeWell Services will use a Registered Dietitian (RD) to providing training and oversight to their assessment staff. This will allow our RD to identify specific nutrition needs that must be met and intervene with education, supplements, or specialized diets.

In the Senior Resources region, congregate centers have continued to follow national trends and have seen reduced participation. To market meals programs to the younger senior adult there has been a concentrated effort to enhance AgeWell's website, Facebook, adding technology at selected sites and conducting surveys at senior high rise buildings to assess satisfaction and ways to improve the service. Senior Resources and AgeWell Services have been meeting bi-weekly for the past year planning and implementing some of the strategies listed above.

In 2015, AgeWell Services began to provide activity kits for each congregate location to assist the coordinator with a monthly theme package including special menu, flyer to advertise, decorations, prizes and social and intellectual stimulation activities like puzzles, trivia and games. In 2016, a nutrition education component to the monthly activity kits will be added and will focus on a different health theme each month. A Registered Dietitian (RD) will now be directly supervising the centers and will work with the Fitness Department to include at least 1 physical activity to be provided monthly. An example, if talking about diabetes one month then the physical activity might be exercises as simple as ankle rolls and hand flexing to improve extremity circulation. In addition our meal provider will continue to investigate restaurant options in gap areas.

Senior Resources in partnership with AAAAM and a grant through the Michigan Health Endowment Fund will expand PATH diabetes and Matter of Balance programs region wide. With the coordination of OSA, Senior Resources has trained 3 Diabetes PATH Master Trainers in this crucial evidence based curriculum. Having master trainers allows us to perpetuate the program by training additional lay leaders and holding more classes. In addition, several community partners have been trained in, proposed and received IIID funding for additional evidence based programming. Senior Resources will continue to investigate which new evidence



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based programming could be added to the evidence based repertoire based on participant preferences.

Project Fresh and the farmers markets throughout our PSA offer older adult access to healthy, fresh locally grown food. In FY'14, AgeWell Services, our meal provider, facilitated this program with great success. In FY'15 they will again administer Project Fresh utilizing volunteers and providing access information in addition to Project Fresh vouchers.

To address the critical need for elder abuse education and training the very active Tri-County Protection Team in our region is expanding. This group is soliciting participation by a financial institution representative as much elder abuse pertains to financial abuse. County specific sub committees are beginning to form to provide localized focus.

The Tri-County Protection Team received a grant from the Women's Division of the Chamber of Commerce and with this launched a new updated logo, purchased some display materials and banners and also bought magnets for handouts with the statewide hotline number included.

Committees are working on an on-line education program and applying to be able to offer CEU's for the education program. The tentative date for CEU availability is May 2015.

Senior Resources feels that enhancing the referral process between all community agencies that serve older adults and persons with disabilities, assisting consumers and their caregivers in finding accessible, cost appropriate resources in their local communities and supplying them with all the options available to them will enable seniors and their caregivers to make informed individual decisions about living preferences and have the support they need to maintain in that environment. To that end, Senior Resources and the two local Centers for Independent Living that serve Region 14 will continue to meet quarterly to ensure smooth participant referrals and provide shared training to employees regarding Person Centered Thinking.

All other program development objectives listed in the MYP 2014-2016 are ongoing.

4. A description of planned special projects and partnerships.

The Senior Resources Board of Directors and staff have established as a priority providing services to those most in need. To that end, we partner with over 90 In-Home Care Agencies that are located and provide care throughout our three county area. In-home services including personal care, homemaking, respite, and home-delivered meals remain priority services as well as adult day care and caregiver services. Senior Resources will continue to work with area collaborative bodies to insure that services reach the frailest elderly. There are four focal points that are situated throughout the region, two of them are councils on aging and two senior wellness centers.

The Pathways to Better Health Program was developed from a grant received by Michigan Public Health Institute (MPHI) from the Centers of Medicaid and Medicare (CMS) Innovations Awards. The proposal introduced the role of the Community Health Worker embedded within social service agencies throughout pilot program regions. Muskegon Health Project partnered with MPHI to administer the program in Muskegon, Oceana and Northern Ottawa County. The program aims to connect individuals having 2 or more chronic disease conditions with programs, resources and education to improve their health conditions. Senior Resources was approached to house a Community Health Worker within our agency in 2012. Serving only the population 60 and over through this program we are able to work toward meeting our objective of improving the health outcomes for older adults. The program is designed to be intensive and lasts 4 to 6 weeks. We now serve over 500 unduplicated participants through this program each year with 4 full time employees.

The demand for services is expected to grow with the swiftly aging population. The amount of funding Senior

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Resources receives for services can't keep up with demand. To help alleviate some of the excess demand and at the suggestion of the Administration of Community Services, Senior Resources is doing the following in our three county region:

CST Technology Partnership: The CARENECT program affords us an opportunity to participate in a private pay Personal Emergency Response System that will provide subscribers and their family members with access to a professionally staffed call center for all their care needs, not just those related to an emergency. Due to CST Technologies relationship with N4A, this partnership is a way for Senior Resources to gain revenue that is returned back into service delivery.

We continue to work with a variety of volunteer programs and youth summer camps to provide an assortment of chore services. This past year Senior Resources has used interest income to support the unmet needs program. We use these funds to purchase items such as dentures, glasses, furnace repairs, ramps, appliances, and emergency transportation.

Senior Resources contracts with CALL 2-1-1 as our first step in the continuum of care. CALL 2-1-1 is a 24 hour 7 days a week information and assistance call center with call specialists trained in helping families clarify their situation and identify the best solutions. This Information and Assistance is available region-wide. A phone call provides access to information and assistance regarding in-home services, case coordination & support, Care Management/Medicaid Waiver programs, insurance, prescriptions, taxes, transportation, support groups, home repair, housing, and a host of other community services. When the call warrants, transfer is made to a Senior Resources Options Counselor who can listen to the callers story, educate consumers, explore options, and make appropriate referrals.

Several of our contractors, and Senior Resources, are recipients of United Way funds. Senior Resources will continue to work closely with United Way in an effort to provide the broadest amount of service coverage possible. The combination of United Way and Senior Resources funds allows many providers to enhance and expand the amount of service they are providing rather than duplicate it.

In the Senior Resources service area two counties receive millage service dollars. Both the Oceana County Council on Aging and Four Pointes Center for Successful Aging are recipients of millage funds in their areas. These funds are used to cover operating expenses for all services and support existing programs within the Councils on Aging. Without these funds both agencies would be forced to cut back or eliminate services to older adults in their areas.

In Ottawa County, Senior Resources is a member of the Ottawa County Human Resource Council where many community agencies collaborate, including the Community Action Agency. The Community Action Agency carries out the oversight role of Senior Resources' Ottawa County matching funds. Involvement in both the Muskegon and Ottawa Human Service Coordinating Councils raises knowledge level of service availability and prevents duplication of services.

Senior Resources works with the Public Health Departments on several community collaboratives. In Ottawa County the Food Policy Council is working to improve healthy choices and special diet options in food pantry selections with an emphasis on training the pantry volunteers in assisting consumers with choices to accommodate special diets. In addition, Senior Resources is part of the Muskegon County Collaborative in which the Muskegon County Health Department is also a member.



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Senior Resources partnered with the two Centers for Independent Living that operate within the PSA to support the Aging and Disability Resources Collaboration of the Lakeshore. The ADRC of the Lakeshore was granted fully operational status by OSA in September 2014. This group meets quarterly to explore ways to better enhance the referral process and decrease the need for community members to "tell their story" to many different referral sources. In addition to partnering with the CIL's in the ADRC capacity, Senior Resources also works in partnership with the CILS in the region to provide the NIFI, money follows the person initiative.

A partnership established in 2012 with the Muskegon County Sheriff's Office has given Senior Resources the opportunity to offer Project Lifesaver in Muskegon County. Project Lifesaver is for people suffering from severe brain injuries or diseases such as Alzheimer's, Dementia, Down's syndrome, or Autism. Individuals that are prone to wander as a result of their disease or injury are eligible for this program. In 2013 Senior Resources expanded the marketing for this program to include all programs in the region that will locate those that wander. In 2014 the Muskegon County Volunteer Search and Rescue Unit applied for and received a grant from Project Lifesaver International and the partnership has expanded to include this important branch of law enforcement and emergency personnel.

It has been noted that agencies that provide aging services have a real awareness of services in the community for older adults. It is a true network that keeps in contact with each other thereby avoiding overlaps and duplication of service. To that end, Senior Resources partners with a variety of local health and human service providers to deliver services from a group of highly qualified staff to assure the best level of care and assistance and we will continue to work with a variety of collaborative bodies in the region to create new s

5. A description of specific management initiatives the area agency plans to undertake to achieve increased efficiency in service delivery, including any relevant certifications or accreditations the area agency has received or is pursuing.

Senior Resources has purchased Harmony Client Management software and in summer of 2015 will begin to use the Harmony assessment and database for all options counseling, case coordination and support, community living support, MMAP reporting and private pay clients. The assessment includes a caregiver assessment and a home safety assessment as well as the required data set forth by our grant with OSA. The Harmony software will assist us in tracking additional need factors as well as streamline service delivery by having immediate access to the top community referral agencies information in the Harmony database.

In addition, Senior Resources is currently seeking CARF accreditation in an effort to enhance efficiency and streamline the agency policies and procedures. CARF accreditation helps ensure that all service delivery is uniform and continues to be delivered in a timely and consistent manner. In addition, it is a sign of quality and an assurance to those we serve as well as funding sources that we have demonstrated conformance to internationally accepted standards.

6. A description of how the area agency's strategy for developing non-formula resources, including utilization of volunteers, will support implementation of the AIP.

Senior Resources has a Memorandum of Understanding with the Retired and Senior Volunteer Program of West Michigan. This Program assists us in locating appropriate volunteers for our MMAP counselors as well as lay leader and coaches for our evidence based programs.

To fill gaps in their social-emotional support network we refer persons whose needs indicate to caregiver support meetings, Senior Companions, and in-home respite services. If all other community service agencies



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services have been exhausted, Senior Resources has limited availability to funds which, upon participant application, can assist with medical needs. Should the client need legal advocacy we will refer to Legal Aid of West Michigan as well as research and refer to other agencies that will assist a person in advocacy action.

For facilitation of evidenced based Health Promotion Disease Prevention (HPDP) classes Senior Resources seeks community volunteers to take the training that will certify them to lead the classes. For a few of the HPDP workshops (Matter of Balance and Diabetes PATH), Senior Resources will compensate the volunteers a stipend upon successful completion.

For those participants that are able to use personal resources to pay for care, Senior Resources offers a private pay component to our case management program.



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Scope of Services

1. Describe changes from the approved FY 2014-2016 MYP, if any, to the AAAs priorities for addressing identified unmet needs within the PSA for FY 2016.

Not applicable.

2. When a customer desires services not funded under the AIP/MYP or available where they live, describe the options the area agency offers.

If or when a participant and/or their caregiver desire a service that is not available where they live or is an unfunded service, Senior Resources employs Person Centered Processes (PCP) to guide that person in securing services. Senior Resources and its employees understand that PCP thinking allows for participant involvement in planning, provides a way of giving choice and control to individuals, assures that the individual is fully integrated in the development, implementation, and management of services and supports, is well-informed and able to make decisions and is aware that he/she has choices, and is aware of rights, risks and responsibilities

Senior Resources believes that consumers and their families or caregivers are better able to use personal resources with higher success and greater longevity and to that end options counselors provide the participant and/or family members with all long term care options available. In the event that the service is funded but the agency that the customer wants to use does not have a contract with Senior Resources, we will work to acquire a contract with the desired agency in an effort to honor the customer's request.

To fill gaps in needs Senior Resources staff, at the direction of the client and/or client caregiving team, are very adept at locating and engaging other community services that fulfill some of their needs such as: Locating volunteers through the Volunteer Center of West Michigan, accessing the services of the Lions Club, home delivered meals through AgeWell Services, making Adult Protective Services referrals through the appropriate Department of Human Services, refer to CAPP for weatherization and commodities and offering Medicare D application assistance and assisting with the completion of Medicaid Applications through our MMAP program.

In addition, through the partnership of many community agencies we can assist the participant with arranging for a Personal Emergency Response Unit, counseling, transportation and referrals for dental, vision, hearing as needed. We are able to provide medical equipment from loan closets and apply for home improvement opportunities through local church and outreach groups. To fill gaps in their social-emotional support needs we will refer to caregiver support meetings, friendly callers, Senior Companions, and in-home respite services. If all other community service agencies have been exhausted, Senior Resources has limited availability to utilize unmet needs program monies for medical needs. Should the client need legal advocacy we will refer to Legal Aid of West Michigan as well as research and refer to other agencies that will assist a person in advocacy action.

In an effort to identify unmet needs in Oceana County, our most rural county, Senior Resources conducted a "Gap Analysis" in fall of 2014 at the invitation of that County Commissioners Office. We invited all community agencies that serve older adults and performed a modified "SWOT" analysis of senior services. This was done in an effort to identify where services are lacking and how agencies that serve older adults can fill those gaps.



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Planned Service Array

	Access	In-Home	Community
Provided by Area Agency	<ul style="list-style-type: none"> • Care Management • Case Coordination and Support * • Information and Assistance 		
Contracted by Area Agency	<ul style="list-style-type: none"> • Case Coordination and Support * • Transportation * 	<ul style="list-style-type: none"> • Home Care Assistance • Homemaking • Home Delivered Meals • Medication Management • Personal Care • Respite Care 	<ul style="list-style-type: none"> • Adult Day Services • Congregate Meals • Disease Prevention/Health Promotion • Legal Assistance • Long-term Care • Ombudsman/Advocacy • Programs for Prevention of Elder Abuse, Neglect, and Exploitation • Creating Confident Caregivers * • Kinship Support Services * • Caregiver Education, Support and Training
Local Millage Funded	<ul style="list-style-type: none"> • Case Coordination and Support * • Information and Assistance * • Transportation * 	<ul style="list-style-type: none"> • Homemaking * • Home Delivered Meals * • Home Health Aide * • Personal Care * • Respite Care * • Friendly Reassurance * 	<ul style="list-style-type: none"> • Congregate Meals * • Senior Center Operations * • Senior Center Staffing *



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<p>Participant Private Pay</p>	<ul style="list-style-type: none"> • Care Management • Case Coordination and Support * • Transportation 	<ul style="list-style-type: none"> • Chore • Home Care Assistance • Home Injury Control • Homemaking • Home Delivered Meals • Home Health Aide • Medication Management • Personal Care • Assistive Devices & Technologies • Respite Care • Friendly Reassurance 	<ul style="list-style-type: none"> • Adult Day Services • Dementia Adult Day Care • Congregate Meals • Nutrition Counseling • Nutrition Education • Disease Prevention/Health Promotion • Health Screening • Assistance to the Hearing Impaired and Deaf • Home Repair • Legal Assistance • Long-term Care • Ombudsman/Advocacy • Senior Center Operations • Senior Center Staffing • Vision Services • Programs for Prevention of Elder Abuse, Neglect, and Exploitation • Counseling Services • Creating Confident Caregivers • Caregiver Supplemental Services • Kinship Support Services • Caregiver Education, Support and Training
<p>Funded by Other Sources</p>		<ul style="list-style-type: none"> • Chore * • Home Care Assistance • Homemaking * • Home Delivered Meals * • Home Health Aide * • Medication Management * • Personal Care * • Assistive Devices & Technologies * • Respite Care * • Friendly Reassurance * 	<ul style="list-style-type: none"> • Adult Day Services * • Dementia Adult Day Care * • Disease Prevention/Health Promotion * • Health Screening * • Assistance to the Hearing Impaired and Deaf * • Home Repair * • Legal Assistance * • Long-term Care • Ombudsman/Advocacy * • Senior Center Operations * • Senior Center Staffing * • Vision Services * • Counseling Services * • Kinship Support Services * • Caregiver Education, Support and Training *

* Not PSA-wide

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Planned Service Array Narrative

Beginning with the FY 2016 AIP, there is a required narrative related to the Planned Service Array. The narrative should describe the area agency's rationale/strategy for selecting the services funded under the Area Plan in contrast to the services funded by other resources within the PSA, especially for services not available PSA wide. Utilize the text box to present the Planned Service Array Narrative.

Due to the lack of adequate funding to address the growing demand for services throughout our PSA, Senior Resources staff and our Board of Directors have had to more closely scrutinize all areas of service provision. Two years ago, in preparation for the multi-year plan, we held a series of focus groups which served to identify needs relevant to geographical area as well as took into account the services that were being provided by other community service agencies. In addition within the past 2 years and at the request of the respective county commissioners, Senior Resources conducted a gap analysis for Oceana and Ottawa counties. This was done to further identify gaps in services and how those gaps can be addressed with current funding and community organizational input. While deciding funding for service provision, those services designed to assist the older adult and their caregiver in keeping the older adult living in their home, if that is the desire, is our foremost goal. To that end, in-home services remain the priority. Even then, Senior Resources and its Board of Directors have made difficult decisions due to lack of funding. In 2014 the Board determined a need to prioritize in-home services and voted that homemaking is a non-essential service to be used only under strict medical need criteria. Older adults still receive the service but must have a documented medical need. When determining community access services we look at what other organizations are providing in terms of service, such as what areas are covered by millages and other funding sources like United Way. We will partner with those agencies if the demand for the service requires it or will direct funding to another service/area need. Senior Resources is always looking for ways to fund additional, applicable programs. This year, the Area Agency on Aging Association of Michigan proposed and was awarded funds over two years to disseminate the health promotion/disease prevention workshops of Matter of Balance and Diabetes PATH. Because this new money is available, Senior Resources has reallocated the health promotion/disease prevention IIID funding to other evidence based programs. At every point in the allocation process Senior Resources seeks the input of its Program and Planning Advisory Board as well as the full Executive Board of Directors.



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Targeting

Describe changes for FY 2016, if any, to the area agency's targeting strategy for the MYP cycle, including planned outreach efforts with underserved populations. If none, mark NA in the provided dialog box. If there are changes, indicate in the dialog box how specific goals or targets will be addressed in FY 2016.

1. Describe changes for FY 2016, if any, to the area agency's targeting strategy for the MYP cycle, including planned outreach efforts with underserved populations. If none, mark NA in the provided dialog box.

N/A

2. If there are changes to the area agency's targeting strategy, indicate in the second dialog box how specific goals or targets will be addressed in FY 2016



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Access Services

Care Management

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars		Total of State Dollars	\$215,913.00

Geographic area to be served
Muskegon, Oceana and Ottawa

Specify the planned goals and activities that will be undertaken to provide the service.

Goal: Supports Coordinators will employ Person Centered Thinking and self-determination to assure consumer choice in services and providing agencies or people.

Time Line: Through September 30, 2016.

Outcome: Consumers will have greater autonomy regarding their care resulting in a higher satisfaction rate and continued compliance.

Goal: Supports Coordinators will assist the consumer and their family in identification of natural supports, personal resources and other community/external resources available for long-term care.

Time Line: Through September 30, 2016.

Outcome: Consumers will have awareness of and access to community support services.

Goal: Case Coordination & Support consumers will be moved to Care Management or MI Choice/Waiver programs as frailty increases and eligibility becomes evident.

Time Line: Through September 30, 2016.

Outcome: Consumers will have greater ease of access to services.

Number of client pre-screenings:	Current Year:	88	Planned Next Year:	176
Number of initial client assessments:	Current Year:	52	Planned Next Year:	104
Number of initial client care plans:	Current Year:	40	Planned Next Year:	80
Total number of clients (carry over plus new):	Current Year:	122	Planned Next Year:	125
Staff to client ratio (Active and maintenance per Full time care	Current Year:	42	Planned Next Year:	42

Case Coordination and Support

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars	\$124,163.00	Total of State Dollars	\$42,300.00

Geographic area to be served
Muskegon

Specify the planned goals and activities that will be undertaken to provide the service.

Goal: Supports Coordinators will employ Person Centered Thinking and self-determination to assure participant choice in services and providing agencies or people.



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Time Line: Through September 30, 2016..

Outcome: Participant will have greater autonomy regarding their care resulting in a higher satisfaction rate and continued compliance.

Goal: Supports Coordinators will assist the participant and their family in identification of natural supports, personal resources and other community/external resources available for long-term care.

Time Line: Through September 30, 2016.

Outcome: Participant will have awareness of and access to community support services.

Goal: Case Coordination & Support participant will be moved to Care Management or MI Choice/Waiver as frailty increases and eligibility becomes evident.

Time Line: Through September 30, 2016.

Outcome: Participant will have greater ease of access to services.

Information and Assistance

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars	\$28,059.00	Total of State Dollars	\$4,096.00

Geographic area to be served

Muskegon, Oceana and Ottawa Countie

Specify the planned goals and activities that will be undertaken to provide the service.

Goal: Options Counselors will assist the participant and/or their family members in identification of natural supports, personal resources and other community resources available for long term care employing the person centered approach to the conversation.

Time Line: Through September 30, 2016.

Outcome: Callers will have greater ease of access to services as well as awareness to community resources.

Goal: Caregivers will have access to a monthly newsletter providing information to caregivers about available services and techniques to manage caregiving.

Time Line: Through September 30, 2016

Outcome: Caregivers will have ongoing access to information and resources available thereby decreasing caregiver burden.



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Program Development Objectives

Area Agency on Aging Goal

A. Work to improve the health and nutrition of older adults.

State Goal Match: 1

NARRATIVE

As funding for meals continue to decrease Senior Resources and AgeWell Services our meal provider are actively looking for ways to increase efficiencies in the meal programs while maintaining quality and providing the important daily well-check that so many homebound seniors and their families rely on.

To that end, activities to reach our goals in the next year will include continuing efforts to get a Muskegon county Senior Millage on the Ballot in 2016. This would be for funds for home delivered meals and congregate meals to meet the demand for services and fill the gap in funding from OAA.

Senior Resources and our meals provider will investigate the option of meal delivery to clients less than 5 days a week. This will be done by gathering best practices that have implemented, continued client satisfaction with this option, analyzing options for continuation of daily client communication, and determining the cost savings (if any). By moving to less than 5 days, this would mean increased use of frozen meals which will allow us to pilot a few routes with choice only options. We would like to increase customer satisfaction of the meals they receive. One way to do this would be to increase customer choice providing people with the opportunity to order breakfast, lunch or dinner, frozen, hot, salad, sandwich or therapeutic diets.

Congregate meals activities will focus on the following areas: AgeWell Services, will move the southern Ottawa meal preparation tasks to a new kitchen that will be located within the new LifeCircles PACE facility in Holland. This will allow for fresher food delivery and the ability to have a local Ottawa County presence in the area within this facility. In addition it will free up space in the central facility in Muskegon.

Another activity with the goal of improving the homebound assessments is to involve the Registered Dietitian (RD) in providing training and oversight to our assessment staff. This will allow our RD to identify specific nutrition needs that must be met and intervene with education, supplements, or improved nutrition.

In 2015, Activity Kits will be disseminated to each location to assist the coordinator with a monthly theme. The kit will include a special menu, flyer to advertise, decorations, prizes and social and intellectual stimulation activities like puzzles, trivia and games. In 2016, these kits will add a nutrition education component focusing on a different health theme each month. A Registered Dietitian (RD) will now be directly supervising the centers and will work with the Fitness Department to include at least 1 physical activity to also be provided monthly. An example, if talking about diabetes one month then the physical activity might be exercises as simple as ankle rolls and hand flexing to improve extremity circulation.

AgeWell Services will improve in-service training options for congregate staff - especially with knowledge of community resources. In the next year, AgeWell Services will investigate restaurant options in gap areas and the possibility of running their own bus in Muskegon area. Consideration will be given to costs, options, using sponsors etc. in an effort to improve access and utilization of centers.

Evidence based health promotion classes have seen high utilization in our area and we continue to



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expand. In our PSA, 8% of the adult population has had a physician diagnosis of II diabetes. Senior Resources is partnering with AAAAM to disseminate Diabetes PATH and Matter of Balance throughout the state and have expanded these workshop opportunities in our region. Several community partners have been trained in and have proposed additional evidence based programming and within the confines of the budget we will consider all health promotion classes proposed. Senior Resources will continue to investigate which new evidence based programming could be added based on participant preferences.

OBJECTIVES

1. Homebound older adults will continue to have access to daily nutritional meals and well checks.

Timeline: 10/01/2013 to 09/30/2016

Activities

Activities to reach our goals in the next year will include continuing to work with community partners to get a Muskegon county Senior Millage on the Ballot in 2016. This would be for funds for home delivered meals in the Muskegon area to meet the demand for services and fill the gap in funding. Senior Resources and our meals provider will investigate the option of meal delivery to clients less than 5 days a week. This will be done by gathering best practices that have implemented, continued client satisfaction with this option, analyzing options for continuation of daily client communication, and determining the cost savings (if any). By moving to less than 5 days, this would mean increased use of frozen meals which will allow our meal provider to pilot a few routes with choice only options. We would like to increase customer satisfaction of the meals they receive. One way to do this would be to increase customer choice providing people with the opportunity to order breakfast, lunch or dinner, frozen, hot, salad, sandwich or therapeutic diets.

AgeWell Services, Senior Resources' meal provider will move the southern Ottawa meal preparation tasks to a new kitchen that will be located within the LifeCircles PACE facility in Holland. This will allow for fresher food delivery and the ability to have a local Ottawa County presence in the area within this facility. In addition it will free up space in our central facility in Muskegon.

Another activity with the goal of improving the homebound assessments is to involve the Registered Dietitian (RD) in providing training and oversight to our assessment staff. This will allow our RD to identify specific nutrition needs that must be met and intervene with education, supplements, or improved nutrition.

Expected Outcome

Greater fiscal efficiencies regarding the home delivered meal program can be achieved without compromising consumer nutrition or satisfaction.

2. To increase utilization of congregate meal sites by older adults. Community members will have and utilize regional meal sites that fulfill needs related to nutrition, socialization, health and wellness.

Timeline: 10/01/2014 to 09/30/2016

Activities

Senior Resources, AgeWell Services and community partners will continue their efforts to get a Muskegon county Senior Millage on the Ballot in 2016 for funds for congregate centers in Muskegon allowing us to improve access and provide additional programming for the centers.



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In 2015, Activity Kits will be disseminated to each location to assist the coordinator with a monthly theme. The kit will include a special menu, flyer to advertise, decorations, prizes and social and intellectual stimulation activities like puzzles, trivia and games. In 2016, we will add a nutrition education component to the monthly activity kits focusing on a different health theme each month. A Registered Dietitian (RD) will now be directly supervising the centers and will work with the Fitness Department to include at least 1 physical activity to also be provided monthly. An example, if talking about diabetes one month then the physical activity might be exercises as simple as ankle rolls and hand flexing to improve extremity circulation.

AgeWell Services will improve in-service training options for congregate staff - especially in the area of increasing knowledge of community resources. In the next year, AgeWell Services will investigate restaurant options in gap areas and the possibility of running their own bus in Muskegon area. Consideration will be given to costs, options, using sponsors etc. in an effort to improve access and utilization of centers.

Expected Outcome

Fiscal efficiencies can be achieved throughout the region at the congregate meal sites with no disruption to the participant. Greater participant satisfaction in regards to socialization, activities and wellness can be achieved through the meal providers efforts to incorporate activity kits and additional opportunities throughout the region.

- 3. To support older adults in the management of their chronic diseases.

Timeline: 11/01/2014 to 09/30/2016

Activities

In our PSA, 8% of the adult population has had a physician diagnosis of II diabetes. Senior Resources is partnering with AAAAM to disseminate Diabetes PATH and Matter of Balance throughout the state and have expanded these workshop opportunities in our region. Several community partners have been trained in and have proposed additional evidence based programming and within the confines of the budget we will consider all health promotion classes proposed. Senior Resources will continue to investigate which new evidence based programming could be added based on participant preferences.

Expected Outcome

Older adults will be proactive regarding the management of their health. With a higher degree of self-management, they will be better equipped to manage their health concerns over longer periods of time.

- B. Ensure that older adults have a choice in where they live through increased access to information and services.

State Goal Match: 2

NARRATIVE

The Options Counselors employed by Senior Resources provide a caller and/or their family with all options for long term care as well as assisting the caller with identifying natural supports and better utilizing personal resources. This process always takes into consideration the callers and/or their family members



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preferences and their wishes are always defined by the caller themselves using the person centered thinking process.

In addition, Muskegon Health Project partnered with the Michigan Public Health Institute to administer the PATHWAYS program in Muskegon, Oceana and Northern Ottawa County. The program aims to connect individuals with 2 or more chronic disease conditions with programs, resources and education to improve their health conditions. Senior Resources was approached to house a Community Health Worker within our agency in 2012. Serving only the population 60 and over through this program we are able to work toward meeting our objective of improving the health outcomes for older adults and ensuring that they have a choice in where they live through increased access to information and services. The program is designed to be intensive and last 4 to 6 weeks. Each year we serve over 500 unduplicated participants with 4 full time employees.

OBJECTIVES

- 1. To ensure consumer and/or their families choice and access to services.

Timeline: 10/01/2014 to 09/30/2016

Activities

All new employees of Senior Resources, especially Supports Coordinators and Options Counselors, or those not previously trained will be trained in Person Centered Thinking. The local ADRC collaboration will continue to update and publish the booklet "Long Term Care Options" twice per year as well as have the publication on all ADRC participating organization websites. Senior Resources will continue participation in the PATHWAYS program.

Expected Outcome

We expect that consumers and/or their families will be better able to manage personal, formal and informal resources with higher success and greater longevity when presented with all options for long term care.

- C. Protect older adults from abuse and neglect.

State Goal Match: 3

NARRATIVE

Our regional Tri-County Protection Team has worked over the past year to increase their visibility by launching a new logo and website and increasing their marketing. In the upcoming year they intend to further increase awareness of its mission and services by launching an Ottawa and Oceana County sub group to the team with a strong emphasis on risks regarding homebound seniors. Information dissemination to this group will focus on the the distribution of print materials and resources by the home delivery meal drivers and assessment staff.

As elder abuse trainings seem to be shifting from in person trainings to utilizing technology and immediate access to information, the team will focus their direction on that type of training in 2016 and will be seeking continuing education credits for elder abuse trainings. They have found that continuing education credit is an important part of trainings for the professional as their time for trainings is limited and they are required to obtain a certain number of continuing education units per year. In 2016, a monthly E-NEWS will be launched to focus on resources and alerts as well as launching a twitter and blog account for professionals in addition to quarterly.



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In 2016, the Tri-County Protection Team will be planning a special program on World Elder Abuse Day to create awareness and will seek sponsors to help defray costs for the event.

OBJECTIVES

1. Decrease elder abuse in Muskegon, Oceana and Ottawa counties by increasing awareness and knowledge of what is elder abuse and how to report it.

Timeline: 09/30/2015 to 09/30/2016

Activities

In the upcoming year the Tri-County Protection Team intends to increase awareness of its mission and services by launching an Ottawa and Oceana County sub group to the team with a strong emphasis on risks regarding homebound seniors. Information dissemination to this group will focus on the the distribution of print materials and resources by the home delivered meal drivers and assessment staff.

The Team will focus on the development of web based trainings that are accessible to all focusing on issues related to fraud, financial, physical and emotional abuse. In 2016, a monthly E-NEWS will be launched to focus on resources and alerts as well as launching a twitter and blog account for professionals in addition to quarterly webinars.

In 2016, the Tri-County Protection Team will be planning a special program on World Elder Abuse Day to create awareness and will seek sponsors to help defray costs for the event.

Expected Outcome

Enhanced methods of training professionals and reaching homebound seniors will better educate all on what constitutes elder abuse and how to report it. Using web based methods for prompt dissemination of scam and fraud information will allow for a fast spread of the message thereby decreasing the number of people who may fall prey to the scam or fraud.

- D. Employ quality improvement and innovation to accommodate the changing needs of older adults.

State Goal Match: 10

NARRATIVE

In 2016 Senior Resources will seek CARF Accreditation. CARF Accreditation is a sign of quality and an assurance to those we serve as well as funding sources that we have demonstrated conformance to internationally accepted standards.

OBJECTIVES

1. Seek National Accreditation in an effort to lend credibility and continuity to our policies, procedures and standards.

Timeline: 10/01/2014 to 09/30/2016

Activities

Prepare for the accreditation process by updating, revising and creating policy and procedure that conforms to nationally accepted standards.

Expected Outcome

National accreditation will better position Senior Resources to serve seniors and persons with disabilities



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throughout the PSA.

- E. Provide training and services to support the rights of older adults to live free from abuse, neglect and exploitation.

State Goal Match: 8

NARRATIVE

Senior Resources will host two TPAAN trainings in FY'2016. TPAAN stands for Training to Prevent Adult Abuse and Neglect, that teaches people the skills, knowledge and attitudes to prevent adult abuse and neglect. The curriculum is designed to equip direct access staff (DAS) - which includes direct-care workers and others who provide services and supports to elders – to prevent, identify and report adult abuse and neglect with an emphasis on prevention through staff empowerment, person-centered care, and skill building. We will invite such organizations as the Tri-County Protection Team, direct care workers from our contracted in-home service agencies and our own staff that have direct participant contact. A minimum of 50 people will be trained.

OBJECTIVES

1. To provide learning opportunities in which the training intervention TPAAN can be communicated. To assist direct access workers in becoming proficient in recognizing and preventing elder abuse.

Timeline: 10/01/2015 to 09/30/2016

Activities

Senior Resources will provide a minimum of two TPAAN training workshops with at least 50 people being trained. We will invite such organizations as the Tri-County Protection Team, direct care workers from our contracted in-home service agencies and our own staff that have direct participant contact. Lunch will be provided.

Expected Outcome

Senior Resources expects that the training in and utilization of the TPAAN intervention will have a positive effect in preventing or reducing the risk and incidence of elder abuse in the homes where it is employed.



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Advocacy Strategy

AAA Response:

The number of Michigan seniors age 60+ is rising by 135 residents per day. By 2030 19.5% of Michigan's population is expected to be 65 or older compared to 12.7% in 2007. Adults 75 and older are expected to make up 9.3% of the population by that time. Our nation, this state and our local communities are ill prepared to deal with this particular surge of the population. It is for those very reasons that advocacy remains one of the most critical activities that an Area Agency on Aging performs. Increasingly we are devoting more and more time advocating on behalf of the frailest and eldest members of our communities. As our population grows older, many living well into their 80s and 90s and even to 100 years old, they struggle to live independently in their homes or with families. West Michigan has one of the highest per capita rates in Michigan of persons with disabilities. Changing public policy and public attitude toward aging and people with disabilities is of prime advocacy concern to the Area Agency on Aging.

Due to term limitations, it is important that our state legislators understand the needs of older adults, the effects that a legislative action can have on an older adult, the programs that are available to them and the cost savings that can be realized by maintaining someone in their residence of choice. In addition, it is important that the legislators and their staff understand that they also have a resource in the aging network when assisting constituents.

All of our advocacy strategies are designed to improve the quality of life for seniors, persons with disabilities, and caregivers whether it is improving safety in the home or community, access to quality care and service, choice in the options that are available to them, or legal rights and expectations.

An advocacy strategy must be flexible so that it can be updated or adapted as issues change over any given year. Because change often occurs slowly and the target sometimes moves, many of our advocacy strategies will be carried over from FY'2015. Advocacy in our region for FY' 2016 will mirror many of the priorities selected by both the National Association on Area Agencies on Aging and the steering committee for Older Michigania's Day. To be effective we must unite and speak in a consistent manner. Our advocacy priorities for FY'2016 include:

At the National Level:

Post Sequestration Appropriations – prevent further damage to vital human needs programs gravely affected by sequestration and which is undermining the health and wellness of older adults. Increase funding for the Older Americans Act and other supportive services to help older Americans remain living successfully and independently in their homes and communities. These programs are successful in diverting people from much costlier nursing home placements and keep them in their communities.

Reauthorization of the Older Americans Act (OAA) – Congress must reauthorize and modernize the OAA to meet the needs of today's and tomorrow's seniors. Language needs to be added to the OAA that strengthens the Aging Network's role and capacity in the coordination and provision of long-term services and supports, expands local evidence-based health promotion and disease prevention activities, improves community preparedness for an aging population and sets adequate authorized funding levels. These funds help older Americans remain living successfully and independently in their homes and communities.

Enhancing the Health of Older Adults – Recognize the pivotal role that the Aging Network plays in bridging the gap between the health and long-term services and supports systems to help increase patient



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safety, improve the quality of care and reduce health care costs.

Rebalance the Long-term Services and Supports System – Continue to work towards rebalancing our nation's fragmented long-term services and supports system through initiatives such as: Integrated Care, Aging and Disability Resource Centers and Care Transitions and Coordination.

Senior Mobility Options – Reauthorization of senior transportation programs to improve the availability and accessibility of transportation services for older Americans. This includes working with community transportation coalitions to increase public and specialty transportation to evenings and weekends and rural transportation. When conducting focus groups, accessible and available transportation is most often the number one issue identified by older adults in our region.

Preserve the Medicare and Medicaid Safety Net – The fundamental protections of Medicare must be preserved. We will urge Congress to oppose Medicare voucher or premium support proposals that would simply shift costs on to beneficiaries. We will also urge Congress to protect Medicaid from devastating block grant proposals that will put our nation's most vulnerable adults in harm's way and shift costs to consumers and states, reducing access to care. Strategic improvements are needed to Medicare and Medicaid to address crucial access, cost and quality of care issues as well as encouraging steps to eliminate fraud, abuse, legal loopholes and waste.

Social Security – Continue to advocate for long-term solutions to preserve the viability of Social Security for future generations.

At the State and Local Level:

Silver Key Coalition- The Silver Key Coalition is a group of individuals and organizations committed to supporting the desire of older adults and adults with a disability to remain living independently in their own home for as long as possible. The Coalition recognizes that having a key to one's own home is one of the most important quality of life elements, and advocates for an increase in state supported in-home services through the Michigan Office of Aging and Adult Services.

Senior Resources advocated for the Coalition's goal to make Michigan a "no wait state" for in-home services and is supporting the request for an additional \$5 million over fiscal years 2016 and 2017 to help prevent, delay, and reduce costly institutional placement or overutilization of health care options.

Access to Long Term Care Options - Access to a full range of high quality long term care options that meets the needs of Michigan's growing older adult and adults with disabilities population is critical. We must work to prevent, delay, or divert dependence on costly Medicaid and institutional care by funding Older Michigianians Act programs: home-delivered meals, in-home care, care management, caregiver respite, and senior volunteers—state funding has decreased 25% over the past four years while Michigan's senior population has grown more than 7%.

More vulnerable older adults can stay in their own homes by expanding funding for the MI Choice home-based Medicaid nursing home alternative. Additional state funds for access and home and community based services are needed to meet the growing population and demand for services especially since the cuts in federal funding due to federal sequestration. Home and community based programs are a proven cost effective alternative to nursing homes and are most often the location of choice for the person in need of assistance. Access to a full range of high quality long term care options meets the needs of Michigan's growing older adult and adults with disabilities population. Over the next year we will continue progress towards supporting Michigan's Aging Network provides and fulfill a commitment to make Michigan a no-wait state for home and community services by advocating increased funding for the Aging & Adult Services Agency by \$3 million in FY16 and \$2 million in FY2017. We will support Governor Snyder's recommendation to expand the PACE programs throughout Michigan.



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Senior Resources will provide education and advocacy for the legislation to provide a tax credit of up to \$5000 to make homes more accessible so seniors can afford to pay for home improvements needed to increase safety and accessibility, help prevent falls and make caregiving tasks more manageable.

In addition, along with our federal initiatives on transportation, we will support state and local transportation options that are affordable, accessible and flexible so that seniors can maintain a quality of life in their communities.

Protection from Abuse and Financial Exploitation for Vulnerable Adults - Protection from abuse and financial exploitation is paramount. The Department of Human Services estimates that over 73,000 older adults are abused annually. Michigan's Adult Protective Services' investigations of complaints by older adults have increased 31% since 2009. We continue to advocate with Legislators and the Governor to enact legislation that protects vulnerable adults, encourages reporting of abuse and stiffens penalties for abusers.

Support of Caregivers – Support of family caregivers is imperative.

It is estimated that unpaid caregivers provide 90% of the care enabling older adults and people with disabilities to avoid long term care placement. Senior Resources will advocate for the passage of the Caregiver Advise, Record, Enable (CARE) Act to support and train family caregivers when their person transitions from a hospital to home. This act also requires hospitals to allow patients to designate a family caregiver and provide them with care instructions for a smoother transition.

In addition, Michigan must invest in a program that supports those unpaid caregivers that care for people with dementia. The Michigan Dementia Care and Support Pilot Project addresses issues related to primary care, long-term care and public awareness about dementias.

Senior Resources will select additional issues as they are brought to the attention of the agency by seniors and other community partners within the region. Those issues that have a financial impact on older adults and persons with disabilities and have a critical impact on their independence will be given priority for advocacy. Issues will be selected for advocacy depending on their pertinence to the target population in general and how they specifically influence this population's ability to remain independent with their own resources.

This advocacy strategy will involve the advocate's group, Senior Advocates Coalition, which includes representatives from all three counties who meet with Federal and State legislators or their aide representatives each meeting and dialogue the above issues. Also key to our advocacy is the Michigan Senior Advocates Council, facilitated by the Area Agencies of Aging Association of Michigan. We have two representatives who participate and bring key information back to local groups. The Program and Planning Advisory Board and Board of Directors will continue to be made aware of the issues and will communicate with legislators and local commissions concerning the needs of the elderly and people with disabilities in their communities. In keeping up with technology, Senior Resources will be updating our website including the area that is dedicated to advocacy. There will be information on current advocacy issues, educational pieces on how to advocate, legislators contact information and the ability to send an email right from our site. In addition, we utilize our Sixty Seconds publication and our provider network to contact legislators on key issues.



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Leveraged Partnerships

1. Include, at a minimum, plans to leverage resources with organizations in the following categories:
 - a. Commissions Councils and Departments on Aging.
 - b. Health Care Organizations/Systems (e.g. hospitals, health plans, Federally Qualified Health Centers)
 - c. Public Health.
 - d. Mental Health.
 - e. Community Action Agencies.
 - f. Centers for Independent Living.
 - g. Other

Community Action Agencies – The Community Action Agency serves as fiduciary and provides assessment oversight for our Ottawa county match funds. In addition, we partner with CAA to offer clients utility assistance, weatherization and commodities. Senior Resources refers participants as appropriate.

Public Health - Senior Resources has uses public health assessments to assist with area planning and to identify gaps in services. We refer to the Public Health Departments for flu shots, educational trainings and environmental health notices and information. A representative from Senior Resources sits on each county Human Service Coordinating body and we partner with Public Health on Emergency Coordinating/Preparedness Committees. Senior Resources has an awareness of their programming and makes referrals as appropriate.

Mental Health – Senior Resources has an awareness of Mental Health services and share clients with them through the Medicaid Waiver Program. We have found that services are difficult to access unless a participant is Medicaid Waiver eligible.

Commissions and Councils on Aging – We have two Councils on Aging within our PSA and they serve as focal points for Senior Resources. Four Pointes Center for Independent Aging serves nine townships in the northern part of Ottawa County and we contract with them for Case Coordination & Support and transportation services. They have a congregate meal site as well as a home delivered meal route that is based from that building. Four Pointes and Senior Resources collaborate to provide health promotion/disease prevention classes as well as support groups and trainings and life enrichment.

Oceana County Council on Aging serves the entire county of Oceana. Senior Resources contracts with them for Case Coordination & Support and transportation. They have a congregate meal site. Oceana County Council on Aging and Senior Resources collaborate to provide health promotion/disease prevention classes.

Centers for Independent Living (CILS) - In addition to partnering with the CIL's in the ADRC capacity, Senior Resources also works in partnership with the CILS in the region to provide the NIFI, money follows the person initiative.

Health Care Organizations – Senior Resources is collaborating with Mercy Health Partners in a Care Transition pilot program. This program is designed to assist consumers who access the emergency room multiple times in a predefined time period in accessing community resources to meet their needs. The consumer is assigned a Senior Resources Support Coordinator that will assist with coordination of meals, transportation, follow up healthcare visits, emergency response button, etc. The services that were offered



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to clients allowed them to receive nutritional support, rest and the assistance in going to medical appointments. Combining this with the expertise of our Care Coach in finding long term solutions to these issues and connecting them with proper resources provided the support that these participants are lacking informally.

Health Project (Part of Mercy Health Partners) – In Muskegon, Oceana and Northern Ottawa Counties, Senior Resources collaborates with the Muskegon Health Project to provide the Pathways to Better Health Program. This program was developed from a grant received by Michigan Public Health Institute (MPHI) from the Centers of Medicaid and Medicare (CMS) Innovations Awards. The proposal introduced the role of the Community Health Worker embedded within social service agencies throughout pilot program regions. Muskegon Health Project partnered with MPHI to administer the program in Muskegon, Oceana and Northern Ottawa County. The program aims to connect individuals having 2 or more chronic disease conditions with programs, resources and education to improve their health conditions. Senior Resources was approached to house a Community Health Worker within our agency in 2012. Serving only the population 60 and over through this program we are able to work toward meeting our objective of improving the health outcomes for older adults. The program is designed to be intensive and last 4 to 6 weeks. We currently serve over 500 unduplicated participants through this program each year with 4 full time employees.

Other : Senior Resources participates in the Senior Marketing Groups in both Muskegon and Ottawa counties and our staff are encouraged to participate in various other committees and boards that are appropriate to the clientele we serve. We participate in community functions as appropriate.

2. Describe the area agency's strategy for FY 2016 for working with ADRC partners in the context of the access services system within the planning and service area.

Senior Resources looks at a regional ADRC as a way to leverage our resources to assist our clients using creative measures. We will continue to enhance our efforts to collaborate with community resources and work with community programs as appropriate. The formation of our regional Aging & Disability Collaboration of the Lakeshore has afforded the participating agencies the opportunity to gain awareness of the community services that are available and offer them to clients in an improved coordination effort.

Our local ADRC continues to provide input to a Long Term Care Options Counseling booklet published by Senior Resources that includes all long term care options in the region. This booklet was distributed to all ADRC partner agencies to provide continuity of information being provided to the public. It is also available on ADRC partner websites and will continue to be updated approximately every six months to ensure current and accurate information.

The partners within the collaboration meet quarterly to evaluate the efficiency of referrals made between agencies and enhance the referral process as needed.

The ADRC has collaborated through multiagency trainings that cover common topics such as Person Centered Thinking and other topics that translate to all community service providers.



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3. Describe how the area agency can support Aging Friendly Community/Community for a Lifetime initiatives within the PSA, with the following as requested (include any past or present efforts underway).

- a. Community assessments, senior survey results and demographic data that can be shared with community groups to enhance aging friendly assessments.**
- b. Information that can be provided to community groups to enhance the quality of their aging friendly community assessment in such areas as; supportive community systems, health care access, transportation, disease prevention/health promotion, safety, home repair and other relevant areas.**
- c. Technical assistance that can be offered to community groups in developing and collaborating on aging friendly community assessments or improvements.**
- d. Please identify the area agency staff contact regarding Aging Friendly Communities/Community for a Lifetime activities within the PSA:**

Livable communities for all ages are defined as places where citizens can grow up and grow old with maximum independence, safety and wellbeing. In our PSA we have 5 areas that have been designated as a Community for a Lifetime. They are Grand Haven, Grand Haven Township, Spring Lake Village, Spring Lake Township and Holland.

In all the geographical areas that support a Community for a Lifetime initiative, the city governances has taken the lead in securing that designation along with strong senior focal points and Senior Resources. Senior Resources has assisted various agencies throughout the region is securing completed surveys for analysis. Currently Mercy Health System is conducting a Community Health Needs Assessment and Senior Resources is assisting by working with the participants we serve to complete surveys. This is especially important due to the fact that many of our participants are homebound and would not have a voice in this survey without the opportunity being presented to them in their home environment. Senior Resources was also invited to participate in the focus group which determined the questions included in the survey.

Senior Resources is often asked for demographic information for specific areas to help illustrate a need related to community initiatives. In the past several years, Senior Resources has been invited to participate in focus group that will determine the questions for a community assessment in Ottawa County. The City of Holland requested information related to shared housing and "mother-in-law" apartments.

In the past two years, Senior Resources has received requests and conducted a "gaps analysis" related to senior/disability services in their counties from the Ottawa and Oceana County Commissioners. We assembled all known providers of aging and disability services and were able to identify the top 5 gaps in services for the aging and disability population in those counties. Included in our report was the top needs as defined by older adults and persons with disabilities and/or their caregivers by using information obtained through the Public Input sessions held throughout the region in 2013.

At every available opportunity and upon all requests, we supply the communities we serve with information related to access of services and opportunities for attending caregiver support, disease prevention classes, home repair opportunities, etc. This information is disseminated using focal points, media, when appropriate; meal site/home delivered meals, publications, etc.

Due to many other pressing initiatives identified in our planning process, we do not have the staff support necessary to participate in every senior related issue that is presented.



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Name: Oceana County Council on Aging
 Address: 621 E. Main, Hart, MI 49420
 Website: www.oceanacountycouncilonaging.com
 Telephone Number: 231-873-4461
 Contact Person: Kathleen Premer, Executive Director, Sylvia Slater, Case Coordinator
 No. of persons within boundary: 6,330
 Service Boundaries: Oceana County
 Services Provided: Case Coordination, Meals, Homemaking, Information, Transportation, Activities

Name: Senior Resources
 Address: 560 Seminole Rd. Muskegon, MI 49444
 Website: srwmi.org
 Telephone Number: 231-733-3585
 Contact Person: Long Term Care Options Counselors
 No. of persons within boundary: 32,985
 Service Boundaries: Muskegon, Oceana, Ottawa Counties
 Services Provided: Case Coordination, Care Management, Medicaid Waiver, MMAP



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Other Grants and Initiatives

1. Describe other grants and/or initiatives the area agency is participating in with OSA and other partners.

In 2015 Senior Resources is pleased to be joining our 15 AAA partners to disseminate Matter of Balance and Diabetes PATH classes throughout Michigan funded by the Michigan Health Endowment Fund. In our region, it is our privilege to provide 159 community members with the information to enhance the management their Type II Diabetes and another 159 participants with knowledge and skills to reduce fall risks. In an effort to reach those newly diagnosed at the health care provider level, we have forged a partnership with Zeeland Community Hospital to provide Matter of Balance classes at that location. The hospital is marketing the class and Senior Resources is providing the coaches. In addition, we have trained employees from Mercy Health Partners in both evidence based programs and they have begun to market and offer workshops throughout their catchment area. In Muskegon, Oceana and Ottawa counties an average of 8% of the adult population has had a physician diagnosis of diabetes. Our efforts will be to target those over the age of 60, offering tools to manage this chronic condition with higher success rates.

Senior Resources and our community partners will continue to offer Creating Confident Caregiver and Savvy Caregiver classes region wide. Caregivers of persons with Alzheimer's or other dementias are especially susceptible to caregiver burnout and often seek any resources available to assist them in their caregiving work. Free respite care for their person is standard during the class time and we have seen this often results in the caregiver using respite care outside of class time as they see the value to them and their person.

Senior Resources partners with MMAP, Inc. to provide Medicare/Medicaid assistance to those in our region. The regional coordinator as well as a site coordinator is housed in Muskegon County at our Tanglewood Park location. Ottawa County has two MMAP sites, one serves southern Ottawa County, Evergreen Commons, and the other serves northern Ottawa County and is located at Four Pointes, Center for Successful Aging. Oceana County Council on Aging is the MMAP site for Oceana County and has counselors available for consultation. Each site has a coordinator that is employed by the agency that houses the program. The site coordinator provides volunteer oversight, assures that the required reporting is submitted to the regional/state office and conducts community outreach programs as opportunities arise.

We currently have over 30 active counselors covering our 3 county region. Without these dedicated volunteers the MMAP program would not be able to meet the needs of so many of our community members. In addition, three of the four Senior Resources Options Counselors (OC) are MMAP trained and prepared to answer questions related to Medicare/Medicaid. Their awareness of MMAP guidelines allows the OC greater aptitude to recognize eligibility for a program and inform the caller regarding options for care.

2. Describe how these grants and other initiatives will improve the quality of life of older adults within the PSA.

Presenting the opportunity for older adults to participate in evidence based workshops and caregiver support classes' improves the quality of life for persons served by giving them the tools to better manage



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their long term illness and/or caregiving tasks. Using only evidence based curriculums assures that the best possible outcomes for those that dedicate the time to attend the workshops will be achieved.

In addition, administering and coordinating the MMAP program throughout the region provides older adults with information regarding and access to Medicare and Medicaid benefits. This is important so that people can have the information to choose the best possible health plan for them and take advantage of benefits in which they are eligible for such as the Medicare Saving Program and Medicaid benefits.

3. Describe how these grants and other initiatives reinforce the area agency's planned program development efforts for FY 2016.

Goals related to the health promotion/disease prevention workshops fall under state plan goal 1, to work to improve the health and nutrition of older adults. To provide workshop opportunities which are designed to improve the health of older adults furthers this state/regional goal.

The MMAP grant partnership corresponds to state goal 2 which states; ensure that older adults have a choice in where they live through increased access to information and services. Providing ease of access to such services as Medicare and Medicaid benefits provides older adults the opportunity to increased information.



ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

Appendices



ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

APPENDIX A

Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	1	0	1	0	7	16
Aged 60 and Over	0	0	0	0	0	5	10

Board Member Name	Geographic Area	Affiliation	Elected Official	Appointed	Community Representative
Tim Erickson	Muskegon	Retired Financial Advisor			Yes
Ron Giza	Muskegon	Retired CFO			Yes
Holly Hughes	Muskegon	91st District Representative	Yes		
Kathy Moore, Secretary/Treasure	Muskegon	Muskegon County Health Dept.		Yes	
Ken Uganski	Muskegon	Mercy General Health Partners			Yes
Sherry White	Muskegon	Hines Corp.			Yes
Jose Barco	Oceana	Department of Human Services			Yes
Bernice Salisbury	Oceana	Community Representative			Yes
Anne Soles, Chair	Oceana	Shepherds Staff			
Barb Boelens	Ottawa	Stonebridge Senior Apartments			Yes
Tim Breed	Ottawa	Holland Community Hospital			Yes
Joel Elsenbroek	Ottawa	Sunset Manor			Yes
Tina Kramer	Ottawa	Administrator, Laurals			Yes
Carol Rickey	Ottawa	Retired Director, Child and Family Services			Yes

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ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

Dr. Gary Robertson	Ottawa	Retired Physician			Yes
Gary Scholten	Ottawa	Retired Ottawa County			Yes



ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Senior Resources

FY 2016

APPENDIX B Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	0	0	0	0	7	11
Aged 60 and Over	0	0	0	0	0	5	8

Board Member Name	Geographic Area	Affiliation
Diane Cunningham	Muskegon	AgeWell Services
Andrea Morrell	Oceana	Our Friends House
Rev. Peter Thune	Ottawa	Retired Clergy
Anne Soles	Oceana	Shepherds Staff
Barb Boelens	Ottawa	Stoneridge Senior Apartments
Rolina Vermeer	Ottawa	Retired Senior Center Activity Coordinator
Gary Scholten	Ottawa	Retired Ottawa County
Vickie DeCheney	Muskegon	MMAP Program
Bill Van Dyke	Ottawa	Retired Social Security
Cheryl Szczytko	Ottawa	Health Care Associates and Home Care
Joel Elsenbroek	Ottawa	Sunset Manor

FY 2016 AREA PLAN GRANT BUDGET

Agency: Senior Resources/Region 14 AAA

PSA: 14

Budget Period: 10/01/15 to 09/30/16

Date: 04/09/15

Rev. No.: AIP-2016

Rev. 03/2015

Page 1 of 3

SERVICES SUMMARY				TOTAL
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES		
1. Federal Title III-B Services	372,183			372,183
2. Fed. Title III-C1 (Congregate)		455,817		455,817
3. State Congregate Nutrition		9,400		9,400
4. Federal Title III-C2 (HDM)		233,318		233,318
5. State Home Delivered Meals		412,618		412,618
8. Fed. Title III-D (Prev. Health)	25,798			25,798
9. Federal Title III-E (NFCSP)	156,078			156,078
10. Federal Title VII-A	8,002			8,002
10. Federal Title VII-EAP	6,399			6,399
11. State Access	28,059			28,059
12. State In-Home	219,743			219,743
13. State Alternative Care	110,563			110,563
14. State Care Management	215,913			215,913
16. St. ANS & St. NHO	65,765			65,765
17. Local Match				
a. Cash	123,674	55,150		178,824
b. In-Kind	136,539	92,800		229,339
18. State Respite Care (Escheat)	74,218			74,218
19. MATF & St. CG Support	144,869			144,869
20. TCM/Medicaid & CMP	140,000			140,000
21. NSJP		105,811		105,811
22. Program Income	36,048	321,250		357,298
TOTAL:	1,863,851	1,686,164		3,550,015

ADMINISTRATION				Total
Revenues	Local Cash	Local In-Kind		
Federal Administration	138,135	27,000		198,504
State Administration	24,087			24,087
MATF & St. CG Support Administration	11,500			11,500
Other	51,085			51,085
Total:	224,807	27,000		285,176

Expenditures		FTEs
1. Salaries/Wages		1.60
2. Fringe Benefits		35,192
3. Office Operations		121,757
Total:		285,176

Cash Match Detail		In-Kind Match Detail
Source	Amount	Source
Oceana County	4,000	Volunteers/Board members
Tanglewood Park Partners	29,369	
Total:	33,369	Total:
		Amount
		27,000

I certify that I am authorized to sign on behalf of the Area Agency on Aging. This budget represents necessary costs for implementation of the Area Plan. Adequate documentation and records will be maintained to support required program expenditures.

Signature _____ Title _____ Date _____

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FY 2016 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL

Agency: Senior Resources/Region 14 AA Budget Period: 10/01/15 to 9/30/16
 PSA: 14 Date: 04/09/15 Rev. Number AIP-2016
 Rev. 03/2015 page 3 of 3

FY 2016 AREA PLAN GRANT BUDGET - TITLE III-C-2 NUTRITION SERVICES DETAIL

SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Program Income	Cash Match	In-Kind Match	TOTAL
Nutrition Services									
1. Congregate Meals	455,817		9,400		42,324	168,500	22,400	42,400	740,841
2. Home Delivered Meals		233,318		412,618	63,487	152,750	32,750	50,400	945,323
3. Nutrition Counseling	-	-	-	-	-	-	-	-	-
4. Nutrition Education	-	-	-	-	-	-	-	-	-
5. AAA RD/Nutritionist*	-	-	-	-	-	-	-	-	-
Nutrition Services Total	455,817	233,318	9,400	412,618	105,811	321,250	55,150	92,800	1,686,164

*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by OSA.

FY 2016 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL

SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	CMP Fund	Program Income	Cash Match	In-Kind Match	TOTAL
LTC Ombudsman Services									
1. LTC Ombudsman	4,445	8,002		22,010			2,351	589	37,397
2. Elder Abuse Prevention	-	-	6,399	-	-	-	-	1,100	7,499
3. Region Specific	-	-	-	-	-	-	-	-	-
LTC Ombudsman Ser. Total	4,445	8,002	6,399	22,010	-	-	2,351	1,689	44,896

FY 2016 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL

SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Merit Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
1. Chore	-	-	-	-	-	-	-	-	-
2. Homemaking	-	-	-	-	-	-	-	-	-
3. Home Care Assistance	-	-	-	-	-	-	-	-	-
4. Home Health Aide	-	-	-	-	-	-	-	-	-
5. Meal Preparation/HDM	-	-	-	-	-	-	-	-	-
6. Personal Care	-	-	-	-	-	-	-	-	-
Respite Service Total	-	-	-	-	-	-	-	-	-

FY 2016 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL

SERVICE CATEGORY	Title III-B	Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
Kinship Ser. Amounts Only						
1. Caregiver Sup. Services	-	-	-	-	-	-
2. Kinship Support Services	-	8,000	-	-	-	8,000
3. Caregiver E,S,T	-	-	-	-	-	-
4.	-	-	-	-	-	-
Kinship Services Total	-	8,000	-	-	-	8,000

Planned Services Summary Page for FY 2016 PSA: 14

Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
ACCESS SERVICES					
Care Management	\$ 392,580	11.06%			X
Case Coordination & Support	\$ 207,129	5.83%		X	X
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 145,405	4.10%		X	X
Outreach	\$ -	0.00%			
Transportation	\$ 52,961	1.49%	X	X	
IN-HOME SERVICES					
Chore	\$ -	0.00%			
Home Care Assistance	\$ 92,322	2.60%	X		
Home Injury Control	\$ -	0.00%			
Homemaking	\$ 97,870	2.76%	X		
Home Delivered Meals	\$ 945,323	26.63%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 40,969	1.15%	X		
Personal Care	\$ 29,141	0.82%	X		
Personal Emergency Response System	\$ 47,134	1.33%	X		
Respite Care	\$ 290,127	8.17%	X		
Friendly Reassurance	\$ -	0.00%			
COMMUNITY SERVICES					
Adult Day Services	\$ 212,409	5.98%	X		
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 740,841	20.87%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 28,998	0.82%	X		
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ -	0.00%			
Legal Assistance	\$ 26,900	0.76%		X	
Long Term Care Ombudsman/Advocacy	\$ 37,397	1.05%		X	
Senior Center Operations	\$ -	0.00%			
Senior Center Staffing	\$ -	0.00%			
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 7,499	0.21%		X	
Counseling Services	\$ -	0.00%			
Specialized Respite Care	\$ -	0.00%			
Caregiver Supplemental Services	\$ -	0.00%			
Kinship Support Services	\$ 10,500	0.30%		X	
Caregiver Education, Support, & Training	\$ 43,893	1.24%	X	X	
AAA RD/Nutritionist	\$ -	0.00%			
PROGRAM DEVELOPMENT	\$ 89,117	2.51%			X
REGION-SPECIFIC					
a.	\$ -	0.00%			
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
e.	\$ -	0.00%			
CLP/ADRC SERVICES	\$ -	0.00%			
MATF ADMINISTRATION	\$ 11,500	0.32%			X
TOTAL PERCENT		100.00%	24.38%	57.41%	18.21%
TOTAL FUNDING	\$ 3,550,015		\$865,397	\$2,038,087	\$646,531

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns. Rounding variances of + or (-) \$1 are not considered material.

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MUSKEGON LAKESHORE 4TH OF JULY CELEBRATION

LAKESHORE

ART FESTIVAL

10am-6pm in Downtown Muskegon

A celebration of arts, crafts,
entertainment, food, and family fun!

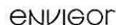
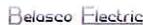
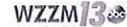
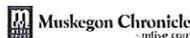
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**Muskegon County
Board of Commissioners**
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, July 14, 2015

4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Matthew Sharpe of Evanston Avenue Baptist Church, 1188 Evanston Avenue, Muskegon, MI. The Pledge of Allegiance was led by Commissioner Scolnik and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Excused: Charles Nash

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Deputy Clerk;
Doug Hughes, Corporate Counsel

2015-263 **APPROVAL OF THE AGENDA**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the agenda.

Voice vote

Motion Carried

2015-264 **APPROVE THE MINUTES OF JUNE 23, 2015**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the meeting minutes of June 23, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION: PRESENTATION: IMAGE CAMPAIGN

Connie Maxim-Sparrow, Muskegon County Grants Coordinator, gave a PowerPoint presentation on beautification efforts for Muskegon County called "Bringing the Community Together Up 2 Us Beautification Effort". This project includes the City of Muskegon Heights, Mission for Area People, Muskegon County Land Bank Authority, and others. (see attached)

Kristina Coby, Community Engagement Director for United Way of the Lakeshore provided information regarding the United Way Day of Caring scheduled for September 11, 2015, that is being planned for Seaway Drive.

Commissioners Scolnik and Lohman expressed favorable opinions on the project and Commissioner Wilkens looks forward to the end result for the City of Muskegon Heights.

Discussion ensued.

City of Muskegon Heights Council Members, Bonnie McGlothlin and Kimberley Sims, addressed the Board stating that they and the rest of the Council have not seen this presentation but are encouraged and look forward to Ms. Maxim-Sparrow presenting to their Council next week, Monday, July 20th.

COMMUNICATIONS

There were no Communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-265 **APPROVE THE RENEWED AGREEMENT BETWEEN THE COUNTY OF MUSKEGON AND THE MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT TO PROVIDE SCHOOL/EDUCATIONAL PROGRAMMING AND SERVICES TO ALL JUVENILE TRANSITION CENTER RESIDENTS FOR THE 2015-2016 SCHOOL YEAR**

CPS15/07-15

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the renewed agreement between the County of Muskegon and the Muskegon Area Intermediate School District to provide school/educational programming and services to all Juvenile Transition Center residents for the 2015-2016 school year.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-266 **APPROVE THE REQUEST TO APPLY FOR \$157,094 FROM THE OFFICE OF
COMMUNITY ALTERNATIVES IN LANSING FOR FY2016**

CPS15/07-16

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the request to apply for \$157,094 from the Office of Community Alternatives in Lansing for FY2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-267 **ACCEPT THE MUSKEGON COUNTY HAZARD MITIGATION PLAN THAT
WAS DEVELOPED BY WEST MICHIGAN SHORELINE REGIONAL
DEVELOPMENT COMMISSION**

CPS15/07-17

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to accept the Muskegon County Hazard Mitigation Plan that was developed by West Michigan Shoreline Regional Development Commission.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-268 **ACCEPT MUSKEGON COUNTY EMERGENCY ACTION GUIDELINES PLAN
(EAG) AS THE EMERGENCY ACTION PLAN FOR MUSKEGON COUNTY,
AND DIRECT THE BOARD CHAIR AND APPROPRIATE STAFF TO SIGN THE
PLAN**

CPS15/07-18

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to accept Muskegon County Emergency Action Guidelines Plan (EAG) as the Emergency Action Plan for Muskegon County, and direct the Board Chair and appropriate staff to sign the Plan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-269 **APPROVE ACCEPTANCE OF THE FY2016 STRATEGIC TRAFFIC ENFORCEMENT GRANT IN THE AMOUNT OF \$65,000.00 AND TO AMEND THE COUNTY BUDGET ACCORDINGLY**

CPS15/07-19

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins to approve acceptance of the FY2016 Strategic Traffic Enforcement Grant in the amount of \$65,000.00 and to amend the County budget accordingly.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-270 **AUTHORIZE PUBLIC HEALTH - MUSKEGON COUNTY TO REQUEST BIDS FOR WATER LABORATORY ANALYSIS FOR THE PERIOD OF OCTOBER 2015 THROUGH SEPTEMBER 2016 WITH TWO ONE YEAR RENEWAL OPTIONS WITH NO CHANGE IN GENERAL FUND**

HS15/07-23

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize Public Health - Muskegon County to request bids for water laboratory analysis for the period of October 2015 through September 2016 with two one year renewal options with no change in general fund.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-271 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$18,079,210.21 COVERING THE PERIOD OF JUNE 6, 2015 THROUGH JUNE 26, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/07-80

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve payment of the accounts payable of \$18,079,210.21 covering the period of June 6, 2015 through June 26, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-272 **SUPPORT APPLICATION TO NATIONAL MARITIME HERITAGE PROGRAM TO SUPPORT FUNDING TO INSTALL THE LYMAN DAVIS SCULPTURE AND CREATE SMALL CASTED REPLICAS OF THE SHIP FOR A SHIP WALK IN DOWNTOWN MUSKEGON**

WM15/07-81

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to support application to National Maritime Heritage Program to support funding to install the Lyman Davis sculpture and create small casted replicas of the Ship for a ship walk in downtown Muskegon.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-273 **SUPPORT APPLICATION TO THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR A BROWNFIELD ASSESSMENT GRANT TO COVER COSTS FOR COMPLETION OF A PHASE 1 ENVIRONMENTAL ASSESSMENT OF THE DYMET FACILITY LOCATED AT 1901 PECK STREET AND 1915 SANFORD STREET IN THE CITY OF MUSKEGON, MICHIGAN**

WM15/07-82

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to support application to the Michigan Department of Environmental Quality for a brownfield assessment grant to cover costs for completion of a phase 1 environmental assessment of the Dymet facility located at 1901 Peck Street and 1915 Sanford Street in the City of Muskegon, Michigan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-274 **SUPPORT REQUEST GRANT APPLICATION MATCH OF \$5,000 FOR MUSKEGON AREA FIRST APPLICATION TO MICHIGAN DEPARTMENT OF URBAN AND RURAL DEVELOPMENT STRATEGIC GROWTH INITIATIVE TO COMPLETE BARLEY PRODUCT STUDY CONDUCTED BY MICHIGAN STATE UNIVERSITY PRODUCT LAB**

WM15/07-83

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to support request grant application match of \$5,000 for Muskegon Area First application to Michigan Department of Urban and Rural Development Strategic Growth Initiative to complete barley product study conducted by Michigan State University Product Lab.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-275 **SUPPORT APPLICATION IN PARTNERSHIP WITH THE COMMUNITY FOUNDATION FOR MUSKEGON COUNTY APPLICATION TO THE PARTNERS FOR PLACE PROGRAM TO SUPPORT URBAN FARMING INFRASTRUCTURE ACTIVITY ON BLIGHTED AND ABANDONED PROPERTY IN MUSKEGON HEIGHTS**

WM15/07-84

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to support application in partnership with the Community Foundation for Muskegon County application to the Partners for Place program to support urban farming infrastructure activity on blighted and abandoned property in Muskegon Heights.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-276 **APPROVE A VEHICLE RENTAL CONCESSION AGREEMENT BETWEEN THE COUNTY AND ENTERPRISE LEASING COMPANY OF DETROIT, LLC, D/B/A ENTERPRISE RENT-A-CAR AND NATIONAL CAR RENTAL, PROVIDING CAR RENTAL SERVICES IN THE AIRPORT TERMINAL BUILDING, IN THE AMOUNT OF \$4,726.88 PER YEAR FOR TERMINAL RENT, \$250 PER YEAR FOR SNOW REMOVAL, 10% OF GROSS REVENUE, AND \$3.00 PER ASSIGNED VEHICLE READY/STORAGE LOT SPACE**

WM15/07-85

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve a Vehicle Rental Concession Agreement between the County and Enterprise Leasing Company of Detroit, LLC, d/b/a Enterprise Rent-A-Car and National Car Rental, providing car rental services in the Airport terminal building, in the amount of \$4,726.88 per year for terminal rent, \$250 per year for snow removal, 10% of gross revenue, and \$3.00 per assigned Vehicle Ready/Storage lot space.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-277 **APPROVE A SERVICE FACILITY LEASE AGREEMENT BETWEEN THE COUNTY AND ENTERPRISE LEASING COMPANY OF DETROIT, LLC, D/B/A ENTERPRISE RENT-A-CAR AND NATIONAL CAR RENTAL, PROVIDING SPACE IN AN AIRPORT BUILDING TO DETAIL VEHICLES THAT ARE RENTED TO THE PUBLIC UNDER THE TERMS OF THEIR VEHICLE RENTAL CONCESSION AGREEMENT, IN THE AMOUNT OF \$5,328.00 PER YEAR**

WM15/07-86

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve a Service Facility Lease Agreement between the County and Enterprise Leasing Company of Detroit, LLC, d/b/a Enterprise Rent-A-Car and National Car Rental, providing space in an Airport building to detail vehicles that are rented to the public under the terms of their Vehicle Rental Concession Agreement, in the amount of \$5,328.00 per year.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-278 **ACCEPT THE FOURTH AMENDED AND RESTATED INTERLOCAL AGREEMENT REALIGNING MUSKEGON COUNTY WITH ALLEGAN COUNTY, BARRY COUNTY, IONIA COUNTY, KENT COUNTY, MONTCALM COUNTY, OTTAWA COUNTY AND THE CITY OF GRAND RAPIDS FOR THE PURPOSE OF HAVING THE AREA COMMUNITY SERVICES EMPLOYMENT AND TRAINING COUNCIL ADMINISTER EMPLOYMENT AND TRAINING PROGRAMS IN MUSKEGON COUNTY, EFFECTIVE OCTOBER 1, 2015**

WM15/07-87

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to accept the Fourth Amended and Restated Interlocal agreement realigning Muskegon County with Allegan County, Barry County, Ionia County, Kent County, Montcalm County, Ottawa County and the City of Grand Rapids for the purpose of having the Area Community Services Employment and Training Council administer employment and training programs in Muskegon County, effective October 1, 2015.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-279 **ACCEPT THE AMENDED BYLAWS FOR THE GOVERNING BOARD OF THE AREA COMMUNITY SERVICES EMPLOYMENT AND TRAINING COUNCIL**

WM15/07-88

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to accept the Amended Bylaws for the Governing Board of the Area Community Services Employment and Training Council.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-280 **DIRECT STAFF TO NEGOTIATE THE TERMS OF A BUILDING LEASE WITH PIONEER RESOURCES FOR THE AGNES POTUZNİK BUILDING, WHICH WILL THEN BE BROUGHT BACK TO THE BOARD FOR FINAL APPROVAL**

WM15/07-89

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to direct staff to negotiate the terms of a building lease with Pioneer Resources for the Agnes Potuznik Building, which will then be brought back to the Board for final approval.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

2015-281 **APPROVE MUSKEGON COUNTY HOUSING PROGRAMS TO OBTAIN BIDS AND/OR QUOTES FROM GRAY SPACE CONSTRUCTION, MIDWEST BUILDERS AND STATEWIDE ABATEMENT FOR LEAD HAZARD ABATEMENT PROJECTS AND AWARD CONTRACTS TO THESE VENDORS BASED ON THE MUSKEGON COUNTY PURCHASING POLICIES AS FUNDS ALLOW**

WM15/07-90

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve Muskegon County Housing Programs to obtain bids and/or quotes from Gray Space Construction, Midwest Builders and Statewide Abatement for lead hazard abatement projects and award contracts to these vendors based on the Muskegon County Purchasing Policies as funds allow.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Charles Nash

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo announced that Muskegon Bike Time begins at its new location on Harvey Street Thursday, July 16th and will continue through Sunday, July 19th. (see attached)

Chairman Sabo noted the new Rebel Road Motorcycle Rally will also be held in Downtown Muskegon Thursday, July 16th through Sunday, July 19th. (see attached) Chairman Sabo expressed hopes that both events will be successful.

Chairman Sabo reminded everyone that the Muskegon County Youth Fair at the Muskegon County Fairgrounds will run Wednesday, July 22nd - Sunday, July 26th and encouraged everyone to stop out at 6621 Heights Ravenna Road. (see attached)

Chairman Sabo invited everyone to stay for the Upcoming Board Work Session from the Land Bank Authority (following today's Full Board).

He further noted that the next Work Session will be:

- Tuesday, July 28th (following Full Board) Register of Deeds

ADMINISTRATOR'S REPORT

The Administrator reminded everyone to stop out at Brookhaven's Ice Cream Social tomorrow, Wednesday, July 15th, from 11 a.m. to 5 p.m. at 1890 Apple Avenue.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

2015-282

Moved by Commissioner Cross, seconded by Commissioner Engle, to prepare a resolution in honor of Muskegon Catholic Central's Baseball Championship.

Voice vote.

Motion Carried

Commissioner Hughes noted the Employee picnic was a success and thanked all the volunteers whose contributions lead to the success. It was estimated that 1600 people were in attendance. Chairman Sabo agreed and noted all funds were donated and no county monies were used. He also acknowledged Treasurer Moulatsiotis.

Tony Moulatsiotis, Muskegon County Treasurer, addressed the Board and extended thanks to Lee Burley from Facilities Management, Sheriff Roesler, Prosecutor Hilson, Administrator Eidsenbarth, Chairman Sabo, Vice Chair Cross, Commissioners Mahoney, Engle, and Hughes and many others that helped to make the County Employee's Picnic a great way to recognize employees for the hard work they do every day. Treasurer Moulatsiotis also thanked sponsors, bands, Commissioner Hughes with the animal exhibit, the clowns, City of Muskegon Fire Department and the County Road Commission.

PUBLIC COMMENT

Jonathan Wilson, Economic Development Coordinator, announced one more event, the Build-a-thon (<http://muskegonmight.tumblr.com/> or <https://www.linkedin.com/pulse/invitation-participate-muskegon-might-build-a-thon-henry-gordon-smith> or <http://www.grbj.com/articles/82777-build-a-thon-challenges-to-re-imagine-muskegon-heights>)

Chairman Sabo noted the Board Planning Session will begin at 4:50 p.m.

2015-283 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER
CROSS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:46 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, July 28, 2015



Bringing the Community
Together
Up 2 Us
Beautification Effort



WATCH MUSKEGON

WATCH MUSKEGON

Muskegon County Land Bank Authority Up2Us Adopt-A-Block Program

City of Muskegon
Heights
Heights
In
Action

City of Norton
Shores
Shores
In
Action

City of Muskegon
Muskegon
In
Action

Overview of Up 2 Us – Beautification Across Muskegon County

Watch Muskegon – beautifying Muskegon County through collective community engagement

Champion
Watch
Muskegon
Beautification

2015 Season
will focus on
Sherman
Boulevard
from Getty to
Seaway Drive

Muskegon County Land Bank Authority

Work to
prioritize
demolitions on
Sherman

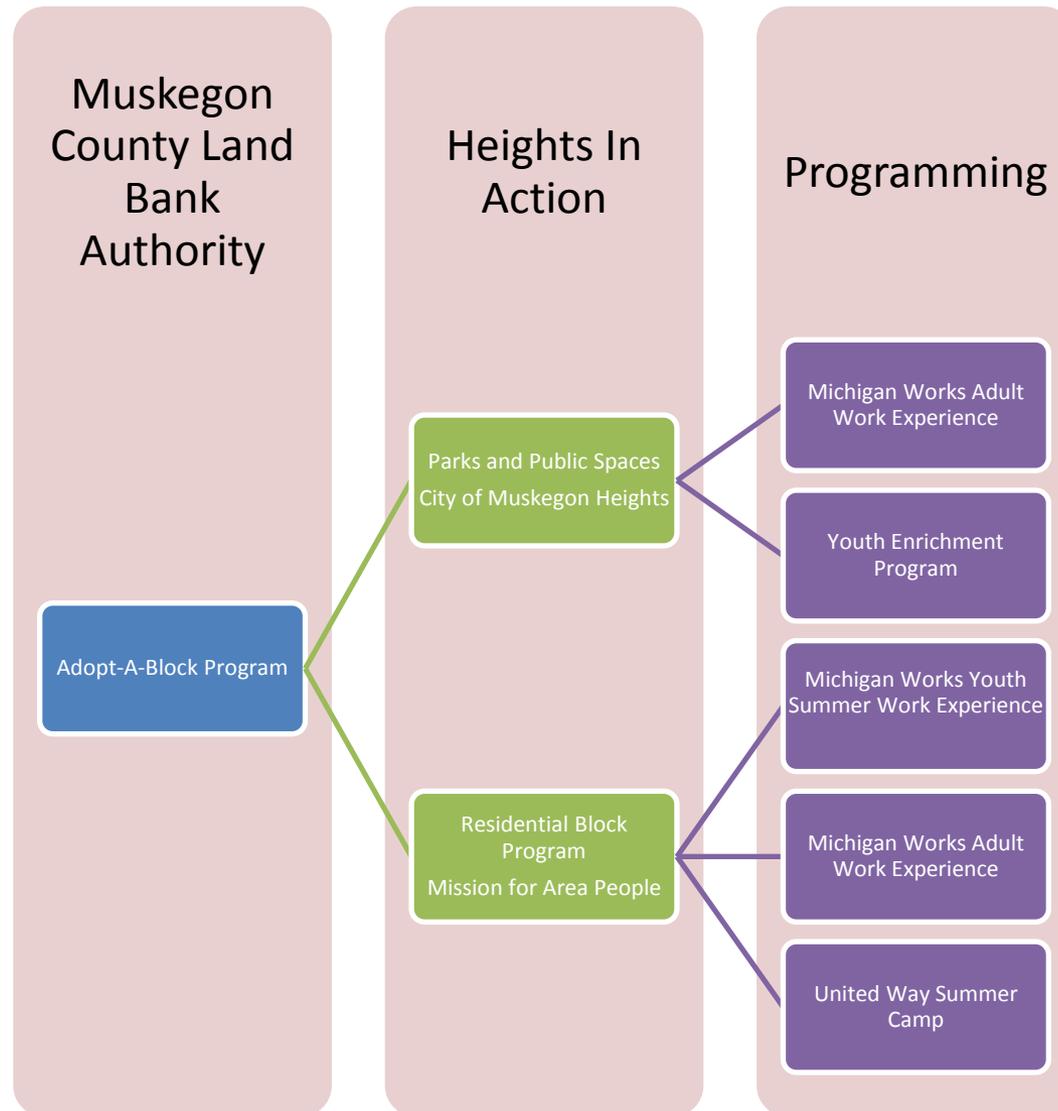
Create Up2Us
Adopt-A-Block
Program

Heights In Action

Mission for Area People to
coordinate efforts for
residential blocks, focusing
on Sherman Blocks

City of Muskegon Heights
coordinate efforts for public
spaces and parks focusing
on downtown

Partnerships Established for Heights In Action





Heights In Action Process – Mission for Area People

1. Blocks facing Sherman will be the priority in the lead up to United Day of Caring
2. Identify Resident Block Representative – Door to Door Information Campaign about Heights In action to each resident.
3. Complete a block survey of parcels using rating system from the MSU best practice.
4. Identify demolition properties that border the Sherman Boulevard block face – Land Bank/City Demolish – Yard Sign
5. Concentrated Clean Up of Block
6. Every other week maintenance of block – yard signs
7. Work with County GIS to Map and story board progress of the change to the corridor and the work of Heights In Action. A before and after assessment, as well as pictures uploaded to GIS for storyboard.

Block 7 Example

- 7 vacant parcels in need of regular mowing.
- 2 building in poor condition – demolition?

Up 2 Us Watch Muskegon Beautification Campaign Timeline



June – Establish organizational points for Heights In Action

July – Identify and begin clean up on residential blocks that face Sherman Boulevard from Getty to Seaway Drive. Muskegon County Land Bank Authority and City of Muskegon Heights prioritize residential demolitions of properties on the Sherman Corridor.

August – Continue Heights In Action activities and begin planning phases of beautification plantings for the United Way Day of Caring

September – Finalize planting efforts for the United Way Day of Caring.

Massive community volunteer effort to plant native species that help to improve the air quality and the beauty of the Sherman Corridor.

September 11, 2015
United Way Day of
Caring

WATCH MUSKEGON

Heights In Action

It's Up to Us!
Let's build a Sustainable Muskegon County together!

#SustainableMuskegon

#Up2Usmkg

**WATCH
MUSK
EGON**

ADOPTED by Mission for Area People
Muskegon County Land Bank Authority
Adopt-A-Block Program

Working to improve our neighborhoods block by
block!

Watch Muskegon Image Campaign -
Beautification
Up To Us Beautification Strategy

Tactic 1:

Yard signs to show visible individual improvement to each lot on a block. Demonstrating progress through visuals – advantage is direct communication to traffic and residents and pedestrians.

1. Launch in cooperation with Watch Muskegon and the United Way
2. Focus on PR that shows concentrated transformation of the Sherman Corridor though coordinated effort with all partners.
3. Use story board on GIS to #WatchUsGo and #WatchMuskegon
4. Incorporate the hashtag #Up2Usmkg for analytics
5. Example Yard Signs crediting the Land Bank and Heights In Action. Two different signs, one for Adoption by _____ or Fields of Clover by _____

WATCH MUSKEGON



Watch Muskegon Image Campaign - Beautification Up To Us Beautification Strategy

Tactic 2:

All volunteers and youth/adult work participants will wear t-shirts that coordinate with yard signs to not only provide identification to neighbors, but also show support for the beautification campaign and call out Heights In Action!

Male T-Shirt



Front

Back

Watch us go – Literally!

Muskegon Heights - Up2Us - Sherman Boulevard Corridor Beautification Project

Beautifying our area is "Up 2 Us"

A Muskegon County GIS Story Map

MUSKEGON COUNTY GIS

1 View from Sherman & Superior

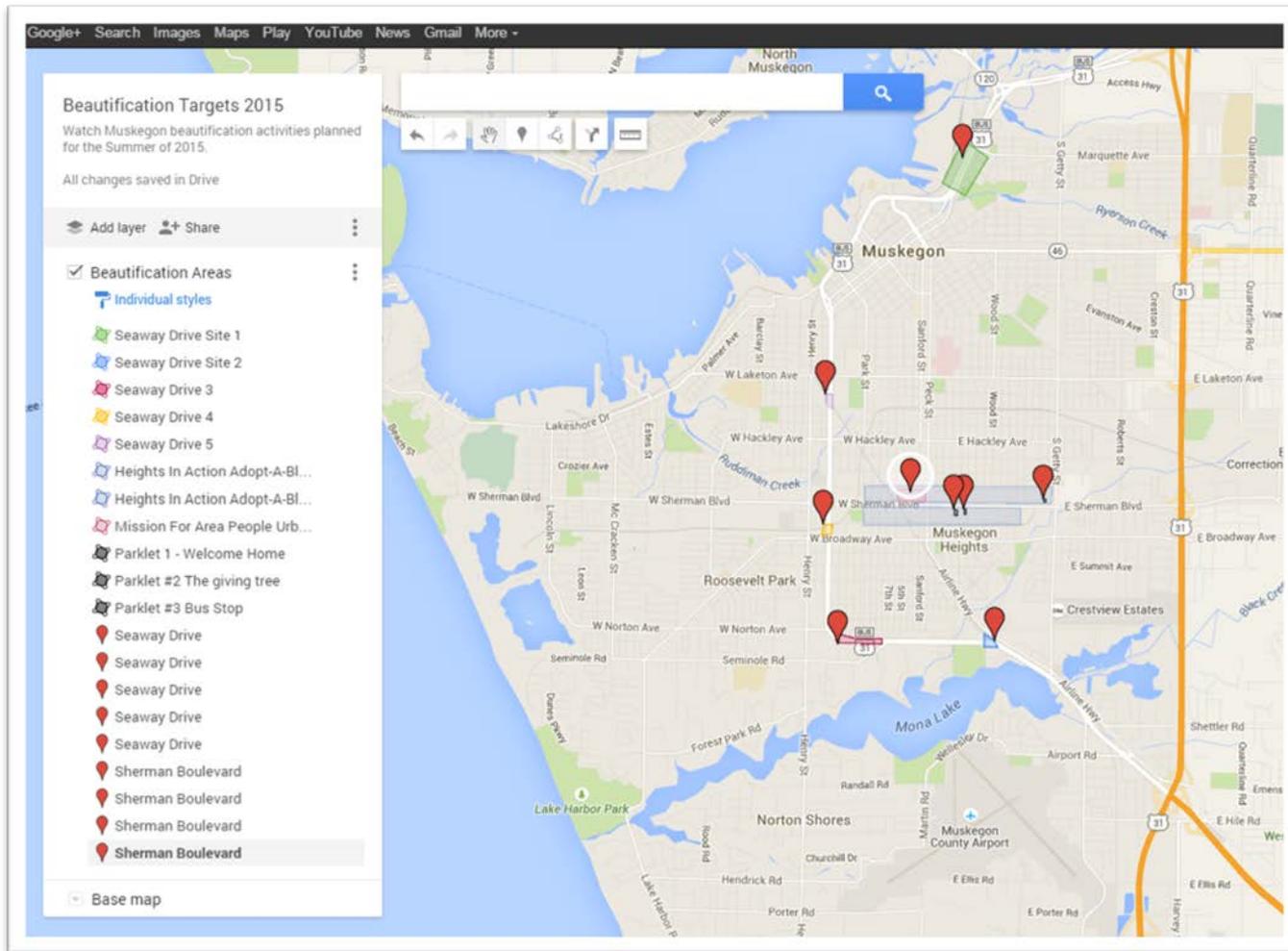
2 Vacant corner lot at Sherman and Hoyt

3 Sherman & Hoyt Area - 1 Block South

4 A Before and After Example

7/8/14 8/5/14

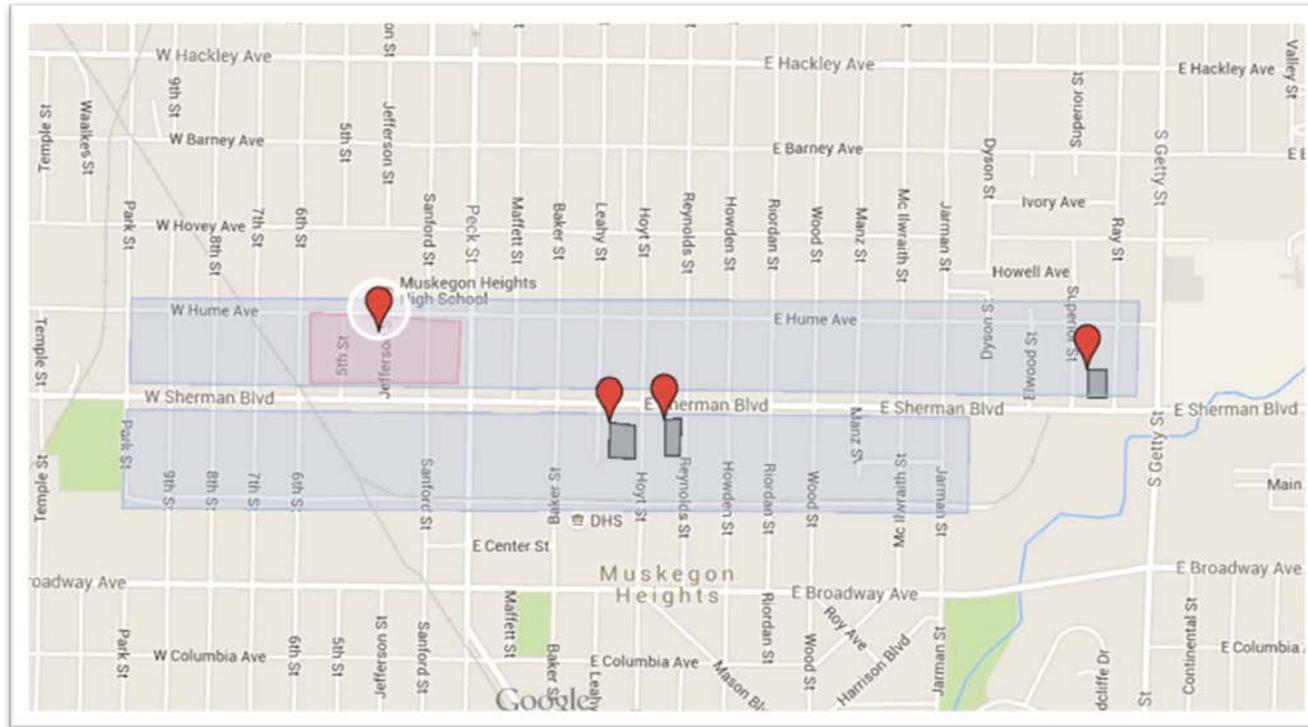
[Up 2 Us GIS Story Board Site](#)



Overview of various beautification targets throughout the metro Muskegon Area.

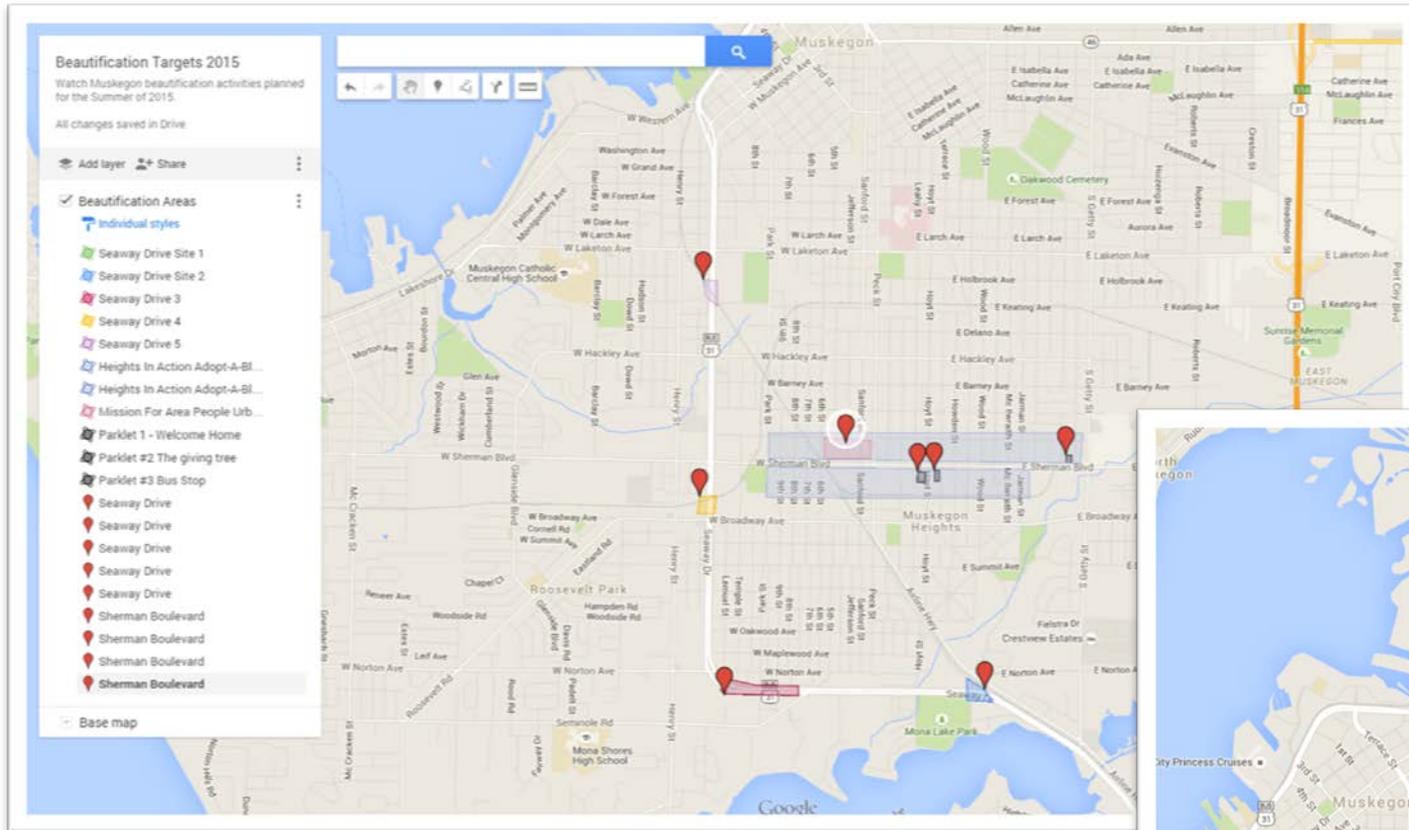
WATCH MUSKEGON

Sherman Boulevard Targets

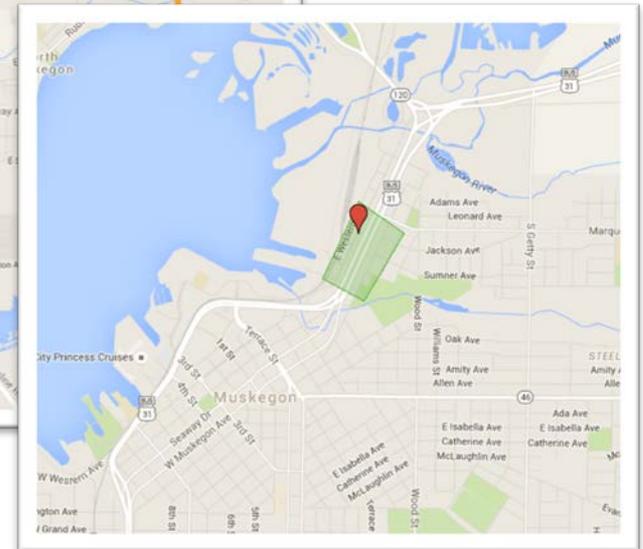


Vacant Lots – Turned into parklets for beautification and occupation of space that faces the Sherman corridor.

Closer View of Total Targets



More detailed view of target areas



Parklets – Vacant Lot Beautification Sherman Boulevard



Welcome
Muskegon
Heights
Quality Tool
and Stamp to
Design



The Giving
Tree
Outdoor
Library and
Children's
Space



Chess
Bus Stop on
Sherman
Corridor
Both large and
small chess

Welcome to Muskegon Heights – Parklet Example



This is a steel sign that was laser etched for Thunder Bay. Quality Tool and Stamp has offered to design and hopefully fabricate the sign for the City of Muskegon Heights. They have the capacity to laser etch very large pieces of steel and other metals for things like this.

Bus Stop – Example Parklet Installations



Waiting for the bus.....

The Giving Tree – Example Parklet Installations



The Giving Tree – Outdoor Library

JULY 16-19, 2015

Weekend Pass: \$40
 Day Pass Thu: \$20
 Day Pass Fri: \$20
 Day Pass Sat: \$25
 Sunday Free



LYNYRD SKYNYRD



Saturday July 18

powered by



Advance Passes,
 Schedule & Maps
MUSKEGONBIKETIME.COM

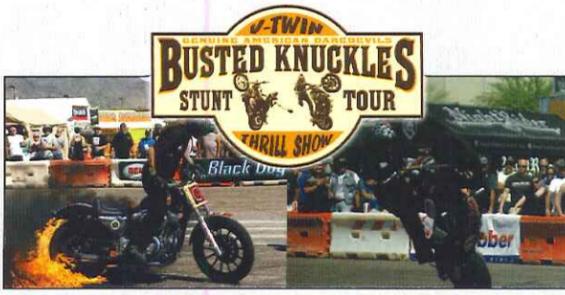
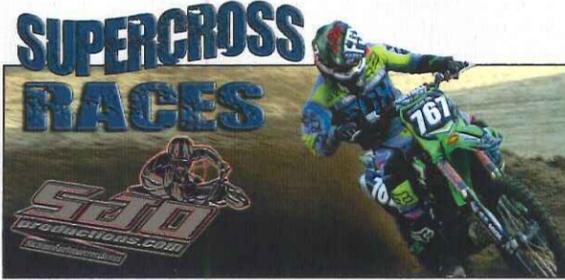


Friday July 17



Thurs July 16

Concert series presented by Subaru of Muskegon & My Auto Import



PREMIER SPONSORS



MUSKEGON'S
REBEL ROAD



RIDE FREE

KICK OFF

Thursday 7/16 7-11

PARTY IN

THE MEGA 80's



ARENA LOT

Friday 7/17

Saturday 7/18

Arena Lot

12-2 Refurbished
2-6 Buster Blues
7-11 Stolen Horses

Arena Lot

12-2 Ruxy Muzik
2-6 Tight Fit
7-11 In The Red

Depot Lot

12-2 Sad Bastard
2-6 The Schiznit
7-11 Will Roc

Depot Lot

12-2 Bitter Desire
2-6 The Factory
7-11 Group Therapy

FREE ADMISSION

Home
Calendar of Events
Youth Fair
5K Run/Walk
Become a Sponsor!
Fairgrounds Projects
Fair Board & Membership Information
Facilities Rental
Winter Storage Rental
Photo Gallery
Map\Directions
Contact Us
Links
Volunteer Opportunities

Youth Fair



July 20-25, 2015

THANK YOU TO OUR YOUTH FAIR SUPPORTERS & SPONSORS!!

- [2013 Youth Fair Sponsors and Supporters](#)
- [2012 Youth Fair Sponsors and Supporters](#)
- [2011 Youth Fair Auction Supporters](#)

YOUTH FAIR GENERAL INFORMATION

[YOUTH FAIR SCHEDULE](#) ** TENTATIVE ** This schedule is NOT final and subject to change!!!

[Youth Fair Exhibitor Show Shirt Order Form](#) -- Orders due by June 15th to receive by fair week (all youth exhibitors are required to wear an official MCYF shirt while exhibiting in youth classes)

[Campground Registration](#)

Add-a-Bid Form 2015 -- available the night of the Livestock Auction

[2015 Superintendents](#)

[Superintendent Application](#)
[Superintendent Job Description](#)

[Aq Olympics Registration](#) -- Due July 11th!! - No late entries!!

Vendor Information:

[Commercial Vendor Rental Form](#)

YOUTH FAIR ENTRY FORMS -- DUE JUNE 15TH!!

- * Forms are 2-sided and Code of Conduct MUST be signed!!
- * Registration forms for livestock must have been submitted by due date to qualify.

[Exhibitor Entry Form -- Livestock](#)

[Exhibitor Entry Form -- Small Animal \(dogs, cats, pet show\)](#)

[Exhibitor Entry Form -- Inanimates](#)

[Exhibitor Entry Form -- Talent Show](#)



An Official Muskegon County Website

[Exhibitor Entry Form -- Baked Goods](#)

[Exhibitor Entry Form -- Shooting Sports](#)

FAIR RULES / GUIDELINES

[2015 MCYF Fair Book](#)

2015 Exhibitor Handbook -- COMING SOON!

ANIMAL REGISTRATION FORMS -- LIVESTOCK & SMALL ANIMAL

[Youth Fair Participation Fee Form](#) --- Due March 1st
(this form must be turned in for ALL livestock and small animal projects)

[Drug Free Certification Form](#) -- MANDATORY

* this form must be attached EACH livestock registration form for market animals!

[Registration form](#): Market Beef - Due December 1st

** Mandatory beef weigh-in 12/13/14 at 9am at Ravenna Sale Barn

[Registration form](#): Feeder Steer - Due March 1st

[Registration form](#): Beef Breeding - Due May 1st

[Registration form](#): Swine - Due May 1st

[Registration form](#): Market Sheep - Due May 1st

*** NOTE: Effective 2015 - whethers only for market sheep class (no ewes)

***MANDATORY SHEEP WEIGH-IN: May 7th at 6:30pm at the fairgrounds

[Registration form](#): Breeding Sheep - Due May 1st

[Registration form](#): Goat - Due May 1st

[Registration form](#): Llama & Alpaca - Due May 1st

[Registration form](#): Dairy - Due May 31st

[POULTRY INFORMATION FOR 2015 - CLICK HERE FOR SUPT. STATEMENT!!](#)

[Registration form](#): Youth Poultry - Breeding and Market: June 15th

[Registration form](#): Open Poultry Show - Due July 1st

[Registration form](#): Youth Rabbit Show - Due June 15th

[Registration form](#): Open Rabbit Show

[Registration form](#): Cavy - Due June 15th

[Registration form](#): Dogs - Due June 1st

[Registration form](#): Cats - Due June 1st

[Registration form](#): Open Cat Show

PROJECT RECORD BOOKS

[Beef, Dairy Feeder Beef, Sheep, Swine](#)

[Poultry - Exhibitor](#)

[Poultry - Cloverbud](#)

[Rabbits](#)

[Rabbits - Cloverbud](#)

[Cavy](#)

[Goats - Cloverbud](#)

[Dogs](#)

[Cats](#)

[Goats](#)

[Llama & Alpaca](#)

[Silent Auction Project Book](#)

[Baked Goods Project Book](#)

OTHER RESOURCE INFORMATION

[Poultry Showmanship Guide](#)

[Rabbits - ARBA Breed Updates 2014](#)

HORSES

[Horse & Pony Registration Form](#)

[Horse Exhibitor Consent and Entry Form](#)

[2015 Horse Rules & Regulations](#)

[Horse Notebook Requirements](#)

[2015 Open Horse Show Bill](#)

[2015 Open Horse Show - Entry Card](#)

[2015 Open Horse Show - Entry Form](#)

SHOOTING SPORTS

Saturday, July 11 at Fruitport Conservation Club at 10:00am

.22 rifle and trap shooting competition for Muskegon County Youth Fair

All youth competitors must have completed an [Exhibitor Entry form](#) by June 15th to compete. Open class participants register at 9:30am - bring completed Exhibitor Entry form and signed Code of Conduct.

Refer to the Muskegon Co. Youth Fair fair book for all rules, guidelines and age requirements.

Friday, July 24 at Muskegon Co. Fairgrounds at 10:00am

Target archery, BB and pellet gun competition for the Muskegon County Youth Fair

All youth competitors must have completed an [Exhibitor Entry form](#) by June 15th to compete. Open class participants register at 9:30am - bring completed Exhibitor Entry form and signed Code of Conduct.

Refer to the Muskegon Co. Youth Fair fair book for all rules, guidelines and age requirements.



In order to view several documents on this website, you will need Adobe Reader installed on your computer. [Acrobat Reader is available for free from Adobe's website.](#)

Muskegon County Youth Fair Schedule 2015

**** Please note: All Fair Games are free and open to the public. ****

**** EVENTS AND TIMES ARE SUBJECT TO CHANGE!!! ****

Saturday: July 11

- 10:00 am Shooting Sports (Trap Shooting & .22 Rifle) at Fruitport Conservation Club
Sponsored by Fruitport Conservation Club
10:30 am Open Dog Show at Muskegon County Fairgrounds

Saturday: July 18

- 9:00 am Cat Youth Show and Cat Open Show – Sponsored by Eye Care One

Sunday: July 19

- 8 pm—12 pm Entry of all Horses
2 pm—4 pm Swine Weigh-in
3 pm—6 pm Entry and Judging of all Inanimates and Baked Goods –
Sponsored by Hecksel Farm Drainage and Jawor Brothers Country Store
4 pm—6 pm Sheep and Goat Weigh-in (*both market and breeding stock must enter through weigh-in area*)
4 pm—6 pm Entry of Dairy and Breeding Livestock
4 pm—6 pm Entry of Poultry
3 pm—6 pm Entry of Rabbits and Cavies
4 pm – 6 pm Entry of Llama and Alpacas
4 pm—6 pm Feeder Beef and Market Beef Weigh-in
7:00 pm Opening Ceremonies & Announcement of 4-H Ambassadors

Monday: July 20

- 9:00 am Exhibit building / Silent Auction opens
9:00 am Goat Judging
9:00 am Horse Judging – Showmanship, Halter, Bareback
12:00 pm Rabbit – Open Show
12:00 pm Dog Judging
1:30 pm Fair Games: Toss the Pig
3:00 pm Sheep Judging
3:30 pm Fair Games: Disc the Field
5:30 pm Fair Games: Feed the Horse
6:00 pm Talent Show

Tuesday: July 21

- 9:00 am Horse Judging – Dressage, Reining, English Western Riding
9:00 am Poultry Judging – Sponsored by Buffalo Wild Wings
9:00 am Exhibit building / Silent Auction opens
1:30 pm Fair Games: Cow Rustler
3:30 pm Fair Games: Pin Drop
3:00 pm Market Steer & Feeder Steer Judging – Sponsored by Ravenna Lumber Co.
4:00 pm Horse Judging – Versatility
5:30 pm Fair Games: Water Balloon Toss
7:00 pm Grandstand Event: Tractor Pulls

Wednesday: July 22

8:00 am Swine Judging – Sponsored by Kantola Quality Farms
9:00 am Horse Judging – Cloverbud
9:00 am Exhibit building / Silent Auction opens
Noon-8:00pm 4-H Royal Court Vendor Craft Show
1:00pm Horse Judging – English Equitation and English Pleasure
1:00 pm Dairy Cattle Judging – Sponsored by denDulk Dairy Farm
1:30 pm Fair Games: Horse Shoe Toss
3:30 pm Fair Games: Potato Sack Run
4:00 pm Llama / Alpaca Judging – Sponsored by Grasmeyer Bros. LLC
5:30 pm Fair Games: Water Trough Race
7:00 pm Ag Olympics – Sponsored by: denDulk Dairy Farm, J. Stevens Construction,
Shelby State Bank, Peregrine Wood Products, Buffalo Wild Wings

Thursday: July 23

9:00 am Horse Judging-Western Horsemanship & Western Pleasure
8:00 am Rabbit and Cavy Judging – Youth
9:00 am Exhibit building / Silent Auction opens
1:30 pm Fair Games: Don't Spill the Beans
3:30 pm Fair Games: Potato Sack Run
4 pm—8 pm Steak Fry – Muskegon Co. Sheriff's Mounted Unit
4:00 pm Horses– Gymkana / Speed
5:30 pm Fair Games: Horse Race
6:00 pm Large Animal Auction

Friday: July 24

9:00 am Horse Judging - Trail, Costume and Open Driving
9:00 am Exhibit building / Silent Auction opens
10:00 am Shooting Sports (BB, Pellet, Archery) at the Fairgrounds – Updyke Building –
Sponsored by Fruitport Conservation Club
1:30 pm Fair Games: Flying Chickens
3:30 pm Fair Games: Egg Run
4:00 pm Showman of Showmen
5:30 pm Fair Games: Egg Toss
7:00 pm Grandstand Event: Mini Horse Pulls
7:00 pm Concert: Stone Free opening for Yard Sale Underwear
7:00-12:00pm Beer Tent

Saturday: July 25

8:00 am 5K 4-H Family Fun Run & Kids Run
8 am—5 pm Open Horse Show – Sponsored by West Michigan Veterinary Service
9:00 am Exhibit building / Silent Auction opens
12:00 pm Open Pet Show
2:00 pm Small Animal and Baked Goods Auction
6:00 pm Closing Ceremonies
7:00 pm Exhibitor building/Silent Auction closes
7:00 pm Grandstand Event: SJO Super Cross Races
9:00 pm Youth Dance



*Brookhaven's
30th Annual
Ice Cream Social*



Goes Red White & Blue!!!

Wednesday, July 15, 2015

11:00 am—5 pm

*Brookhaven Medical Care Facility
1890 Apple Ave.*



Please join us for great
entertainment, food, prizes, craft
sale, raffles, and games.

*Proceeds go to the Brookhaven Resident
Activity Fund.*

Any questions call 724-3551.



Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, July 28, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Chairman Sabo. The Pledge of Allegiance was led by Commissioner Lohman and recited in unison.

Roll Call

Present: Benjamin E. Cross, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Excused: Marvin Engle

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Deputy Clerk;
Doug Hughes, Corporate Counsel

2015-284 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the agenda.

Voice vote

Motion Carried

2015-285 **APPROVE THE MINUTES OF JULY 14, 2015**

Moved by Commissioner Nash, seconded by Commissioner Cross, to approve the meeting minutes of July 14, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no Communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-286 **APPROVE CREATION OF THE TOURISM MERIT AWARDS TO ASSIST ESTABLISHED FESTIVALS AND EVENTS DRAWING SIGNIFICANT HOTEL ROOM NIGHTS TO THE COUNTY BY PROVIDING UP TO \$10,000 TO BE USED FOR NEW MARKETING OR ATTENDANCE-BUILDING INITIATIVES; RECOMMENDED AWARDS AND AMOUNTS WILL BE BROUGHT BEFORE THE COUNTY COMMISSION FOR APPROVAL AND FESTIVALS OR EVENTS WILL ONLY BE ELIGIBLE FOR FUNDING ONCE EVERY THREE YEARS**

CD/SP15/07-16

The Community Development Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to approve creation of the Tourism Merit Awards to assist established festivals and events drawing significant hotel room nights to the County by providing up to \$10,000 to be used for new marketing or attendance-building initiatives; recommended awards and amounts will be brought before the County Commission for approval and festivals or events will only be eligible for funding once every three years.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-287 **ACCEPT THE RECOMMENDATION OF THE ACCOMMODATIONS TAX ADVISORY COMMITTEE TO FUND THE PURCHASE OF A NEW OR USED ICE DECK FOR THE L.C. WALKER ARENA, IN AN AMOUNT NOT TO EXCEED \$142,000, TO BE PAID FOR WITH FUNDS FROM THE COUNTY'S ACCOMMODATIONS TAX RESERVE FUND; THE COUNTY WILL RETAIN OWNERSHIP OF THE ICE DECK IN THE EVENT OF AN ARENA MANAGEMENT CHANGE**

CD/SP15/07-17

The Community Development Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to accept the recommendation of the Accommodations Tax Advisory Committee to fund the purchase of a new or used ice deck for the L.C. Walker Arena, in an amount not to exceed \$142,000, to be paid for with funds from the County's Accommodations Tax Reserve Fund; the County will retain ownership of the ice deck in the event of an arena management change.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-288 **APPROVE A VEHICLE RENTAL CONCESSION AGREEMENT BETWEEN THE COUNTY AND AVIS BUDGET GROUP, INC., D/B/A AVIS RENT A CAR AND BUDGET RENT A CAR, PROVIDING CAR RENTAL SERVICES IN THE AIRPORT TERMINAL BUILDING, IN THE AMOUNT OF \$4,726.88 PER YEAR FOR TERMINAL RENT, \$250 PER YEAR FOR SNOW REMOVAL, 10% OF GROSS REVENUE, AND \$3.00 PER ASSIGNED VEHICLE READY/STORAGE LOT SPACE**

TR15/07-23

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve a Vehicle Rental Concession Agreement between the County and Avis Budget Group, Inc., d/b/a Avis Rent A Car and Budget Rent A Car, providing car rental services in the Airport terminal building, in the amount of \$4,726.88 per year for terminal rent, \$250 per year for snow removal, 10% of gross revenue, and \$3.00 per assigned Vehicle Ready/Storage lot space.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-289 **APPROVE A SERVICE FACILITY LEASE AGREEMENT BETWEEN THE COUNTY AND AVIS BUDGET GROUP, INC., D/B/A AVIS RENT A CAR AND BUDGET RENT A CAR, PROVIDING SPACE IN AN AIRPORT BUILDING TO DETAIL VEHICLES THAT ARE RENTED TO THE PUBLIC UNDER THE TERMS OF THEIR VEHICLE RENTAL CONCESSION AGREEMENT, IN THE AMOUNT OF \$5,328.00 PER YEAR**

TR15/07-24

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve a Service Facility Lease Agreement between the County and Avis Budget Group, Inc., d/b/a Avis Rent A Car and Budget Rent A Car, providing space in an Airport building to detail vehicles that are rented to the public under the terms of their Vehicle Rental Concession Agreement, in the amount of \$5,328.00 per year.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-290 **APPROVE TERMINATING A LEASE BETWEEN THE COUNTY AND SAFELITE FULFILLMENT, INC., D/B/A SAFELITE AUTOGLASS, EXECUTED FEBRUARY 25, 2015, IN THE AMOUNT OF \$375 PER MONTH, PLUS UTILITIES, FOR SPACE IN THE AIRPORT'S RENTAL CAR WASH FACILITY, AND FURTHER APPROVE A NEW LEASE BETWEEN THE COUNTY AND SAFELITE FULFILLMENT, INC., D/B/A SAFELITE AUTOGLASS, IN THE AMOUNT OF \$650 PER MONTH, PLUS UTILITIES, FOR A BRICK BUILDING LOCATED AT 102 SINCLAIR DRIVE**

TR15/07-25

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve terminating a lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, executed February 25, 2015, in the amount of \$375 per month, plus utilities, for space in the Airport's rental car wash facility, and further approve a new lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, in the amount of \$650 per month, plus utilities, for a brick building located at 102 Sinclair Drive.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-291 **APPROVE MICHIGAN AIR SERVICE PROGRAM GRANT CONTRACT NO. 2015-0304, PROVIDING \$20,000 OF STATE FUNDS FOR VARIOUS AIRPORT MARKETING AND PROMOTION PROJECTS, REQUIRING A LOCAL MATCH OF \$2,222, AS IDENTIFIED IN THE AIRPORT'S FY2016 REQUESTED BUDGET**

TR15/07-26

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve Michigan Air Service Program Grant Contract No. 2015-0304, providing \$20,000 of State funds for various Airport marketing and promotion projects, requiring a local match of \$2,222, as identified in the Airport's FY2016 requested budget.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-292 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$9,893,378.80 COVERING THE PERIOD OF JUNE 27, 2015 THROUGH JULY 10, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/07-91

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$9,893,378.80 covering the period of June 27, 2015 through July 10, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-293 **APPROVE THAT THE MEDICAL OPT OUT PAYMENTS BE INCREASED TO \$2,500 FOR A SINGLE PERSON AND \$4,500 FOR A 2 PERSON AND FAMILY FOR THOSE EMPLOYEES THAT CHOOSE TO NOT TAKE THE COUNTY'S MEDICAL INSURANCE AND HAVE ALTERNATE INSURANCE THROUGH ANOTHER EMPLOYER PROVIDED PLAN OR INSURANCE THROUGH THE AFFORDABLE CARE ACT; AND THAT THESE NEW RATES BE INCORPORATED INTO THE COUNTY'S NEXT OPEN ENROLLMENT CYCLE TO BE EFFECTIVE OCTOBER 1, 2015**

WM15/07-92

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve that the medical opt out payments be increased to \$2,500 for a single person and \$4,500 for a 2 person and family for those employees that choose to not take the County's medical insurance and have alternate insurance through another employer provided plan or insurance through the Affordable Care Act; and that these new rates be incorporated into the County's next open enrollment cycle to be effective October 1, 2015.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-294 **APPROVE THE IMPLEMENTATION OF THE RETIREMENT INCENTIVE PROGRAM OFFERING ALL COUNTY EMPLOYEES ELIGIBLE FOR REGULAR RETIREMENT BENEFITS THE OPTION OF SELECTING ONE OF THE FOLLOWING: 1) A TAXABLE LUMP SUM CASH PAYMENT OF \$7,500; 2) A TAX DEFERRED LUMP SUM PAYMENT OF \$7,500 INTO A 457 RETIREMENT PLAN; 3) A TAX DEFERRED LUMP SUM PAYMENT OF \$7,500 TOWARDS PURCHASE OF MERS GENERIC SERVICE; 4) 1 YEAR OF RETIREE MEDICAL INSURANCE COVERAGE FOR SPOUSE; 5) UP TO 3 YEARS SERVICE CREDIT TOWARD RETIREES MEDICAL INSURANCE. THE RETIREMENT WINDOW WOULD BE FROM AUGUST 1, 2015 THROUGH SEPTEMBER 30, 2015 WITH A SUBSEQUENT BUDGET SAVINGS STRATEGY FROM THE RESULTING RETIREMENTS TO BE INCLUDED IN THE FY2016 BUDGET.**

WM15/07-93

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the implementation of the Retirement Incentive program offering all county employees eligible for regular retirement benefits the option of selecting one of the following:

- 1) A taxable lump sum cash payment of \$7,500
- 2) A tax deferred lump sum payment of \$7,500 into a 457 retirement plan
- 3) A tax deferred lump sum payment of \$7,500 towards purchase of MERS generic service
- 4) 1 year of retiree medical insurance coverage for spouse
- 5) Up to 3 years service credit toward retirees medical insurance

The retirement window would be from August 1, 2015 through September 30, 2015 with a subsequent budget savings strategy from the resulting retirements to be included in the FY2016 budget.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-295 **AUTHORIZE THE DEVELOPMENT OF A HIRING APPROVAL AND JUSTIFICATION PROCESS EFFECTIVE IMMEDIATELY FOR ALL COUNTY DEPARTMENTS (ALL POSITIONS THAT ARE CURRENTLY IN THE PROCESS OF BEING RECRUITED ARE EXEMPT FROM THIS PROCESS); FURTHER, AUTHORIZE COUNTY ADMINISTRATION TO DEVELOP AN APPEAL PROCESS PROCEDURE AND FORM A COMMITTEE TO EVALUATE AND MAKE DETERMINATIONS ON THESE APPEALS**

WM15/07-94

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the development of a hiring approval and justification process effective immediately for all County departments (all positions that are currently in the process of being recruited are exempt from this process); further, authorize County Administration to develop an appeal process procedure and form a committee to evaluate and make determinations on these appeals.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-296 **APPROVE THE EQUALIZATION DEPARTMENT'S CONTRACT TO PROVIDE ASSESSMENT ADMINISTRATION SERVICES TO DALTON TOWNSHIP AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE AN AGREEMENT PREPARED BY THE EQUALIZATION DEPARTMENT TO PROVIDE THE SERVICES AND TO ALLOW THE EQUALIZATION DEPARTMENT TO ESTABLISH AND FILL TWO HOURLY APPRAISAL TECHNICIAN POSITIONS WITH A SALARY GRADE OF GU00160 (\$13.43 - \$16.69/HOUR) FOR A PERIOD OF FIVE YEARS TO ACCOMMODATE THE ASSESSMENT ADMINISTRATION AGREEMENT**

WM15/07-95

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Equalization Department's contract to provide Assessment Administration Services to Dalton Township and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services and to allow the Equalization Department to establish and fill two hourly Appraisal Technician positions with a salary grade of GU00160 (\$13.43 - \$16.69/hour) for a period of five years to accommodate the Assessment Administration Agreement.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-297 **APPROVE RENEWAL OF ASSESSMENT ADMINISTRATION SERVICES BEING PROVIDED BY THE EQUALIZATION DEPARTMENT TO FRUITPORT TOWNSHIP AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE A TEMPORARY AGREEMENT PREPARED BY THE EQUALIZATION DEPARTMENT TO PROVIDE THE SERVICES**

WM15/07-96

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve renewal of Assessment Administration Services being provided by the Equalization Department to Fruitport Township and authorize the Chair of the County Board of Commissioners to execute a temporary agreement prepared by the Equalization Department to provide the services.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-298 **AUTHORIZE THE MUSKEGON COUNTY BOARD CHAIR TO SIGN THE 2016 TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM APPLICATION EXTENSION IN THE AMOUNT OF \$2,910,001.58**

WM15/07-97

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Muskegon County Board Chair to sign the 2016 Title IV-D Cooperative Reimbursement Program Application Extension in the amount of \$2,910,001.58.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-299 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO ELIMINATE POSITION X42501, HUMAN RESOURCES MANAGER, GRANT A STEP INCREASE TO POSITION X42502, HUMAN RESOURCES MANAGER, CREATE A RISK COORDINATOR POSITION AND CREATE A NON-BARGAINING TYPIST POSITION**

WM15/07-98

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Human Resources Department to eliminate position X42501, Human Resources Manager, grant a step increase to position X42502, Human Resources Manager, create a Risk Coordinator position and create a non-bargaining Typist position.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-300 **AWARD THE ARCHITECTURAL SERVICES CONTRACT FOR THE DESIGN AND SPECIFICATIONS OF A REPLACEMENT ROOF AND REPAIRS TO THE GUTTERS, FASCIA AND SOFFIT AT THE UNION DEPOT TO THE TEAM OF ANDREA RIEGLER AND HISTORIC RESTORATION CONSULTING GROUP FOR THEIR TOTAL NOT-TO-EXCEED COST OF \$7,986 WITH COSTS BEING PAID FROM THE ACCOMMODATIONS TAX FUND 2300**

WM15/07-99

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to award the architectural services contract for the design and specifications of a replacement roof and repairs to the gutters, fascia and soffit at the Union Depot to the team of Andrea Riegler and Historic Restoration Consulting Group for their total not-to-exceed cost of \$7,986 with costs being paid from the Accommodations Tax Fund 2300.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-301 **APPROVE THE MODIFIED RESTRICTIVE COVENANT MDEQ REFERENCE NO. RC-SF-201-011 FOR THE MUSKEGON COUNTY BUSINESS PARK NORTH PROPERTY AND AUTHORIZE THE CHAIR TO EXECUTE IT**

WM15/07-100

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the modified restrictive covenant MDEQ Reference No. RC-SF-201-011 for the Muskegon County Business Park North property and authorize the Chair to execute it.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-302 **APPOINT COMMISSIONER CROSS, COMMISSIONER LOHMAN, COMMISSIONER MAHONEY, AND COMMISSIONER SCOLNIK TO THE PERSONNEL RULES COMMITTEE (TERMS THROUGH 12/31/2015)**

The Chairman recommends, moved by Commissioner Nash, seconded by Commissioner Wilkins, to appoint Commissioner Cross, Commissioner Lohman, Commissioner Mahoney, and Commissioner Scolnik to the Personnel Rules Committee (Terms through 12/31/2015).

Voice vote

Motion Carried

2015-303 **APPROVE THE FOLLOWING APPOINTMENTS TO THE PUBLIC HEALTH ADVISORY COMMITTEE TO FILL DESIGNATED SLOTS: 2 MEMBERS OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS (TERMS THROUGH 12/31/16): COMMISSIONER MAHONEY, COMMISSIONER WILKINS; 1 MEMBER WITH A PROFESSIONAL BACKGROUND IN EDUCATION (TERM THROUGH 12/31/17): CHRIS PATTERSON; 1 MEMBER LICENSED OR CERTIFIED BY THE STATE OF MICHIGAN AS A HEALTHCARE PRACTITIONER (TERM THROUGH 12/31/16): JAMES DONLEY, DDS; 3 MEMBERS CONSIDERED TO BE WELL-INFORMED ON PUBLIC HEALTH MATTERS: CHAD BREWER (TERM THROUGH 12/31/16), BRETT GILBERT (TERM THROUGH 12/31/18), LAURA FITZPATRICK (TERM THROUGH 12/31/17)**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Nash, to approve the following appointments to the Public Health Advisory Committee to fill designated slots:

- 2 Members of the Muskegon County Board of Commissioners (terms through 12/31/16)
 - Commissioner Mahoney
 - Commissioner Wilkins
- 1 Member with a Professional Background in Education (term through 12/31/17)
 - Chris Patterson
- 1 Member Licensed or Certified by the State of Michigan as a Healthcare Practitioner (term through 12/31/16)
 - James Donley, DDS
- 3 Members Considered to be Well-Informed on Public Health Matters
 - Chad Brewer (term through 12/31/16)
 - Brett Gilbert (term through 12/31/18)
 - Laura Fitzpatrick (term through 12/31/17)

Voice vote

Motion Carried

Chairman Sabo reminded everyone about the Unity Christian Music Festival to be held at Heritage Landing, August 5th - 8th (for more information, go to: <http://unitymusicfestival.com/>)

Chairman Sabo note the public is welcome to attend the Upcoming Board Work Sessions

- Tuesday, July 28th (following Full Board) E-Cigarettes
- Thursday, August 6th (following Ways & Means) Senior Resources

Commissioner Cross reported that the American Great Lakes Ports Association was in town and was “Extremely pleased and very happy” with what they saw in Muskegon County. A thank you was given to Jonathan Wilson, Economic Development Coordinator, and Robert Lukens, Community Development Director.

Commissioner Wilkins reported that the SMART Committee met last week in Paw Paw with information about Specialty Courts and issues with “the Big Box” buildings in our communities that are staying vacant because of deed restrictions..

Commissioner Scolnik announced that two (2) WWI cannons have been reinstalled at Veteran’s Memorial Park. Private donations from \$1 to \$1000 were raised for the \$22,000 cost. A dedication will be scheduled in August.

Commissioner Hughes noted WMSRDC (West Michigan Shoreline Regional Development Commission met and discussed air quality issues and Homeland Security Grants.

ADMINISTRATOR’S REPORT

2015-304 **APPROVE THE FY2016 BUDGET HEARING SCHEDULE**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Mahoney, to approve the FY2016 Budget Hearing Schedule. (see attached)

Voice vote

Motion Carried

2015-305 **APPROVE THE WAIVER OF THE OUTSTANDING ACCOMMODATIONS TAXES, PENALTIES AND INTEREST BALANCE OF \$52,986.66 ON THE PROPERTY AT 3450 HOYT STREET (FORMERLY DAYS INN/MONA LAKE INN) AND TO FURTHER AUTHORIZE RELEASING THE LIEN AND WRITING OFF ALL ACCOMMODATIONS TAXES, PENALTIES AND INTEREST OWING FOR TAX PERIODS PRIOR TO DATE OF THE PENDING TRANSFER OF OWNERSHIP**

The Administrator recommends, moved by Commissioner Mahoney, seconded by Commissioner Hughes, to approve the Waiver of the outstanding Accommodations Taxes, penalties and interest balance of \$52,986.66 on the property at 3450 Hoyt Street (formerly Days Inn/Mona Lake Inn) and to further authorize releasing the lien and writing off all Accommodations Taxes, penalties and interest owing for tax periods prior to date of the pending transfer of ownership.

Discussion ensued with Commissioners agreeing this is good for Muskegon County’s image.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

2015-306 **AUTHORIZE STAFF TO SOLICIT BIDS FOR THE CONSTRUCTION OF THE
STEEL SHEET PILE WALL FOR THE END OF THE HERITAGE LANDING
PENINSULA**

The Administrator recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize staff to solicit bids for the construction of the steel sheet pile wall for the end of the Heritage Landing Peninsula.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

OLD BUSINESS

Commissioner Sabo asked Administrator Eisenbarth about issues with LC Walker Arena. Administrator Eisenbarth noted the County has been in negotiations with the City and will not take ownership before next year. Discussion ensued.

Commissioner Nash urged the County to look into establishing a Drug Court.

Commissioner Scolnik requested a 2 minute recess to discuss an issue with Mr. Lukens.

Recess granted at 4:33; Reconvened at 4:35

Commissioner Scolnik noted LC Walker Arena's ice deck needs a new wood floor which would allow for other sporting events and other show events to be held at that location.

2015-307 **APPLY ON BEHALF OF THE COUNTY BOARD OF COMMISSIONER FOR A
\$50,000 GRANT FROM THE COMMUNITY FOUNDATION FOR A WOOD
SUPPORT FLOOR FOR LC WALKER ARENA AND THAT THE REMAINING
\$50,000 BE RAISED FROM PRIVATE FUNDRAISING CHAIRED BY
COMMISSIONER SCOLNIK**

Moved by Commissioner Scolnik, seconded by Commissioner Nash, to authorize the Administrator to apply on behalf of the County Board of Commissioner for a \$50,000 grant from the Community Foundation for a wood support floor for LC Walker Arena and that the remaining \$50,000 be raised from private fundraising chaired by Commissioner Scolnik.

Roll Call:

Yes: Benjamin E. Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Marvin Engle

Motion Carried

NEW BUSINESS

There was no new business to come before the Board

PUBLIC COMMENT

Jonathan Wilson, Economic Development Coordinator, addressed the Board inviting everyone to an Emerge West Michigan (Emerge West Michigan has begun a quest of connecting two entrepreneurial coasts, the Lakeshore and Grand Rapids) event to be held at the MAREC (Michigan Alternative and Renewable Energy Center), 200 Viridian Drive, Muskegon 49440, on Thursday, July 30, 2015, at 5:30 – 10:00 p.m. This event is intended to help small businesses. There will also be free refreshments.

Chairman Sabo noted the Board Planning Session will begin at 4:40 p.m.

2015-308 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER CROSS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:39 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, August 11, 2015

**MUSKEGON COUNTY BOARD OF COMMISSIONERS
FY2016
BUDGET HEARING SCHEDULE**

DATE	MEETING	
August 6	Ways & Means	Proposed Budget Presented to Board Request Authorization for Budget Public Hearing
August 11	Full Board	Budget Hearings with Board Request Authorization for Budget Public Hearing
August 12		Deliver public hearing notice to Muskegon Chronicle
August 18	Ways & Means	Budget Hearings with Board
August 23		FY2016 Budget Public Hearing Notice Published in Muskegon Chronicle
August 25	Full Board	Budget Hearings with Board
September 3	Ways & Means	FY2016 Budget Public Hearing
September 15	Ways & Means	FY2016 Appropriation Resolution and Amendments
September 29	Full Board	Adoption

**Muskegon County
Board of Commissioners**
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

*Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney*

*Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, August 11, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Tim Cross, Living Word Church of Muskegon. The Pledge of Allegiance was led by Commissioner Scolnik and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Absent: None

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Marcia L. Wilkes, Chief Deputy County Clerk;
Doug Hughes, Corporate Counsel

Commissioner Scolnik introduced our "guest" Commissioner, his 16 year old granddaughter, Ms. Murphy, from North Carolina.

2015-309 **APPROVAL OF THE AGENDA**

Moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the agenda.

Voice vote

Motion Carried

2015-310 **APPROVE THE MINUTES OF JULY 28, 2015**

Moved by Commissioner Cross, seconded by Commissioner Mahoney, to approve the meeting minutes of July 28, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no Communication items to come before the Board.

BUDGET PRESENTATION

Beth Dick, Finance Director / Assistant Administrator, presented the Budget (PowerPoint attached). For more information on the Muskegon County Budget, please see <http://www.co.muskegon.mi.us/budget/>

COMMITTEE/BOARD REPORTS

2015-311 **APPROVE THE PROSECUTOR TO APPLY FOR AND ACCEPT THE FY2016 CRIME VICTIM RIGHTS GRANT IN THE AMOUNT OF \$197,274 AND AFFIX THE SIGNATURE OF THE CHAIRMAN OF THE BOARD TO THE LETTER OF AUTHORIZATION REQUIRED BY THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

CPS15/08-20

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Nash, to approve the Prosecutor to apply for and accept the FY2016 Crime Victim Rights Grant in the amount of \$197,274 and affix the signature of the Chairman of the Board to the letter of authorization required by the Michigan Department of Health and Human Services.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-312 **APPROVE THE PROSECUTOR TO APPLY FOR AN ACCEPT THE FY2016 VOCA GRANT IN THE AMOUNT OF \$52,000 AND AFFIX THE SIGNATURE OF THE CHAIRMAN OF THE BOARD TO THE LETTER OF AUTHORIZATION REQUIRED BY THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES**

CPS15/08-21

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Nash, to approve the Prosecutor to apply for an accept the FY2016 VOCA Grant in the amount of \$52,000 and affix the signature of the Chairman of the Board to the letter of authorization required by the Michigan Department of Health and Human Services.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-313 **AUTHORIZE THE SHERIFF'S OFFICE TO REPLACE THE SMALL PRISONER TRANSPORT VAN WITH A USED FORD ECONOLINE SUPER DUTY EXTENDED VAN AND TO POSSIBLY TRADE-IN THE CURRENT TRANSPORT VAN AT AN ESTIMATED NET COST OF \$20,000.00**

CPS15/08-22

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Nash, to authorize the Sheriff's Office to replace the small prisoner transport van with a used Ford Econoline Super Duty Extended van and to possibly trade-in the current transport van at an estimated net cost of \$20,000.00.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-314 **AUTHORIZE THE RECLASSIFICATION OF SERVICES COORDINATOR/ BCABA POSITION #X84402 (NX 00210) TO A MASTERS LEVEL CLINICIAN/BCBA POSITION (NX 00300) EFFECTIVE JULY 31, 2015, WITH THE FUNDING FOR THE POSITION STAYING IN ORG 7319**

HS15/08-24

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize the reclassification of Services Coordinator/BCaBA position #X84402 (NX 00210) to a Masters Level Clinician/BCBA position (NX 00300) effective July 31, 2015, with the funding for the position staying in org 7319.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-315 **AUTHORIZE PUBLIC HEALTH TO INCREASE THE SALARY RANGE OF THE PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR (X76301) FROM NX-00220 TO NX-00280; REVISE THE HEARING AND VISION SPECIALIST (N37901) TO A HEARING AND VISION PROGRAM SPECIALIST AND DECREASE THE RANGE FROM NO-00220 TO NO-00180; DELETE THE VACANT ENVIRONMENTAL PROTECTION COORDINATOR (X33301); CREATE AND FILL A NEW UNION CLASSIFICATION OF ENVIRONMENTAL PROTECTION OFFICER II AT RANGE GU-00280; DELETE VACANT PUBLIC HEALTH COMPLIANCE SUPERVISOR (X75801); AND DELETE OTHER VACANT POSITIONS AS LISTED ON THE SUMMARY OF PROPOSED POSITION CHANGES**

HS15/08-25

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize Public Health to increase the salary range of the Public Health Emergency Preparedness Coordinator (X76301) from NX-00220 to NX-00280; revise the Hearing and Vision Specialist (N37901) to a Hearing and Vision Program Specialist and decrease the range from NO-00220 to NO-00180; delete the vacant Environmental Protection Coordinator (X33301); create and fill a new union classification of Environmental Protection Officer II at range GU-00280; delete vacant Public Health Compliance Supervisor (X75801); and delete other vacant positions as listed on the summary of proposed position changes.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-316 **AUTHORIZE THE PUBLIC HEALTH DEPARTMENT TO AMEND ITS FY15 BUDGET TO \$5,650,014 (BOTH REVENUE AND EXPENDITURES) TO INCLUDE GRANT FUNDING CHANGES, PROGRAM LINE ITEM ADJUSTMENTS, POSITION CHANGES AND STAFF/FUNDING TRANSFERS AND A DECREASE IN THE GENERAL FUND APPROPRIATION OF \$176,413**

HS15/08-26

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to authorize the Public Health Department to amend its FY15 budget to \$5,650,014 (both revenue and expenditures) to include grant funding changes, program line item adjustments, position changes and staff/funding transfers and a decrease in the general fund appropriation of \$176,413.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-317 **DISCONTINUE THE DISPROPORTIONATE SHARE (INDIGENT CARE) HOSPITAL PROGRAM (FUND #2215-6108) AND TRANSFER THE 3/31/2015 EMPLOYER DONATIONS BALANCE OF \$550,182.22 TO THE COMMUNITY HEALTH IMPROVEMENT PROGRAM (FUND #2217-6107) FOR THE CONTINUATION OF HEALTH CARE SERVICES TO THE LOWER INCOME WORKING UNINSURED OF MUSKEGON COUNTY WITH NO IMPACT ON COUNTY GENERAL FUND APPROPRIATION**

HS15/08-27

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Engle, to discontinue the Disproportionate Share (Indigent Care) Hospital Program (Fund #2215-6108) and transfer the 3/31/2015 employer donations balance of \$550,182.22 to the Community Health Improvement Program (Fund #2217-6107) for the continuation of health care services to the lower income working uninsured of Muskegon County with no impact on County general fund appropriation.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-318 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$3,734,087.36 COVERING THE PERIOD OF JULY 11, 2015 THROUGH JULY 24, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/08-101

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$3,734,087.36 covering the period of July 11, 2015 through July 24, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-319 **APPROVE SETTING THE PUBLIC HEARING DATE FOR THE FY2016 PROPOSED MUSKEGON COUNTY BUDGET FOR THURSDAY, SEPTEMBER 3, 2015 AT 4:00 P.M. AT THE BOARD OF COMMISSIONERS ROOM ON THE 4TH FLOOR OF THE MICHAEL E. KOBZA HALL OF JUSTICE AND TO AUTHORIZE THE PUBLICATION OF A NOTICE OF PUBLIC HEARING IN A NEWSPAPER OF GENERAL CIRCULATION ON OR BEFORE AUGUST 23, 2015**

WM15/08-102

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve setting the Public Hearing date for the FY2016 Proposed Muskegon County Budget for Thursday, September 3, 2015 at 4:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice and to authorize the publication of a Notice of Public Hearing in a newspaper of general circulation on or before August 23, 2015.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-320 **AUTHORIZE THE MUSKEGON COUNTY BOARD OF COMMISSIONER'S CHAIRMAN TO EXECUTE CLOSING DOCUMENTS AND RELATED CLOSING COSTS ON PARCEL NUMBER 61-07-031-400-0012-00**

WM15/08-103

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Muskegon County Board of Commissioner's Chairman to execute closing documents and related closing costs on parcel number 61-07-031-400-0012-00.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

- A. Annual Moose Fest returns with free acoustic country music at Heritage Landing Saturday, August 15.
- B. Alexander Zonjic's 2nd Annual Shoreline Jazz Festival at Heritage Landing Saturday and Sunday, August 22nd and 23rd. (Flyer attached)
- C. Michigan Irish Music Festival at Heritage Landing Thursday through Sunday, September 17 -20.

Commissioner Hughes reminded everyone of the Health West lunch at Hackley Park on Thursday, August 13, 2015 from noon until 3:00 p.m. Everyone is invited.

Commissioner Engle stated that everything is fine at the fairgrounds.

Commissioner Mahoney said that the Public Jail Open House will be on Saturday, August 22, from 11:00 a.m. until 2:00 p.m. (Flyer attached)

Commissioner Scolnik detailed that the dedication for the cannons at the Veteran's Memorial Park will be held on Wednesday, August 26th, at 7:00 p.m.

Commissioner Nash said that the Oversight Board for LRP is moving forward. They have been working on their bylaws and budget.

Commissioner Engle said that he contacted the Road Commission regarding a hole from a culvert. The hole was promptly coned by the Road Commission.

Commissioner Sabo stated that the Quality of Life issue was being discussed in numerous communities. Later this fall the Commissioners will begin meeting with constituents regarding this issue.

ADMINISTRATOR'S REPORT

County Administrator Eisenbarth thanked all Elected Officials and Department Heads and everyone else working on the budget for their dedication. He especially gave a big thank you to Beth Dick.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Commissioner Sabo introduced Pastor Matt Sharpe from the Evanston Avenue Baptist Church in Muskegon. Pastor Sharpe will schedule a rotation of guest pastors for the invocation at the Board Meetings. If you have a guest pastor you would like to have included, please contact Commissioner Sabo or Lisa Chalko at 724-8883.

PUBLIC COMMENT

Julia Rupp, stated that the Health, Wellness & Recovery Picnic at the Hackley Park on Thursday, August 13, 2015, from noon until 3:00 p.m. will offer a free healthy lunch to the first 1,000 attendees. It will also have lots of activities for children, including face-painting.

Eric Stevens stated that he has had several employees' state that they would like to have a tour of the jail, but did not want to come back on a Saturday for that tour. He asked if it would be possible to schedule group tours of the new jail during work hours for county employees.

Ron Jenkins of the West Michigan Lake Hawks announced that this was their 3rd season. They will be using the Muskegon Big Reds and the Reeths Puffer facilities only. Additionally, they will be having a fundraiser golf outing on September 16, 2015 at Stonegate Golf Course.

2015-321 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER ENGLE, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:02 p.m.

Nancy A. Waters, County Clerk

NAW/mlw

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, August 25, 2015

FY2016 Proposed General Fund Budget

Muskegon County

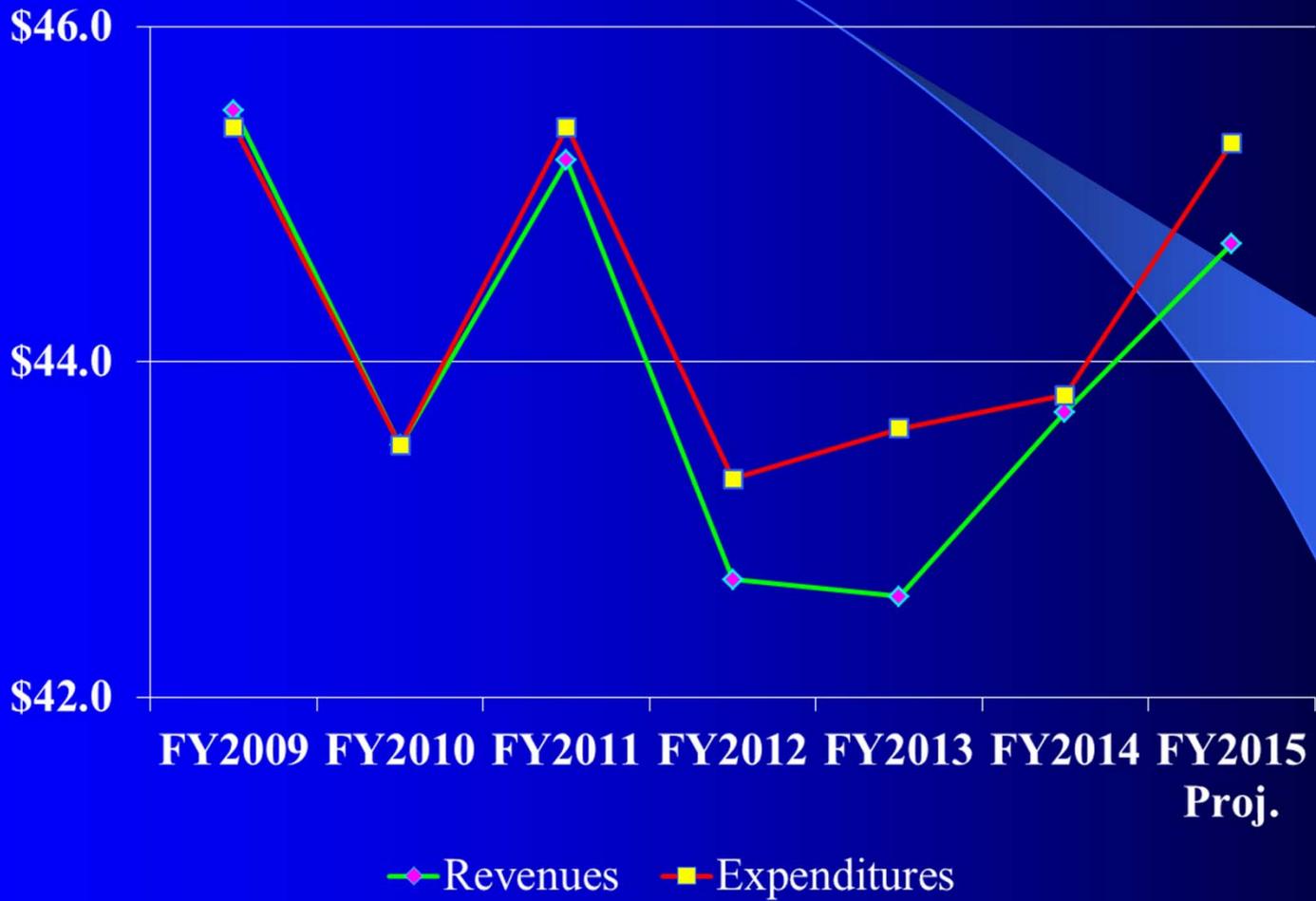
8/15/2015

FY2016 Budget Challenge

- Based on department submissions and our projections we were headed toward a \$4.2 million deficit.
- Revenues remain static or in some cases are declining
- Expenditures continue to increase

FY2016 Budget Challenge

(in millions)



FY2016 Budget Challenge

(in millions)

Unrestricted Fund Balance



FY2016 Budget Challenge

Property Tax Revenues

- Taxable values declined 4 consecutive years from FY2009-FY2013 resulting in loss of revenues of \$2.7 million
- FY2014 and FY2015 had slight increases in taxable values at .64% and 1.38% respectively
- Two components comprise our rate of increase, CPI and change in taxable valuation base
- CPI is projecting only a .3% increase for FY2016, for FY2014 and FY2015 the CPI component was 1.6%
- For the change in base we are assuming .7%
- For the FY2016 budget we are assuming a total increase in taxable values of only 1.0%

FY2016 Budget Challenge

Other Revenue Changes

- The State budget assumes status quo for the County's FY2016 distribution of State Revenue Sharing
- Significant loss of PA2/Liquor Tax revenues beginning in FY2016 going from \$1,476,000 to \$766,000.
- Changes in Federal Communications Commission (FCC) rules reformed and limited the jail inmate calling service rates reducing revenue from commission on pay phones by \$126,000
- New legislation requires revenue the County receives from the sale of concealed weapons permits to be set aside in a separate fund resulting in a loss of \$75,000 to the General Fund
- Administrative Cost Allocation revenue is decreasing \$187,000 in part due to the regionalization of Michigan Works!

FY2016 Budget Challenge

Expenditure Increases

- Salaries and fringes comprise over 50% of expenditures
- Includes a \$.50/hr increase effective 10/1/15 plus merit increases for those eligible
- Assumes 10% increase medical insurance charges to departments effective 01/01/16
- Pension rates according to recent actuarial valuation assume an overall increase of 8.41%
- IT Allocation change in methodology increased cost to the General Fund

FY2016 Budget Challenge

<u>Description</u>	<u>Budget Impact</u> <u>(Negative)</u>
Decrease in PA2/Liquor Tax revenue	(\$491,000)
Decrease in Tax revenues	(\$255,000)
Decrease in Admin Cost Allocation revenues	(\$187,000)
Decrease in Commission on Payphones - Jail	(\$126,000)
Decrease in Charges for Services - Prosecutor	(\$75,000)
Decrease in Reimbursements Other	(\$85,000)
Decrease in License and Permits revenue	(\$75,000)
Decrease in Interfund Transfers	(\$150,000)

FY2016 Budget Challenge

<u>Description</u>	<u>Budget Impact</u> <u>(Negative)</u>
Decrease in Interest Earnings	(\$45,000)
Increase in Wages	(\$480,000)
Increase in Medical Insurance	(\$513,000)
Increase in Retirement	(\$147,000)
Increase in FICA	(\$76,000)
Increase in Supplies	(\$187,000)
Increase in Travel	(\$52,000)

FY2016 Budget Challenge

<u>Description</u>	<u>Budget Impact</u> <u>(Negative)</u>
Increase in IT Allocation	(\$61,000)
Increase in Other Expenses	(\$230,000)
Increase in Sheriff Jails Services revenue	\$1,198,000
Increase in Utilities	(\$476,000)
Increase in Contractual Services - Jail	(\$796,000)
Increase in Contractual Services - Other	(\$78,000)
Increase in Appropriations	(\$796,000)
Miscellaneous	(\$175,000)
Projected General Fund Deficit	(\$4,200,000)

Addressing the Challenge

Functional Budget Teams

8/15/2015

FY2016 Budget Team Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>	<u>Budget Team</u>
Funding Trf of Treasurer and Deputy Treasurer to Land Bank	\$58,000	General Gov't
Funding Trf of Register of Deeds staff to Deeds Automation Fund	\$19,000	General Gov't
Increase sale of office supplies in ROD budget	\$20,000	General Gov't
Increase certification of deeds fee revenue in Treasurer's budget	\$20,000	General Gov't
Leave vacant Elections Coordinator position in Cty Clerk's Election budget	\$60,000	General Gov't
Increase County Clerk's fees for marriage ceremonies and waiting period waivers	\$3,000	General Gov't

FY2016 Budget Team Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>	<u>Budget Team</u>
Reduce contractual services in Admin budget	\$25,000	General Gov't
Reduce contractual services in Admin budget	\$10,000	General Gov't
Net increase in revenue for Dalton assessing contract	\$45,000	General Gov't
Increase in revenue for renewal of HR services contract with City of Muskegon	\$7,500	General Gov't
Misc. reductions in Board line item budget	\$19,000	General Gov't
Position deletion of vacant Project Specialist/Grants hourly position	\$20,000	General Gov't

FY2016 Budget Team Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>	<u>Budget Team</u>
Increase property tax revenues for City of Whitehall TIFA pass through	\$100,000	General Gov't
Reestablish transfers from Tax Forfeiture and Delinquent Tax funds	\$150,000	General Gov't
Health department reorganization resulting in reduction in GF appropriation	\$200,000	Human Services
Increase and reallocation of the Swift and Sure Sanctions grant	\$187,000	Public Safety
Application for Mental Health Court grant	\$51,000	Public Safety
Elimination of vacant Activity Coordinator position in the Jail	\$32,000	Public Safety

FY2016 Budget Team Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>	<u>Budget Team</u>
Closure of the Training Center	\$68,000	Community Service
Lease Agnes Potuznik building formerly occupied by Health West	\$52,000	Community Service
Employees assigned county cell phone pay for personal use and eliminate data plans on Ipads	<u>\$10,000</u>	Community Service
Total Budget Team Reductions	\$1,066,500	

FY2016 Administrative Budget Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>
Change in Jail utility estimates	\$199,000
Benefit Option change and savings from employees opting out of medical insurance	\$180,000
Reduce Travel by 25%	\$22,500
Reduce Office Supplies by 25%	\$41,000
Reevaluated and increased interest earnings	\$45,000
Reduced COLA budget based on CPI projection	\$17,000
Miscellaneous line item adjustments	<u>\$474,000</u>
Total Administrative Budget Reductions	\$978,500

FY2016 Budget Reductions

<u>Budget Reductions Implemented</u>	<u>Budget Impact</u>
Projected Deficit	\$4,200,000
Budget Team Reductions	\$1,066,500
Administrative Budget Reductions	<u>\$978,500</u>
Total Budget Reductions	\$2,045,500
Remaining Deficit	\$2,154,500

It is the expectation that the remaining \$2,154,500 will be covered by salary and fringe benefit savings from the retirement incentive, vacancies and layoffs

Total FY2016 General Fund Revenues

\$44,718,366



FY2016 General Fund Revenue Budget (in 000's)

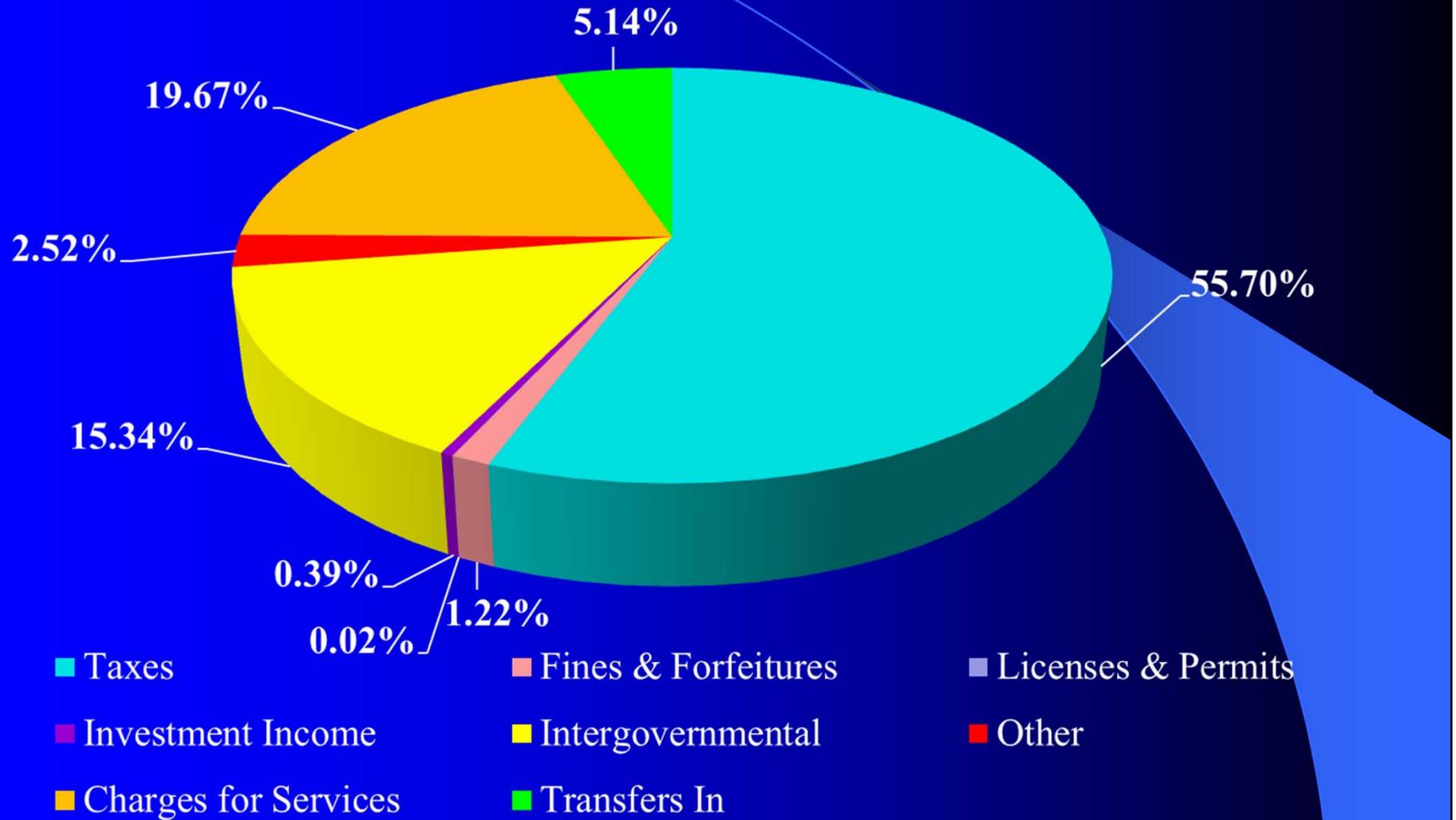
<u>Revenues</u>	<u>FY2016</u>
Property Taxes	\$22,780
Delinq. Prop. Taxes	1,109
Liquor Tax	767
State Revenue Sharing	3,601
Delinq. Tax Rlv. Transf.	2,150
State Court Fund	1,109
Interest Earnings	174
Admin. Cost Reimb.	2,163
All Other	<u>10,865</u>
Total	\$44,718

Historical Analysis of GF Revenues

(in millions)



General Fund Revenues by Category



Total FY2016 General Fund Expenditures

\$44,718,366

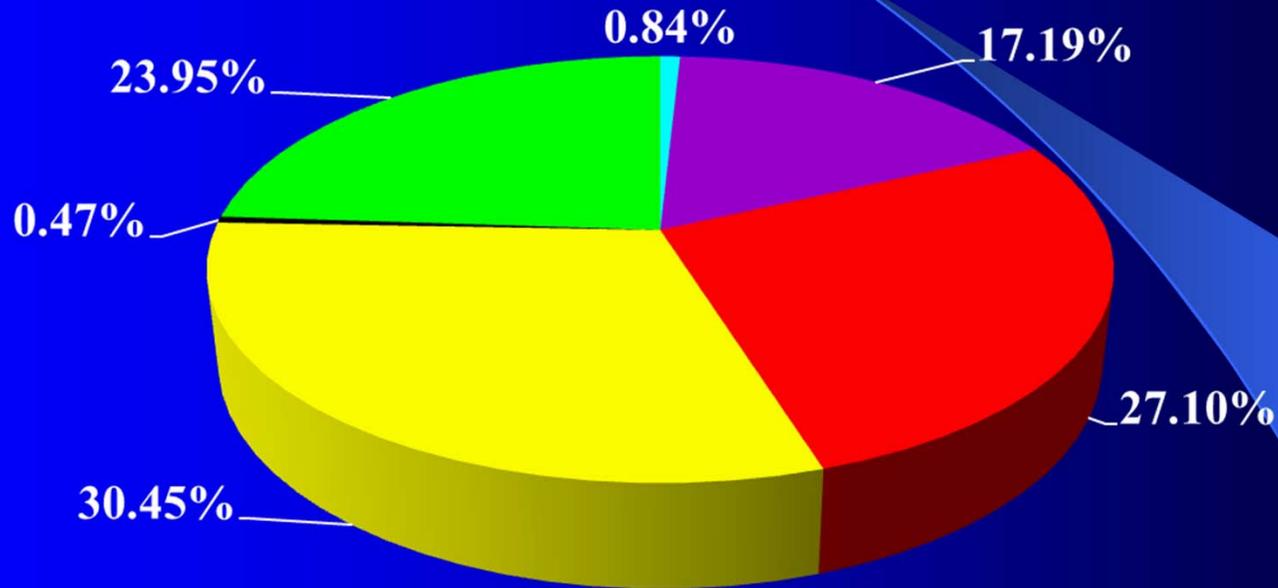


Historical Analysis of GF Expenditures

(in millions)



General Fund Expenditures by Function



- Legislative
- Judicial
- General Government
- Public Safety
- Recreation & Culture
- Appropriations

FY2016 General Fund Expenditure Budget (in 000's)

<u>Expenditures</u>	<u>FY2016 Proposed</u>
Legislative	\$376
Judicial	7,688
General Gov't	12,118
Public Safety	13,615
Culture	209
Appropriations	<u>10,712</u>
Total	\$44,718

FY2016 General Fund Expenditure Budget (in 000's)

<u>Expenditures</u>	<u>FY2016 Proposed</u>
Salaries & Fringes*	\$21,571
Supplies	975
Travel	267
Utilities	942
Contractual Services	4,346
Rent and IT Chargebacks	2,197
Insurance	499
Other	3,209
Appropriations	<u>10,712</u>
Total	\$44,718

* Includes \$2,155k assumed savings from retirement incentive, vacancies and layoffs.

Detail of Salaries & Fringes (in 000's)

<u>Salaries & Fringes</u>	<u>FY2016</u>
Salaries & Wages	\$15,194
Overtime	450
Social Security	1,168
Medical	3,157
Benefit Option	192
Dental	184
Retirement	2,717
Retirees' Benefits	680
Workers Compensation	174
Sick and Vacation payouts	207
Other	248
Savings from retirements, vacancies, layoffs	(2,155)
Salary Savings (3%)	<u>(645)</u>
Total	\$21,571

FY2016 Proposed General Fund Budget

(in 000's)

	FY2016 <u>Proposed</u>
Total Revenues	\$44,718
Total Expenditures*	\$44,718
Total	\$0

* Includes \$2,155k assumed savings from retirement incentive, vacancies and layoffs.

FY2016 Budget Hearing Schedule

Date	Meeting	
Aug. 18	Ways & Means	Budget Hearing – All Funds
Aug. 25	Full Board	Budget Hearing – Positions and Capital
Sept. 3	Ways & Means	Budget Public Hearing
Sept. 15	Ways & Means	Budget Amendments
Sept. 29	Full Board	Adoption

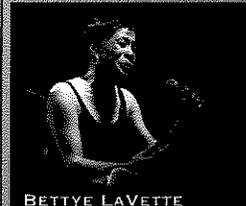
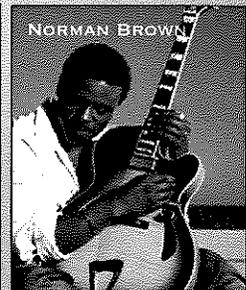
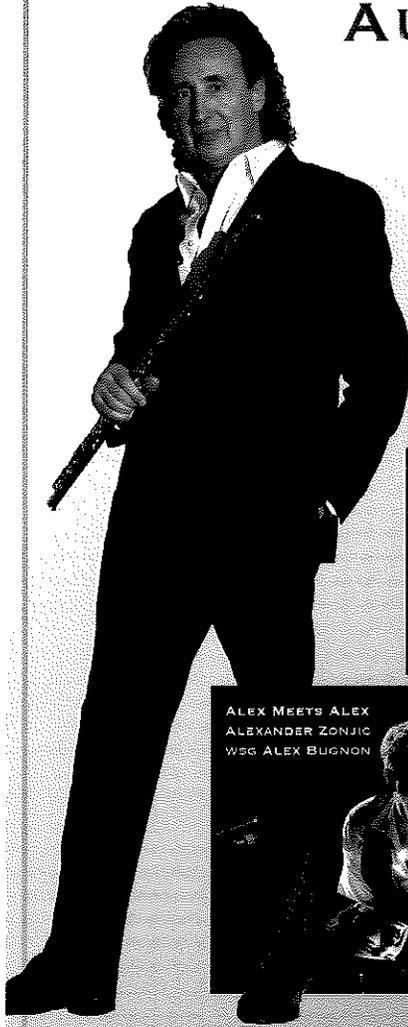
DTE Energy
proudly presents

Alexander Zonjic's
2ND ANNUAL

Shoreline Jazz Festival

HERITAGE LANDING, MUSKEGON, MI

AUGUST 22-23, 2015



SATURDAY AUGUST 22

- 1:00 PM - CHICAGO JAZZ CONNECTION
GEREY JOHNSON, REGGIE FOSTER, LAMAR JONES,
COLLIN CLAUSEN, JASON GRANT
- 2:30 PM - GREG KARUKAS
- 4:00 PM - BETTYE LAVETTE
- 5:45 PM - NORMAN BROWN
WSG MARION MEADOWS
- 7:30 PM - AL JARREAU

SUNDAY AUGUST 23

- 1:00 PM - Fo/Mo/DEEP
- 2:30 PM - MATT MARSHAK
- 4:00 PM - ALEXANDER ZONJIC
WSG ALEX BUGNON
- 5:45 PM - WILL DOWNING
- 7:30 PM - WHITE HOT SUMMER GROOVE
W / PETER WHITE
& EUGE GROOVE

GENERAL ADMISSION ONLY \$25 PER DAY LIMITED NUMBER OF PREFERRED SEATS \$50 PER DAY



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Muskegon County Jail PUBLIC OPEN HOUSE

Saturday, August 22, 2015 • 11 a.m. - 2 p.m.

You are invited to attend the Public Open House of the new Muskegon County Jail.

County Staff will be available to answer questions during facility tours.



Please access the facility from the new main entry off Pine Street.



Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, August 25, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Casey Arnouts - GRACE Fellowship (Fruitport). The Pledge of Allegiance was led by Commissioner Engle and recited in unison.

Roll Call

Present: Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Excused: Benjamin Cross

Also Present: Mark Eisenbarth, County Administrator;
Marcia L. Wilkes, Chief Deputy County Clerk;
Lisa Chalko, Administrative Coordinator
Doug Hughes, Corporate Counsel

2015-322 **APPROVAL OF THE AGENDA**

Moved by Commissioner Nash, seconded by Commissioner Engle, to approve the agenda.

Voice vote

Motion Carried

2015-323 **APPROVE THE MINUTES OF AUGUST 11, 2015**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve the meeting minutes of August 11, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no Communication items to come before the Board.

BUDGET PRESENTATION

Beth Dick, Finance Director / Assistant Administrator, presented the Budget (PowerPoint attached). For more information on the Muskegon County Budget, please see <http://www.co.muskegon.mi.us/budget/>

COMMITTEE/BOARD REPORTS

2015-324 **ADOPT THE AGREEMENT WITH FINELINE CREATIVE TO DEVELOP, DESIGN, PRODUCE, PROVIDE ADVERTISING SALES AND SERVICES, STORE AND DELIVER 90,000 COPIES OF THE OFFICIAL 2016 MUSKEGON COUNTY VISITORS GUIDE FOR A COST OF \$52,516 PLUS A 12% COMMISSION ON ADVERTISING SALES, AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP15/08-18

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to adopt the Agreement with Fineline Creative to develop, design, produce, provide advertising sales and services, store and deliver 90,000 copies of the Official 2016 Muskegon County Visitors Guide for a cost of \$52,516 plus a 12% commission on advertising sales, and to authorize the Chairperson of the County Board to execute the agreement.

Roll Call:

Yes: Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Abstained: Marvin Engle

Excused: Benjamin E. Cross

Motion Carried

2015-325 **AUTHORIZE HIRING A SPORTS AND NICHE MARKETING SALES EXECUTIVE, UNDER THE DIRECTION OF THE COMMUNITY DEVELOPMENT DIRECTOR/CVB, TO BRING NEW SPORTS TOURNAMENTS AND CONSUMER SHOWS TO VARIOUS VENUES THROUGHOUT MUSKEGON COUNTY, WITH THE OBJECTIVE OF FILLING HOTEL ROOMS DURING THE SHOULDER AND WINTER SEASONS; WITH A PAY GRADE OF NX-00219 (\$43,582.24 - \$55,438.24 ANNUALLY)**

CD/SP15/08-19

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to authorize hiring a Sports and Niche Marketing Sales Executive, under the direction of the Community Development Director/CVB, to bring new sports tournaments and consumer shows to various venues throughout Muskegon County, with the objective of filling hotel rooms during the shoulder and winter seasons; with a pay grade of NX-00219 (\$43,582.24 - \$55,438.24 annually).

Roll Call:

Yes: Susie Hughes, Jeff Lohman, Kenneth Mahoney,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Abstained: Marvin Engle, Charles Nash

Excused: Benjamin E. Cross

Motion Carried

2015-326 **APPROVE THE LETTER OF UNDERSTANDING REGARDING RECOMMENDED FEDERAL TRANSIT FORMULA FUNDING DISTRIBUTIONS BETWEEN THE COUNTY OF MUSKEGON AND HARBOR TRANSIT MULTI-MODAL TRANSPORTATION SYSTEM, EFFECTIVE BEGINNING WITH FY2016 FEDERAL FUNDING APPROPRIATIONS**

TR15/08-27

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the Letter of Understanding regarding recommended federal transit formula funding distributions between the County of Muskegon and Harbor Transit Multi-Modal Transportation System, effective beginning with FY2016 federal funding appropriations.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-327 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$11,179,520.71 COVERING THE PERIOD OF JULY 25, 2015 THROUGH AUGUST 7, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/08-107

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$11,179,520.71 covering the period of July 25, 2015 through August 7, 2015, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-328 **APPROVE THE MEMORANDUM OF UNDERSTANDING WITH THE STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE PROCESSING OF COUNTY CHILD CARE FUND FOSTER CARE PAYMENTS OUT OF THE LANSING ACCOUNTING SERVICE CENTER FOR THE PERIOD OF OCTOBER 1, 2015 TO SEPTEMBER 30, 2016 AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN THIS DOCUMENT**

WM15/08-108

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Memorandum of Understanding with the State of Michigan Department of Health and Human Services for the processing of County Child Care Fund foster care payments out of the Lansing Accounting Service Center for the period of October 1, 2015 to September 30, 2016 and authorize the County Administrator to sign this document.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-329 **SUPPORT ACCEPTING A GRANT OF \$20,000 FROM ALCOA FOUNDATION TO SUPPORT DEVELOPMENT OF SUSTAINABLE MUSKEGON - A COMPREHENSIVE EDUCATION CAMPAIGN FOR MUSKEGON COUNTY**

WM15/08-109

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to support accepting a grant of \$20,000 from Alcoa Foundation to support development of Sustainable Muskegon - a comprehensive education campaign for Muskegon County.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-330 **APPROVE THE EQUALIZATION DEPARTMENT'S SOFTWARE UPGRADE TO ASSESSING.NET TO FULFILL THE RECENTLY AUTHORIZED ASSESSMENT ADMINISTRATION SERVICES AGREEMENT TO THE TOWNSHIP OF DALTON AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE A PROPOSAL/AGREEMENT PREPARED BY BS&A FOR THE SOFTWARE UPGRADE TO ACCOMMODATE THE ASSESSMENT ADMINISTRATION AGREEMENT**

WM15/08-110

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Equalization Department's software upgrade to Assessing.NET to fulfill the recently authorized Assessment Administration Services Agreement to the Township of Dalton and authorize the Chair of the County Board of Commissioners to execute a proposal/agreement prepared by BS&A for the software upgrade to accommodate the Assessment Administration Agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-331 **AUTHORIZE PUBLIC HEALTH TO REDUCE THE ASTHO MILLION HEARTS COLLABORATIVE GRANT AWARD FROM \$85,558 TO \$59,000; AND TO ENTER INTO AN AGREEMENT WITH THE MICHIGAN COUNTY CITIZEN CORPS COUNCIL TO IDENTIFY AND SET UP BLOOD PRESSURE SCREENING STATIONS WITHIN HIGH RISK ZIP CODE AREA OF 49442, 49441 AND 49444 AT A TOTAL COST NOT TO EXCEED \$9,000 WITH NO IMPACT ON GENERAL FUND; AND AUTHORIZE THE PUBLIC HEALTH DIRECTOR TO SIGN THE COLLABORATIVE AGREEMENT**

WM15/08-111

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize Public Health to reduce the ASTHO Million Hearts collaborative grant award from \$85,558 to \$59,000; and to enter into an agreement with the Michigan County Citizen Corps Council to identify and set up blood pressure screening stations within high risk zip code area of 49442, 49441 and 49444 at a total cost not to exceed \$9,000 with no impact on general fund; and authorize the Public Health Director to sign the collaborative agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-332 **APPROVE THE SHERIFF'S OFFICE TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2016 SECONDARY ROAD PATROL GRANT FROM THE OFFICE OF HIGHWAY SAFETY PLANNING**

WM15/08-112

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the Sheriff's Office to apply for and accept the fiscal year 2016 Secondary Road Patrol grant from the Office of Highway Safety Planning.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-333 **APPROVE THE RECOMMENDATIONS FROM CORPORATE COUNSEL AND THE HUMAN RESOURCES DIRECTOR**

WM15/08-113

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the recommendations from Corporate Counsel and the Human Resources Director.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

- A. Chairman Sabo turned the meeting over to Corporate Counsel Doug Hughes, who gave a brief overview of the proposed changes to the Muskegon County Board Rules. Corporate Counsel Doug Hughes stated that Commissioners should refer other changes to Chairman Sabo.

Chairman Sabo also referred the Commissioners to page 283, Item B, Departments, Community Development. A discussion followed about the fact that Community Development was crossed out. Commissioner Nash stated that they were looking at Departments and not Committees.

The proposed changes to the Muskegon County Board Rules will be voted on at the Full Board Meeting of Tuesday, September 8, 2015.

- B. Chairman Sabo stated that the Jail Open House appeared to have gone very well. People from the community came out in large numbers. Most of the comments were positive.

Commissioner Nash said that over 2,000 cookies had been ordered and a good probable guess of the number of people attending would be about 1,000 people. Commissioner Nash commended those who put together the Open House.

- C. Chairman Sabo announced that the Rededication & Celebration of WW I Cannons Restoration would be held Wednesday, August 26th - 7 PM - Veteran's Memorial Park – Causeway. He thanked Commissioner Scolnik for his fundraising efforts. The next phase for the beautification of the Veteran's Memorial Park will be habitat and water quality. (Flyer attached)

Commissioner Hughes stated that Thursday, September 10 is World Suicide Prevention Day. Health West will be sponsoring a Remembrance Walk at 5:30 pm beginning at 380 West Western Avenue. For more information call 231-724-6618.

2015-334 **MOVED BY COMMISSIONER HUGHES AND SUPPORTED BY COMMISSIONER MAHONEY, THAT THE BOARD ADOPT A RESOLUTION IN SUPPORT OF WORLD SUICIDE PREVENTION DAY.**

Voice vote

Motion Carried

Commissioner Hughes reminded everyone of the meeting of the Township Association, which will be held at the Laketon Township Hall on Monday, August 31, 2015, at 7:00 p.m.

Commissioner Scolnik announced that he will be walking in the Run for Sight walk/run on Saturday, September 5, 2015, at Pere Marquette Park. Commissioner Scolnik is looking for someone to walk with him.

Commissioner Sabo said that the Airport Advisory Board has been very productive. However, the Community Corrections Advisory Board is having a hard time maintaining a quorum at meetings.

Commissioner Wilkins said that the Airport Advisory Board was like that before, but now that they have some new members, it is much better.

Commissioner Nash said that some of these Advisory Boards have been functioning for a long time. He stated that maybe we need to begin with training and stressing the importance of regular meeting attendance.

Commissioner Engle said that he had not been attending the MSU Board due to conflicts and distance.

Commissioner Hughes said that people always want to be asked to be on these boards, but that we need to be sure that the members have something to bring to the table.

Commissioner Wilkins said that people just want to be appointed and maybe we should check out their attendance at previous meetings they were to attend.

Commissioner Engle stated that they are volunteers. It is hard to get a quorum, but how do we change attitude?

Commissioner Sabo said he will stress the importance and get it going again.

Commissioner Hughes stated that maybe some of these board members are just not feeling like their voice is being heard.

ADMINISTRATOR'S REPORT

County Administrator Eisenbarth had nothing to report at this time.

OLD BUSINESS

Commissioner Nash stated that he received a letter from the previous finance director of the LCC stating that the undisbursed funds need to be handled.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

There was no public comment.

2015-335 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER NASH, TO GO INTO CLOSED SESSION.**

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

Went into closed session at 5:03 pm

Returned to open session at 5:50 pm

2015-336 **MOVED BY COMMISSIONER WILKINS, SECONDED BY COMMISSIONER ENGLE, TO APPROVE THE RECOMMENDATION FROM CORPORATE COUNSEL TO PROCEED WITH THE APPEAL REGARDING THE DRAIN COMMISSIONER**

Discussion followed.

Commissioner Nash stated that he supported moving forward and setting precedence. He stated that he held no animosity toward the Drain Commissioner.

Commissioner Lohman stated that the cost should not be on the backs of our residents.

Commissioner Hughes stated that one way or another the residents of Muskegon County will pay.

Commissioner Mahoney said that he did not want to see infighting in the County.

Commissioner Lohman stated that he disagreed with moving forward. There are others who benefit, not just those within that drain district.

Commissioner Nash said that he was not against the Drain Commissioner, but that he did want a fair estimate.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Charles Nash, Rillastine R. Wilkins, Terry J. Sabo

No: Jeff Lohman, Kenneth Mahoney, Robert Scolnik,

Excused: Benjamin E. Cross

Motion Carried

2015-337 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER ENGLE, TO SUPPORT CORPORATE COUNSEL'S RECOMMENDATION TO START A DECLARATORY ACTION WITH REFERENCE TO THE WATER SYSTEM POLICY BOARD**

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-338 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER
LOHMAN, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 6:00 p.m.

Marcia L. Wilkes, Chief Deputy County Clerk

MLW

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, September 8, 2015

FY2016 Proposed Budget – Positions and Capital

Muskegon County

8/26/2015

FY2016 Proposed Budget – New Positions

<u>Budget</u>	<u>New</u>	<u>Impact</u>
Facilities	Building Maintenance Mechanic II (Master Electrician)	\$51,916

FY2016 Proposed Budget – Position Reclassifications

<u>Budget</u>	<u>Current</u>	<u>New</u>	<u>Impact</u>
Transit	Paratransit Operator HR	Transit Attendant HR	\$0

FY2016 Proposed Budget – Salary Adjustments

None

FY2016 Proposed Budget – Change in Hours

None

FY2016 Proposed Budget – Funding Transfers

- Numerous Funding Transfers are recommended in Family Court, Prosecutor, Register of Deeds, Health West and Treasurer to align positions with the most advantageous funding for those depts.

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
CVB	Tourism Info Aide – Hourly Temp (2)	\$7,644	Vacant
Residential Energy Pgrm	Project Specialist Grants Hourly	\$20,308	Vacant
HealthWest	Mental Health Aid – Skills Bld FT (17)	\$818,106	11 Filled 6 Vacant
HealthWest	Mental Health Aid – Skills Bld Hrly (12)	\$185,706	7 Filled 5 Vacant

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
HealthWest	Northern Operations Supervisor	\$85,549	Vacant
HealthWest	Skill Bld/Com Integration Sprv (2)	\$117,619	1 Filled 1 Vacant
HealthWest	Mental Health Aid – Residential FT (7)	\$293,289	7 Filled
HealthWest	Mental Health Aid – Residential Hrly (7)	\$111,871	7 Filled

FY2016 Proposed Budget – Deletions

<u>Budget</u>	<u>Position</u>	<u>Savings</u>	<u>Status</u>
HealthWest	Resident Care Supervisor/Hourly	\$23,630	Vacant
HealthWest	Resident Care Supervisor II	\$39,383	Filled
MSU Extension	Admin Secretary	\$67,850	Vacant
Sheriff	Activity Coordinator – 30 hours	\$31,883	Vacant
Wastewater	WW Utility Worker IV	\$71,977	Vacant

FY2016 Proposed Budget – Small Equipment

<u>Budget</u>	<u>Description</u>	<u>Cost</u>
Circuit Court	Monitors, Chairs, Security Cameras	\$5,000
Family Court	Laptop, Monitors, Chair	\$6,000
Child Care Fund – In Home Intensive Treatment	Monitors and Misc. Office Equipment	\$3,000
Sheriff - Jail	Fax machine, Pistol Permit Printer, Cell Phones	\$1,600

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Airport	Runway 6/24, Taxiway A and C, North Ramp expansion	\$21,375
HealthWest	Vehicles	\$27,000
Parks	Picnic Tables, Road Paving, ADA Restroom	\$240,000
Solid Waste	Hauled Waste Storage Facility, Landfill Expansion Property, Recycling Transfer Station, Cell 4 Landfill Gas Collection	\$2,610,000

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Hall of Justice	Engineering Study - 6 th floor renovation	\$50,000
Facilities Management	Plow Truck	\$30,000
Register of Deeds – Automation Fund	Archive Writer, Miscellaneous Technology Equipment	\$210,000
Sheriff	2 Detective Vehicles 5 Road Patrol SUV's	\$253,760

FY2016 Proposed Budget – Capital Improvements

<u>Budget</u>	<u>Description</u>	<u>County Cost</u>
Transit	3-4 Small Buses, Support Equipment and Furniture, Technology Study, Facility Study	\$0 All Grant Funded
Trolley Company	Storage Facility	\$80,000
Wastewater	PS#3 Improvements, C Station Wet Well Coating, Expansion of Fleet Maintenance Bldg, Vehicles, Trash Rakes, Replacement parts and equipment, Generator	\$2,662,000 Bonds \$640,000

FY2016 Budget Hearing Schedule

Date	Meeting	
Sept. 3	Ways & Means	Budget Public Hearing
Sept. 15	Ways & Means	Budget Amendments
Sept. 29	Full Board	Adoption



The End

You are Invited!

Dedication of the Cannons!

Please join us as we Thank our donors and dedicate and celebrate the restoration and reinstallation of the two World War I Cannons in Veteran's Memorial Park

Wednesday, August 26th, 2015 at 7 PM

**The ceremony will take place by the Cannons and the large flagpole on the island in the center of Veterans Memorial Park on the Muskegon Causeway. The Dedication will take place rain or shine and will last about 30 minutes. You are welcome to bring your own chairs. Questions? Call (231) 206-4873
Please attend!**



Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, September 8, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Chad Fessenden – Friendship Wesleyan (Muskegon Township). The Pledge of Allegiance was led by County Administrator Mark Eisenbarth and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Absent: None

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Interim Elections Coordinator
Doug Hughes, Corporate Counsel

2015-339 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Lohman, to approve the agenda.

Voice vote

Motion Carried

2015-340 **APPROVE THE REGULAR AND CLOSED SESSION MEETING MINUTES OF AUGUST 25, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the Regular and Closed Session meeting minutes of August 25, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Anne Munford of the West Michigan Spay & Neuter Center addressed the Board in support of the positive impact Pound Buddies has on our community as viewed by the West Michigan Spay & Neuter Clinic – a non-profit organization.

Jill Fritz, Michigan State Director of the Humane Society of the United States (HSUS) out of Lansing, Michigan, addressed the Board commending Pound Buddies and the positive association between the two organizations.

Kara Eagle, of C-Snip – Community Spay Neuter Initiative Partnership, addressed the Board as someone in support of (and who has adopted from) Pound Buddies.

Mary Valentine, Muskegon County Democratic Party Chair, addressed the Board regarding the vote and appointment of two Board of Canvass Members under the Chairman's Report. Ms. Valentine thanked those that serve on the Board of Canvassers.

COMMUNICATIONS

There were no Communication items to come before the Board.

PRESENTATIONS

Chairman Sabo, Commissioner Wilkins, and Commissioner Hughes presented a Resolution in Support of Suicide Prevention Day - September 10, 2015, to Michael Pyne and Gretchen Langston and additional staff of HealthWest. Mr. Pyne noted HealthWest is very active in Survivor Support, suicide death review, youth prevention, Mental Health First Aid, QPR (question, persuade, refer) and other methods to reduce suicides in the Muskegon area.

Lynn Jazdyk of Pound Buddies presented a PowerPoint presentation of the many services of Pound Buddies as Muskegon County's Contracted Hub for Stray Animal Intake. Connie Karry was also available to answer questions from the Board members. (see PowerPoint attached)

Discussion ensued with support from Commissioner Lohman and Hughes. Commissioner Hughes suggested that the Pound Buddies Contract should be included in the Quality of Life Proposal.

COMMITTEE/BOARD REPORTS

2015-341 **AUTHORIZE THE COUNTY CLERK TO SIGN A CONTRACT (NOT TO EXCEED \$25,000) WITH JURY SYSTEMS, INC., FOR UPGRADED SOFTWARE FOR DISTRICT, PROBATE AND CIRCUIT COURT JURY NEEDS; THIS PURCHASE WOULD BE PAID FROM THE REGISTER OF DEEDS AUTOMATION FUND AND WOULD BE PURCHASED IN THE CURRENT FISCAL YEAR**

CPS15/09-23

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the County Clerk to sign a contract (not to exceed \$25,000) with Jury Systems, Inc., for upgraded software for District, Probate and Circuit Court Jury needs; this purchase would be paid from the Register of Deeds Automation Fund and would be purchased in the current fiscal year.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-342 **AUTHORIZE THE RECLASSIFICATION OF THE FOUR (4) DEPARTMENTAL CLERK POSITIONS (G34001, G34011, G34010 AND G34018) WITHIN THE PROSECUTOR'S OFFICE TO THE CLASSIFICATION OF LEGAL SECRETARY**

CPS15/09-24

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the reclassification of the four (4) Departmental Clerk positions (G34001, G34011, G34010 and G34018) within the Prosecutor's Office to the classification of Legal Secretary.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-342 **AUTHORIZE THE HEALTHWEST BOARD OF DIRECTORS APPROVAL OF THE RENEWAL OF FOUR (4) SUPPORTIVE HOUSING PROJECTS (SHP) FINANCED WITH GRANTS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) THROUGH THE MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK, CONSISTENT WITH THE MUSKEGON COUNTY CONSOLIDATED PLAN FOR 2011-2016; AND AUTHORIZE THE BOARD CHAIR TO SIGN**

HS15/09-28

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to authorize the HealthWest Board of Directors approval of the renewal of four (4) Supportive Housing Projects (SHP) financed with grants from the U.S. Department of Housing and Urban Development (HUD) through the Muskegon County Homeless Continuum of Care Network, consistent with the Muskegon County Consolidated Plan for 2011-2016; and authorize the Board Chair to sign.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-343 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$6,868,938.48 COVERING THE PERIOD OF AUGUST 8, 2015 THROUGH AUGUST 21, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/09-114

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$6,868,938.48 covering the period of August 8, 2015 through August 21, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-344 **AUTHORIZE THE PURCHASE OF THE PROPERTY AT 725 WITHAM DRIVE (PARCEL #61-23-130-000-0000-00) FOR A PRICE OF \$165,000 WITH COSTS BEING PAID BY A GRANT FROM THE NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION (NOAA) AND FURTHER AUTHORIZE THE CHAIR TO EXECUTE THE DOCUMENTS**

WM15/09-115

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the purchase of the property at 725 Witham Drive (parcel #61-23-130-000-0000-00) for a price of \$165,000 with costs being paid by a grant from the National Oceanic & Atmospheric Administration (NOAA) and further authorize the Chair to execute the documents.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-345 **AUTHORIZE THE PURCHASE OF THE "BOSMA PROPERTY" LOCATED EAST AND SOUTH OF THE NORTH WOOD STREET ROAD END (PART OF 61-10-008-300-0001-00, PART OF 61-10-008-200-0024-00, 61-10-008-400-0002-00, 61-10-008-400-0001-00 AND 61-24-108-400-0001-00) FOR A PRICE OF \$165,000 WITH COSTS BEING PAID FROM THE GREAT LAKES AREA OF CONCERN ACQUISITION GRANT AND FURTHER AUTHORIZE THE CHAIR TO EXECUTE THE DOCUMENTS**

WM15/09-116

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the purchase of the "Bosma property" located East and South of the North Wood Street Road end (Part of 61-10-008-300-0001-00, Part of 61-10-008-200-0024-00, 61-10-008-400-0002-00, 61-10-008-400-0001-00 and 61-24-108-400-0001-00) for a price of \$165,000 with costs being paid from the Great Lakes Area of Concern Acquisition Grant and further authorize the Chair to execute the documents.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-346 **AUTHORIZE THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE THE REVOLVING LOAN FUND COMMUNITY APPLICATION AND AUTHORIZE A \$75,000 LOAN TO BE PROVIDED TO MARTELL MANAGEMENT CORP.; AND TO ADOPT THE RESOLUTION OF THE COUNTY BOARD OF COMMISSIONERS AUTHORIZING THE ECONOMIC DEVELOPMENT COORDINATOR TO ACT AS MEMBER OF THE REGIONAL REVOLVING LOAN FUND ADVISORY COMMITTEE**

WM15/09-117

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to authorize the Chairman of the County Board of Commissioners to execute the Revolving Loan Fund Community Application and authorize a \$75,000 loan to be provided to Martell Management Corp.; and to adopt the Resolution of the County Board of Commissioners authorizing the Economic Development Coordinator to act as member of the Regional Revolving Loan Fund Advisory Committee.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-347 **SUPPORT RESOLUTION TO AMEND THE 2012 MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANT FOR ROTARY PARK AND COMMIT \$130,000 OF CAPITAL MATCH FROM THE ACCOMMODATIONS TAX FUND REQUIRED FOR THIS GRANT AS WELL AS AWARD CONTRACT TO MUSKEGON QUALITY BUILDERS FOR THE CONSTRUCTION OF PHASE 1 OF ROTARY PARK**

WM15/09-118

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to support resolution to amend the 2012 Michigan Department of Natural Resources Grant for Rotary Park and commit \$130,000 of capital match from the Accommodations Tax Fund required for this grant as well as award contract to Muskegon Quality Builders for the construction of phase 1 of Rotary Park.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-348 **APPOINT SARA HOUGH AS EMPLOYER DELEGATE TO THE 2015 MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) ANNUAL MEETING AND THE COST OF ATTENDING FOR THE EMPLOYER AND EMPLOYEE DELEGATE AND ALTERNATES TO PAID FROM THE RISK MANAGEMENT FUND**

WM15/09-119

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to appoint Sara Hough as employer delegate to the 2015 Municipal Employees Retirement System (MERS) annual meeting and the cost of attending for the employer and employee delegate and alternates to be paid from the Risk Management Fund.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-349 **AWARD THE CONTRACT FOR THE CONSTRUCTION OF A SHEET PILE SEAWALL AT HERITAGE LANDING TO GREAT LAKES DOCK & MATERIAL FOR THEIR LOW BID OF \$643,770 CONTINGENT UPON THE APPROVAL BY THE BOARD OF PUBLIC WORKS OF A LOAN OF FUNDS IN THE AMOUNT OF \$343,770 PLUS ANY FUNDS NEEDED TO COVER CHANGE ORDERS FROM THE SOLID WASTE FUND AND RECEIPT OF PERMITS FROM THE MDEQ AND THE CORPS OF ENGINEERS AND AUTHORIZE THE CHAIR TO EXECUTE THE CONTRACT**

WM15/09-120

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to award the contract for the construction of a sheet pile seawall at Heritage Landing to Great Lakes Dock & Material for their low bid of \$643,770 contingent upon the approval by the Board of Public Works of a loan of funds in the amount of \$343,770 plus any funds needed to cover change orders from the Solid Waste fund and receipt of permits from the MDEQ and the Corps of Engineers and authorize the Chair to execute the contract.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-350 **APPROVE A RESOLUTION IN SUPPORT OF CULTURALLY AND LINGUISTICALLY APPROPRIATE STANDARDS TO JOIN THE NATIONAL EFFORTS TO COLLABORATE WITH DIVERSE STAKEHOLDERS**

WM15/09-121

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve a resolution in support of Culturally and Linguistically Appropriate Standards to join the national efforts to collaborate with diverse stakeholders.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-351 **APPROVE A CHANGE IN START TIME OF THE MUSKEGON COUNTY PUBLIC WORKS BOARD MEETING OF THURSDAY, SEPTEMBER 10, 2015, TO 3:00 P.M.**

WM15/09-122

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve a change in start time of the Muskegon County Public Works Board meeting of Thursday, September 10, 2015, to 3:00 p.m.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Letters of Nomination to the Muskegon County Board of Canvassers from Muskegon County Republican Chair, Kevin Even and Muskegon County Democratic Chair, Mary Valentine, were attached to the Ballot for the September 8, 2015 Vote for Board of Canvassers and provided to each County Commissioner.

The vote for members of the Muskegon County Board of Canvassers, as a result of a paper ballot vote, were collected to be canvassed by Lynn Esparsa, Secretary to the County Administrator and Marcia L. Wilkes, Chief Deputy County Clerk. Results will be presented later in the meeting.

2015-352 **APPROVE AMENDMENTS TO THE MUSKEGON COUNTY BOARD RULES
AS PRESENTED**

The Chairman recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve amendments to the Muskegon County Board Rules as presented. (see attached)

Voice vote

Motion Carried

Chairman Sabo noted the County of Muskegon's United Way Campaign will run from September 14th - October 30th.

Commissioner Mahoney noted the Health Advisory Committee has met.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth informed Commissioners that the Animal Shelter Services contract with Pound Buddies will expire on September 30th. County policy is to request bids for this service. Pound Buddies have presented a proposal to extend their current contract for one year with the addition of the County covering the utilities costs for the year (approximately an additional \$45,000). Discussion ensued noting Pound Buddies was the only bidder for the last RFB for these services. Commissioner Engle noted this is not the time to choose between Pound Buddies versus County jobs.

2015-353 **FOLLOW COUNTY POLICY AND GO OUT FOR BID FOR ANIMAL SHELTER
SERVICES**

Moved by Commissioner Engle, Seconded by Commissioner Nash, to follow County Policy and go out for bid for Animal Shelter Services.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Kenneth Mahoney, Charles Nash,
Rillastine R. Wilkins, Terry J. Sabo

No: Jeff Lohman, Robert Scolnik, Susie Hughes

Motion Carried

2015-354 **AUTHORIZE THE SHERIFF'S OFFICE TO ACCEPT THE MARINE SAFETY GRANT IN THE AMOUNT OF \$68,300 FOR PERSONNEL AND OPERATING COSTS FOR THE 2015 CALENDAR YEAR AND TO AMEND THE COUNTY BUDGET ACCORDINGLY**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to authorize the Sheriff's Office to accept the Marine Safety grant in the amount of \$68,300 for personnel and operating costs for the 2015 calendar year and to amend the County budget accordingly.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

The Muskegon County Board of Commissioners received correspondence from Muskegon County Republican Party Chair, Kevin Even and from Muskegon County Democratic Party Chair, Mary Valentine, each submitting three nominees to the Muskegon County Board of Canvassers.

As a result of a paper ballot vote, listing the Commissioner and their selection of Republican Candidate and Democratic Candidate in parenthesis:

Vice-Chair Benjamin E. Cross (Kostrzewa/Whalen), Marvin Engle, (Privacky/Whalen), Susie Hughes, (Privacky/Whalen), Jeff Lohman, (Privacky/Whalen), Kenneth Mahoney, (Privacky/Whalen), Charles Nash, (Kostrzewa/Whalen), Robert Scolnik, (Privacky/Groesbeck), Rillastine R. Wilkins, (Privacky/Whalen), Chairman Sabo (Privacky/Whalen)

Chairman Sabo read the summary of votes for the Board of Canvassers appointments:

SUMMARY OF VOTES

Republican Candidates

Shirley Privacky (7)
Linnea Kostrzewa (2)
Douglas McKibben (0)

Democratic Candidates

Linda Whalen (8)
Wayne Groesbeck (1)
Beatrice Webb (0)

2015-355 **APPOINT SHIRLEY PRIVACKY AS THE REPUBLICAN REPRESENTATIVE AND LINDA WHALEN AS THE DEMOCRATIC REPRESENTATIVE TO THE MUSKEGON COUNTY BOARD OF CANVASSERS FOR A FOUR YEAR TERM BEGINNING NOVEMBER 1, 2015 THROUGH OCTOBER 31, 2019**

Moved by Commissioner Engle, seconded by Commissioner Hughes, to appoint Shirley Privacky as the Republican Representative and Linda Whalen as the Democratic Representative to the Muskegon County Board of Canvassers for a Four Year Term beginning November 1, 2015 through October 31, 2019

Voice vote

Motion Carried

Commissioner Scolnik noted that he had voted for Mr. Groesbeck because they had gone to the same high school in New York.

NEW BUSINESS

Commissioner Mahoney reminded everyone that the Irish Music Festival begins September 17th through September 20th.

PUBLIC COMMENT

Charles Krepps, Moorland Township Supervisor, addressed the Board regarding the Flow Through Marsh issue and the Drain Commission assessment.

Chairman Sabo recognized audience members Charles Krepps, Moorland Township Supervisor, and County Prosecutor DJ Hilson.

2015-356 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:03 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, September 29, 2015

County of Muskegon



RESOLUTION

In Support of Suicide Prevention Day September 10, 2015

WHEREAS, September 10, 2015, has been designated as Suicide Prevention Day whose theme is “Preventing Suicide: Reaching Out and Saving Lives”; and

WHEREAS, this day hopes to bring awareness, confront the stigma and call to action individuals to offer support to those who may be vulnerable to suicide and those bereaved by suicide: and

WHEREAS, the statistics in Muskegon County are staggering and are as follows:

- Muskegon County has a suicide rate that is nearly double the state and national average;
- In Muskegon County, on average, one in every four suicides is a military veteran;
- In Muskegon County, one-third of high school students has contemplated suicide in the past year;
- In Muskegon County, more people die by suicide than by automobile accidents;
- In Muskegon County, more people die by suicide than by homicides;

WHEREAS, suicide is preventable in almost all cases and the need for increased awareness about mental health care continues; and

WHEREAS, the Muskegon Suicide Prevention Coalition, The Suicide Death Review and Prevention Team, The Youth Suicide Prevention Coalition and The Survivors of Suicide of the Lakeshore continue to work throughout the community in raising awareness and by providing support; and

THEREFORE, BE IT RESOLVED, the Muskegon County Board of Commissioners does hereby recognize and support the efforts to bring awareness to the community on the topic of suicide and to invite individuals and organizations to support and participate in with pro-active approaches for suicide prevention.

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Susie Hughes

Jeff Lohman

Kenneth Mahoney

Charles Nash

Robert Scolnik

Rillastine Wilkins



September 8, 2015

Muskegon
September 10th, 2015
World Suicide Prevention Day



Suicide Awareness & Remembrance Walk
5:30pm at 380 W. Western, Muskegon, Mi

Poetry Slam & Music
7pm at Beardsley Theater
425 W. Western, Muskegon, Mi

URimportant

Tickets are free for The Poetry Slam but you need one! Get tickets at the Frauenthal Box Office, or Ladd's 4230 Henry St, Norton Shores, MI, or HealthWest 376 E.Apple Ave., Muskegon, Mi

Info: urimportant.eventbrite.com or call 231-724-6618

Suicide Lifeline: 1-800-273-8255

Muskegon Suicide Prevention Coalition



Pound Buddies

Animal Shelter & Adoption Center
"Putting People and Pets Together"



Pound Buddies Animal Shelter & Adoption Center

Muskegon County's Contracted Hub for Stray Animal Intake

Lynn Jazdyk – Board President
Connie Karry – Founder and Treasurer



Connie Karry founded Pound Buddies in 1998

Connie saw the extreme need to improve conditions at the shelter.

When Pound Buddies began in 1998, an average of **2,500** dogs were being euthanized each year.

Pound Buddies has decreased that number by more than 80%.

As a cost-saving measure, the County requested bids to take over operations at the shelter. Pound Buddies was awarded a five-year contract in 2010.

The contract calls for the most basic of care for stray dogs and to hold them for 4 business days without identification and 7 business days with identification.



We are the hub for all stray & owner surrendered dogs and cats in Muskegon County
An average of 1,600 dogs and 900 cats per year





Adoptions





Evaluate,
Provide Comfort
and Enrichment





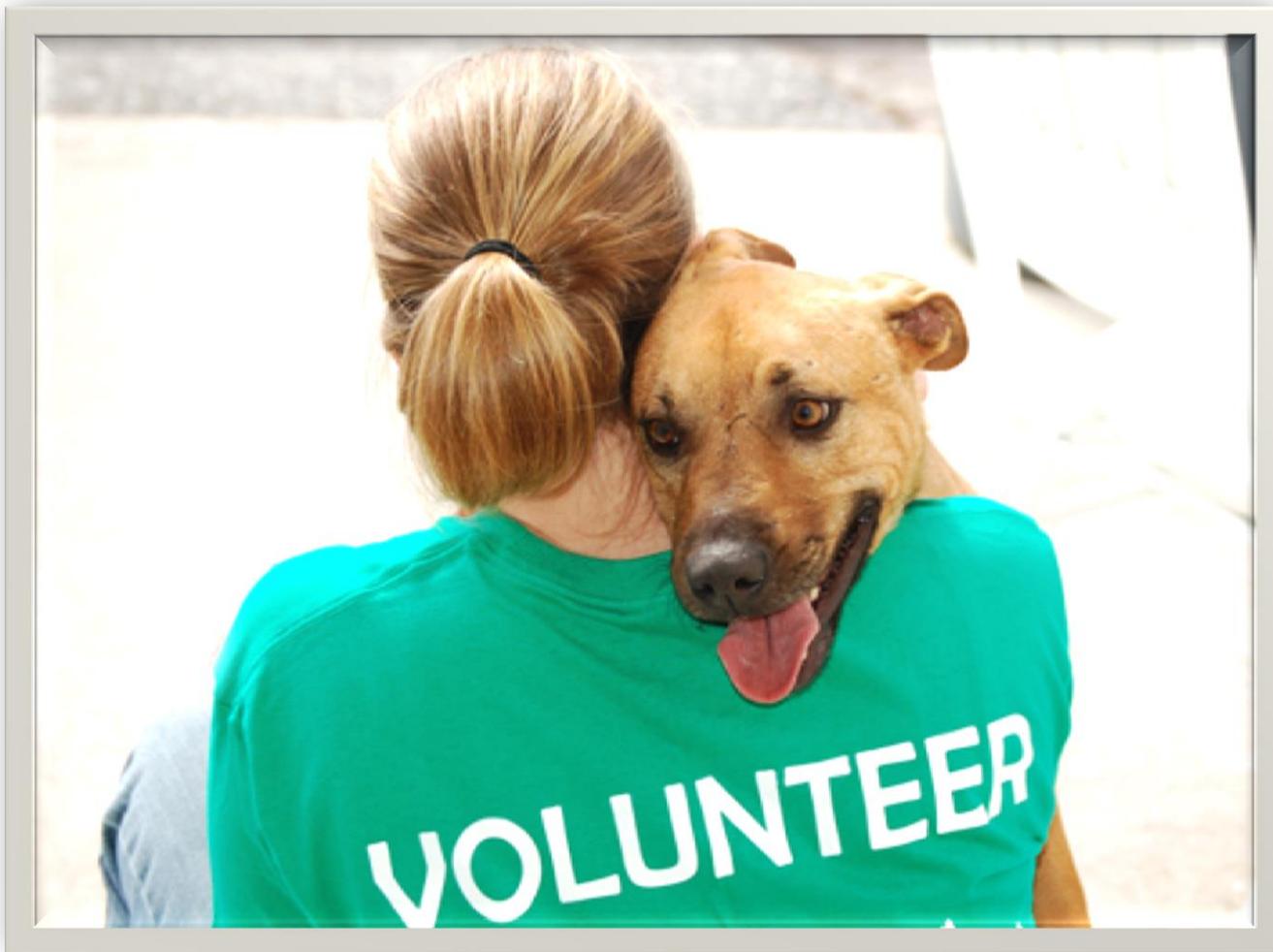
- Hit by car
- Broken leg
- Cuts
- Porcupine quills
- Flea infested
- Ear infection
- Sores
- Difficulty moving



Helping pet owners within our community

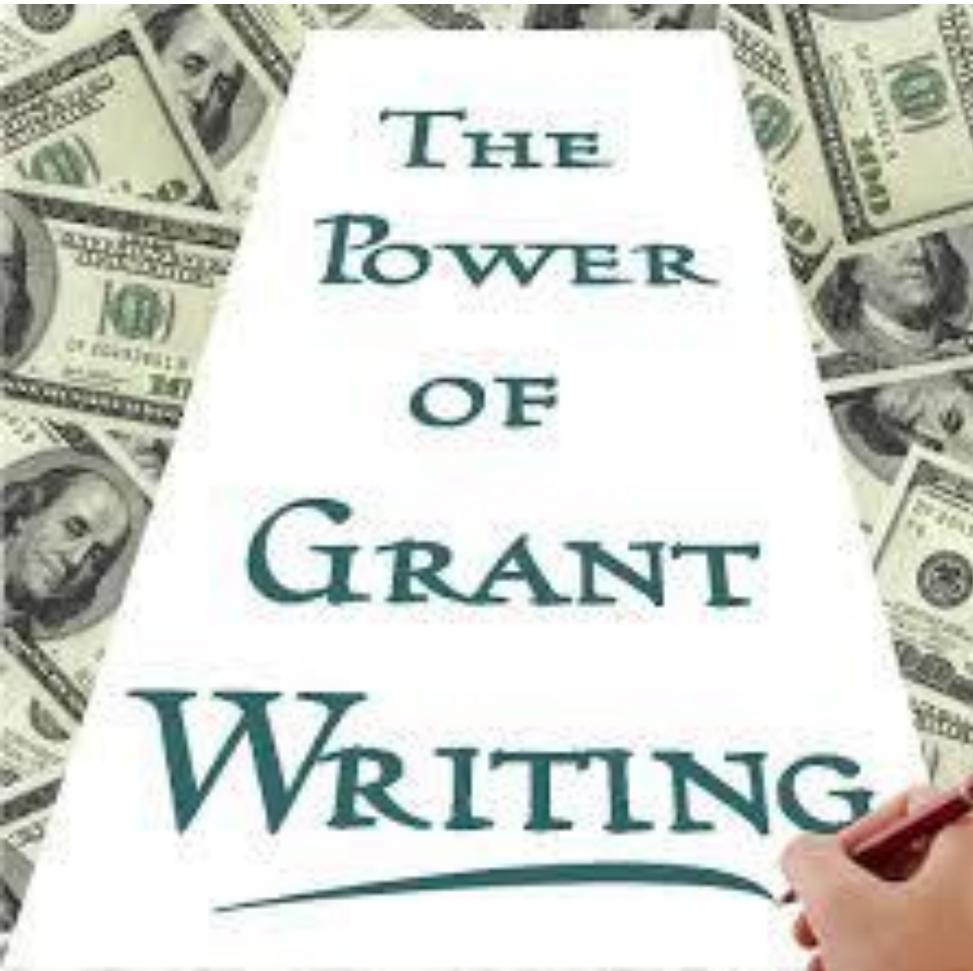


Community Parades & Adoption Events



We have grown!
20 Foster Families
40 Volunteers

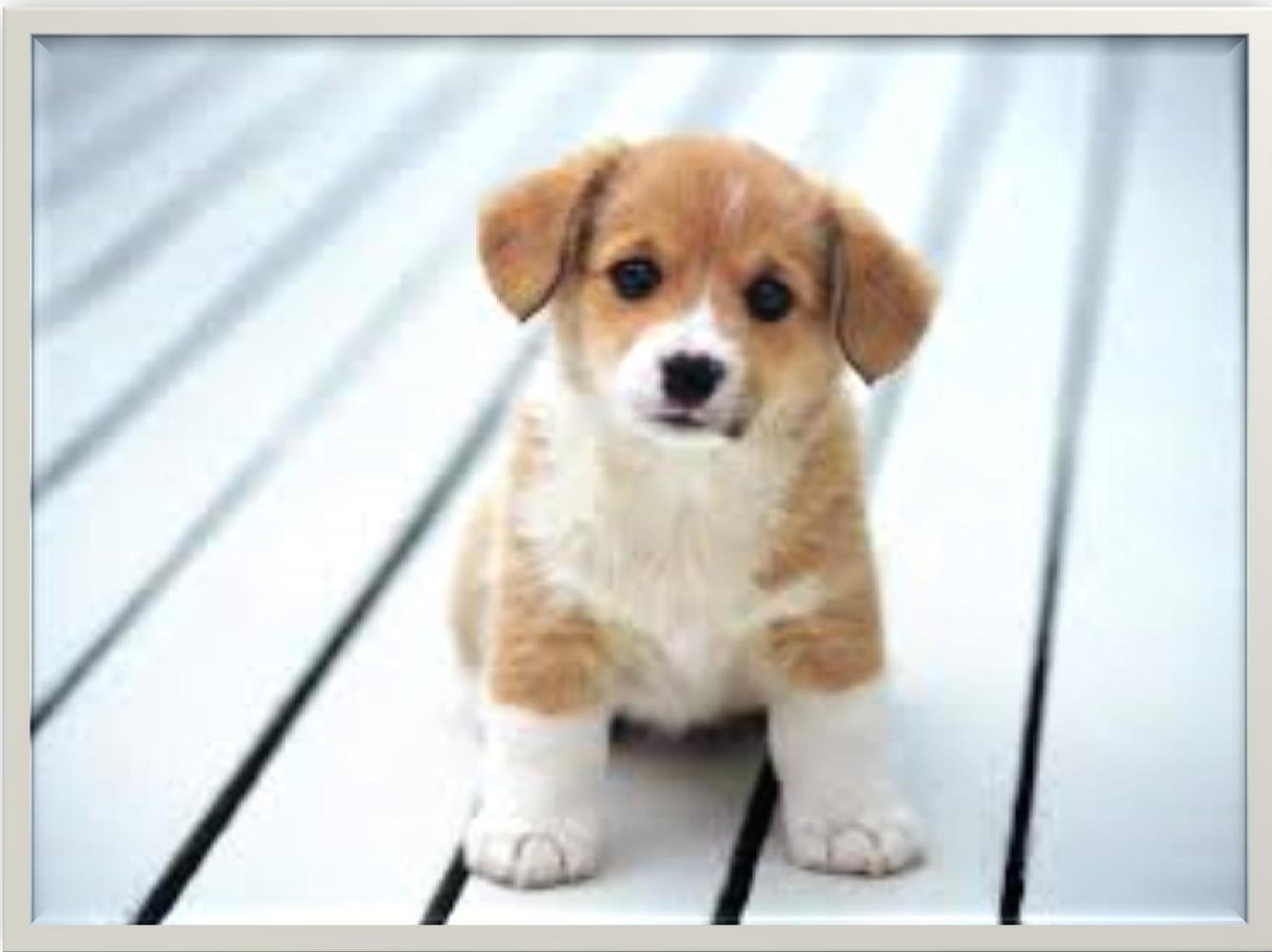
Benefiting Muskegon County!



\$39,900 Shelter Improvements

\$11,500 Medical Assistance

\$147,785 Spay and Neuter



Importance of Spay and Neuter



1 unspayed female dog and her offspring can produce 67,000 puppies in 6 years!



1 unspayed female cat and her offspring can produce 60,000 kittens in 1 year!

During the five-year contract between Muskegon County and Pound Buddies...

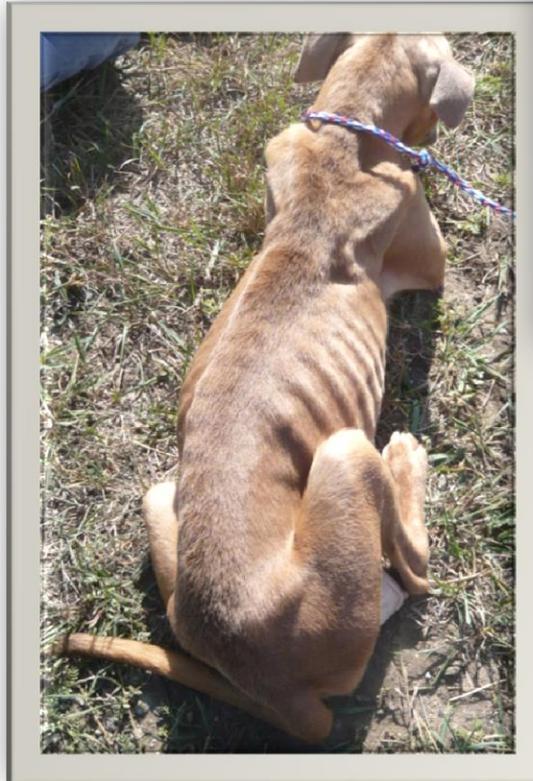
7,256 (2011–2014) Stray dogs RECEIVED at Pound Buddies

1,719 (2011–2014) Lost dogs REUNITED with their families

1,966 (2011–2014) Dogs ADOPTED

Animal Abuse Cases

- ▶ Cruelty
- ▶ Neglect
- ▶ Dog Bites
- ▶ Dog Fighting



Pound Buddies is responsible for housing and caring for these dogs for an unlimited amount of time without additional compensation.

Animal Abuse Cases

- ▶ Cruelty
- ▶ Neglect
- ▶ Dog Bites
- ▶ Dog Fighting





Shelter Improvements Done by Pound Buddies (at no cost to County)

- Grooming Room
- Cat Room/Cat Condos
- Noise Reduction Baffles
- Kennel Lighting
- Transport Van
- Safer Intake Entrance
- Computer Equipment
- Kennel Modifications

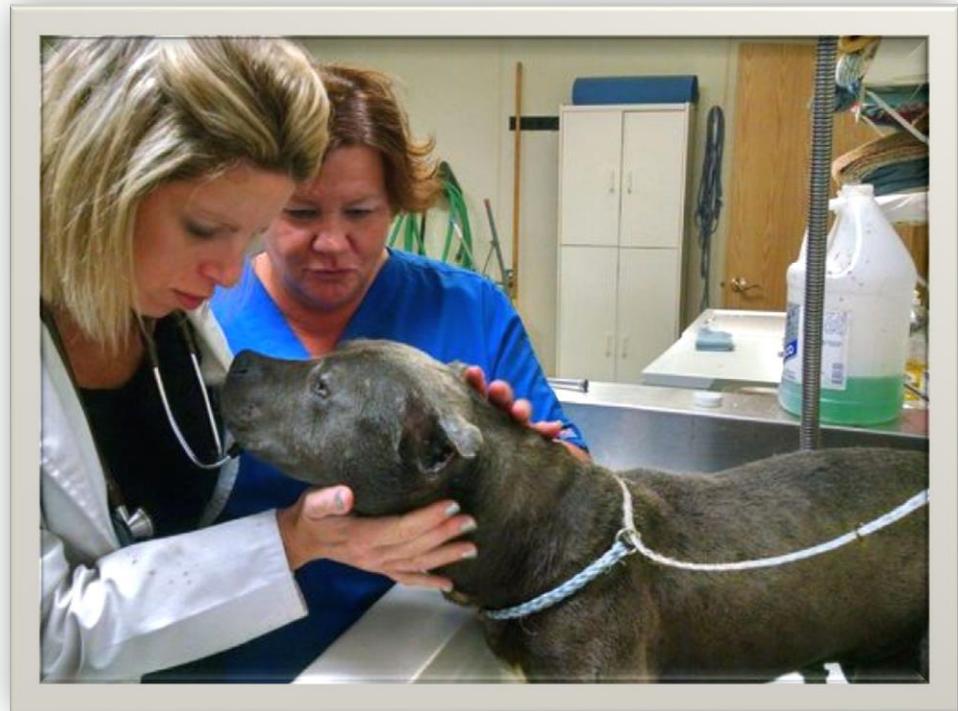
Humane Animal Treatment Improvements Implemented by Pound Buddies

- A/C Installed in previously unvented wards
- From euthanasia by gas chamber to humane lethal injection
- From 0 “let outs” per day to 4 per day
- Expanded public hours from 10 hours per week in 1998 to 63 hours per week – Looking for lost pet
29 hours per week – Adoption/Viewing



“Extras” Pound Buddies Brings to Muskegon County

- “Veterinarian of Record” Dr. Joy Jackson, DVM, Harborfront Hospital for Animals



“Extras” Pound Buddies Brings to Muskegon County



Pound Buddies takes in an average of 900 cats/kittens per year

“Extras” Pound Buddies Brings to Muskegon County

- Partnership with Ionia Correctional Facility’s Prisoner Dog Training Program



“Extras” Pound Buddies Brings to Muskegon County

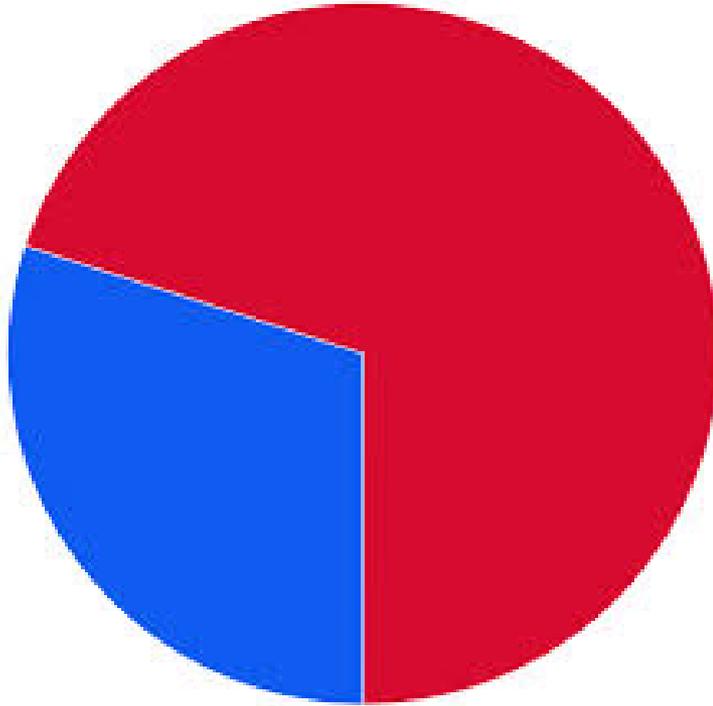
- “On Call” with Central Dispatch—After Hours/Holiday 911 Call Response for Law Enforcement and Animal Control





Pound Buddies

Animal Shelter & Adoption Center
"Putting People and Pets Together"



Annual Budget

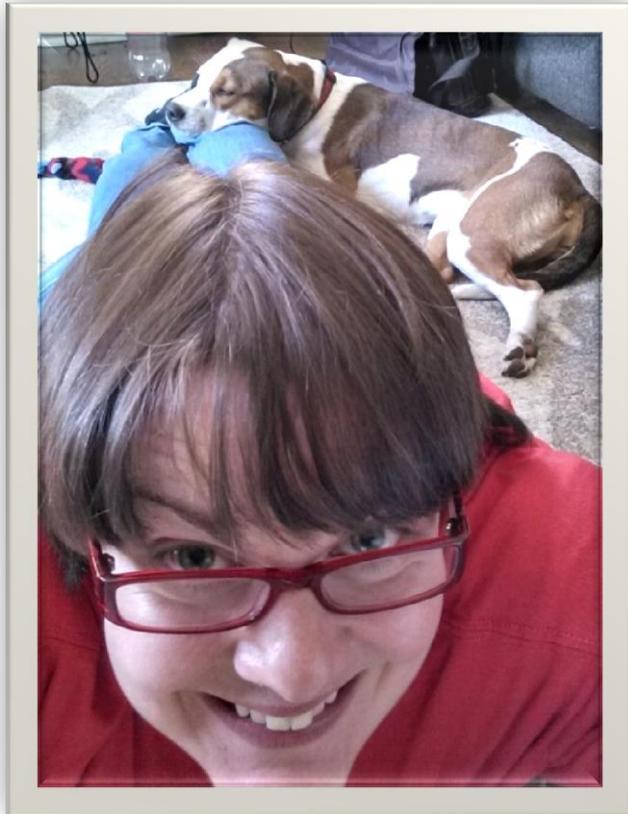
30%

County Contract

70%

Donations
Fundraising
Grants

“Putting People and Pets Together”



Piper is slowly starting to help us heal from the loss of our daughter. Piper is helping to make our new house a home—we thought we were going to give a dog a home, but she turned out to give us a home. Thank you for helping bring Piper into our lives. And thank you for all you do for the animals—and humans!—in need of a family.”

—Kimmie B.

“Putting People and Pets Together”

Pound Buddies’ Pit Bull Terrier Cuddles and Pets for Vets (Veterans) Greg Heberling

“I get out a lot more now. Before her, I spent a lot of days in my bedroom, and that's all I'd do. I walk her every day, morning and night. She gave me something to think about other than myself. I'm thankful that I got her.”

—Greg Heberling



“Putting People and Pets Together Update on “Mulligan”



Mulligan (Mullie)
LOVES everyone . . .
especially kids. This
is from the soccer
team sleep over.
He also was the team
mascot and had a
jersey.

—David Q. & Family



Pound Buddies

Animal Shelter & Adoption Center
"Putting People and Pets Together"



*"The greatness of a society
and its moral progress
can be judged by the way
it treats its animals."*

— Mahatma Ghandi

**WATCH
MUSK
EGON**

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Full Board		BUDGETED	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Administration/Board		COMMITTEE DATE September 8, 2015		REQUESTOR SIGNATURE
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The Muskegon County Board Rules have been reviewed by a committee consisting of: Chairman Sabo, Commissioner Engle, Commissioner Hughes and Commissioner Lohman with participation by Corporate Counsel and Administration.</p> <p>The Muskegon County Board Rules, specifically Rule XVI, state that after review of the Board rules, "a notice of the proposed changes will be placed on a Full Board agenda for information. At the second Full Board meeting following the proposed changes, the recommended revisions will be placed on the Full Board agenda for adoption."</p> <p>Revisions to the Board Rules were presented at the Full Board meeting of August 25, 2015 for review with final approval being requested at this time.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
Move to approve amendments to the Muskegon County Board Rules as presented.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>		
		bmd		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>		
		MBE		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee				Date
AGENDA DATE: 9-8-15	AGENDA NO.:	BOARD DATE: 9-8-15	PAGE NO.	

RULES OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS

MUSKEGON, MI



Adopted January 3, 2013

Revised June 11, 2013

Revised/Adopted September 8, 2015

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MUSKEGON COUNTY
MISSION STATEMENT

Muskegon County government serves the community interests of its citizens through the process of representation and proactive local government. The county delivers its many services with fiscal responsibility and appreciation of the community's rich diversity, while protecting its environmental resources and promoting the quality of life. Muskegon County government strives to maintain the highest standard of conduct, service and collaboration in its county-wide leadership role.

DEFINITIONS SECTION

- A. "Ad Hoc Committee" shall mean a committee that is not a standing committee or special committee, and as further described in Rule XVI, Section 4.
- B. "Annual Meeting" shall mean the meeting held after September 14th but before October 16th, and as set forth in Rule I, Section 4.
- C. "Board" shall mean the Muskegon County Board of Commissioners.
- D. "Closed Session" shall mean that part in a meeting that is not open to the public, the purpose of which is permitted under the Open Meetings Act, and more specifically described in Rule I, Sections 8 and 9.
- E. "Majority Vote" and "Simple Majority" shall mean more than 50% of the members present, unless it is specifically stated that members elected and serving shall be required.
- F. "Organizational Meeting" shall mean the first meeting of the calendar year, and as further described in Rule I, Section 3.
- G. "Special Committee" shall mean a committee established by the Chairperson and Board of Commissioners for a specific purpose and limited length of time, as set forth in Rule XIV, Section 2.
- H. "Special Meeting" shall mean a meeting that is not a previously scheduled meeting of the Commission or Committee, but is called according to Rule I, Section 5.
- I. "Standing Committee" shall mean a committee of the County Board of Commission as established in Rule XIV, Section 3, and as may be added or changed by the Board at a later date. References to committee, except in Rule XIV, Sections 2 and 4, and as expressly stated otherwise, shall mean Standing Committee.
- J. "Quorum" A majority of the commissioners elected and serving shall constitute a quorum for the transaction business of the county, provided that any number may adjourn from day-to-day.

RULES OF THE
MUSKEGON COUNTY BOARD OF COMMISSIONERS

RULE 1 - SESSIONS AND MEETINGS

Section 1 - Place of Meeting

All sessions and meetings of the Board of Commissioners shall be held in the Commissioner Chambers at the Hall of Justice or at such other place open to the public as the Board shall determine, provided advance notice is given as required by law.

Section 2 - Time of Meeting

All regular meetings of the Board of Commissioners shall be called at 4:00 PM. For any special meeting, the day and hour of assembling shall be stated in the call for such meeting.

Section 3 - Organizational Meeting

The Board of Commissioners shall convene and hold its first meeting at 4:00 PM on the second business day after January 1 of each year in the Commission Chambers of the Hall of Justice. This meeting shall be known as the organizational meeting and the County Clerk shall preside. The Board shall transact such business at such meeting as shall be provided by these rules and the Constitution and statutes of the State of Michigan according to the following agenda:

1. The County Clerk, or designee as provided by law, shall administer the oath of office to the commissioners, if the oath has not been previously administered.
2. These rules shall then be adopted by resolution.
3. The election of the chairperson shall take place in accordance with the following procedure:
 - a. the clerk shall call for nominations for the office of chairperson and when nominations are closed by vote of the majority or only when one person is nominated. The clerk shall take the vote of the commissioners for office of chairperson by roll call or secret ballot if requested by one of those nominated. When one nominee receives a majority of the votes of the members elected and serving, that nominee shall be the chairperson.
 - b. The newly elected chairperson shall assume the chair and proceed with the election to the office of vice-chairperson, following the procedure set forth in Section 3.3(a) above. The selection of vice-chairperson shall be by voice vote or roll call vote.

Section 4 - Annual Session

The commissioners of this county shall meet annually for the transaction of business as a county board of commissioners and for the purpose of reviewing the budget. The County Board of Commissioners may also hold special meetings, when necessary, at the times and places it finds convenient, and may adjourn from time to time as it considers necessary. The annual meeting of the County Board of Commissioners shall be held each year after September 14, but before October 16. When the term, October session, or other term used to designate the annual meeting, is used, it shall be construed to mean the annual meeting required by this section. The annual meeting of the County Board of Commissioners shall be held at a place in the county which the County Clerk appoints with approval of the County Board of Commissioners, or at the place where regular meetings of the County Board of Commissioners are held. (MCL 46.1, Section 1. (1).)

Section 5 - Special Sessions and Meetings

Special meetings of the Board of Commissioners shall be held only when requested by at least one-third of the commissioners, which request shall be in writing, addressed to the County Clerk, specifying the time, place and purpose of such meeting. (MCLA 46.10)

Upon written receipt by the County Clerk, he/she will immediately forward the request to the County Administrator's office for processing. The County Clerk shall also notify each of the Commissioners by e-mailing each Commissioner a copy of the notice at least 18 hours before the time of the meeting.

Special meetings of committees of the Board of Commissioners shall only be held when requested by the chairperson of the committee, specifying the time, place and purpose of such meeting, and upon approval of the County Board of Commissioners or the Chairperson of the County Board.

Work Sessions of the Board of Commissioners may be held on any designated day, as determined by the Board Chair, for the purpose of coordinating the activities of the Standing Committees, informing the Board of Commissioners on the progress of Committee work, and for the purpose of promoting a better understanding of County business, thereby expediting the regular meetings of the Board.

Section 6 - Regular Meetings

Regular meetings of the Board of Commissioners are generally held on the second and fourth Tuesdays of each month at 4:00 PM in the Commission Chambers located on the fourth floor of the Hall of Justice except for conflicts with legal holidays or other potential conflicts that may arise.

Section 7 - Open Meetings Act

All meetings of the County Board or committees thereof shall be open to the public, except for sessions closed as hereinafter provided in accordance with the Open Meetings Act #267 of 1976.

Members of the County Board or its committees shall remain cognizant of the strictures of the Open Meetings Act when using e-mail, and shall not deliberate toward or render a decision on matters of public policy through e-mail.

Section 8 - Closed Sessions

A two-thirds roll call vote of all members elected or appointed and serving shall be required to call a closed session, except for closed sessions permitted under Open Meetings Act of 1976, Section 15.267, which allows for a majority vote for closed sessions for the purposes found in MCL 15.268(a), (b), (c), (g), (i), and (j). The motion to call a closed session shall state the purpose or purposes for calling the closed session, and such motion and the roll call vote thereon shall be entered into the minutes of the meeting. (Open Meetings Act of 1976, Section 15.267, Sec. 7 (1) and MCL Section 15.268.)

A separate set of minutes shall be taken by the clerk or designated secretary of the board, committee or commission. Said minutes shall be retained by the clerk or secretary and shall not be available to the public and shall only be disclosed if required by a civil action filed under Section 10, 11 or 13 of the Open Meetings Act, being Public Act No. 267 of 1976, Section 15.267 Sec. 7 (2) as amended. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved. The audio file from said meeting is to be destroyed after approval of the minutes for that meeting.

Section 9 - Purpose for Closed Sessions

Meetings in closed sessions of this Board, or any other committee, commission, or other county boards may only be held according to the Open Meetings Act of 1976 pursuant to Section 15.268.

Section 10 - Notice of Meetings

All meetings of the Board and its committees, statutory boards and commissions shall be posted in accordance with the law, and also posted on the County of Muskegon's website.

At its Organizational Meeting, according to the requirements of these rules, the Board shall establish the dates, times, and places of its regular meetings; and within ten days thereof, shall post a public notice of such meetings on the bulletin board adjacent to the Board's chambers, electronic feeds utilized by the County, as well as at the office of the County Clerk. The Administrator shall also cause said notice to be published in accordance with the law.

The Board shall also establish the initial meeting dates, time and places of all its committees, statutory boards and commissions at the Organizational Meeting and cause a notice thereof to be posted at the places designated above. Within ten (10) days of its Organizational Meeting, the Board shall also establish the meeting dates, times and places for all regular meetings of said committees, statutory boards and commissions.

Changes in the regular meeting schedule shall not be made except upon the approval of a majority of the members.

All changes in the schedule of regular meetings of the Board and its committees, statutory boards and commissions shall be posted in accordance with the law. (Open Meetings Act Sec. 15.265 (3))

A notice of a rescheduled or special meeting of the Board shall be posted at least eighteen hours before such meeting and in the same manner as all meetings of the Board. (Open Meetings Act Sec. 15.265 (4))

A meeting of the board, its committees, statutory boards and commissions which is recessed for more than thirty-six hours shall be posted at least eighteen hours before the time of the recessed meeting. (Open Meetings Act Sec. 15.265 (5))

An emergency session of the Board, its standing committees and statutory boards may be held at any time in the event of a severe and imminent threat to the health, safety or welfare of the public, provided that at such meeting two-thirds of the majority of the commissioners determines that any delay would be detrimental to efforts to lessen or respond to the threat.

All notices of meetings shall contain the date, time and place of such meetings as well as the telephone number of the applicable board, committee, statutory board or commission. Such notices shall be posted in the same places as the notice of its regular meeting is required to be posted.

Any changes in officially adopted legal notices may be made with the approval of the Chairperson of the County Board or the County Administrator. The Board of Commissioners will be advised of any changes and the reason(s) for such changes at the Board's next regularly scheduled meeting.

Section 11 - Public Hearings

The Board of Commissioners may, from time to time, hold public hearings as required by regulation, statute or funding source. The department head seeking a public hearing shall submit their request to the Administrator for submission to the Full Board for approval. The request from the department head will include such information as necessary for the Board to make its decision.

Section 12 - Strategic Planning

The County Board of Commissioners shall, during the first quarter of the calendar year, schedule a meeting or meetings for strategic planning and goal setting for the upcoming year. This Strategic Planning will include employees of the County of Muskegon.

Section 13 – Cancellation of Meeting Due to Inclement Weather

The Muskegon County Board of Commissioners, being mindful of the fact that there are occasions when, due to extreme weather conditions, travel necessary to attend Board or Committee meetings is hazardous, both to the Board Members and to the general public. It is for that reason that the Muskegon County Board of Commissioners hereby adopts this Rule calling for the cancellation of meetings under conditions of extreme weather, according to the procedure listed below.

A. PROCEDURE

If the County Board Chair, after consulting with the Committee Chair and Board Vice-Chair, believes that the weather conditions on the day of a Board or Committee meeting make travel unduly hazardous, they will cancel the meeting and pursuant to that cancellation, take the following steps:

1. Send out an e-mail alert, or contact by any available means, all Members of the Muskegon County Board of Commissioners and affected staff;
2. Post a cancellation notice on the Muskegon County website;
3. Contact available media outlets with the request that the meeting cancellation notice be broadcast.

B. CITIZEN CONTACT

While it is the policy of the Muskegon County Board of Commissioners to notify the public of a weather related meeting cancellation by any and all means available to it, citizens are urged in times of inclement weather to either visit the Muskegon County website at www.co.muskegon.mi.us/board or contact the Administrator's Office at 231-724-6520.

RULE II - BOARD OFFICERS

Section 1 - Chairperson

The Board, at its first meeting of the January session in each year, shall choose, by roll call or secret ballot if requested, one of its members to be chairperson. A majority vote of the commissioners of the Board shall be necessary for a choice. The Board at its first January session each year, shall also choose by voice vote or roll call a vice-chairperson.

The chairperson and vice-chairperson shall be elected for one-year terms, the elections to occur as set forth in Rule 1, Section 3.

If the chairperson or vice-chairperson dies or resigns, an election for the position shall take place within 30 days of such date according to the procedure set out in Rule 1, Section 3.

The chairperson shall preside at a meeting of the board, but if the chairperson is absent from a meeting, the vice-chairperson shall preside. A chairperson may administer an oath to a person concerning a matter submitted to the County Board of Commissioners or connected with the discharge of its duties, may issue subpoenas for witnesses, and may compel the attendance of a witness in the same manner as a court of law. The County Board of Commissioners may designate 1 member to affix his or her signature to contracts, bond and other documents requiring the signature of the chairperson, if the chairperson is unable to so do because of illness or other exigency which, in the opinion of the board, prevents the chairperson from performing the functions of the office. MCL 46.3 Sec. 3 (5)

In the absence or unavailability of the chair, the vice-chair is designated to sign contracts, bonds and other documents. In the absence or unavailability of both the chair and the vice-chair, the chair of the Ways & Means Committee is designated, and in the case of all three listed being absent/unavailable, the vice-chair of the Ways & Means Committee is designated as signatory.

The chairperson shall make appointments to standing committees, boards, and commissions subject to approval of the Board of Commissioners.

Section 2 - Vice Chairperson Duties

The vice chairperson of the Board shall perform the duties of the chairperson when that person is absent.

RULE III - ORDER OF BUSINESS

Agenda Format - Full Board

The following shall be the order of business governing the proceedings of the Board of Commissioners while in regular Full Board meetings:

1. Call to Order
2. Invocation or Meditation
3. Pledge of Allegiance to the Flag
4. Roll Call of Commissioners
5. Approval of Agenda
6. Approval of Previous Minutes
7. Public Comment (on an agenda item)
8. Public Hearing
9. Presentation (time limit 10 minutes)
10. Communications
11. Committee Reports
12. Chairperson's Report
13. Administrator's Report
14. Old Business
15. New Business
16. Public Comment
17. Closed Session
18. Adjournment

The following shall be the order of business governing the proceedings of the Board of Commissioners while in regular Committee meetings:

1. Call to Order
2. Roll Call
3. Approval of Previous Minutes
4. Public Comment (on an agenda item)
5. Public Hearing
6. Presentation (time limit 10 minutes)
7. Items for Consideration
8. Old Business
9. New Business
10. Public Comment
11. Closed Session
12. Adjournment

RULE IV - MANNER OF VOTING AND MAJORITY REQUIRED

Section 1 - Roll Call Vote

After the election of a chairperson and vice chairperson, the elections and appointments, as vested in the Board of Commissioners and in other matters as may be required by these rules, shall be by voice vote. The adoption of the annual budget and questions involving the expenditure of public funds, shall be by roll call. Any member of the Board may request that the vote on any matter be by roll call.

Section 2 - Majority Vote

All questions and motions which shall arise at any meetings shall be determined by the vote of a majority of the commissioners present, except the final passage or adoption of any measure of law, or the allowance of any claim against the county, in which case a majority of all the commissioners elected and serving shall be necessary.

Section 3 - Procedure for Taking a Roll Call Vote

The roll is called in alphabetical order, in rotation, except that the presiding officer's name is called last. The debate is finished when one person has answered the roll call. If a member answers "pass" his/her name will be called again at the conclusion of the roll call and the Chair will announce the final result.

RULE V - CLOSE DEBATE (PREVIOUS QUESTION)

If a motion to close debate (call the question) is made and seconded, debate must cease and the motion to close debate must be immediately put to a vote. A two-thirds vote of those present, is necessary for passage of the motion to close debate, and if such is not achieved, a motion to close debate cannot be raised again until substantial debate has ensued. If passed, the motion on the floor shall immediately be voted upon.

RULE VI - RIGHTS AND DUTIES OF MEMBERS

Section 1

When a member wishes to speak, the member shall address the chair and the chair shall recognize the member.

Section 2

No member shall speak more than twice on the same question without permission from the chair.

Section 3

When two or more members seek the floor at the same time, the chair shall determine who is to speak first.

Section 4

When a member is speaking on any question before the Board, the member shall not be interrupted except to be called to order.

Section 5

When a member is called to order, the member shall immediately do so. The Board, if a commissioner appeals the ruling by challenging the ruling of the chair, may overrule the call to order.

Section 6

The chairperson shall vote on all questions, except on an appeal from the chair's decision. In the event of a tie vote, the ruling of the chair is sustained.

Section 7

After a vote is ordered and the clerk directed to call the roll, no member shall be entitled to speak to the question. Upon completion of the roll, a member may explain said vote upon recognition by the chair.

Section 8

Commissioners are obligated to vote on actions items before them unless conflict occurs as addressed in Rule XII.

RULE VII - MOTIONS AND RESOLUTIONS

Section 1

No motion shall be put or debated unless seconded. If requested, it shall then be stated in full by the chairperson before the vote.

Section 2

Any motion shall be put in writing at the request of the chairperson or any member of the Board.

Section 3

Prior to a call for a vote, as prescribed in Rule VI, Section 7, before a motion has been stated by the Chair, the maker of a motion may withdraw or modify such motion without consent. The seconder may withdraw a second if the motion is so modified.

Before voting on the question has begun, the motion maker may withdraw, modify or accept an amendment to such motion if approved by the chair, providing no member objects. If an objection is raised by any member concerning such action, a vote shall immediately be taken on the objection to such withdrawal, modification or amendment.

RULE VIII - PRIVILEGED CLASS OF MOTION

Section 1

When a question is under debate, no motion shall be in order except the following which shall have precedence in order named:

PRIVILEGED MOTION

- A. Fix the time to which to adjourn
- B. Adjourn
- C. Recess
- D. Raise a question of privilege
- E. Call for orders of the day (requires the adopted program or order of business to be followed)

SUBSIDIARY MOTION

- F. Limit or extend debate
- G. Postpone to a certain time
- H. Comment or refer
- I. To amend
- J. To postpone indefinitely

Section 2

A suspension of the rules is not necessary for requesting staff to provide further information or for requesting additional information from a recognized authority in the audience if requested to by the Board Chair.

RULE IX - RECONSIDERATION: MOTION TO RESCIND OR AMEND

Section 1

A motion to reconsider must be made by a member who voted with the prevailing side and requires a simple majority vote for adoption, if all members who voted with the prevailing side are present or have been notified that the reconsideration shall be moved, otherwise a two-thirds vote is required.

A motion for reconsideration of any question before the Full Board shall not be in order unless made on the same day, or at the meeting of the Full Board next succeeding that on which the decision proposed to be reconsidered was made. Provided, however, a motion to reconsider a vote in a standing committee can be made and taken up regardless of the time that has elapsed since the vote was taken and there shall be no limit to the number of times a question can be reconsidered.

Section 2

A motion to rescind or amend a previously adopted motion may be made but must be seconded and is debatable. With previous notice, the motion requires a majority vote. Without previous notice, a two-thirds vote is required. A motion to rescind or amend a previously adopted motion is not in order if the action sought to be rescinded or amended has already occurred and is impossible to undo; if the Board has voted to enter into a contract and the other party has been so notified; or if a resignation has been acted upon and the person notified.

RULE X - DIVISION OF QUESTION

Section 1

- A. A division of any motion shall be made when so requested by any member of the Board; provided however, such division shall be so distinct that one part being taken away, the other will remain as an entire motion for decision.
- B. A request by a Board member for a division of question is an incidental motion normally not debatable. The motion may not be reconsidered. It can, however, be amended.
- C. If the subjects differ, the question must be divided upon the sole request of a commissioner. If the topics relate, but can stand alone, the question may be divided on a regular motion and a simple majority vote.

RULE XI - APPEAL DECISION OF CHAIR

Section 1

When an appeal is taken from a decision of the chair, the question shall immediately be put in the following form: "Shall the ruling of the chair be sustained?" The question shall be determined by a majority vote of the members present, except that the chairperson shall not vote. Should the vote result in a tie, the chair shall be sustained.

RULE XII - CONFLICT OF INTEREST

Section 1 - Questions

Questions regarding a conflict of interest shall be handled in the following manner:

- A. Any Board member may raise the point of a potential conflict of interest among the group.
- B. When discussions involve a contract, a commissioner is expected to immediately disclose a potential conflict of interest in the question to the official body, which disclosure shall be made as a matter of public record.
- C. Upon any of the above conditions, the Board is required to approve a contract, or any other action, by a vote of not less than 2/3 of the full membership of the approving body without the vote of the commissioner making such disclosure (MCLA §15.323)

Section 2 - Exceptions

Commissioners are not required to declare a conflict of interest if the question involves contracts between public entities, contracts awarded to the lowest qualified bidder, or as provided for in Section 4 MCLA §15.324 or contracts for public utility services. (MCLA §15.324)

RULE XIII – ROBERT’S RULES OF ORDER

The Rules of Parliamentary Practice contained in the most recent edition of Robert’s Rules of Order shall govern in all questions of conduct and procedure which are not provided for in the rules of this Board.

RULE XIV - COMMITTEES

Section 1 - Standing Committees

- A. The Chairperson of the County Board of Commissioners shall, by the first regularly scheduled Full Board meeting following the Organizational Meeting of the Board, designate the regular committees of the Board and designate the chairperson and vice chairperson as a membership of each committee for the ensuing year. Such appointments are subject to the approval of the majority of the commission.
- B. Once appointed by the chairperson and approved by the majority of the Commission, the chairperson and vice-chairperson shall hold that position until such time as the chairperson or vice-chairperson shall leave office or until such time as either the chairperson or vice-chairperson is reappointed or a new chairperson or vice-chairperson is appointed.

Section 2 - Special Committees

The chairperson of the Board, with the approval of the Board of Commissioners may appoint such special committees as the chair deems necessary. The purpose of the committee, its charges, the length of time it shall exist, and its membership shall be stated in the minutes of the Full Board meeting at which it was established.

Section 3 - Committee Procedure

- A. The following standing committees-of-the-whole of the Board of Commissioners and their respective duties are established. These lists are meant to be illustrative but not necessarily inclusive of all such duties.

COMMUNITY DEVELOPMENT/STRATEGIC PLANNING

Accommodations Tax

Capital & Public Improvements (excluding items within confines of Public Works Board)

Convention Center

County Real Estate

Economic Development Corporation

Fairgrounds

Port Development

Heritage Landing

Parks

Special Projects

Tourism

West Michigan Shoreline Regional Development Commission

COURTS/PUBLIC SAFETY

Building Security
Child Care
Circuit Court
District Court
Emergency Services
Family Court
Jury Commission
Juvenile Transition Center
Probate Court
Prosecutor
Public Defender
Sheriff

HUMAN SERVICES

Child Haven
Cooperative Extension
Medical Examiner
Michigan Works!
Public Health
State Institutions (CMH 10% Match)
Veterans' Affairs

TRANSPORTATION

Airport
Muskegon Area Transit System
Trolleys

WAYS & MEANS

Administration
Brookhaven (if budgetary)
Corporate Counsel
Elected Officials (excluding judges, courts, prosecutor and sheriff)
Equal Employment Opportunity
Equalization
Human Resources
Facilities Management
Finance & Management Services
HealthWest (if budgetary)
Personnel Rules Committee

- B. Each committee is to be responsible for policy and program development for the areas, departments and projects assigned. As assigned by the Administrator, responsibility for personnel and financial matters that change or alter budgets, shall be assigned to the Ways & Means Committee.
- C. When a quorum for a scheduled meeting is not achieved within fifteen (15) minutes of the appointed meeting time, the meeting shall be adjourned.
- D. Any member finding it necessary to be excused from the committee meeting before adjournment shall notify the chairperson or acting chairperson.
- E. Committee chairpersons shall be allowed to enter into the discussion on any items under consideration. The chairperson may not make a motion or support one.

Section 4 – Board Liaison Appointments

The Chairperson of the Board of Commissioners shall, with the approval of the Board, appoint commissioners to serve on various community commissions, boards and committees.

- A. Appointment to these commissions, boards or committees, shall be for the purpose of representing the County Board and **not** the commissioner's personal position on issues and/or projects that come before the commission, board or committee.
- B. The term of the appointment shall coincide with the commissioner's term.
- C. The Commissioner Liaison will regularly attend scheduled meetings. If more than three unexcused consecutive meetings are missed by the Commissioner Liaison, the Board Chair through a majority vote of the Board may remove that Commissioner Liaison and appoint a replacement.
- D. The Commissioner Liaison will report back to the Full Board on a regular basis.

Section 5 – Ad Hoc Committees

The Chairperson of the Board of Commissioners shall, with the approval of the Board, appoint commissioners to serve on Ad Hoc committees that may be required from time-to-time for special projects that are generally time-limited. The term of the appointment may vary based upon the needs of the committee.

RULE XV - DEPARTMENTS

Section 1 - Duties

The Public Works Board, a board created by statute, shall have responsibility for the following duties: Public Works, Wastewater Management, Solid Waste, Special Assessment Funds and Resource Recovery and Research.

Section 2 - HealthWest, Brookhaven, Public Works and Wastewater Management

The directors of the HealthWest, Brookhaven, Public Works and Wastewater Management departments shall be responsible to their respective boards in carrying out the policies of said boards. Within the scope of daily operations, however, they shall be responsible to the Administrator who shall have the authority to suspend or to suspend with a recommendation of discharge the director subject to review by their board as provided for in Section 6 below.

Section 3 - Emergency Services

*The Emergency Services Management Coordinator shall be appointed by the Board of Commissioners. On August 12, 2008, a Letter of Agreement was adopted transferring the EMS Coordinator to the Sheriff's Department. If the Board requests, at any time, the EMS Coordinator will be returned to the Board of Commissioners.

Section 4 - Departments

The Board shall determine and prescribe the functions and duties of each department, and by vote of a majority of its members, may create new departments, combine or abolish existing departments, and establish temporary departments for special work.

The following departments are hereby established:

- A. Brookhaven Medical Care Facility
- B. Community Development
- C.. HealthWest
- D. Equalization
- E. Finance & Management Services
- F. Human Resources
- G. Public Defender
- H. Public Health
- I. Public Works
- J. Youth Services
- K. Wastewater Management System

Section 5 - Directors

There shall be a director of each department who shall have the supervision and control thereof, and who shall be appointed by the Board according to the recommendation of the Administrator as provided in Rule XIX, Section 2(B) and who shall be immediately responsible to the Administrator for the administration of his/her department, except as provided for under the Public Works Act, the Mental Health Code, and the Social Welfare Act, which includes MCL 123.736, MCL 330.1230, MCL 400.58, respectively, and Section 2 of this Rule.

Directors shall be responsible for the hiring and discharge of employees within their department. Directors shall discipline, up to and including discharge, subject to the Personnel Rules of the County of Muskegon, or applicable collective bargaining agreement.

Section 6 - Discipline and Removal

- A. The Administrator shall have the authority to discipline a Director, including a suspension or a suspension with a recommendation for discharge, subject to the procedures herein. There is no progressive discipline procedure for a Director. The Administrator may recommend termination if the Director is incompetent to execute properly the duties of the office or if the Administrator is satisfied that the Director is guilty of official misconduct, or habitual or willful neglect of duty, and if the misconduct or neglect is a sufficient cause.
- B. Written notice of any discipline less than a recommendation of discharge shall be given by the Administrator to the Director with the reasons stated. The Director may, within five (5) working days, demand that the matter be referred to a Hearing Board, as defined in Section 6(E)(4), for a hearing. The Hearing Board shall render its final and binding decision within thirty (30) days of the close of the hearing. The hearing shall be held in accordance with the administrative procedures for the conduct of a hearing as described in Section 6(E). By a majority vote of the members appointed, they will make a decision that either affirms, modifies, or revokes the recommendation of the Administrator.
- C. Written notice of a suspension with a recommendation of discharge of a Director shall be given to the Director, by the Administrator, with the reasons stated. The Director may be suspended without pay from the time of notification of a recommendation of discharge.
- D. Prior to the issuance of a discharge, the Director shall have the right to have a pre-termination hearing before the Chairperson of the County Board of Commissioners or designee. At the pre-termination hearing, the Director may be represented and shall have the opportunity to present reasons why discharge is inappropriate. This is an informal hearing and no specific procedures are required, except that the Administrator provide written notice, as provided in

subsections (B) and (C), above. At the conclusion of the pre-termination hearing, the Chair or designee may affirm the discharge or impose a lesser discipline or take no action and refer the matter to the Full Board. The Chair's decision is final. If the Chair discharges the Director, the matter may be appealed to the Board of Commissioners, which shall hear the matter as soon as practicable, pursuant to the procedures in Section 6(E) of this Rule.

E. Hearing Procedure for Board or Designee.

This hearing format applies to a hearing requested by a Director for a suspension without a recommendation for termination (Section 6(B)) or to a hearing required by Section 6(D) prior to termination of a Director.

1. Notice

- (A) The parties shall be given a reasonable notice of the hearing, which notice shall include:
 - (i) A statement of the date, hour, place, and nature of the hearing.
 - (ii) A statement that the hearing is under the authority of MCL 46.11(n) if a termination, or under Rule XVI, Section 6(b) if not for termination.
 - (iii) A short and plain statement of the matters asserted.
 - (iv) A statement that the Director may request a change of time or date until 48 hours prior to the hearing, however the rescheduled hearing will be no later than five (5) days from the originally scheduled hearing.
 - (v) A statement that the Director may be represented or assisted by legal counsel, at his or her expense, at the hearing.
- (B) Notice will be sent by certified mail or hand delivered to the Director.
- (C) A formal hearing will be scheduled no later than ten (10) days after the mailing or hand delivery of the notice.
- (D) The Director may file a written answer prior to the date of the hearing.

2. Discovery

- (A) Any reports or other information possessed by the County will be provided to the Director within three (3) days after the mailing of the noticed of the scheduled hearing, subject to the limitations of the Freedom of Information Act.
- (B) Records of internal procedures of the County are exempt from discovery.

3. Evidence

- (A) The Director and the County may have legal representation and call witnesses to testify.
- (B) The parties shall be given an opportunity to present oral and written arguments on issues of law and policy and an opportunity to present evidence and argument on issues of fact.
- (C) The Michigan Rules of Evidence shall apply to a formal hearing to the extent practicable, but the Board may admit, however, and give probative effect to evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs. Irrelevant, immaterial or unduly repetitious evidence may be excluded. Effect shall be given to the rules of privilege recognized by law. Objections to offers of evidence may be made and shall be noted in the record.
- (D) A party may cross-examine a witness. A party may submit rebuttal evidence.
- (E) A deposition may be used in lieu of other evidence, when taken in compliance with the Michigan Court Rules.
- (F) Evidence in a formal hearing, including records and documents in possession of the County of which it desires to avail itself, shall be offered and made a part of the record. Other factual information or evidence shall not be considered in determination of the case. Documentary evidence may be received in the form of a copy or excerpt, if the original is not readily available, or may be incorporated by reference, if the materials so incorporated are available for examination by the parties.

Upon timely request, a party shall be given an opportunity to compare the copy with the original when available.

- (G) The Hearing Board may take official notice of judicially cognizable facts, and may take notice of general, technical or scientific facts within the Board's specialized knowledge. The Board shall notify the Director at the earliest practicable time of any noticed fact which pertains to a material disputed issue which is being adjudicated, and on timely request the Director shall be given an opportunity before final decision to dispute the fact or its materiality. The Board may use its experience, technical competence and specialized knowledge in the evaluation of evidence presented to it.
- (H) The Hearing Officer (Chairperson of the County Board of Commissioners, or the person who acts in his or her place) may issue subpoenas to compel attendance and testimony of witnesses and the production of books, papers and other documentary evidence.

4. Hearing Board.

- (A) The Hearing Board shall be one of the following:
 - (i) For a recommendation of suspension with termination, the Hearing Board will be the County Board of Commissioners.
- (B) The Hearing Officer shall be the Chairperson of the County Board of Commissioners, or the person who acts in his or her place, for hearings to review a recommendation to terminate, according to these Board Rules
- (C) On the filing in good faith by a party of a timely and sufficient affidavit of personal bias or disqualification of a presiding Hearing Officer, this matter will be subject to judicial review at the conclusion of the proceeding. When a Hearing Officer is disqualified or it is impracticable for him or her to continue the hearing, another Hearing Officer may be assigned by the Chairperson or Vice-Chairperson of the County Board of Commissioners to continue with the case unless it is shown that substantial prejudice to the party will result therefrom.
- (D) Unless required for disposition of an ex parte matter authorized by law, a member of the Hearing Board assigned to make a decision or to make findings of fact and conclusions of law in a formal hearing shall not communicate, directly or indirectly, in connection with any issue of fact, with any person or party, nor, in connection with any issue of law, with any party or his or her representative, except on notice and opportunity for all parties to participate. This prohibition begins at the time of the notice of hearing. A Hearing

Board member may communicate with other members of the Board and may have the aid and advice of the County staff other than the staff which has been or is engaged in investigating or prosecuting functions in connection with the case under consideration or a factually related case.

5. Record

- (A) The Hearing Board shall prepare an official record of a hearing which shall include:
 - (i) Notices, pleadings, motions and intermediate rulings.
 - (ii) Questions and offers of proof, objections and rulings thereon.
 - (iii) Evidence presented.
 - (iv) Matters officially noticed, except matters so obvious that a statement of them would serve no useful purpose.
 - (v) Proposed findings and exceptions.
 - (vi) Any decision, opinion, order or report by the Hearing Officer presiding at the hearing and the Administrator.
- (B) Oral proceedings at which evidence is presented shall be recorded, but need not be transcribed unless requested by a party who shall pay for the transcription of the portion requested except as otherwise provided by law.

6. Decision

- (A) A final decision or order of the Hearing Board shall be made within thirty (30) days of the formal hearing, in writing or stated in the record and shall include findings of fact and conclusions of law separated into sections captioned or entitled "findings of fact" and "conclusions of law", respectively.

Findings of fact shall be based exclusively on the evidence and on matters officially noticed. Findings of fact, if set forth in statutory language, shall be accompanied by a concise and explicit statement of the underlying facts supporting them. If a party submits proposed findings of fact that would control the decision or order, the decision or order shall include a ruling upon each proposed finding. Each conclusion of law shall be supported by

authority or reasoned opinion. A decision or order shall not be made except upon consideration of the record as a whole or a portion of the record as may be cited by any party to the proceeding and as supported by and in accordance with the competent, material, and substantial evidence. A copy of the decision or order shall be delivered or mailed immediately to each party and to his or her attorney of record.

- (B) A Director may be terminated only upon a finding by the County Board of Commissioners that, in the Board's opinion:
 - (i) The Director is incompetent to execute properly the duties of the office or,
 - (ii) On charges and evidence, the board is satisfied that the Director is:
 - (a) Guilty of official misconduct, or habitual or willful neglect of duty; and
 - (b) That the misconduct or neglect is a sufficient cause for removal.
- (C) This decision shall be the final step in the administrative process.

7. Appeal

A decision of the Hearing Board may be appealed to the Circuit Court no later than sixty (60) days after the date of the final decision.

8. Default

If a party fails to appear in a contested case after proper service of notice, the Hearing Board, if no adjournment is granted, may proceed with the hearing and make its decision in the absence of the party.

9. Formal Hearing Format

- (A) Call to order by Hearing Officer.
- (B) Date, time and reason for hearing stated.
- (C) Introductions. All names, positions and titles, representatives and reasons for attendance of individuals present at the hearing shall be stated for the record by the Hearing Officer. At this time the Hearing Officer shall question Board Members as to any conflict of interest in the case before the Board.

(D) Hearing Format

- (i) Proceedings are to be recorded and kept available as a matter of public record.
- (ii) County staff may present their case or may be represented, allowing opportunities for cross-examination by the Director or the Director's representative.
- (iii) The Director or the Director's representative shall present their case, allowing an opportunity for cross-examination by the County staff or representative.
- (iv) Both the County and the Director shall have an opportunity to clarify their respective positions.
- (v) Hearing Board members may ask questions at any time.
- (vi) The Board may deliberate on the testimony/evidence for no more than thirty (30) days.
- (vii) The Board must render a decision within thirty (30) days.
- (viii) Final decisions of the Board shall be announced with all parties present in a meeting open to the public. A decision may be made for the County or the Director on each allegation.

RULE XVI - AMENDMENTS TO MUSKEGON COUNTY BOARD RULES

The Chairperson of the County Board of Commissioners will annually appoint members to the Board Rules Committee. This Committee will also be comprised of Corporate Counsel and Board/EEO Liaison for staffing purposes.

The Board Rules Committee, shall on an annual basis review the Rules as approved by the Full Board at their organizational meeting, for any necessary language modification or changes in procedures. Once reviewed, the proposed changes will be shared with each Commissioner and after 14 days, a recommendation to approve motion will be brought to the the Full Board. Amendments to these rules shall not be made at any meeting at which any commissioner is unable to attend because of official county business.

RULE XVII - AGENDA

The agenda for the Board of Commissioners' meetings will be prepared by the Administrator and Chairperson and made available to all members of the Board on the Friday prior to the Board meetings.

Public comment is permitted as follows:

1. On an agenda item, by providing a completed "Public Comment" form to the County Clerk, recording secretary, chair or commissioner, and/or by being recognized by the chair during the first public comment period, (Public comment on an agenda item).
2. On a topic to be introduced by any person by providing a completed "Public Comment" form to the County Clerk, recording secretary, chair or commissioner and/or by being recognized by the chair during the second public comment period (Public comment).
3. Unless time is extended prior to the public comment period by a vote of a majority of the Commission, comments shall be limited to two minutes for each participant.
4. A person making comment may only speak once per item.
5. Any items requiring a vote by the Full Board must be provided 48 hours in advance, although the Board shall retain the right to introduce any motions during the meeting.

RULE XVIII - GOVERNING CLAIMS FOR PERSONAL EXPENSES INCURRED IN THE OFFICIAL CONDUCT OF COUNTY BUSINESS

Section 1 – Payment/Reimbursement of County Business Expenses

Accountable Plan

In accordance with IRS regulations, the County of Muskegon has an accountable plan that allows reimbursement for authorized business expenses with no effect on taxable compensation. IRS accountable plan rules apply to all reimbursements and advances for authorized business expenses, both travel and non-travel related. IRS rules require (a) that an adequate accounting for these expenses must be submitted within a reasonable period of time after a reimbursable business expense is paid or incurred, and (b) any excess reimbursement or allowance must be returned within a reasonable period of time.

It is local County policy that:

- Advances will be issued no more than 15 days of the time the reimbursable expense is expected to be paid or incurred.
- Adequate accounting is to be submitted in a format acceptable to the Accounting Office within 30 days after the expense is incurred.
- Any excess or non-allowable payment must be paid back within 45 days after the expense was paid or incurred, whether the result of excess advance, reimbursement, direct payment, or purchase card payment. If the purpose is cancelled, the advance or other payment must be paid back within 45 days after the advance or other payment was issued.

Definitions & Taxes

Board members, elected officials, employees, and agents of the county shall be reimbursed for necessary personal expenses incurred in the conduct of county business in accordance with the following rules and regulations:

A. Definitions

1. Board members are those individuals elected to the Muskegon County Board of Commissioners.
2. Elected officials are those individuals duly elected and serving in the statutory offices of the County of Muskegon.
3. Employees are those individuals duly appointed and listed on the regular payroll of the county.
4. Agents of the county are those individuals retained on a fee basis or special appointment to perform valuable acts on behalf of the county. The County Commission shall designate such agents prior to expense approval.

B. Taxes - Wage and salary compensation shall be subject to applicable tax laws.

Section 2 - Rules and Regulations

Board members, elected officials and directors may claim per diem expenses as follows, or they may elect to claim actual expenses in accordance with these rules and regulations:

A. Travel Expense

Board members, elected officials, and directors of departments will be reimbursed up to the maximum standard per diem amount allowed for meals (this is the M&IE (meals and incidental expenses) rate column less than \$3) by the IRS as applicable for the destination city for out-of-county travel excluding lodging and transportation to the destination.

The following exception shall apply:

1. All meals provided by the conference will be deducted from the per diem amount at the rate of 18% for breakfast, 32% for lunch and 50% for dinner.
2. Travel involving periods of less than a day shall be paid as follows: reimbursement of the maximum rate will be 50% for dinner; 32% for lunch, and 18% for breakfast and up to 20% for tips.
3. If no eateries near the destination are within the per diem range: A Department Director has the authority to sign off on the overages.

B. All persons returning from authorized travel must turn in evidence of expenditures and complete a travel expense voucher within thirty (30) days after returning from the authorized travel. Failure to do so will mean that all expenses will be reconciled at the rates stipulated for travel out of town.

Board members, elected officials and all employees and agents claiming expenses shall properly document and receipt, whenever practicable, all such actual expenses. In so doing, the following guidelines shall be followed:

1. Interstate Travel

- a. A travel authorization form must be completed and sent to the Administrator's office for all travel outside the state.
- b. Prior approval must be obtained from the Administrator and the County Board Chairperson, or in his/her absence the vice chairperson or a designated representative.
- c. In emergency situations, prior approval of the County Board Chairperson or the Administrator is sufficient and mandatory.
- d. All travel authorization forms should be forwarded to the Accounting Office for reconciling purposes.
- e. Chicago and Milwaukee are to be considered out-of-state travel.

2. Intrastate Travel
 - a. A travel authorization form must be completed and kept in the department records for all non-routine travel inside the state.
 - b. Prior approval must be obtained from the director.
 - c. All travel authorization forms should be forwarded to the Accounting Office for reconciling purposes.
3. Estimated Expenses will be itemized on the travel authorization form before travel authorization. Actual Expenses will be itemized for reimbursement after completion of travel. Sample itemized expenses are: Mileage, transportation, meals, lodging, etc.-
4. Mileage Expense is calculated:
 - a. Only when a personal automobile is used for transportation.
 - b. When travel starts or ends at home the total miles will be adjusted to subtract mileage to commute to/from work per IRS rules.
 - c. The mileage rate is the same as the current IRS mileage rate or otherwise approved in labor agreement.
5. Receipts for public transportation (bus, rail, air) must be provided for full reimbursement of actual cost. The mode of transportation selected shall be the most economical available to provide necessary connections and to accommodate meeting schedules. The class of such transportation shall generally be coach or tourist.
6. All claimed receipts are to list the details of what was purchased. Reimbursement of Alcohol is strictly prohibited.
7. Only three meals may be claimed per day regardless of the hours worked.
8. Receipts for lodging will be reimbursement for actual cost. If sharing lodging with a non-employee, the reimbursement is limited to the single occupancy rate. If lodging is on an American Plan (meals included), the County will reimburse the cost of meals for the employee only.
9. Gratuities claimed shall be reasonable for services provided, but in no case shall exceed 20%.
10. Reimbursement for travel per diem will be allowed for only one travel day to a meeting, conference, etc. and one travel day returning from the meeting, conference, etc.

11. When flying on County business and at County expense, departing and return flights must be made in and out of the Muskegon County Airport. An exception to such rule shall be in the case of an emergency situation or if undue delay in travel would result from application of such rule. If this exception is used, an explanation of such exception should be included with travel voucher.
- C. Board Members shall receive a \$50 daily stipend for out-of-county travel subject to a limit of 15 daily stipends per calendar year. Because this stipend falls under the IRS criteria for supplemental wages, it will be paid in the next regular payroll cycle following submission, subject to applicable payroll withholding and fringes.

Section 3 - Reimbursement

Travel and expenses incurred relating to official county business which does not require travel outside the county may be reimbursed in accordance with the following:

- A. County vehicles shall be used for travel whenever available and practicable.
- B. County business mileage (personal vehicle) is reimbursable at the lower of the IRS rate or otherwise approved in labor agreement. County business mileage submitted for reimbursement shall be properly itemized and explained by listing (a) starting, destination and ending locations, (b) the business purpose and description of the trip, (c) total reimbursable County business mileage of the trip. Per IRS Regulation 1.232-1(b)(5), round-trip commute mileage must be subtracted from the day's total mileage if business travel started and ended at home.
- C. Reimbursement for in-county meals, for meetings with directors, department heads, managers and staff, is prohibited unless participants are working an extended period of time and approval has been received from the Administrator.

Section 4 - Travel Advance

When eligible individuals are anticipating business travel, a cash advance may be required for anticipated expenditures.

- A. Travel advances will be subject to the following conditions:
 1. Advances will be issued through the Accounting Office. Travel Payments can be made through: Advances, County checks, or County Purchase Cards. All travel expenses – including advances, County check, Purchase Card – must be included in the travel reconciliation and submitted within 30 days.

2. Advance requests are to be made on the appropriate county travel authorization form.
3. Before advances are to be made or other payment methods are used, travel must be approved as specified in Rule XVIII, Section 2B 1 and 2.)
4. All travel expenses must be reconciled within thirty (30) days after return. Any unused portion of cash advanced is to be returned and receipts are to be submitted for all expenditures, except that the maximum standard per diem amount allowed by the IRS as applicable for the destination city may be claimed in lieu of meal receipts by Board members, directors and elected officials.
5. Upon return, when submitting the travel expense voucher, the total travel expense must be itemized and subtracted from the advance to determine any amount owed by or to the County.
6. Further advances may not be made unless all previous advances are reconciled.

Section 5 - Travel Expense Vouchers

All travel expense vouchers shall be properly completed and signed by the employee and approved by the appropriate authority in writing prior to submission with the Travel Authorization Form to the Accounting Department.

Section 6 - Conferences

- A. Each commissioner shall be allowed to attend both the annual and legislative Michigan Association of Counties conferences, but may apply to the Full Board only one National Association of Counties to attend each calendar year.
- B. Department Heads and one assistant may attend no more than one conference and/or meeting per calendar year of their national affiliation or association pertaining to their respective field of expertise.

This does not limit their attendance at out-of-state meetings and seminars necessitated by county business.

Attendance by employees at out-of-state meetings, seminars and/or conferences shall be authorized by their directors and shall follow out-of-state rules.

RULE XIX - COUNTY ADMINISTRATOR

The Board of Commissioners of Muskegon County, Michigan, hereby establishes the office of County Administrator and declares its intent to maintain the following policies regarding the Administrator's responsibilities:

Section 1 - Appointment

The County Administrator shall be appointed by the County Board of Commissioners to serve at the will of the Board, a majority of all the members elected and serving being required for appointment, suspension or removal.

The Administrator shall be appointed on the basis of merit, education and experience.

Section 2 - Powers and Duties

- A. The County Administrator shall be the chief administrative officer of the county and shall exercise all powers and functions of that office, as provided by law, shall be responsible to the Board of Commissioners for the proper administration of all affairs of those departments herein provided; and shall act on behalf of the Board of Commissioners for those departments which are under the general control of the Board of Commissioners.
- B. The Administrator shall appoint or discipline administrative officers (directors) except those officers (directors) described in Rule XV, Section 2 in accordance with Rule 7 of the Personnel Rules and the Statement of Policy, according to the following procedures.

1. Appointment

- a. The Administrator shall advertise vacancies according to procedures adopted by the Board of Commissioners.
- b. The Administrator shall recommend to the Ways & Means Committee of the Board of Commissioners the names of three candidates deemed most acceptable for the vacant position.
- c. The Board of Commissioners, or a designated committee, shall thereafter interview said candidates or such others as they deem necessary. The Administrator shall assist the committee during said interviews and offer advice as to the person best suited for said vacant position.

2. Discipline and Removal

The Administrator shall have the authority to discipline and/or terminate an administrative officer (Director) as provided in Rule XV, Section 6.

Section 3 - Review and Evaluation

Annually, at the anniversary date of the Administrator's hire into that position, the commission shall review and evaluate the job performance of the Administrator. The Administrator may be invited to attend, but in any event shall be furnished with a summary of the minutes of the session in a meeting with the Chairperson.

Section 4 - Termination

Understanding the unique relationship between the office of the Administrator and the Board of Commissioners, the Administrator fully understands that the condition of his appointment to the position of Administrator is at the pleasure of the Board of Commissioners and his tenure with the County may be terminated with or without cause by a majority vote of those elected and serving.

RULE XX - CORPORATE COUNSEL

The Board of Commissioners of Muskegon County, Michigan, hereby establishes the office of Corporate Counsel and declares its intent to maintain the following policies regarding the Corporate Counsel's responsibilities:

Section 1 - Appointment

The Corporate Counsel shall be appointed by and responsible to the County Board of Commissioners to serve at the will of the Board, a majority of all the members elected and serving being required for appointment, suspension or removal. If employed, the Corporate Counsel may appeal any such suspension or discharge pursuant to the procedures set forth in Rule XV, Section 6. However, the Board of Commissioners may elect not to employ counsel, but may request proposals from attorneys to provide services on an hourly or retainer basis.

The Corporate Counsel shall be appointed on the basis of merit, education and experience.

Section 2 - Powers & Duties

- A. The Corporate Counsel shall be the chief legal officer of the county and shall exercise all powers and functions of that office, as provided by law, shall be responsible to the Board of Commissioners for the proper administration of all legal affairs of all departments herein provided, and shall act on behalf of the Board of Commissioners for those departments which are under the general control of the Board of Commissioners.
- B. The Corporate Counsel shall provide monthly reports to the Board of Commissioners and the Administrator as to the status of all ongoing work and projects. The Corporate Counsel shall report to the Administrator on a day-to-day basis.

Section 3 - Termination

The Corporate Counsel shall serve at the pleasure and will of the Board of Commissioners and can be removed by a majority vote of those elected and serving.

RULE XXI - POLITICAL ACTIVITY

The County Administrator and directors shall not be involved, directly or indirectly with political activities involving County Commissioners or persons seeking such office.

This prohibition shall not abridge the employee's right to express an opinion concerning said individuals or to actively support other political candidates or parties, subject to no violation of the Hatch Act.

Such activities include use of employee's name or picture implying support or opposition, fund raising, financial support, or activities which may be construed by the general public as support or opposition for any person seeking or holding the position of County Commissioner.

No person holding the position of County Commissioner shall in any way coerce or demand support of the Administrator, directors, or any other County employees, and any such attempts shall be reported to the Administrator and the Chairperson of the Board.

STATEMENT OF POLICY

The Board of Commissioners of Muskegon County, Michigan hereby agrees to establish an office of the County Administrator and declares the intent to maintain the following policies regarding his/her responsibilities and its relationship with him/her.

- A. General duties and responsibilities of the Administrator shall be:
1. To prepare the annual budget and capital improvement program for submission to the Board of Commissioners and to direct and supervise the accounting and control functions necessary to ensure compliance with the budget as adopted by the Board.
 2. To serve as the chief professional advisor to the Board and to assist in securing specialized technical and professional consulting services as needed.
 3. To make such reports as the Board may require concerning operations of the county government and to prepare plans and programs for the Board's consideration in anticipation of future needs and services.
 4. To supervise and direct all county agencies and personnel under the jurisdiction of the Board of Commissioners.
 5. To serve as a representative of the Board of Commissioners in communications with autonomous county officers and board and with agencies of other federal, state, and local governmental agencies.
 6. To provide general supervision of the Department of Corporate Counsel.
- B. In order that the Administrator may exercise effectively the general duties and responsibilities listed in Rule XIX, the Board of Commissioners will, through motion or through the Chairperson of the Board of Commissioners:
1. Provide that he/she will attend all meetings of the Board (except when his/her own position and salary are to be discussed) and that he/she may participate in discussion of matters before the board but without a vote.
 2. Direct all committees under the jurisdiction of the Board to notify the Administrator of all meetings and to invite him/her to attend and participate in committee discussions.
 3. Assign to him/her the preparation of the agenda for meetings of the Board and its own members who wish to have matters placed on the agenda to submit their requests to him/her in advance.
 4. Adopt uniform personnel policies to be applied to County employees by the Administrator.
- C. To promote the coordination of all activities of the County, the Board of Commissioners will:
1. Invite statutory boards and committees to designate the Administrator as the administrative officer or otherwise work in close cooperation with his/her office.
 2. Encourage independently elected county officials to coordinate their work

with that of the Administrator and to meet with him/her periodically for the consideration of county programs and plans.

3. Invite other local units of government in the county to cooperate with the Administrator through the establishment of joint conference committees, coordinated procedures, and other arrangements that may be established.

D. The Administrator, in turn, will be expected to:

1. Work with the Board of Commissioners as a single body, except insofar as the Board may direct him/her to work with committees or statutory boards.
2. Keep the board fully advised of the financial condition and future needs of the county and make such recommendations concerning the affairs of the county as he/she deems appropriate.
3. Recognize at all times that he/she is accountable to the Board of Commissioners for the administration of its policies and programs and for his/her conduct as a responsible public official.
4. The Administrator will inform the Board in writing of any outside boards and/or committees on which he/she was asked to serve and accepted.

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, September 29, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Wally Reames of Central Assembly of God, 896 Home Street, Muskegon, MI. The Pledge of Allegiance was led by Vice Chair Cross and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Absent: None

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Interim Elections Coordinator
Doug Hughes, Corporate Counsel

2015-357 **APPROVAL OF THE AGENDA**

Moved by Commissioner Engle, seconded by Commissioner Cross, to approve the agenda with an addition to the Chairman's Report of Item F. Appointment to Airport Advisory Board.

Voice vote

Motion Carried

2015-358 **APPROVE THE MEETING MINUTES OF SEPTEMBER 8, 2015**

Moved by Commissioner Cross, seconded by Commissioner Wilkins, to approve the meeting minutes of September 8, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

The following audience members addressed the Board in support of Pound Buddies: Kathy Brubaker-Clarke, Pound Buddies Vice Chair; Bob Johnson of Shellcast Inc. who also read a statement of support from Senator Goeff Hansen; Loretta Sheehan; and Lynn Jazdzyk, Pound Buddies Chair.

COMMUNICATIONS

The following Communication items were presented to the Board.

- A. Bay County Board of Commissioners: Resolution in Support for the Waterfront Community Revitalization and Resiliency Act of 2015
- B. Oceana County Board of Commissioners: Resolution Recognizing September 17, 2015 as Constitution Day

COMMITTEE/BOARD REPORTS

2015-359 **APPROVE THE 2016 MUSKEGON COUNTY PARKS RATES AS PRESENTED**
CD/SP15/09-20

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to approve the 2016 Muskegon County Parks rates as presented.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-360 **APPROVE THE LOCATION CHANGE OF THE BOARD OF COMMISSIONERS**
COMMUNITY DEVELOPMENT/STRATEGIC PLANNING COMMITTEE
MEETING OF OCTOBER 15, 2015, TO FRUITLAND TOWNSHIP HALL, 4545
NESTROM ROAD, WHITEHALL, MICHIGAN

CD/SP15/09-21

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to approve the location change of the Board of Commissioners Community Development/ Strategic Planning Committee meeting of October 15, 2015, to Fruitland Township Hall, 4545 Nestrom Road, Whitehall, Michigan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-361 **AWARD THE BID FOR A FIVE YEAR CONTRACT FOR THE DELIVERY OF BULK DIESEL AND UNLEADED FUEL TO THE MUSKEGON AREA TRANSIT SYSTEM, MUSKEGON COUNTY AIRPORT, MUSKEGON COUNTY SOLID WASTE, AND MUSKEGON COUNTY WASTEWATER MANAGEMENT SYSTEM TO PETROLEUM TRADERS CORPORATION, PER THE TERMS AND CONDITIONS OF COUNTY OF MUSKEGON RFB 15-2189**

TR15/09-28

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to award the bid for a five year contract for the delivery of bulk diesel and unleaded fuel to the Muskegon Area Transit System, Muskegon County Airport, Muskegon County Solid Waste, and Muskegon County Wastewater Management System to Petroleum Traders Corporation, per the terms and conditions of County of Muskegon RFB 15-2189.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-362 **AUTHORIZE AN ADDITION OF \$11,110 TO THE CONSTRUCTION PROGRAM MANAGEMENT CONTRACT WITH FISHBECK, THOMPSON, CARR, AND HUBER AND \$1,444 TO THE ARCHITECTURAL SERVICES CONTRACT WITH URS CORPORATION, FOR NEW CONTRACT AMOUNTS OF \$107,862 AND \$267,803.11 FOR FTCH AND URS, RESPECTIVELY**

TR15/09-29

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to authorize an addition of \$11,110 to the Construction Program Management contract with Fishbeck, Thompson, Carr, and Huber and \$1,444 to the Architectural Services contract with URS Corporation, for new contract amounts of \$107,862 and \$267,803.11 for FTCH and URS, respectively.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-363 **AUTHORIZE MATS TO PREPARE FOR IMPLEMENTATION OF PROPOSED CHANGES TO THE MARC REGIONAL BUS ROUTE SERVICES, EFFECTIVE NOVEMBER 2, 2015, AND TO HOLD A PUBLIC HEARING AT THE OCTOBER 2015 MUSKEGON COUNTY BOARD OF COMMISSIONERS TRANSPORTATION COMMITTEE MEETING TO RECEIVE PUBLIC INPUT REGARDING THE SERVICE CHANGES**

TR15/09-30

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to authorize MATS to prepare for implementation of proposed changes to the MARC regional bus route services, effective November 2, 2015, and to hold a public hearing at the October 2015 Muskegon County Board of Commissioners Transportation Committee meeting to receive public input regarding the service changes.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-364 **AUTHORIZE THE PURCHASING DEPARTMENT TO ISSUE REQUEST FOR PROPOSALS, ON BEHALF OF THE AIRPORT, FOR THE DEVELOPMENT AND EXECUTION OF GENERAL MARKETING AND BRANDING CAMPAIGNS**

TR15/09-31

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to authorize the Purchasing Department to issue Request for Proposals, on behalf of the Airport, for the development and execution of general marketing and branding campaigns.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-365 **APPROVE THE LOCATION CHANGE OF THE BOARD OF COMMISSIONERS TRANSPORTATION COMMITTEE MEETING OF OCTOBER 15, 2015, TO FRUITLAND TOWNSHIP HALL, 4545 NESTROM ROAD, WHITEHALL, MICHIGAN**

TR15/09-32

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to approve the location change of the Board of Commissioners Transportation Committee meeting of October 15, 2015, to Fruitland Township Hall, 4545 Nestrom Road, Whitehall, Michigan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-366 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$9,621,191.86 COVERING THE PERIOD OF AUGUST 22, 2015 THROUGH SEPTEMBER 4, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/09-123

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to approve payment of the accounts payable of \$9,621,191.86 covering the period of August 22, 2015 through September 4, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-367 **AMEND THE CURRENT ADOPTED FY2015 BUDGET AS PRESENTED**

WM15/09-124

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to amend the current adopted FY2015 budget as presented. (see attached)

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-368 **ADOPT THE FY2016 COUNTY OF MUSKEGON APPROPRIATION ORDINANCE INCLUDING THE BUDGET AMENDMENTS, POSITION CHANGES, FY2016 EQUIPMENT ITEMS AND FY2016 CAPITAL PROJECTS, WHICH COLLECTIVELY REPRESENT THE IMPLEMENTATION OF THE COUNTY OF MUSKEGON'S FY2016 OPERATING BUDGET**

WM15/09-125

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to adopt the FY2016 County of Muskegon Appropriation Ordinance including the Budget Amendments, position changes, FY2016 Equipment Items and FY2016 Capital Projects, which collectively represent the implementation of the County of Muskegon's FY2016 Operating Budget.

Beth Dick, Finance Director/Assistant County Administrator noted there was an amendment to what had been approved at the Ways and Means Committee Meeting.

2015-369 **AMEND BUDGET AMENDMENTS 35 – 39 WHICH ARE SPELLED OUT IN THE ATTACHED AMENDMENTS**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to amend budget amendments 35 – 39 which are spelled out in the attached amendments. (see attached)

Roll Call on amendment:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Commissioners Nash, Hughes, and Chairman Sabo commended staff on their hard work on the budget and their efforts to avoid layoffs.

Roll Call on WM15/09-125 as amended:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-370 **AUTHORIZE MICHIGAN WORKS TO PURCHASE THEIR SHARE OF THE FURNITURE CURRENTLY INCLUDED IN THE TERRACE PLAZA BUILDING LEASE**

WM15/09-126

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to authorize Michigan Works to purchase their share of the furniture currently included in the Terrace Plaza building lease.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-371 **AUTHORIZE THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT DIRECTOR TO COLLABORATE WITH AND ACT AS THE NEWAYGO COUNTY EQUALIZATION DEPARTMENT DIRECTOR AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE AN AGREEMENT PREPARED BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT TO ACCOMMODATE THE AGREEMENT AND; APPROVE THE SALARY ADJUSTMENTS OF THE EQUALIZATION DIRECTOR POSITION FROM ND-0030 (\$35.719-\$45.487/HR) TO AN ND-0040 (\$41.956-\$52.42/HR) CHANGING THE TITLE OF THE POSITION TO MUSKEGON/NEWAYGO COUNTY EQUALIZATION DIRECTOR AND PLACE THE INCUMBENT AT STEP 5 OF THE NEW SALARY GRADE**

WM15/09-127

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to authorize the Muskegon County Equalization Department Director to collaborate with and act as the Newaygo County Equalization Department Director and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Muskegon County Equalization Department to accommodate the agreement and; approve the salary adjustments of the Equalization Director position from ND-0030 (\$35.719-\$45.487/hr) to an ND-0040 (\$41.956-\$52.42/hr) changing the title of the position to Muskegon/Newaygo County Equalization Director and place the incumbent at step 5 of the new salary grade.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-372 **APPROVE, PURSUANT TO SECTION 8 OF THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT (STATE OF MICHIGAN PUBLIC ACT 152 OF 2011), THE BOARD OF COMMISSIONERS OF THE COUNTY OF MUSKEGON HEREBY EXTENDS THE COUNTY'S EXEMPTION FROM THE REQUIREMENTS OF SAID ACT FOR AN ADDITIONAL YEAR THROUGH THE END OF FISCAL 2016, AND THAT 15 PERCENT OF THE MEDICAL BENEFIT PLAN'S PREMIUM EQUIVALENT AMOUNT SHALL BE DEDUCTED FROM COMPENSATION DUE TO EACH COVERED EMPLOYEE AND ELECTED PUBLIC OFFICIAL; AND THAT AUTHORIZATION BY THE EMPLOYEE OR ELECTED PUBLIC OFFICIAL FOR THE COUNTY TO MAKE THE DEDUCTION SHALL BE A CONDITION FOR ELIGIBILITY FOR THE MEDICAL BENEFIT PLAN**

WM15/09-128

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to approve, pursuant to Section 8 of the Publicly Funded Health Insurance Contribution Act (State of Michigan Public Act 152 of 2011), the Board of Commissioners of the County of Muskegon hereby extends the County's exemption from the requirements of said act for an additional year through the end of fiscal 2016, and that 15 percent of the medical benefit plan's premium equivalent amount shall be deducted from compensation due to each covered employee and elected public official; and that authorization by the employee or elected public official for the County to make the deduction shall be a condition for eligibility for the medical benefit plan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-373 **APPROVE THE CONTRACT WITH THE CITY OF MUSKEGON FOR THE MUSKEGON COUNTY HUMAN RESOURCES DEPARTMENT TO PROVIDE HUMAN RESOURCE FUNCTIONS FOR THE CITY OF MUSKEGON IN THE ANNUAL AMOUNT OF \$82,500 FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2018, \$83,700 FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 AND \$85,000 FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020 AND AUTHORIZE THE BOARD CHAIR AND COUNTY CLERK TO SIGN THE CONTRACT**

WM15/09-129

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to approve the contract with the City of Muskegon for the Muskegon County Human Resources Department to provide Human Resource functions for the City of Muskegon in the annual amount of \$82,500 for the period July 1, 2015 through June 30, 2018, \$83,700 for the period July 1, 2018 through June 30, 2019 and \$85,000 for the period July 1, 2019 through June 30, 2020 and authorize the Board Chair and County Clerk to sign the contract.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-374 **AUTHORIZE STAFF TO BID THE PROJECT FOR PLACEMENT OF A FIRE HYDRANT ON THE BACKSIDE OF THE BROOKHAVEN BUILDING**

WM15/09-130

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to authorize staff to bid the project for placement of a fire hydrant on the backside of the Brookhaven building.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-375 **AUTHORIZE THE BOARD CHAIR AND COUNTY CLERK TO SIGN AN OPERATING AGREEMENT WITH MUSKEGON COUNTY SHERIFF'S OFFICE TO REIMBURSE FOR MENTAL HEALTH SERVICES FROM HEALTHWEST FOR FISCAL YEAR 2016**

WM15/09-131

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioners Hughes, to authorize the Board Chair and County Clerk to sign an Operating Agreement with Muskegon County Sheriff's Office to reimburse for mental health services from HealthWest for Fiscal Year 2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-376 **APPROVE THE REVISED POLICY NO. 2006-195; CITIZEN APPOINTMENT/REAPPOINTMENT TO ADVISORY BOARDS/COMMITTEES AS AMENDED**

The Chairman recommends, moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the revised Policy No. 2006-195; Citizen Appointment/Reappointment to Advisory Boards/Committees as amended.

Voice vote

Motion Carried

2015-377 **APPROVE THE RESOLUTION IN SUPPORT OF A CLASS III CASINO OPERATION TO THE LITTLE RIVER BAND OF OTTAWA INDIANS WITHIN THE COUNTY OF MUSKEGON**

The Chairman recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the Resolution in Support of a Class III Casino Operation to the Little River Band of Ottawa Indians within the County of Muskegon. (see attached)

Voice vote

Motion Carried

Chairman Sabo announced that the United Way Employee Picnic will be held on Friday, October 9th at the Muskegon County Hall of Justice Building (outside at the former jail entrance) from 11:30 a.m. to 1:30 p.m.

Chairman Sabo noted the Upcoming Board Work Sessions:

- Tuesday, October 13th - County Dive Team (following Full Board)
- Tuesday, October 20th - Quality of Life Millage (following Ways & Means)

Chairman Sabo reminded Commissioners and audience members that the Community Development/Strategic Planning and Transportation Committee meetings will be held at 4:00 p.m. Fruitland Township Hall on Thursday, October 15th. (see attached map)

2015-378 **APPOINT RACHEL STEWART TO THE CHAMBER OF COMMERCE SLOT OF THE AIRPORT ADVISORY COUNCIL**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Lohman, to appoint Rachel Stewart to the Chamber of Commerce slot of the Airport Advisory Council.

Voice vote

Motion Carried

Commissioner Lohman noted that she is a former student.

Commissioner Hughes reported that she attended the Pioneer Park Harvest and Halloween Festival this past weekend and it was a great success.

Commissioner Hughes also rode on one of the boats for the mock plane crash Dive Team training exercise at Mona Lake which included multiple dive teams from other municipalities.

Chairman Sabo noted the Community Corrections Advisory will meet monthly for the remainder of the year and then will meet quarterly during 2016.

Commissioner Nash noted LCC has some remaining funds that require a Board motion to recommend funds be returned back to the County.

2015-379 **RECOMMEND THAT REMAINING LCC FUNDS BE RETURNED TO THE COUNTY BEFORE OCTOBER 1**

Moved by Commissioner Engle, seconded by Commissioner Nash, to recommend that remaining LCC funds be returned to the County before October 1.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Commissioner Hughes noted that Muskegon County Wastewater is the only Managed Waterfowl Unit on County property; all other units are on State property. A DNR grant has been applied for improvements to the Managed Waterfowl Unit at Wastewater and will hopefully be approved soon.

Commissioner Engle invited everyone to the Fair Board meeting tonight.

ADMINISTRATOR'S REPORT

2015-379 **AWARD THE BID FOR ANIMAL SHELTER SERVICES TO PUND BUDDIIES AND AUTHORIZE THE COUNTY ADMINISTRATOR TO NEGOTIATE THE CONTRACT AT THE FOLLOWING RATES: YEAR 1: \$140,000; YEAR 2: \$190,000; YEAR 3: \$325,000. FURTHERMORE, MOVE THAT THE INCREASE IN COST FOR ANIMAL SHELTER SERVICES OVER THE BUDGETED AMOUNT BE COVERED BY AN INCREASE ANIMAL LICENSE FEES TO BE BROUGHT FOR APPROVAL AT A LATER DATE**

The Administrator recommends, moved by Commissioner Lohman, seconded by Commissioner Mahoney, to award the bid for animal shelter services to Pound Buddies and authorize the County Administrator to negotiate the contract at the following rates:

Year 1:	\$140,000
Year 2:	\$190,000
Year 3:	\$325,000

Furthermore, move that the increase in cost for animal shelter services over the budgeted amount be covered by an increase animal license fees to be brought for approval at a later date.

Commissioner Hughes moved to amend the motion to include building improvements including replacing the roof and replacing the HVAC system.

The motion failed due to lack of a second.

Roll Call on motion as presented:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Discussion that other locations may be considered for Pound Buddies was presented so these things will be included in the negotiations of the contract.

Commissioner Scolnik inquired about the increase in dog license fees. Administrator Eisenbarth noted the fee would increase between \$3 and \$5.

OLD BUSINESS

Commissioner Scolnik referred to the MALMC announcement in Commissioner's mailboxes today and that their event conflicts with the October 15th meetings to be held at Fruitland Township. Commissioner Engle noted he will be attending a meeting regarding the Casino on that evening. Discussion ensued with a recommendation that Commissioners coordinate with Lisa Chalko, Administrative Coordinator and Board Liaison, regarding which event they will be attending on the 15th.

NEW BUSINESS

Commissioner Mahoney noted the Montague Pumpkin Roll will be held on October 30th.

PUBLIC COMMENT

Commissioner Nash thanked his Pastor, Pastor Wally, from Central Assembly. Commissioner Hughes noted he is her Pastor, too, and expressed appreciation for the different pastors providing the invocations at the Board Meetings.

2015-380 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:51 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, October 13, 2015

**MUSKEGON COUNTY
FY2016
BUDGET AMENDMENTS**

1. Remove Correction Officer position #O05044 from the proposed Sheriff Jail Operations budget and add position to the unfunded positions listing, reducing the proposed Sheriff Jail expenditure budget by \$62,627 from \$7,001,328 to \$6,938,701.
2. Add to the Public Improvement Fund (4930) budget \$50,000 for a consulting study for Hall of Justice 6th floor renovation plan, increasing the proposed expenditure budget from \$39 to \$50,039.
3. Decrease the MSU Extension budget by \$12,020 from \$183,328 to \$171,308 to reflect change in hours for contractual secretarial position from 40 hours per week to 32 hours per week.
4. Increase the Facilities Management Hall of Justice Operations budget by \$6,509 to include the equipment rent/revolving charge impact of one plow truck that was included in the FY2016 proposed budget capital improvement plan.

Change the recommendation in the new position listing for the Facilities Management Building Maintenance Mechanic II FT position from "Yes" to "No" and add a new "Building Maintenance Foreman/Master Electrician" position with a salary table/grade of GU-00290, to the new position listing with a recommendation of "Yes" for an impact from the original proposed budget of \$21,377.

These changes will result in increasing the Facilities Management Hall of Justice Operations budget by \$27,886 from \$1,112,142 to \$1,140,028.

5. It is anticipated that Muskegon County Equalization will enter into a 5-year contract to provide Equalization Services to Newago County beginning in fiscal year 2016. Therefore, due to the increased responsibilities of the Equalization Director, reclassify the Equalization Director position #Y22501 to a new position of Muskegon/Newago County Equalization Director at the salary table ND-00040. Increase the Equalization revenue budget by \$50,000 and increase the Equalization expenditure budget by \$15,715.

Increase the City of Muskegon Assessment revenue by \$7,500 for contract increase that will go into effect July 1, 2016.

Decrease the wage & fringe expenditure budget by \$26,930 due to a pending retirement from an employee taking the retirement incentive, various internal promotions, and the anticipated external hire from outside the County of the lowest position.

Add to the unfunded position listing Assessment Administration Clerk position #G09301 and decrease the wage & fringe expenditure budget by \$38,831. The duties of this position are going to be absorbed by Register of

Deeds staff in an effort to collaborate inter-departmentally and share staff to reduce costs. However, in order for this collaborative effort to work, Register of Deeds staff needs to acquire an assessment certification. Therefore, recommend the following Register of Deeds position reclassifications and labor distribution changes:

1. **From: Deeds Record Coordinator FT position #G31001**
GU-00240 \$15.77/hr – \$ 22.97/hr
1010-0236-70% / 2560-2360-30%

To: Deeds & Assessment Coordinator FT
GU-00245 \$16.48/hr – \$24.00/hr
1010-0236-63% / 2560-2360-37%

2. **From: Deeds Record Supervisor FT position #G31101**
GU-00175 \$14.62/hr - \$18.13/hr
1010-0236-80% / 2560-2360-20%

To: Deeds & Assessment Supervisor FT
GU-00185 \$15.28/hr - \$18.95/hr
1010-0236-72% / 2560-2360-28%

3. **From: Deeds Record Technician FT position #s G31201, G31202, G31203, G31204**
GU-00160 \$13.43/hr - \$16.69/hr
1010-0236-85% / 2560-2360-15%

To: Deeds & Assessment Technician FT (4)
GU-00165 \$14.03/hr – \$17.44/hr
1010-0236-78% / 2560-2360-22%

4. **Microfilm Records Technician position #G56101**
GU-00160 \$13.43/hr - \$16.69/hr
1010-0236-85% / 2560-2360-15%

To: Microfilm & Assessment Technician FT
GU-00165 \$14.03/hr - \$16.69/hr
1010-0236-78% / 2560-2360-22%

These changes will result in increasing the Equalization Department revenue budget by \$57,500 from \$934,944 to \$992,444 and decreasing the expenditure budget by \$50,046 from \$1,469,208 to \$1,419,162.

These changes will also result in increasing the expenditure in the Deeds Automation Fund (2560) budget by \$8,817.

6. Decrease the Prosecutor City of Muskegon expenditure budget by \$36 from \$36 to \$0, and further increase the Prosecutor Operations expenditure budget by \$36 from \$2,112,384 to \$2,112,420 for a net impact of \$0.

7. Increase the Sheriff Operations expenditure budget by \$55,700 to include the equipment rent/revolving charge impact of five SUV police package interceptors and two Detective vehicle replacements that were included in the FY2016 proposed budget capital improvement plan.
8. Add to the position deletions the following vacant Wastewater positions:
 - W27502 – Pretreatment Technician FT
 - W12501 – Irrigation Operator FT
 - W25004 – Operations Maintenance Mechanic FT

Adjust the following changes to the recommended capital improvement plan:

- Change PS#3 Improvements from \$570,000 to \$500,000
- Change Cell #2 Electrical Replacement from \$200,000 to \$1,060,000 and change source of funding from “Operating Funds” to “Bond Proceeds”
- Remove Keating Station Generator in the amount of \$70,000
- Add Montague Station Upgrade in the amount of \$1,100,000 under source of funding of “Bond Proceeds”

Further, adjust Wastewater Fund revenue budget by \$3,482,377 from \$21,002,127 to \$17,519,750, and adjust Wastewater expenditure budget by \$6,017,185 from \$23,111,001 to \$17,093,816.

9. Change the recommendation on the request for new position listing for the Family Court Services Specialist FT position from “No” to “Yes” and add to the position deletion list for Family Court a Court Support Specialist FT position #G27711. Further adjust the revenue and expenditure budget by \$8,223 from \$5,307,110 to \$5,298,887 to account for these position changes along with adjusting the estimated IV-D funding for other various line-item changes. These changes include adjusting funding for expenditures previously considered to be unallowable under the IV-D fund now considered allowable, and also adding the impact of the recently board approved contract agreement between Family Court and MGT of America for consulting services. Finally, due to administrative oversight in calculating grant reimbursement of expenditures, increase the General Fund contribution by \$21,114 from \$1,673,056 to \$1,694,170.
10. The original proposed Brookhaven Fund (2900) budget includes the assumption that a new Brookhaven Administrator would be hired at step 1, but upon further evaluation it was determined that this position would likely be filled at step 6 for 10 months of the fiscal year. Further, Pathways Consulting will continue to provide services until a new Brookhaven Administrator is hired. Other changes include reductions in wage & fringe estimates for the nursing division.

Change the recommendation on the position request for reclassification list for the Brookhaven Nursing Director Asst/BH FT position #X57502 and the RN Case Manager/BH FT position #N65503 from “No” to “Yes”. The increased cost is anticipated to be offset by an equivalent reduction in overtime costs.

As a result of these changes, increase the Brookhaven expenditure budget by \$56,385 from \$13,080,149 to \$13,136,534.

11. Add to the unfunded position list Clerk II position #G20007 and decrease the Dog Licensing/Animal Control expenditure budget by \$55,772 from \$435,308 to \$379,536.
12. Decrease State Probation revenues by \$162,000 from \$162,000 to \$0 and increase Circuit Court revenues by \$162,000 from \$2,275 to \$164,275. This will provide more useful and accurate reporting for Circuit Court as these revenues are directly related to expenditures incurred within the Circuit Court budget. This will have a net impact of \$0.
13. Add to the position deletion list the Family Counselor/Program Coordinator FT position #X37303 with a recommendation of "Yes". This position was established as part of the Mental Health Court planning grant that was approved by the Board of Commissioners in April 2014, but the position was never filled due to the decision to use contracted services for this grant.
14. Incorporate the following changes to the Child Care Fund (2920) budget:
 - Add to the position deletion list Youth Specialist Hourly position #G97001 and reduce the wage & fringe expenditure line-item detail by \$16,117.
 - Increase the Federal Food Contracts line-item from \$0 to \$120,000 and decrease the Food line-item for sundry items from \$92,000 to \$5,000. This is a net increase in expenditures of \$33,000 due to projected higher census with the capacity increase in the new Juvenile Transition Center of 22 residents in the former Whitehall location to 32 residents in the new location on South Campus. Further, increase the National Food Breakfast and Lunch program reimbursement by \$1,800 from \$12,200 to \$14,000 and by \$4,700 from \$22,300 to \$27,000 respectively. The reason for this change is that meal reimbursements will increase with the increased number of meals provided.

These adjustments result in the reduction in Child Care Fund (2920) revenues and expenditures by \$8,816 from \$9,054,029 to \$9,045,213. Further, reduce the General Fund appropriation to the Child Care fund by \$7,658 from \$4,331,653 to \$4,323,995.

15. Add to the Request for Position Funding Transfers for the Human Resources Department the following:
 - Human Resources Director position #Y23001

<u>From:</u>	<u>To:</u>
1010-0226-100%	1010-0226-50% / 6770-0203-50%

This will result in a decrease in the Human Resources General Fund expenditure budget of \$89,852 and a corresponding increase in the Insurance fund expenditure budget of \$89,852.

Further, the original proposed budget has the assumption that, with the regionalization of the Department of Employment & Training expected to occur in early FY2016, the Human Resources department would be moving out of Terrace Plaza back to the County South Campus complex into the Harris building. This planned move has been put on hold indefinitely. As such, increase various rental expenditure line-items in the Human Resources department in the General Fund by \$49,265; in the Insurance Fund #6770 by \$94,765 for the projected increased cost of rent for Human Resources.

Finally, increase the General Fund South Campus vacant space budget by \$33,750 from \$16,257 to \$50,007.

These adjustments result in increasing the expenditure budget in the General Fund South Campus vacant space budget by \$33,750 from \$16,257 to \$50,007, decreasing the expenditure budget for Human Resources by \$40,587 from \$421,834 to \$381,247, and increasing the Insurance fund expenditure budget by \$184,617 from \$23,894,442 to \$24,079,059.

16. Add to the funding transfer list the following Public Health positions:

1. Departmental Clerk position #G34022

<u>From:</u>	<u>To:</u>
2210-6416-100%	2210-6106-15%
	2210-6416-85%

2. Public Health Nurse position #H05003

<u>From:</u>	<u>To:</u>
2210-6312-25%	2210-6312-20%
2210-6313-75%	2210-6313-80%

3. Public Health Nurse position #H05027

<u>From:</u>	<u>To:</u>
2210-6311-100%	2210-6311-75%
	2210-6710-25%

4. Public Health Nurse position #H05017

<u>From:</u>	<u>To:</u>
2210-6416-75%	2210-6416-100%
2210-6710-25%	

5. Public Health Nurse position #H05029

<u>From:</u>	<u>To:</u>
2210-6312-25%	2210-6312-20%
2210-6313-75%	2210-6313-80%

6. Disease Investigation Specialist position #N27401

<u>From:</u>	<u>To:</u>
2210-6312-25%	2210-6312-15%
2210-6313-75%	2210-6313-85%

7. Disease Investigation Specialist position #N27402

<u>From:</u>	<u>To:</u>
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19. Decrease the Corporate Counsel expenditure budget by \$65,000 from \$265,000 to \$200,000 to assume less utilization of Corporate Counsel in FY2016.
20. Reduce Drain Commissioner budget by \$26,000 from \$394,635 to \$368,635. The at-large drain assessments proposed budget is \$110,000 but upon further evaluation, a new estimated amount of \$84,000 will be assumed for FY2016.
21. Increase the appropriation from the Tax Forfeiture Fund (5110) to the General Fund by \$300,000 from \$100,000 to \$400,000. This results in the increase in the revenue in the Treasurer budget by \$300,000 from \$34,364,814 to \$34,664,814, and an increase to the Tax Forfeiture expenditure budget by \$300,000 from \$620,791 to \$920,791.
22. Decrease the Miscellaneous Contingency budget by \$100,000 to assume a reduction in offsite storage costs by renovating jail annex and bringing records in-house, and consolidate/rebid office supplies, shredding and other county-wide expenses.
23. Add Circuit Court Clerk position #G19503 to the unfunded position listing and decrease the Circuit Court Records budget by \$19,813 from \$545,069 to \$525,256. The duties will be absorbed by the Drain Commissioner staff in an effort to collaborate inter-departmentally and share staff to reduce costs.
24. Increase Public Defender revenue budget by \$100,000 from \$99,250 to \$199,250. Legislative sources have indicated that there is a possibility of available state funding that could help defray the increased cost of the Public Defender office. Therefore, the assumption is being made that the County will receive some additional funding.
25. Add reimbursement revenue to the Fairgrounds Training Center budget in the amount of \$20,000 per a new lease agreement that calls for reimbursement of annual maintenance costs.
26. The Register of Deeds has agreed to utilize funds out of his Deeds Automation Fund (2560) to offset the cost of the ECM project that is included in the IT Rate Study allocation charge to the General Fund. According to the IT Rate Study performed by outside consultant MGT, the total ECM project charges for FY2016 to the General Fund is \$254,177. Therefore, reduce the IT Support Chargebacks line item in the General Fund Miscellaneous Contingency budget by \$254,177 and increase the line-item IT Support Chargebacks line-item to the Deeds Automation Fund by \$254,177.
27. The Family Court division has thousands of child support cases that require additional staff time to provide enforcement and collection efforts. The Family Court and the Sheriff's Road Patrol division have joined in a collaborative effort whereby Road Patrol deputies will take one day a month to serve bench warrants and make arrests on child support enforcement cases. The time that these deputies spend providing these child support enforcement duties can be reimbursed at 66% by Title IV-D funding. It is estimated that this collaborative effort will save the General Fund

approximately \$57,000. Therefore, reduce the Salary and Fringe line item in the Sheriffs Operations budget (1010-0301-701.000) by \$57,000. This change along with the change proposed in amendment #7 will decrease the Sheriff Road Patrol budget from \$3,795,254 to \$3,793,954.

28. In an effort to provide versatility and collaboration between departments, provide for more equal workload distribution among support staff, and reduce costs, the Prosecutor recently requested and the Board approved the reclassification of four Departmental Clerk positions within the Prosecutor's Department to Legal Secretary positions. This will allow Prosecutor support staff to receive Title IV-D funding that will generate an overall cost savings to the General Fund. This collaborative approach will reduce costs, but equally important, it will provide a valuable service to the children of Muskegon County in the establishment and enforcement of child support. It is estimated that this collaborative effort will save the General Fund approximately \$19,133. Therefore, reduce the Prosecutor expenditure budget by \$19,133 from \$2,112,420, which includes the impact of amendment #6, to \$2,093,287.
29. With the recent changes made due to the enactment of the Affordable Care Act with regards to the Disproportionate Share Hospital Program within the Public Health Department, the federal Disproportionate Share (DHS) match is no longer available. The Board of Commissioners recently approved the discontinuation of the Disproportionate Share Hospital Program to be replaced by the Community Health Improvement Program for the continuation of services to the lower income working in Muskegon County. Therefore, add a balanced revenue and expenditure budget for the Community Health Improvement Fund #2217 in the amount of \$964,000.
30. Add a budget in the amount of \$120,779 for the estimated General Fund impact of the retirement incentive approved by the Board on July 28, 2015. Further, increase the appropriation from the Delinquent Tax Revolving (5164) by \$120,779 for a net impact of zero to the General Fund.
31. Per Board action on August 25, 2015, add a revenue and expenditure budget of \$20,000 for the "Sustainable Muskegon" grant to the Sustainability fund (2261-5283).
32. Include the impact of the new accounting standard GASB 68 *Accounting and Financial Reporting for Pensions* for all Enterprise and Internal Service funds. This new requirement involves recording the difference between the County's pension liability and its pension assets which is called a net pension liability. It also requires the recording of the anticipated change in net pension liability from year to year as an expense. A new expense line item 718.002 was added to the following funds:
 - a. Brookhaven (fund 2920) - \$529,814
 - b. Tax Forfeitures (fund 5110) - \$5,794
 - c. 2013 Delinquent Tax (fund 5163) - \$365
 - d. 2014 Delinquent Tax (fund 5164) - \$8,638
 - e. Solid Waste (fund 5710) - \$81,058
 - f. Airport (fund 5810) - \$48,726

- g. Transit (fund 5880) - \$112,578
- h. Regional Water (fund 5910) - \$15,625
- i. Wastewater (fund 5920) - \$436,289
- j. Office Services (fund 6330) - \$10,407
- k. South Campus (fund 6340) - \$6,978
- l. IT Services ISF (fund 6680) - \$35,697
- m. Insurance (fund 6770) - \$40,522

The above amounts have been added to the respective budgets without an offsetting revenue source. Departments will need to make the determination if there are other funding opportunities through state and federal programs and fees that can be utilized to offset this additional expense.

- 33. Reduce the Miscellaneous Contingency budget by \$1,299,547 for the total impact the General Fund budget amendments that have been identified since the distribution of the budget to the Board on August 6th. This reduces the original budget balancing amount from \$2,155,379 to \$855,832 that has yet to be identified. There are several other budget balancing strategies that are being analyzed and researched but are not yet finalized. As these strategies develop they will be brought to the Board as a budget amendment.
- 34. All changes in the above amendments result in the General Fund (1010) revenues and expenditures increasing by \$598,279 from \$44,718,366 to \$45,316,645. The amended All Funds revenues are decreasing by \$2,010,159 from \$219,342,619 to \$217,332,460 and All Funds expenditures are decreasing by \$2,244,679 from \$229,306,246 to \$227,061,567.

Amendments added by staff on 09/23/15:

- 35. On the Request for Reclassification listing, change the recommendation from “yes” to “no” for the Deeds Record Coordinator position #G31001, the Deeds Record Supervisor position #G31101, the Microfilm Technician position #G56101, and the Deeds Record Technician position #s G31201, G31202, G31203, and G31204. Further, reduce the Deeds Automation fund expenditure budget by the \$8,817 referenced in amendment #5 and change the funding transfer requests for these positions back to the funding in the original FY2016 proposed budget as follows:

Deeds Record Supervisor #G31101
1010-0236-75% / 2560-2360-25%

Deeds Record Coordinator #G31001
1010-0236-65% / 2560-2360-35%

Deeds Record Technician #G31201, G31202, G31203, G31204
1010-0236-80% / 2560-2360-20%

Microfilm Record Technician #G56101
1010-0236-80% / 2560-2360-20%

36. Add to the New Position listing an Assessment Administration Clerk hourly position and add \$16,029 to the Equalization expenditure budget.
37. Include in the Regional Water Fund (5910) a depreciation expenditure budget in the amount of \$436,772 that was not included in the original budget request due to staff oversight.
38. Increase the Miscellaneous Contingency budget by \$16,029 for the total impact the General Fund budget amendments that have been identified since the Ways & Means Committee meeting held on September 15th. This increases the budget balancing amount from \$855,832 to \$871,861 that has yet to be identified. There are several other budget balancing strategies that are being analyzed and researched but are not yet finalized. As these strategies develop they will be brought to the Board as a budget amendment.
39. All changes in the above amendments result in the General Fund (1010) revenues and expenditures remaining unchanged at \$45,316,645. The amended All Funds revenues are remaining unchanged at \$217,332,460 and All Funds expenditures are increasing by \$427,955 from \$227,061,567 to \$227,489,522.

FY2016 BUDGET - REQUEST FOR NEW POSITION

Department	Classification	Hourly Salary Range	Salary/Fringe Costs		Recommendation
			General	Other	
Airport	Airport Operations & Maint. Supervisor FT	\$16.609 - \$21.048/hr NO-00210		\$56,777	No
District Court	Court Clerk FT	\$11.382 - \$16.846/hr TBD	\$42,600		No
Equalization	Assessment Administration Clerk Hrly	\$11.39 - \$14.01/hr GU-00070	\$16,029		Yes
Family Court	Court Services Specialist FT	\$11.95 - \$17.42/hr GU-00170	\$21,945	\$42,598	Yes
Transit / MATS	Customer Care Representative Hourly (2 positions)	\$10.73 - 15.21/hr GU-00110		\$30,216	No
	Transit Procurement Compliance Specialist FT	\$15.095 - \$19.149/hr NO-00180		\$53,539	No
Facilities Management	Building Maintenance Mechanic II FT	\$13.83 - \$19.81/hr GU-00200	\$51,916		No
	Bldg Maintenance Foreman/Master Electrician FT	\$21.05 - \$26.65/hr GU-00290	\$73,805		Yes
	Building Maintenance Mechanic I Hourly	\$11.64 - \$16.60/hr GU-00150	\$15,991		No
	Facilities Manager 1010-0265 60% 5710-0526 10% 5920-5060 30%	\$26.653 - \$33.835/hr NX-00310	\$49,262	\$32,841	No

FY2016 BUDGET - REQUEST FOR RECLASSIFICATION

Department	Present Classification/Hourly Salary Range	Requested Classification/Hourly Salary Range	Increased Cost		Recommendation
			General	Other	
Equalization	Equalization Director FT - Y22501 \$35.79 - \$45.487/hr (ND-00030)	Muskegon/Newago County Equalization Dir FT \$41.956 - \$52.42/hr (ND-00040)	\$15,715		Yes
Transit / MATS	Paratransit Operator HR - G57505 \$10.73 - \$15.21/hr (GU-00110)	Transit Attendant HR - \$10.73 - \$15.21/hr (GU-00110)		\$0	Yes
Solid Waste / Regional Water	Departmental Clerk FT - G34005 \$11.19 - \$15.90/hr (GU-00138)	Public Works Administrative Support Specialist \$12.67 - \$18.94/hr (GU-00180)		\$8,091	No
Regional Water	Account Clerk II FT - G02013 \$11.19 - \$15.90/hr (GU-00138)	Regional Water System Specialist FT - \$14.62 - \$18.13/hr (GU-00175)		\$4,869	No
Brookhaven	Nursing Director Asst/BH FT - X57502 \$24.257 - \$30.745/hr (NX-00290)	RAI Coordinator - X57502 \$22.785 - \$30.528/hr (NX-00288)		\$0	Yes to be offset by overtime reduction
	RN Case Manager/BH FT - N65503 \$22.052 - \$27.966 (NO-00310)	MDS Nurse - Certified - N65503 \$23.135 - \$29.322 (NX-00280)		\$0	Yes to be offset by overtime reduction
County Clerk	County Clerk II FT - G20015 \$11.39 - \$14.01/hr (GU-00070)	Deputy County Clerk - G20015 \$11.19 - \$15.90 (GU-00138)	\$1,397		No
	County Clerk II FT - G20036 \$11.39 - \$14.01/hr (GU-00070)	Deputy County Clerk - G20015 \$11.19 - \$15.90 (GU-00138)	\$5,198		No
	County Clerk II FT - G34019 \$11.39 - \$14.01/hr (GU-00070)	Deputy County Clerk - G20015 \$11.19 - \$15.90 (GU-00138)	\$0		No
	Circuit Court Clerk FT - G19501 \$11.19 - \$15.90/hr (GU-00138)	Circuit Court Liaison FT - G19501 \$15.10 - \$21.62 (GU-00230)	\$1,799		No
	Circuit Court Clerk FT - G19507 \$11.19 - \$15.90/hr (GU-00138)	Circuit Court Liaison FT - G19507 \$15.10 - \$21.62 (GU-00230)	\$1,448		No
	Circuit Court Clerk FT - TBD #1 \$11.19 - \$15.90/hr (GU-00138)	Circuit Court Liaison FT - TBD #1 \$15.10 - \$21.62 (GU-00230)	\$1,799		No
	Circuit Court Clerk FT - TBD #2 \$11.19 - \$15.90/hr (GU-00138)	Circuit Court Liaison FT - TBD #2 \$15.10 - \$21.62 (GU-00230)	\$1,799		No
Register of Deeds	Deeds Record Coordinator FT - G31001 \$15.770 - \$22.97/hr (GU-00240)	Deeds & Assessment Coordinator FT \$16.48 - \$24.00/hr (GU-00245) (see also funding transfers)		\$1,084	No
	Deeds Record Supervisor FT - G31101 \$14.62 - \$18.130/hr (GU-00175)	Deeds & Assessment Super FT \$15.28 - \$18.95/hr (GU-00185) (see also funding transfers)		\$2,090	No
	Deeds Record Technician FT - GG31201, G31202, G31203, G31204 \$13.43 - \$16.69/hr (GU-00160)	Deeds & Assessment Technician FT \$14.03 - \$17.44 (GU-00165) (see also funding transfers)		\$4,325	No
	Microfilm Records Technician FT - G56101 \$13.43 - \$16.69/hr (GU-00160)	Microfilm & Assessment Technician FT \$14.03 - \$17.44 (GU-00165) (see also funding transfers)		\$1,319	No

FY2016 BUDGET - REQUEST FOR SALARY ADJUSTMENT

Department	Present Classification/Hourly Salary Range	Requested Salary Range	Increased Cost		Recommendation
			General	Other	
District Court	Probation Officer/DC FT - N55005 \$19.491 - \$24.683/hr (NO-00260)	\$21.05 - \$26.652/hr	\$4,431		No
	Sobriety Court Case Mgr FT - N73801 \$16.609 - \$21.048/hr (NO-00210)	\$19.491 - \$24.683/hr	\$7,645		No
	Specialty Court Case Mgr FT - N73901 \$16.609 - \$21.048/hr (NO-00210)	\$19.491 - \$24.683/hr	\$6,490		No
Family Court	Court Officer FT - G27316 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$543	\$1,629	No
	Court Officer FT - G27314 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,650	\$1,650	No
	Court Officer FT - G27313 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,650	\$1,650	No
	Court Officer FT - G27312 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,650	\$1,650	No
	Court Officer FT - G27311 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,650	\$1,650	No
	Court Officer FT - G27310 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,650	\$1,650	No
	Court Officer FT - G27309 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,931	\$1,370	No
	Court Officer FT - G27308 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,551	\$1,551	No
	Court Officer FT - G27307 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,122	\$2,179	No
	Court Officer FT - G27306 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$0	\$3,301	No
	Court Officer FT - G27305 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,122	\$1,979	No
	Court Officer FT - G27304 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,921	\$887	No
	Court Officer FT - G27303 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,284	\$1,285	No
	Court Officer FT - G27302 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,224	\$1,225	No
	Court Officer FT - G27301 \$17.23 - \$24.72/hr (GU-00250)	additional step to existing salary table	\$1,599	\$1,599	No
	Court Services Specialist FT - G27515 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,197	\$1,043	No
Court Services Specialist FT - G27514 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,207	\$1,051	No	
Court Services Specialist FT - G27513 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,061	\$1,179	No	
Court Services Specialist FT - G27512 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,929	\$3,146	No	
Court Services Specialist FT - G27511 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,544	\$554	No	

FY2016 BUDGET - REQUEST FOR SALARY ADJUSTMENT

Department	Present Classification/Hourly Salary Range	Requested Salary Range	Increased Cost		Recommendation
			General	Other	
	Court Services Specialist FT - G27511 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27510 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27509 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27508 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$1,544	\$554	No
	Court Services Specialist FT - G27507 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27506 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27505 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27503 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
	Court Services Specialist FT - G27502 \$11.95 - \$17.42/hr (GU-00170)	additional step to existing salary table	\$783	\$1,520	No
Solid Waste	Solid Waste Operator FT - W32601 \$16.03 - \$19.46/hr (WW-00080)	\$16.64 - \$20.17/hr (WW-00090)		\$1,016	No
	Solid Waste Account Clerk II FT - W37501 \$12.95 - \$15.94/hr (WW-00050)	\$14.87 - \$17.96/hr (WW-00060)		\$4,822	No
Register of Deeds	Deeds Record Supervisor FT - G31101 \$14.62 - \$18.13/hr (GU-00175) (Note: Request also includes Funding Transfer)	\$15.10 - \$21.62/hr (GU-00230)		\$1,968	No
	Deeds Record Coordinator FT - G31001 \$15.77 - \$22.97/hr (GU-00240) (Note: Request also includes Funding Transfer)	\$17.23 - \$24.72/hr (GU-00250)		\$2,159	No
	Deeds Record Technician FT - G31201 \$13.43 - \$16.69/hr (GU-00160) (Note: Request also includes Funding Transfer)	\$13.83 - \$19.81/hr (GU-00200)		\$1,518	No
	Deeds Record Technician FT - G31204 \$13.43 - \$16.69/hr (GU-00160) (Note: Request also includes Funding Transfer)	\$13.83 - \$19.81/hr (GU-00200)		\$1,170	No
	Deeds Record Technician - G31202 \$13.43 - \$16.69/hr (GU-00160) (Note: Request also includes Funding Transfer)	\$13.83 - \$19.81/hr (GU-00200)		\$1,170	No
	Deeds Record Technician - G31203 \$13.43 - \$16.69/hr (GU-00160) (Note: Request also includes Funding Transfer)	\$13.83 - \$19.81/hr (GU-00200)		\$1,170	No
	Microfilm Record Technician - G56101 \$13.43 - \$16.69/hr (GU-00160) (Note: Request also includes Funding Transfer)	\$13.83 - \$19.81/hr (GU-00200)		\$1,165	No
Treasurer	Land Bank Coordinator FT - X48701 \$21.048 - \$26.653/hr (NX-00220)	\$21.048 - \$26.653/hr (NX-00220)		\$8,087	No No range adjustment; Requesting change Incumbent from Step 2 to Step 5
Brookhaven	Staff Development Coord - FT N77001 \$21.679 - \$27.453/hr (NO-00295)	\$23.135 - \$29.822/hr (NX-00280)		\$3,432	No

FY2015 BUDGET - REQUEST FOR FUNDING TRANSFER

Department	Position	Present Funding	Requested Funding	Recommendation
Clerk	CPL/Jury Clerk FT - G27901	1010-0215-100%	1010-0215-50% 1010-0145-50%	Yes
Information Systems	Courts & Public Safety Systems Manager FT - X21601	6680-0228 - 100%	1010-0136 - 50% 6680-0228 - 50%	Yes
	On-Base Administrator FT - X72601	6680-0228 - 100%	6680-2975 - 100%	Yes
	Automation/Controls Project Mgr FT - X08701 Effective 05/04/15	5920-5040 - 100%	6680-0228 - 100%	Yes
Veteran Affairs	Veterans Services/Program Coordinator FT - X92801	2930-8940 - 100%	1010-0171 - 100%	Yes

FY2016 BUDGET - REQUEST FOR FUNDING TRANSFER

Department	Position	Present Funding	Requested Funding	Recommendation
Family Court	Court Officer FT - G27316	2150-0167-50% 2920-0152-50%	2150-0149-50% 2920-0152-50%	Yes SEED Grant Ending
	Court Officer FT - G27309	2150-0167-100%	2150-0142-50% 2920-0152-25% 2150-0149-25%	Yes SEED Grant Ending
Human Resources	Human Resources Director - Y23001	1010-0226-100%	1010-0226-50% 6770-0203-50%	Yes
Public Health	Departmental Clerk FT - G34022	2210-6416-100%	2210-6106-15% 2210-6416-85%	Yes
	Public Health Nurse FT - H05003	2210-6312-25% 2210-6313-75%	2210-6312-20% 2210-6313-80%	Yes
	Public Health Nurse FT - H05027	2210-6311-100%	2210-6311-75% 2210-6710-25%	Yes
	Public Health Nurse FT - H05017	2210-6416-75% 2210-6710-25%	2210-6416-100%	Yes
	Public Health Nurse FT - H05029	2210-6312-25% 2210-6313-75%	2210-6312-20% 2210-6313-80%	Yes
	Disease Intervention Specialist FT - N27401	2210-6312-25% 2210-6313-75%	2210-6312-15% 2210-6313-85%	Yes
	Disease Intervention Specialist FT - N27402	2210-6312-25% 2210-6313-75%	2210-6312-15% 2210-6313-85%	Yes
	Fiscal Technician/PH FT - N34101	2210-6100-10%	2210-6100-80% 2210-6106-20%	Yes
	Public Health Educator FT - N57006	2210-6810-5% 2210-6811-95%	2210-6811-100%	Yes
	Public Health Educator FT - N57004	2210-6440-10% 2210-6811-90%	2210-6811-100%	Yes
Prosecutor	PH Operations Manager FT - X77601	2210-6106-10% 2210-6413-90%	2210-6106-20% 2210-6413-80%	Yes
	Departmental Clerk FT - G34001	1010-0227-60% 1010-0229-40%	1010-0229-100%	Yes Ordinance Violation contract w/ City of Muskegon ends 09-30-15
	Assistant Prosecutor I FT - X08003	1010-0227-100%	1010-0229-100%	Yes Ordinance Violation contract w/ City of Muskegon ends 09-30-15
Register of Deeds	Deeds Record Supervisor - G31101 (Note: See also Request for Reclassification)	1010-0236 80% 2560-2360 20%	1010-0236 75% 2560-2360 25%	Yes
	Deeds Record Coordinator - G31001 (Note: See also Request for Reclassification)	1010-0236 70% 2560-2360 30%	1010-0236 65% 2560-2360 35%	Yes
	Deeds Record Technician - G31201 (Note: See also Request for Reclassification)	1010-0236 85% 2560-2360 15%	1010-0236 80% 2560-2360 20%	Yes
	Deeds Record Technician - G31204 (Note: See also Request for Reclassification)	1010-0236 85% 2560-2360 15%	1010-0236 80% 2560-2360 20%	Yes
	Deeds Record Technician - G31202 (Note: See also Request for Reclassification)	1010-0236 85% 2560-2360 15%	1010-0236 80% 2560-2360 20%	Yes

FY2016 BUDGET - REQUEST FOR FUNDING TRANSFER

Department	Position	Present Funding	Requested Funding	Recommendation
	Deeds Record Technician - G31203 (Note: See also Request for Reclassification)	1010-0236 85% 2560-2360 15%	1010-0236 80% 2560-2360 20%	Yes
	Microfilm Record Technician - G56101 (Note: See also Request for Reclassification)	1010-0236 85% 2560-2360 15%	1010-0236 80% 2560-2360 20%	Yes
HealthWest	Manager of Adult Comm Based Services FT - X53201	2220-7132 30% 2220-7137 14% 2220-7146 14% 2220-7148 14% 2220-7324 14% 2220-7343 14%	2220-7137 25% 2220-7146 25% 2220-7148 25% 2220-7324 25%	Yes
Treasurer	Treasurer - E10001	1010-0253-100%	1010-0253-75% 5500-2550-25%	Yes
	Deputy County Treasurer FT - X26501	1010-0253 - 85% 5110-1013 - 15%	1010-0253 - 75% 5110-1014 - 15% 5500-2550 - 10%	Yes
	Property Tax Specialist FT - N55701	5110-1013 - 85% 1010-0421 - 15%	5110-1014 - 85% 1010-0421 - 15%	Yes
	Property Tax Technician FT - G62401	5164-2014 - 85% 1010-0421 - 15%	5165-2015 - 85% 1010-0421 - 15%	Yes
	Property Tax Technician FT - G62402	5164-2014 - 85% 1010-0421 - 15%	5165-2015 - 85% 1010-0421 - 15%	Yes
	Property Tax Technician FT - G62403	5164-2014 - 85% 1010-0421 - 15%	5165-2015 - 85% 1010-0421 - 15%	Yes
	Property Tax Technician FT - G62404	5164-2014 - 85% 1010-0421 - 15%	5165-2015 - 85% 1010-0421 - 15%	Yes

FY2016 BUDGET - POSITION DELETIONS

Department	Position #	Position Classification	Status	GF	Other	Recommendation
Convention/Visitors Bureau	N80004	Tourism Info Aide-Hourly Temp	Vacant		(3,822)	Yes
	N80005	Tourism Info Aide-Hourly Temp	Vacant		(3,822)	Yes
Family Court	G27711	Court Support Specialist FT	Vacant	(20,409)	(39,618)	Yes
	X37303	Family Counselor/Program Coordinator FT	Vacant	0	0	Yes
Juvenile Transition Center	G97001	Youth Specialist Hrlly	Vacant	(8,208)	(8,208)	Yes
Residential Energy Efficiency Prgm	N56001	Project Specialist/Grants Hourly	Vacant	(20,308)		Yes
HealthWest	M03001	Mental Hlth Aid-Skills Bld FT	Filled		(44,975)	Yes
	M03002	Mental Hlth Aid-Skills Bld FT	Filled		(54,568)	Yes
	M03009	Mental Hlth Aid-Skills Bld FT	Filled		(54,568)	Yes
	M03013	Mental Hlth Aid-Skills Bld FT	Vacant		(46,189)	Yes
	M03018	Mental Hlth Aid-Skills Bld FT	Vacant		(28,768)	Yes
	M03019	Mental Hlth Aid-Skills Bld FT	Filled		(54,713)	Yes
	M03022	Mental Hlth Aid-Skills Bld FT	Filled		(44,975)	Yes
	M03023	Mental Hlth Aid-Skills Bld FT	Filled		(54,568)	Yes
	M03024	Mental Hlth Aid-Skills Bld FT	Filled		(54,568)	Yes
	M03027	Mental Hlth Aid-Skills Bld FT	Filled		(54,713)	Yes
	M03029	Mental Hlth Aid-Skills Bld FT	Filled		(54,568)	Yes
	M03032	Mental Hlth Aid-Skills Bld FT	Vacant		(42,135)	Yes
	M03036	Mental Hlth Aid-Skills Bld FT	Vacant		(42,186)	Yes
	M03037	Mental Hlth Aid-Skills Bld FT	Filled		(51,758)	Yes
	M03039	Mental Hlth Aid-Skills Bld FT	Filled		(44,975)	Yes
	M03040	Mental Hlth Aid-Skills Bld FT	Vacant		(54,568)	Yes
	M03044	Mental Hlth Aid-Skills Bld FT	Vacant		(35,311)	Yes
	M03050	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	M03051	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	M03052	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	M03053	Mental Hlth Aid-Skills Bld Hry	Vacant		(16,134)	Yes
	M03054	Mental Hlth Aid-Skills Bld Hry	Vacant		(15,256)	Yes
	M03055	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	M03057	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	M03058	Mental Hlth Aid-Skills Bld Hry	Vacant		(16,134)	Yes
	M03059	Mental Hlth Aid-Skills Bld Hry	Vacant		(15,256)	Yes
M03060	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes	

FY2016 BUDGET - POSITION DELETIONS

Department	Position #	Position Classification	Status	GF	Other	Recommendation
	M03061	Mental Hlth Aid-Skills Bld Hry	Vacant		(16,134)	Yes
	M03062	Mental Hlth Aid-Skills Bld Hry	Filled		(15,256)	Yes
	X56701	Northern Operations Supervisor	Vacant		(85,549)	Yes
	X84701	Skill Bldg/Com Integration Spr	Filled		(69,996)	Yes
	X84702	Skill Bldg/Com Integration Spr	Vacant		(47,623)	Yes
	M02801	Mental Hlth Aide-Residential FT	Filled		(37,793)	Yes
	M02802	Mental Hlth Aide-Residential FT	Filled		(42,184)	Yes
	M02803	Mental Hlth Aide-Residential FT	Filled		(47,334)	Yes
	M02804	Mental Hlth Aide-Residential FT	Filled		(45,027)	Yes
	M02805	Mental Hlth Aide-Residential FT	Filled		(26,889)	Yes
	M02806	Mental Hlth Aide-Residential FT	Filled		(50,469)	Yes
	M02807	Mental Hlth Aide-Residential FT	Filled		(43,593)	Yes
	M02808	Mental Hlth Aide-Residential Hourly	Filled		(16,134)	Yes
	M02809	Mental Hlth Aide-Residential Hourly	Filled		(15,256)	Yes
	M02810	Mental Hlth Aide-Residential Hourly	Filled		(16,134)	Yes
	M02811	Mental Hlth Aide-Residential Hourly	Filled		(17,274)	Yes
	M02812	Mental Hlth Aide-Residential Hourly	Filled		(15,256)	Yes
	M02813	Mental Hlth Aide-Residential Hourly	Filled		(15,256)	Yes
	M02814	Mental Hlth Aide-Residential Hourly	Filled		(16,561)	Yes
	N69012	Resident Care Supervisory/Hourly	Vacant		(23,630)	Yes
	N69101	Resident Care Supervisor II	Filled		(39,383)	Yes
MSU Extension	N04015	Administrative Secretary FT	Vacant	(67,850)		Yes
Public Health	X19101	Community Services Supervisor FT	Filled	(93,104)		Yes
	N57001	Public Health Educator FT	Filled	(69,476)		Yes
	N57002	Public Health Educator FT	Filled	(61,591)		Yes
Sheriff	G05501	Activity Coord - Jail 30 Hrs	Vacant	(31,883)		Yes
Wastewater	W33501	WW Utility Worker IV-FT	Vacant		(71,977)	Yes
	W27502	Pretreatment Technician FT	Vacant		(60,603)	Yes
	W12501	Irrigation Operator FT	Vacant		(58,572)	Yes
	W25004	Operations Maintenance Mechanic FT	Vacant		(61,787)	Yes

FY2016 BUDGET - UNFUNDED POSITIONS

Department	Position #	Position Classification	Status	GF	Other	Comments	
Airport	N07501	Airport Maintenance Supervisor FT	Vacant	currently unfunded		Yes	
Clerk	N30501	Elections Coordinator FT	Vacant	(\$78,885)		Yes	
Clerk-Circuit Court Records	G19503	Circuit Court Clerk FT	Vacant	(\$19,813)		Yes	
Emergency Services	T05501	Emergency Svcs Specialist/Hrly	Vacant	currently unfunded		Yes	
Equalization	G09301	Assessment Administration Clerk FT	Vacant	(\$38,830)		Yes	
Family Court	G19303	Child Support Specialist FT	Vacant	currently unfunded		Yes	
	G27504	Court Services Specialist FT	Vacant	currently unfunded		Yes	
	G27501	Court Services Specialist FT	Vacant	currently unfunded		Yes	
	G35501	Family Court Transport Officer FT	Vacant	currently unfunded		Yes	
	G93001	Word Processing Coordinator FT	Vacant	currently unfunded		Yes	
	N33701	Family Court Project Manager FT	Vacant	currently unfunded		Yes	
	G01007	Account Clerk I FT	Vacant	currently unfunded		Yes	
	G36101	FOC Caseworker II FT	Vacant	currently unfunded		Yes	
	X40501	FOC Chief Enforcement Officer FT	Vacant	currently unfunded		Yes	
	Family Court - Child Care Fund	X42202	Grants Monitor - Hourly	Vacant	currently unfunded		Yes
		X08001	Assistant Prosecutor I FT	Vacant	(\$8,466)	(\$57,601)	Yes
	Public Health	N20602	Community Nutrition Counselor FT	Vacant	\$0	\$0	Yes
		N20701	Community Nutrition Specialist Hrly	Vacant	\$0	\$0	Yes
H05027		Public Health Nurse	Vacant		(\$83,000)	Yes	
Sheriff/Marine Safety	G02002	Account Clerk II FT	Vacant	currently unfunded		Yes	
	S05019	Sheriff Deputy FT	Vacant	currently unfunded		Yes	
Sheriff Operations	G34002	Departmental Clerk FT	Vacant	currently unfunded		Yes	
Sheriff Animal Control	G20007	Clerk II FT	Vacant	(\$55,773)		Yes	
Sheriff Jail	O05034	Corrections Officer FT	Vacant	currently unfunded		Yes	
	O05044	Corrections Officer FT	Vacant	(\$62,629)		Yes	
Sheriff Courtroom Security	S05051	Sheriff Deputy Hrly	Vacant	currently unfunded		Yes	
	S05052	Sheriff Deputy Hrly	Vacant	currently unfunded		Yes	
	S05053	Sheriff Deputy Hrly	Vacant	currently unfunded		Yes	
	S05054	Sheriff Deputy Hrly	Vacant	currently unfunded		Yes	
Transit / MATS	G13036	Bus Operator Ft	Vacant		(\$52,868)	Yes	
Treasurer	G62405	Property Tax Technician FT	Vacant	currently unfunded		Yes	

COUNTY OF MUSKEGON
APPROPRIATION ORDINANCE IMPLEMENTING
THE COUNTY OF MUSKEGON'S FY2016 OPERATING BUDGET

WHEREAS, Public Act 2 of 1968, as amended (The Uniform Budgeting and Accounting Act) requires that an appropriation ordinance be adopted by this County Board of Commissioners in order to implement the operating budget of the County of Muskegon for the fiscal year ending September 30, 2016 (FY2016); and

WHEREAS, this County Board of Commissioners wishes to be in compliance with said state legislation; and

WHEREAS, the Muskegon County Board of Commissioners has carefully examined the anticipated financial circumstances of Muskegon County for FY2016, including estimated expenditures, estimated revenues, and the estimated state taxable valuation of property located within Muskegon County and determined that an anticipated total Muskegon County operating millage of 5.6984 mills to be levied on July 1, 2016 will be necessary for the sound management and operation of the County of Muskegon in FY2016; and

WHEREAS, in compliance with MCL, Section 211.24e ("Truth in Taxation") and MCL 211.34d ("Headlee"), upon completion of the anticipated public hearing in June 2016 and given a rate of increase for Muskegon County taxable valuations that does not exceed the established rate of inflation for the same time period as determined by the State of Michigan, the Muskegon County Board of Commissioners will have the complete authority to establish within its present authorized millage rate a maximum of 5.6984 mills to be levied on July 1, 2016 for Muskegon County FY2016 general operations; and

WHEREAS, in compliance with MCL, Section 211.24e ("Truth in Taxation") and MCL 211.34d ("Headlee"), this action is being taken following the public hearing which was held on June 9, 2015, where the Muskegon County Board of Commissioners were authorized to levy on December 1, 2015, 0.3221 mills for Lakeshore Museum Center FY2016 operations; to levy on December 1, 2015, 0.0752 mills for Veterans Affairs FY2016 operations; to levy on December 1, 2015, 0.3000 mills for Central Dispatch FY2016 operations; and to levy on December 1, 2015, 0.2400 mills for Quality-of-Life Bond repayment purposes in FY2016; all such levies within present authorized millage rates; and

WHEREAS, this County Board of Commissioners, through its Ways and Means Committee, a committee-of-the-whole, has duly deliberated, held a budget public hearing on September 3, 2015 according to Act 2 of 1968, as amended (The Uniform Budgeting and Accounting Act) and Act 43 of 1963, as amended (Budget Hearings of Local Governments) and reviewed the proposed budget totaling \$229,306,246; and

WHEREAS, this County Board of Commissioners has additionally duly deliberated and reviewed various amendments to the proposed budget, with the proposed budget including attached amendments totaling \$227,489,522 and this ordinance is prepared on the basis of said amended budget; and

WHEREAS, the General Fund, as well as all funds, have sufficient revenues and fund balance to meet their expenditure needs.

NOW, THEREFORE, BE IT RESOLVED, that the total revenues estimated to be available for appropriations in the general fund (1010) of the County of Muskegon for the fiscal year ending September 30, 2016, is as follows:

REVENUES

Property Taxes	23,889,560
Other Taxes	1,019,191
Licenses and Permits	8,000
Federal Source revenue	49,924
State Source revenue	5,087,588
Charges for Services	8,854,119
Fines and Forfeitures	547,000
Other Revenues	3,140,484
Total Revenue	42,595,866

TRANSFERS IN

from Delinquent Tax Fund	2,270,779
from other funds	450,000
Total Revenue & Other Financing Sources	45,316,645

Total available to appropriate 45,316,645

BE IT FURTHER RESOLVED, that \$45,316,645 of the total available to appropriate in the General Fund (1010) is hereby appropriated in the amounts and for the purposes set below:

EXPENDITURES			
Legislative:		Public Safety:	
0101 Board of Commissioners	375,892	0266 Sheriff Bldg Security	134,392
Legislative subtotal	375,892	0301 Sheriff Operations	3,793,954
		0305 Sheriff Administration	519,661
Judicial:		0320 Officer Training Act 302	10,000
0131 Circuit Court	1,237,225	0350 Correction Officer Training	60,000
0132 Circuit Court Collections	145,193	0351 Sheriff Jail	6,938,701
0136 District Court	3,325,157	0355 Courtroom Security	1,275,506
0137 Probation Cobo Hall Tax	183,998	0421 Animal Control	379,536
0138 District Court Collections	197,493	Public Safety subtotal	13,111,750
0145 Jury Commission	68,022		
0148 Probate Court	810,693	Culture and Recreation:	
0151 State Probation	67,703	0731 MSU Extension	171,308
0164 Public Defender	1,612,378	0758 Fairgrounds Trg Center	26,047
Judicial subtotal	7,647,862	Culture and Recreation subtotal	197,355
General Government:		Other:	
0171 Administration	951,297	0252 Intergovernmental	383,254
0175 Residential Energy Program	1,692,891	0941 Miscellaneous Contingency	39,570
0191 Elections	184,115	0947 Retirement Incentive	120,779
0201 Accounting	928,366	Other subtotal	543,603
0210 Corporate Counsel	200,000		
0215 County Clerk	375,009	Total Expenditures	34,741,009
0216 Circuit Court Records	525,256		
0217 Juror Showcause	9,875	Transfers Out:	
0225 Equalization	1,435,191	To Child Care Fund	4,323,995
0226 Human Resources	381,247	To Public Health	1,613,717
0229 Prosecutor	2,093,287	To Family Court	1,694,170
0236 Register of Deeds	633,423	To Other Funds	2,943,754
0241 Johnny O. Harris Bldg	50,007	Total Transfers Out	10,575,636
0242 Training Center Bldg	52,956		
0245 Jewell Bldg E	18,116	Total Appropriated	45,316,645
0246 Veterans Center	20,353		
0248 Stark Hall Bldg	12,802		
0253 Treasurer	547,072		
0260 Shady Grove Cemetary	1,998		
0263 Cordova Site O&M	1,424		
0265 Michael E. Kobza HOJ	1,140,028		
0268 Oak Ave. Bldg	159,858		
0270 County Jail Bldg 2015	638,680		
0271 County Jail Bldg - Old	150,769		
0275 Drain Commissioner	368,635		
0284 Plat Board	700		
0297 Vehicle Pool	15,000		
0650 State Institutions	276,192		
General Government subtotal	12,864,547		

BE IT FURTHER RESOLVED, that the foregoing annual appropriations will be used where budgeted to support the total general operating budgeted activities along with all other federal, state, local, private, and user revenues; and

BE IT FURTHER RESOLVED, that this County Board of Commissioners, because of changing economic conditions, reserves the right to re-appropriate these monies as future circumstances may dictate; and

BE IT FURTHER RESOLVED, that financial management be authorized to make budget transfers within General Fund functions, which is the designated level of budgetary control; and

BE IT FURTHER RESOLVED, that this Appropriation Ordinance be fully spread upon the official minutes of this commission; and

BE IT FURTHER RESOLVED, that all persons responsible for the administration of this budget be duly advised of the contents of Public Act 2 of 1968, as amended (The Uniform Budgeting and Accounting Act) and their respective appropriations and responsibilities for the administration of same; and

BE IT FURTHER RESOLVED, that Lakeshore Museum Center monies be appropriated on an annual basis in an amount of \$2,037,332 for museum and historic site operations and capital outlay; and

BE IT FURTHER RESOLVED, that Muskegon County Central Dispatch monies be appropriated on an annual basis in an amount of \$3,607,710 for Central Dispatch operations and capital outlay; and

BE IT FURTHER RESOLVED, that the FY2016 Capital Improvement Plan be adopted, and that the projects requiring federal and state grants are strictly contingent upon receipt of those grants; and

BE IT FURTHER RESOLVED, that all changes addressed in the Proposed Budget Summary be instituted with the adoption of this budget unless specific changes are attached to this document; and

BE IT FURTHER RESOLVED, that all other funds' revenue and expenditure budgets are approved as included as follows:

COUNTY OF MUSKEGON
 FY2011 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2011)				TOTAL 2011 CAPITAL COSTS	TOTAL ADDED TO BUDGET	NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT			
<u>OPERATING FUNDS BUDGET</u>							
AIRPORT							
Roof Repair-Hangar #1	30,000				30,000	3,000	1
Terminal Apron Rehabilitation & Expansion	67,500			2,632,500	2,700,000	2,700,000	2
BROOKHAVEN							
Fire Suppression Sprinkler System	800,000				800,000	0	3
Front Parking Lot Removal & Repair	20,000				20,000	0	3
Day Lounge / 4 Kitchenette Areas	60,000				60,000	0	3
Shower Rm Floor Tile / Heating System-11	135,000				135,000	0	3
Ward Room Lounge Conversions-6	60,000				60,000	0	3
Furniture Replacement	20,000				20,000	0	3
Beds Replacement	10,000				10,000	0	3
Medical Equipment Replacement	20,000				20,000	0	3
COMMUNITY MENTAL HEALTH							
Clubhouse Renovation							4
Wesley Roberts Roof Replacement		25,000			25,000	417	5
Computer Servers-3 (one per year)		6,000			6,000	750	5
Vehicles-10 (6 autos/2 vans/2 vans w/ conversions)		188,691			188,691	23,587	5
COUNTY CLERK							
Redistricting Software		5,000			5,000	1,751	5
ENERGY IMPROVEMENTS							
Honeywell Energy Improvement Project			364,844		364,844	364,844	
FAMILY COURT							
<u>Friend of the Court Division</u>							
Imaging Export License		5,000			5,000	488	5
<u>Juvenile Division</u>							
Live Scan Printer		7,366			7,366	1,138	5
PUBLIC WORKS							
<u>County Parks</u>							
Picnic Tables / Fire Rings	5,000				5,000	5,000	
<u>Solid Waste</u>							
Alternate Daily Cover	100,000				100,000	100,000	
Compactor Rebuild / Replace-2	400,000				400,000	400,000	
Replace Pump Station #1	230,000				230,000	230,000	
Install Gas Collection in Cell #4	375,000				375,000	375,000	
Office Building Modifications	35,000				35,000	35,000	
Drive Entrance Rebuild	15,000				15,000	15,000	
REGISTER OF DEEDS							
<u>Deeds Automation Fund</u>							
SANS Technology Storage Solution	45,000				45,000	45,000	
SHERIFF							
<u>Sheriff Operations</u>							
Patrol Vehicles-3		75,000			75,000	19,391	5
Used Unmarked Vehicles-2		25,000			25,000	6,464	5
TRANSIT (M.A.T.S.)							
Bus Stop Equipment				80,000	80,000	80,000	6
Facility Architecture & Engineering				100,000	100,000	100,000	6
Support Vehicle Replacement-1				40,000	40,000	40,000	6
Heavy-Duty Buses-3				1,200,000	1,200,000	1,200,000	6
WASTEWATER							
Vehicle Replacement-12 (1 in FY2011)	30,000				30,000	5,833	1
Electronic Systems Upgrade	24,000				24,000	2,400	1
Self Propelled Sprayer	250,000				250,000	10,417	1
Renozzle Irrigation Rigs	150,000				150,000	2,500	1
Shop Hoist	50,000				50,000	2,917	1
Install Concrete Floor in Fleet Storage Bldg	20,000				20,000	1,167	1
Purge & Trap Concentrator for OVA	20,000				20,000	1,000	1
Replace Autosampler for OVA	20,000				20,000	1,000	1
Administration Building Carpet Replacement	15,300				15,300	765	1
Telemetry Improvements at Metro Site	70,000				70,000	70,000	
Augered Grain Cart	55,000				55,000	55,000	
Total Adopted Capital Improvements for the County Operating Funds Budget	\$3,131,800	\$337,057	\$364,844	\$4,052,500	\$7,886,201	\$5,899,829	

COUNTY OF MUSKEGON
 FY2011 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2011)				TOTAL 2011 CAPITAL COSTS	TOTAL ADDED TO BUDGET	NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT			
<u>CAPITAL FUNDS BUDGET</u>							
HALL OF JUSTICE Renovation of 1st and 2nd Floor	2,744,155				2,744,155	2,744,155	2
PUBLIC IMPROVEMENT Renovation of 1st and 2nd Floor Appropriation to Airport CMH Clubhouse Renovation	250,000				250,000	250,000	7 8
DRAIN FUND Operations	**Administrative Costs Only**						9
<i>Total Adopted Capital Improvements for the County Capital Funds Budget</i>	\$2,994,155	\$0	\$0	\$0	\$2,994,155	\$2,994,155	

NOTES:

1. Item / project to be expensed via depreciation charge.
2. Operating funds portion would be funded by an appropriation from Public Improvement fund.
3. Contingent upon Medicaid reimbursement eligibility (no General Fund impact).
4. \$250,000 is recommended for renovation of the CMH Clubhouse to be funded from the Public Improvement fund and is shown in that section of the capital funds budget section of this report.
5. Item to be funded by the Equipment Revolving fund and charged back to the department via rent/revolving charge.
6. Item to be funded 100% by grant sources.
7. \$2,744,155 is recommended for appropriation to the Hall of Justice capital fund and is shown in that section of the capital funds budget section of this report.
8. \$67,500 is recommended for appropriation to the Airport fund and is shown in that section of the operating funds budget section of this report.
9. Although the Drain fund is reported as a capital fund, it is treated as an operating fund. This fund supports the wages and fringe benefits of a Drain Records Clerk position, and incurs yearly insurance and telephone expenditures. No capital costs or projects are charged to this fund.

COUNTY OF MUSKEGON
 FY2012 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2012)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
ADMINISTRATION Financial Software		1,036,098				1
AIRPORT Terminal Apron Rehabilitation & Expansion	62,500			2,437,500		
BROOKHAVEN Fire Suppression System					800,000	2
CIRCUIT COURT Polycom Unit Circuit Court D		10,250				
COMMUNITY MENTAL HEALTH Vehicles-1 van/1 van w/ conversion for FY12		58,189				
COUNTY CLERK Scanner		40,000				
DRAIN COMMISSIONER Wood Chipper Vehicle Replacement-3 (2 in FY12/1 in FY13)		25,000 70,000				
EQUALIZATION BS&A.net Assessing / Equalization Software		58,822				
FAMILY COURT Friend of the Court Division Imaging System		420,320				
Law Library Patron Access Carousel		10,000				
JUVENILE TRANSITION CENTER Surveillance Camera Upgrades Carpet Replacement		10,000 15,500				
PUBLIC HEALTH Computer Equipment	2,154					
PUBLIC WORKS County Parks Pioneer-ADA Restroom Pioneer-New Road Asphalt Project Picnic Tables / Fire Rings Pioneer-Maintenance Building Pole Barn Pioneer-Stairs to Beach Desktop Computers / Monitors-2 Moore-Water Well Replacement	195,000 5,000 2,000 8,000			290,000 100,000 210,000 75,000		2 2 2 2
Solid Waste Scale Heater Replacement Signs/Video/Imaging Alternate Daily Cover Compactor With GPS Construct Gas Collection System Office Building Modifications Auto Transfer Switch Leachate Pump Station #1 Replace	10,000 25,000 100,000 800,000 400,000 35,000 20,000 350,000					
PUBLIC WORKS-FACILITIES MGT Jail Bldg Remove Annex Carpet & Apply Epoxy Snow / Ice Arresters / Gutters / Heat Tape Replace Doors		35,000 16,000 40,000				
Juvenile Transition Center Install Generator		165,500				
REGISTER OF DEEDS Deeds Automation Fund Microfilm Scanner Technology Support System for Prosecutor Content Management System	40,000 250,000 40,000					

COUNTY OF MUSKEGON
 FY2012 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2012)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
SHERIFF						
Sheriff Operations						
Digital In-Car Camera System		167,000				3
PINS Vehicles-2		50,000				
Administrative Vehicle-1		35,000				4
Narrowband Radio Conversion		27,115				5
Patrol Vehicle Replacement-1		25,000				
Sheriff Jail						
Jail Building Construction			30,000,000			
Livescan TenPrinter		22,000				
Courtroom Security						
Narrowband Radio Conversion		37,571				4
TRANSIT (M.A.T.S.)						
Bus Stop Equipment				80,000		2
Facility Architecture & Engineering				200,000		2
Facility Construction				2,000,000		2
Support Vehicle Replacement-1				40,000		2
Paratransit Vehicles-8				440,000		2
Farebox Equipment				513,050		2
Heavy-Duty Buses-3				1,732,000		2
TREASURER						
BS&A.net Tax Administration Software		72,088				
WASTEWATER						
Ruddiman Creek Rehabilitation	460,000					
Replace Fleet Maintenance Heaters	30,000					
Electronic Systems Upgrade	10,000					
Vehicle Replacement-11 (1 in FY2012)	95,000					
Self-Propelled Sprayer	250,000					
Telemetering Improvements at Metro Site	70,000					
Augered Grain Cart	55,000					
Administration Building Carpet Replacement	16,100					
NOTES:						
1. The Deeds Automation fund is contributing \$62,000 to this project.						
2. Contingent upon funding.						
3. This was approved by the Board of Commissioners with the approval of the contract. Half of the cost to be covered by the participating Townships under PINS contract.						
4. Federal Communication Commission has mandated that all licensees using 25 kHz radio systems migrate to narrowband 12.5 kHz channels by January 1, 2013.						
5. Patrol vehicle was recently in an accident and is considered a total loss. This is to replace lost vehicle.						

COUNTY OF MUSKEGON
 FY2013 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2013)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
AIRPORT				487,500		
Access Road Rehabilitation	12,500					
Terminal Apron Rehabilitation & Expansion	62,500			2,437,500		
ARFF/SRE Bldg Consolidation Design/Eng.	3,750			146,250		
CIRCUIT COURT					11,370	1
Portable Polycom Unit					5,886	1
IPADS (7)						
COMMUNITY MENTAL HEALTH						2
Upgrade Computer Servers		12,000				2
Misc. Equipment / Building Repairs		106,643				2
Replace Interior Walls		148,287	68,713			2
Update CMH Fleet Vehicles (3 autos/4 mini vans/2 vans w/ conversions/ 1 12 passenger van for FY2013)		233,070				
DRAIN COMMISSIONER					35,000	1
Vehicles-2						
EQUALIZATION					370,000	1
Aerial Photography / pictometry						
FAMILY COURT					20,790	1
Friend of the Court Division						1
Upgrade JAVS Recording System					21,018	3
12 passenger van - 1		420,320				
Imaging System						
Juvenile Division					13,680	1
Upgrade JAVS Recording System						
JUVENILE TRANSITION CENTER					5,000	1
Garage Repair					5,000	1
Fence Repair						
Generator		40,000				
PROBATE COURT						
JAVS Recording Systems / Hardware-2		30,000				
PUBLIC WORKS						
County Parks						
Picnic Table Replacement	5,000					1
Pioneer-ADA Restroom				290,000	195,000	1
Pioneer-Maintenance Building Pole Barn					27,500	1
Pickup Truck Replacement-1					75,000	1
Pioneer-Stairs to Beach					100,000	1
Pioneer-New Road Asphalt Project					50,000	1
Pioneer-Lodge Renovations					20,000	1
Patterson-Caretaker Residence Ext Remodel					1,000	1
Computer/Monitor Replacement-1					8,000	1
Moore Park Residence & Public Restroom					22,000	1
Z-Turn Mower						
Solid Waste						
Office Building Modifications	35,000					
GPS System for Landfill Compactor	120,000					
Signs/Video/Imaging	25,000					
Scale Heater Replacement	10,000					
Gas Collection Cell #4	400,000					
Alternate Daily Cover	100,000					
Transfer Station/Building Modifications	200,000					
PUBLIC WORKS-FACILITIES MGT						
Agnes Potuznik Bldg					10,000	1
Exterior Brick Repair						
Depot					70,000	1
Masonry Restoration					10,000	1
Exterior Paint					5,000	1
Wood Floor Finish					75,000	1
Roof restoration						
Hall of Justice					150,000	1
Replace Main Electrical Transformer						

COUNTY OF MUSKEGON
 FY2013 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2013)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
Heritage Landing					30,000	1
Install Perimeter Fence					10,000	1
Paint Multiple Items within Heritage Landing					40,000	1
Playground Repair - Safety					40,000	1
Parking Lot / Drive Maintenance						
Repair North End of Point		50,000				
Rip Wrap Replacement		80,000				
Seawall Evaluation		15,000				
Stage Canopy and Structure Evaluation					15,000	1
Toro Stand-On Mower, Debris Blower					11,800	1
Jail Bldg						
Food Tray Pass-Thru 3EDR and 2WDR					30,000	1
Enlarge Medical Office					12,000	1
Roof Replacement					210,000	1
Juvenile Transition Center						
Gym Roof Replace					58,000	1
Interior Paint					10,000	1
Parking Lot and Drive Extension					25,000	1
Storage Garage					55,750	1
Oak Avenue						
Parking Lot Maintenance					26,000	1
South Campus-Facilities Mgt Bldg						
Permanent Emergency Generator					50,000	1
Toro Grounds Masters (3 total)					30,000	1
Visitor Parking (Lot #1) Repair					45,000	1
South Campus-Harris Bldg						
Roof and Skylights					40,000	1
Upgrade Workstations					10,000	1
South Campus-Health Bldg						
Carpet Replacement					15,000	1
Interior Painting					15,000	1
Vehicle Pool						
Mid Size Sedan					23,000	1
Full Size Sedan					24,000	1
REGISTER OF DEEDS						
Deeds Automation Fund						
Kodak Archive Writer & Microfilm Processor	66,000					
Prosecutor & Sheriff Tech. Support System	290,000					
SHERIFF						
Sheriff Operations						
Outboard Motor for 22ft Patrol Boat					18,000	1
Patrol Rifles-20		32,000				
Patrol Vehicles w/ Light Bars/Accessories-3		81,600				
TRANSIT (M.A.T.S.)						
Paratransit Vehicles-5				300,000		
Heavy-Duty Buses-3				1,350,000		
Small Buses-4				352,383		
Bus Stop Improvements				100,000		
WASTEWATER						
White Road Guard Rail	14,500					
Laketon Township Metering	225,000					
Ruddiman Creek Rehabilitation	510,000					
Electronic Systems Upgrade	10,000					
Vehicle Replacement-9 (3 in FY2013)	127,000					
Telemetry Improvements at Metro Site	70,000					
Replace Hy-Dy Crane	200,000					
Fertilizer Spreader Conversion Kits	24,000					
Cell #2 Electrical Replacement	40,000					

NOTES:

1. Contingent upon funding.
2. Per Board motion #2012-271 on June 12, 2012, \$500,000 was transferred from the Adult Benefit Waiver Reserve to the Equipment Revolving fund to cover future equipment purchased for Community Mental Health.
3. The Imaging System was approved in the FY2012 budget cycle. This has been moved to FY2013.

COUNTY OF MUSKEGON
 FY2014 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2014)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
AIRPORT				2,169,375		
Apron Rehabilitation & Expansion	55,625					
CIRCUIT COURT					11,734	1
Microphones - Judge Smedley					13,000	1
Replace Judge Hicks' Jury Chairs					10,000	1
Replace Judge Hicks' Courtroom Carpet						
COMMUNITY MENTAL HEALTH					12,000	1
Upgrade Computer Servers					75,000	1
Misc. Equipment / Building Repairs					75,000	1
Whitehall Renovations					40,800	1
Vehicles						
1 - Truck w/plow FY14						
1- Truck w/plow and 1 mini van FY15						
EQUALIZATION					231,000	1
Aerial Photography / pictometry						
FAMILY COURT						
Friend of the Court Division						
ECM - Image Soft - Family Court		1,300,000				
JUVENILE TRANSITION CENTER					18,000	2
Replace Vehicle						
PUBLIC HEALTH					17,000	2
Vehicles / Environmental Health-3 (one per yr)					15,000	2
Vehicles / Food Service-3 (one per year)						
PUBLIC WORKS						
County Parks					5,000	3
Picnic Table Replacement				290,000	195,000	3
Pioneer-ADA Restroom					210,000	3
Pioneer-Maintenance Building Pole Barn					27,500	3
Pickup Truck Replacement-1					75,000	3
Pioneer-Stairs to Beach					100,000	3
Pioneer-New Road Asphalt Project					20,000	3
Pioneer-Lodge Renovations					20,000	3
Patterson-Caretaker Residence Ext Remodel						
Computer/Monitor Replacement-1	2,000				8,000	3
Water Well(s) replacement						
Solid Waste						
Excavator	350,000					
Landfill Loader Rebuild/Replace	180,000					
Replace Hybond LFG Compressor	100,000					
Replace Flare Skid	200,000					
Paved Surface Repair/Replace	50,000					
Recycling Transfer Station	750,000					
Alternate Daily Cover	100,000					
Replace Oil/Water Separator	10,000					
PUBLIC WORKS-FACILITIES MGT						
ACT / OASIS (Peck St Bldg)					15,000	3
Parking Lot Maintenance						
Agnes Potuznik Bldg					10,000	3
Exterior Brick Repair						
Cordova					30,000	1
Cordova Office Building Demolition						
Depot						
HVAC Replacement					70,000	3
Masonry Restoration					10,000	3
Exterior Paint					5,000	3
Wood Floor Finish						
Roof Replacement	75,000					
Hall of Justice					12,000	1
Judge Hicks' Bench Area Computer Friendly						
Replace Main Electrical Transformer			150,000			4
Heritage Landing						
Parking Lot / Drive Maintenance					15,000	3
Cost/Benefit Study w/ Muskegon Lake Water						

COUNTY OF MUSKEGON
 FY2014 ADOPTED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	ADOPTED TOTAL SOURCE OF FUNDING (FY 2014)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
Seawall Evaluation					15,000	3
Rip Rap Replacement					80,000	1
Stage Canopy and Structure Evaluation					15,000	3
Canopies for Restroom and Picnic Structures						
Repair North End of Point					150,000	1
Jail Construction						
Basement A/C			45,000			4
Remediate & Demo Old Antique Mall Building			115,000			4
Oak Avenue						
Parking Lot Maintenance					26,000	3
South Campus-Brinks Bldg						
Interior Paint					17,000	3
South Campus-Facilities Mgt Bldg						
Plow Trucks (2)					64,000	1
Toro Grounds Master					35,000	1
Loader with Snow Box					20,000	1
South Campus-Harris Bldg						
Parking Lot Maintenance					27,000	3
Roof and Skylights					40,000	1
South Campus-Health Bldg						
Carpet Replacement					15,000	3
Interior Painting					15,000	3
South Campus-TEROD						
Build Park Area					10,000	1
REGISTER OF DEEDS						
Deeds Automation Fund						
Miscellaneous Technology Components	115,000					
Kodak Archive Writer & Microfilm Processor	66,000					
Prosecutor & Sheriff Tech. Support System	290,000					
SHERIFF						
Sheriff Operations					126,112	2
Police Interceptor Replacement-4					100,882	1
Tasers & Equipment					48,200	2
Animal Control Vehicles-2						
TRANSIT (M.A.T.S.)						
Heavy-Duty Buses-3				1,350,000		
Small Buses-4				100,000		
Bus Stop Improvements				100,000		
Support Equipment				241,444		
Support Vehicles				125,000		
Transit Center Renovation and Addition				2,000,000		
Purchase Used Trolley Bus(es) - (1-2)	80,000					
WASTEWATER						
Construct Cell #2 Wall	1,904,000					
Replace Row Crop Tractors-2	500,000					
Cell #3 Electrical Replacement	425,000					
Cell #2 Electrical Replacement	160,000					
Disc Replacement	120,000					
Vehicle Replacement-6 (4 in FY2014)	100,000					
Replace GC/MS for VOA	93,000					
Replace Comminutors at C Station	90,000					
Telemetry Improvements at Metro Site	90,000					
Replace Field Cultivator	88,000					
Replace "To the Max" Harrow Tillage Tool	68,000					
ARC Flash Coordination Study	58,470					
Confined Space Gas Monitors	14,900					
Electronic Systems Upgrade	10,000					

NOTES:

1. Contingent upon identified, non-County financing.
2. Vehicle purchase requests on hold until alternate financing source is identified.
3. Contingent upon availability within FY2014 adopted operating budget or additional non-County financing (grants, donations, etc.).
4. Contingent upon inclusion in jail project funding.

COUNTY OF MUSKEGON
 FY2016 RECOMMENDED CAPITAL IMPROVEMENT PLAN
 BY FUNDING SOURCE

DEPARTMENT / PROJECT	RECOMMENDED TOTAL SOURCE OF FUNDING (FY 2016)					NOTES
	OPERATING FUNDS	EQUIPMENT REVOLVING	BOND PROCEEDS	GRANT	OTHER	
AIRPORT						
Airport Improvement Program Runway 6/24, Taxiway A and C, North Ramp	21,375			833,625		
HEALTHWEST						
Vehicle Leases	27,000					
PUBLIC WORKS						
County Parks						
Picnic Tables	5,000					
<u>Pines</u>						
Roads Paving / ADA	40,000			60,000		1
<u>Pioneer</u>						
Replace ADA Restroom	195,000			290,000		1
Solid Waste						
HHW Storage Facility - Whitehall	100,000					
Landfill Expansion Property	1,000,000					
Site Video Equipment	50,000					
Oil Water Separator	10,000					
Replace Hybon LGF Compressor	100,000					
Replace Flare Skid	200,000					
Paved Surface Repair/Replace	50,000					
Recycling Transfer Station	750,000					
Alternate Daily Cover/Maintenance	100,000					
Cell 4 Landfill Gas Collection	250,000					
PUBLIC WORKS-FACILITIES MGT						
Hall of Justice						
Remodel - 6th Floor - Engineering Study					50,000	2
South Campus-Facilities Mgt Bldg						
Plow Truck		30,000				3
REGISTER OF DEEDS						
Deeds Automation Fund						
Archive Writer	85,000					
Miscellaneous Technology Components	125,000					
SHERIFF						
Sheriff Operations						
Detective Vehicle Replacement-2		62,000				4
SUV Police Package Interceptors-5		191,760				4
TRANSIT (M.A.T.S.)						
Small Buses 3 - 4				305,106		
Support Equip and Furniture for shop, grounds and office				300,000		
MATS Technology Study				50,000		
Transit Facility Study				100,000		
Muskegon Trolley Company						
Storage Facility for Fleet					80,000	5
WASTEWATER						
PS#3 Improvements			500,000			6
Telemetry Improvements at Metro Site	50,000					
Cell #2 Electrical Replacement			1,060,000			6
C Station Wet Well Coating	650,000					
Vehicle Replacement	147,000					
Equipment rollover program - Annual Costs	200,000					
Electronic Systems Upgrades	10,000					
Expansion of Fleet Maintenance Building	580,000					
Replacement parts for Comminutors Motors	425,000					
Trash Rakes at Rapid Infiltration	350,000					
Admin Parking Lot and Collection Ramp	30,000					
Monitoring Well installation and maintenance	20,000					
Montague Station Upgrade			1,100,000			6

NOTES:

1. Contingent upon grant financing.
2. Possible funding source of Public Improvement Fund.
3. Recommending one plow truck for FY2016.
4. Vehicle lease is an alternative to funding from the Equipment Revolving fund.
5. To be funded through Trolley Company reserves contingent upon availability.
6. Part of 2015 Capital Improvement Bond projects.

BUDGET REPORT FOR MUSKOGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
GENERAL FUND REVENUES BY DEPARTMENT							
Fund 1010 - General Fund							
0131	Circuit Court	1,825	275	275	2,200	275	164,275
0132	Circuit Court Collections	43,490	114,240	123,253	55,012	123,291	123,291
0136	District Court	1,991,733	2,127,600	1,949,060	1,995,217	2,153,350	2,048,350
0137	District Ct Probation(Cobo Hall PA2 Tax)	34,703	40,000	40,000	180,679	40,000	40,000
0148	Probate Court	58,572	49,286	56,802	57,707	49,286	53,386
0151	State Probation	162,904	162,000	150,000	150,000	162,000	0
0164	Public Defender	71,194	86,885	64,800	81,752	103,350	199,250
0171	Administration	0	143,476	0	0	0	0
0175	Residential Energy Efficiency Pgm	555,916	0	1,821,056	1,352,000	1,821,056	1,821,056
0191	Elections	71,892	62,500	87,658	86,608	2,500	2,500
0215	County Clerk	274,459	309,200	322,600	290,846	246,300	251,500
0216	Circuit Court Records	156,349	189,515	177,870	177,783	177,820	177,820
0217	Juror Showcause	18,720	13,000	13,000	14,000	13,000	10,500
0225	Equalization	807,940	899,248	838,256	854,281	844,944	992,444
0226	Human Resources	75,000	75,000	75,000	75,000	82,500	82,500
0227	City of Muskogon	91,792	98,899	75,000	75,000	75,000	0
0229	Prosecutor	91,586	96,650	80,259	86,959	80,650	80,650
0236	Register of Deeds	898,955	823,404	824,504	894,000	823,900	843,900
0241	Johnny O. Harris Building A	0	0	0	0	0	10,000
0242	Training Center Bldg B	8,152	10,000	10,000	10,000	0	0
0252	Transfers	2,110,393	2,092,452	2,214,749	1,476,499	1,149,761	766,507
0253	Treasurer	33,969,418	33,808,765	34,685,377	34,715,902	34,170,134	34,785,593
0263	Cordova Site O&M	0	0	0	20	0	0
0268	Oak Ave. Building	157,095	163,070	162,868	162,013	162,464	159,854
0275	Drain Commissioner	2,099	1,200	1,200	1,200	1,000	1,000
0297	Vehicle Pool	22,046	15,000	14,970	22,000	15,000	15,000
0301	Sheriff Operations	174,726	122,355	132,101	134,912	127,674	132,314
0305	Sheriff Administration	558	425	425	425	425	425
0320	Officer Training Act 302	10,049	10,000	10,000	10,000	10,000	10,000
0350	Correction Officer Training	62,147	60,000	60,000	60,000	60,000	60,000
0351	Sheriff Jail	1,232,281	984,065	1,008,997	1,056,863	2,078,046	2,216,839
0355	Courtroom Security	462	0	1,188	1,188	1,200	1,200
0421	Dog Licensing/Animal Control	271,676	314,607	258,888	258,888	246,491	246,491
0758	Fairgrounds Training Center	0	0	0	0	0	20,000
0901	Appropriations	149,757	0	0	0	0	0
0941	Misc Contingency	1	36,318	36,318	28,400	0	0
0959	Information Systems	114,282	0	0	0	0	0
ESTIMATED REVENUES - FUND 1010		43,692,172	42,889,435	45,296,474	44,367,354	44,821,417	45,316,645
NET OF REVENUES/APPROPRIATIONS - FUND 1010		(84,626)	0	(1,081,838)	(614,626)	(4,212,107)	0

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 DEPARTMENTS BUDGET	2015-16 RECOMMENDED BUDGET
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GENERAL FUND REVENUES BY CATEGORY

Fund 1010 - General Fund

ESTIMATED REVENUES							
STATE		0	0	0	0	0	100,000
539-000	State Grant	206,655	206,385	206,385	206,385	206,385	206,385
541-000	Probate Judges Salary	43,364	50,000	45,000	50,070	50,000	50,000
545-010	State Aid-Caseflow Assistance	3,680	2,000	2,000	4,776	2,000	4,000
545-020	Drug Case Information Mgt Acct	5,785	0	0	0	0	0
570-000	State Cigarette Tax	17,534	17,000	17,000	17,000	17,000	17,000
575-000	State Revenue Sharing-Twshp Liq Tax	2,882,259	3,601,090	3,601,090	3,601,090	3,601,090	3,601,090
576-000	State Revenue Sharing Income Tax	1,126,711	1,150,000	1,109,113	1,109,113	1,109,113	1,109,113
577-000	State Court Fund Distribution	4,285,988	5,026,475	4,980,588	4,988,434	4,985,588	5,087,588

CHARGES FOR SERVICES

477.000	Dog Licenses-1 year	68,415	77,496	58,560	58,560	58,560	58,560
477.001	Altered Licenses-1 year	149,603	195,023	149,082	149,082	149,082	149,082
477.002	Late Licenses	16,053	4,178	16,270	16,270	16,270	16,270
477.003	Senior Regular License-1 year	14,705	16,346	14,360	14,360	14,360	14,360
477.004	Puppy License	4,910	5,128	4,200	4,200	4,200	4,200
477.050	Kennel Licenses	2,417	395	395	395	395	395
477.051	Wolf-Dog Cross Permit	0	20	0	0	0	0
600.000	Charges for Service	3,441	6,000	3,400	3,400	3,000	3,000
601.000	Charges for Service	91,792	98,899	75,000	75,000	75,000	75,000
603.010	Circuit Court Costs	206,382	274,772	273,241	205,000	285,241	285,241
603.020	District Court Costs	693,664	765,000	640,000	675,000	765,000	660,000
603.025	District Court No - Ins Fee	28,760	30,000	24,000	25,000	30,000	30,000
603.450	Forensic Fund Fee 5%	348	630	400	411	400	400
604.100	Bonding Fee	6,243	6,000	6,000	6,000	6,000	6,000
605.000	Alcohol Assess/Probation OS Fee	197,230	180,000	212,000	224,000	180,000	220,000
605.100	Domestic Violence Assess	1,605	2,800	2,700	2,000	2,800	2,800
605.200	Presentence Investigation Fee	2,629	3,000	4,600	4,200	3,000	3,000
607.050	Lease revenues	22,046	15,000	14,970	22,000	15,000	15,000
608.010	Court Filing Fee	41,761	45,000	37,994	37,994	37,500	37,500
608.040	Jury Fee	11,069	9,500	16,500	13,500	16,500	16,500
608.060	Appeal Fee	617	600	160	160	300	300
608.070	Motion Fees	39,130	40,000	36,000	36,000	38,000	38,000
608.080	WOG/ATTACH/EXEC/IDDS PA 189 FEES	7,620	6,500	7,000	7,000	7,000	7,000
608.100	Booking Fee	60,037	60,350	60,000	60,000	60,000	60,000
609.000	Crime Victim Rights Assess/Admin.	42,362	42,623	40,000	42,000	44,000	44,000
609.010	Filing Fees	166,190	176,000	147,000	147,100	176,000	176,000
609.030	Certified Mailing Fee	564	850	200	200	850	850
609.040	Writ, Garnish, Restit, Attach, Exec	240,579	260,000	290,000	274,000	260,000	260,000
609.050	Marriage Ceremony	3,353	3,500	2,300	2,600	3,500	3,500
609.060	Jury Demand Fees	680	1,000	600	600	1,000	1,000
609.070	DNA Assessment County Share	111	315	100	100	100	100
609.080	Clearance Fees	52,498	59,000	57,000	54,000	59,000	59,000
610.000	Copy Fees	25	325	187	62	225	225
611.000	Safety Deposit Fee	70	50	20	50	50	50

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BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 DEPARTMENTS BUDGET	2015-16 DEPARTMENTS BUDGET	2015-16 RECOMMENDED BUDGET
612.010	Notarial Certificates	54	100	200	200	200	200
612.025	Notary filing fee	1,954	1,200	1,800	1,511	1,500	1,500
612.030	Assumed Names	6,418	7,500	7,500	7,500	6,400	6,400
612.040	Notary Bond Filing Fee	2,120	2,100	2,100	2,100	2,100	2,100
612.050	Passport Execution Fee	12,945	15,000	21,000	20,000	20,000	20,000
612.100	Other Service Charges	24,266	25,000	17,164	15,964	16,300	16,300
613.010	Certification of Deeds	3,780	3,200	8,388	3,388	4,000	24,000
613.020	Tax history - Hard copy	119	100	34	34	25	25
613.070	Geographic Services	71,965	6,000	2,014	2,014	2,000	2,000
614.010	Estate Inventory Fee	30,983	23,000	30,000	29,278	23,000	28,000
614.030	Deposit of Wills	2,625	2,200	2,950	2,950	2,200	2,200
614.040	Secret Marriages	0	6	6	0	6	6
614.050	Marriage Ceremony	20	30	12	0	30	30
614.060	Motion and Petition Fee	4,490	3,600	4,480	4,480	3,600	4,200
614.065	Probate Home Study	3,486	2,500	3,620	3,620	2,500	3,200
614.070	Other Probate Fees and Charges	4,622	4,400	4,500	4,420	4,400	4,400
614.080	Certified Copies	9,335	8,600	9,632	9,632	8,600	8,600
614.090	Appeal Fees	0	0	25	0	0	0
615.010	Deeds Recording Fee	67,983	68,000	68,000	63,000	63,000	63,000
615.020	Mortgage Recording Fee	217,542	215,000	220,000	212,000	212,000	212,000
615.030	Financing Strms Recording Fee	301	1,504	1,500	2,654	1,500	1,500
615.040	Miscellaneous Recording Fee	86,627	84,000	84,000	83,000	83,000	83,000
615.060	Transfer Tax	411,224	345,000	410,000	355,000	345,000	345,000
615.070	Recording Copy	32,560	17,400	18,000	18,000	17,400	17,400
615.080	Record Search	4,570	3,700	3,700	3,630	3,850	3,850
617.000	Sex Offender Registrations	4,840	6,000	5,500	7,080	7,000	7,000
626.000	Charges for Services	163,705	172,403	181,152	187,418	156,900	156,900
626.001	CPL Fee	29,415	20,000	34,530	34,530	0	0
626.011	Public Defend Svcs-Juvenile	632	1,000	1,100	300	1,000	1,000
626.016	Public Defender Svcs-Mental Health	4,145	1,300	7,000	5,000	6,100	6,100
626.017	Public Defend Svcs-Guard/Conserv Pettio	25,422	27,000	35,000	30,000	33,000	28,900
626.018	Public Defend Svcs-Felony	31,086	44,000	31,000	25,000	44,000	44,000
626.019	Public Defend Svcs-Guard Ad Litem	3,892	12,000	0	0	12,000	12,000
626.050	Freedom of Information Request	238	50	435	417	50	50
628.010	Sheriff Services	50,435	40,871	49,301	49,301	1,247,249	1,311,124
628.040	State Prisoner Board	286,625	300,000	335,400	335,400	300,000	300,000
628.050	Prisoners Board-County	148,596	102,000	137,592	137,592	141,031	141,031
628.070	Restitutions	1,917	41,950	1,595	1,595	41,794	1,794
628.080	Prisoner Medical Services	21,769	37,340	16,274	16,274	20,674	25,198
628.090	Collection Agency-Inmate R&B	1,867	116,275	11,802	11,802	16,138	16,138
628.100	Breathalyzer Testing	98	200	60	60	80	80
628.250	Liquor Licenses	468	550	500	500	500	500
628.280	Salvage Vehicle Inspections	12,100	10,000	13,000	11,040	11,000	11,000
628.300	Abandoned Vehicle	9,265	10,000	9,800	9,800	9,800	9,800
629.000	Certified Copies	225,982	247,500	251,150	250,100	254,100	254,100
629.300	Forms Sales	13,517	13,000	11,500	11,000	13,000	13,000
629.900	Certified Copies MiCBCS	0	0	46	0	0	0
630.000	Photographic Services	19,502	16,500	19,500	18,562	19,000	19,000
630.040	BSA Web Fees	22,326	35,000	23,279	22,430	20,000	20,000
631.000	Assessments by Equalization	782,518	869,248	826,550	811,550	815,944	963,444

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 DEPARTMENTS 14/15 BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 DEPARTMENTS 15/16 BUDGET	2015-16 RECOMMENDED 15/16 BUDGET
636.217	SSI	57,200	50,000	50,000	50,000	73,800	73,800
638.000	Vet Pick Up	165	0	0	0	0	0
642.000	Charges for Services-Sales	6,788	4,000	1,500	1,000	4,000	4,000
642.010	Video Transcript Purchases	30	15	70	70	70	70
646.090	Commissions-Other	778	0	2,561	5,700	0	0
648.500	Plat Book Sales	2,345	3,000	1,500	1,500	3,000	3,000
651.010	Admin Costs	2,790,566	2,386,459	2,349,380	2,947,292	2,273,768	2,162,716
653.020	User Fee-Special Events	3,638	0	0	0	0	0
677.289	Juror Compensation Reim Fund	24,665	21,000	36,300	38,733	37,300	37,300
678.090	Liquor Tax Transfer In	701,536	697,484	738,250	0	383,254	0
680.010	Other Reimbursements-Bed Days	450	800	1,540	2,200	800	800
680.135	PPO Violation Hearings	700	750	240	1,000	750	750
680.140	Drivers License Restoration	416	300	1,664	832	300	300
680.145	Prosecutor Diverson Revenue	19,300	16,000	16,800	23,000	20,000	20,000
680.160	Prisoner Transport Reimbursement	9,220	9,500	9,702	9,702	9,500	9,500
680.170	Reimb-Food Stamp Fraud	16,493	10,000	3,106	3,000	10,000	10,000
680.182	Reimbursement DUI/L Prosecution	17,551	25,000	20,238	20,238	25,000	25,000
680.393	Reimb Rev-Ord 393 Prosecution Costs	32,200	20,000	28,350	28,350	20,000	20,000
694.000	Other	2,555	3,000	2,370	2,370	3,000	3,000
694.020	Commission-Pay Phones	221,892	246,750	246,750	246,750	120,480	120,480
695.000	Cash Over/Short	(99)	0	0	0	0	0
	CHARGES FOR SERVICES	8,945,647	8,843,685	8,525,686	7,866,212	9,289,826	8,854,119
OTHER							
540.000	Judicial Salary Standardization	442,453	457,240	457,240	457,240	457,240	457,240
542.000	Juvenile Court Reimbursement	78,389	78,389	78,389	78,389	78,388	78,388
604.000	10% Bond Costs	1,195	1,750	2,600	2,200	2,200	2,200
628.020	Prisoners Incarceration Reimb.	37,864	14,000	70,214	107,590	78,374	145,622
630.020	Tax history - Digital	3,880	7,500	6,000	6,000	6,000	6,000
634.000	Plat Fees-Drain Commission	1,800	1,200	1,200	1,200	1,000	1,000
643.000	Sale of Scrap and Salvage	1,052	200	200	200	200	200
644.000	Sale of Office Supplies	78,748	90,500	90,000	90,000	100,000	120,000
647.100	Timber Sales	18,500	0	0	0	0	0
675.000	Contributions and Donations	36,425	2,040	5,140	5,140	0	0
677.000	Miscellaneous Reimbursements	10,049	10,000	10,000	10,020	10,000	10,000
679.100	Rebate-PCard Program	21,648	22,000	33,917	33,917	33,917	33,917
680.000	Reimbursements-Other	199,106	134,475	164,860	175,389	90,775	115,705
	OTHER	931,109	819,293	919,760	967,285	858,094	970,272
FINES AND FORFEITURES							
614.110	Fines and Costs	18,720	13,000	13,000	14,000	13,000	10,500
658.000	Bond Forfeiture	5,389	22,500	23,000	7,900	11,500	11,500
659.000	Ordinance Fines and Costs	495,534	500,000	467,000	495,000	525,000	525,000
660.010	Filiation Fees	90	10,100	100	100	0	0
	FINES AND FORFEITURES	519,733	545,600	503,100	517,000	549,500	547,000
TRANSFERS							
676.216	Appropriation from Fund 2216	46,850	0	0	0	0	0
676.230	Contrib from Accom Tax	102,907	0	0	0	0	0
676.510	Approp from Fund 5100	50,000	50,000	50,000	50,000	0	50,000

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BUDGET REPORT FOR MUSKOGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 DEPARTMENTS BUDGET	2015-16 RECOMMENDED BUDGET
676.511	Approp from Fund 5110	0	100,000	100,000	0	400,000
676.516	Approp from Del Tax	2,688,858	2,150,000	2,150,000	2,150,000	2,270,779
	TRANSFERS	2,888,615	2,300,000	2,300,000	2,150,000	2,720,779
INTERGOVERNMENTAL REVENUE						
558.700	State Grant-LRP PAZ SUD Funding	0	0	136,679	0	0
	INTERGOVERNMENTAL REVENUE	0	0	136,679	0	0
INVESTMENT INCOME						
665.000	Interest Earned	65,331	75,000	75,000	75,000	75,000
665.010	Interest on Past Due Accounts	7,196	5,000	11,420	5,750	5,750
665.468	Interest Earned-Interfund	112,330	60,000	100,893	60,000	93,620
	INVESTMENT INCOME	184,857	140,000	187,313	140,750	174,370
FEDERAL						
510.000	Federal Pass Thru	16,667	16,798	16,625	16,625	16,625
510.160	Federal Pass Through-DCESP	261	0	0	0	0
510.951	Federal Pass Through-HIDTA Program	191	0	2,750	1,130	1,130
529.000	Federal Grant Revenue-Direct	2,575	149,093	5,617	5,619	6,275
529.226	Federal Revenue-Pmts in Lieu of Taxes	28,206	28,206	25,894	23,782	25,894
	FEDERAL	47,900	194,097	50,886	47,156	49,924
CONTRIBUTIONS FROM PRIVATE SOURCES						
675.175	DTE Program Revenue	555,916	0	1,352,000	1,821,056	1,821,056
	CONTRIBUTIONS FROM PRIVATE SOURCES	555,916	0	1,352,000	1,821,056	1,821,056
LICENSES AND PERMITS						
480.000	Pistol Permits	51,333	72,000	40,000	0	0
481.000	Marriage License Fee	7,066	6,000	6,000	3,300	8,000
	LICENSES AND PERMITS	58,399	78,000	46,000	3,300	8,000
RENTALS						
669.000	Rents	162,027	168,002	166,945	167,396	164,786
669.045	Meeting Room Rental	8,152	10,000	10,000	0	10,000
	RENTALS	170,179	178,002	176,945	167,396	174,786
TAXES						
403.000	Property Taxes-Current	22,193,621	21,878,646	22,877,228	22,680,006	22,780,006
409.000	Delinquent Prop Taxes-Current Yr	1,200,832	1,200,832	1,109,554	1,109,554	1,109,554
411.000	Tax Reverted Lands	0	1,000	259	500	500
417.000	Delinquent Personal Prop tax	65,536	77,500	52,956	25,000	25,000
418.000	Swamp Land Tax	3,335	3,228	4,468	4,000	4,000
424.000	Commercial Forest Reserve	0	0	684	0	0
426.000	Payment in Lieu of taxes	58,101	50,000	64,649	35,000	35,000
426.010	IFT Taxes	138,109	138,109	173,184	173,184	173,184
427.000	Trailer Fees	19,653	20,000	19,119	15,000	15,000
449.000	4% Facility Liquor Control Tax	1,403,072	1,394,968	1,476,499	766,507	766,507
	TAXES	25,082,259	24,764,283	25,778,283	24,808,751	24,908,751

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BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
673.100	Gain on Sale of Fixed Assets	21,570	0	0	0	0	0
	GAIN ON SALE	21,570	0	0	0	0	0
ESTIMATED REVENUES - FUND 1010		43,692,172	42,889,435	45,296,474	44,367,354	44,821,417	45,316,645

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 RECOMMENDED BUDGET
GENERAL FUND EXPENDITURES BY FUNCTION							
Fund 1010 - General Fund							
Function: 100-Legislative							
Totals for dept 0101-Board of Commissioners							
		344,190	369,320	361,008	347,679	398,927	375,892
Total - Function 100-Legislative		344,190	369,320	361,008	347,679	398,927	375,892
Function: 200-Judicial							
Totals for dept 0131-Circuit Court							
		1,137,753	1,328,578	1,221,087	1,174,243	1,347,996	1,237,225
Totals for dept 0132-Circuit Court Collections							
		75,927	80,198	144,619	136,393	170,277	145,193
Totals for dept 0136-District Court							
		3,282,653	3,306,262	3,244,134	3,322,548	3,599,039	3,325,157
Totals for dept 0137-District Ct Probation(Cobo Hall PA2 Tax)							
		177,289	181,855	176,226	180,679	186,999	183,998
Totals for dept 0138-District Court Collections							
		190,640	186,528	185,046	190,518	199,422	197,493
Totals for dept 0145-Jury Commission							
		43,484	39,300	39,300	55,761	105,703	68,022
Totals for dept 0148-Probate Court							
		799,375	798,161	805,441	812,974	829,055	810,693
Totals for dept 0151-State Probation							
		57,063	68,112	59,150	63,717	76,688	67,703
Totals for dept 0164-Public Defender							
		1,447,459	1,408,269	1,504,951	1,589,679	1,632,658	1,612,378
Total - Function 200-Judicial		7,211,643	7,397,263	7,379,954	7,526,512	8,147,837	7,647,862
Function: 300-General County Government							
Totals for dept 0171-Administration							
		752,949	812,901	898,076	899,850	1,010,666	951,297
Totals for dept 0175-Residential Energy Efficiency Pgm							
		522,400	0	1,671,898	1,290,201	1,693,066	1,692,891
Totals for dept 0191-Elections							
		163,401	184,386	219,280	202,891	230,987	184,115
Totals for dept 0201-Accounting							
		783,506	819,646	916,118	886,808	947,115	928,366
Totals for dept 0210-Corporate Counsel							
		198,645	165,000	265,770	328,920	165,000	200,000
Totals for dept 0215-County Clerk							
		377,456	385,028	403,043	376,715	438,429	375,009
Totals for dept 0216-Circuit Court Records							
		466,644	523,941	528,425	500,119	594,049	525,256
Totals for dept 0217-Juror Showcause							
		7,252	14,000	11,500	14,000	10,500	9,875
Totals for dept 0225-Equalization							
		1,413,098	1,455,062	1,398,373	1,401,284	1,468,210	1,435,191
Totals for dept 0226-Human Resources							
		242,997	249,970	384,617	365,938	509,321	381,247
Totals for dept 0227-City of Muskegon							
		93,841	98,899	98,113	98,144	102,670	0
Totals for dept 0229-Prosecutor							
		1,973,412	1,995,460	1,964,878	1,954,568	2,087,008	2,093,287
Totals for dept 0236-Register of Deeds							
		529,529	614,152	638,947	625,332	676,291	633,423
Totals for dept 0241-Johnny O. Harris Building A							
		3,726	4,073	14,475	5,069	51,902	50,007
Totals for dept 0242-Training Center Bldg B							
		128,801	81,187	122,393	125,027	86,456	52,956
Totals for dept 0245-Jewell Bldg E (formerly Brinks)							
		4,163	0	19,275	30,425	18,501	18,116
Totals for dept 0246-Veterans Center Bldg F							
		15,146	18,965	20,327	19,062	20,909	20,353
Totals for dept 0247-Central Services Building G							
		9,537	9,741	9,595	4,081	9,248	0
Totals for dept 0248-Stark Hall Bldg H							
		19,390	20,611	12,804	14,330	13,144	12,802
Totals for dept 0253-Treasurer							
		491,192	505,301	638,539	634,452	654,378	547,072
Totals for dept 0260-Shady Grove Cemetery							
		1,985	2,241	1,901	2,980	1,998	1,998
Totals for dept 0263-Cordova Site O&M							
		1,826	1,349	1,789	2,329	1,424	1,424
Totals for dept 0265-Michael E. Kobza Hall of Justice							
		1,005,127	956,747	1,054,673	1,081,187	1,046,434	1,140,028
Totals for dept 0268-Oak Ave. Building							
		157,093	163,070	162,868	162,013	162,464	159,858
Totals for dept 0270-County Jail Building 2015							
		0	0	0	0	797,137	638,680
Totals for dept 0271-County Jail Building-Old							
		390,596	387,921	380,634	420,586	150,755	150,769
Totals for dept 0275-Drain Commissioner							
		274,228	271,926	381,485	357,924	400,640	368,635
Totals for dept 0284-Plat Board							
		0	700	700	0	700	700
Totals for dept 0297-Vehicle Pool							
		12,404	15,000	9,548	15,075	15,000	15,000
Totals for dept 0650-State Institutions							
		236,538	276,192	276,192	276,192	276,192	276,192
Totals for dept 0941-Misc Contingency							
		690,887	868,213	1,531,039	1,527,539	1,530,539	39,570

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BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2015-16 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 RECOMMENDED BUDGET
	Totals for dept 0942-Current Year Unused Leave Payoffs	0	0	0	0	0	0
	Totals for dept 0943-Donated Leave Payments	0	0	0	0	0	0
	Totals for dept 0947-Early Retirement Incentive	0	0	0	0	0	120,779
	Totals for dept 0959-Information Systems	1,096,810	0	0	0	0	0
	Total - Function 300-General County Government	12,064,579	10,901,682	14,037,275	13,623,041	15,171,133	13,024,896
	Function: 400-Public Safety						
	Dept 0252-Transfers						
	Liquor Tax Transfer Out	701,536	697,484	738,250	738,250	383,254	383,254
	Juvenile Court Cigarette Tax	1,673	0	0	0	0	0
	Cigarette Tax 2210-6440	4,112	0	0	0	0	0
	Liquor Tax 2210-6811	558,949	555,629	602,023	0	237,205	0
	Totals for dept 0252-Transfers	1,266,270	1,253,113	1,340,273	738,250	620,459	383,254
	Totals for dept 0266-Sheriff Building Security	91,924	93,800	136,758	138,724	136,098	134,392
	Totals for dept 0301-Sheriff Operations	3,802,897	3,714,011	3,854,510	4,069,680	3,950,059	3,793,954
	Totals for dept 0305-Sheriff Administration	476,487	502,895	498,633	500,083	533,502	519,661
	Totals for dept 0306-Emergency Response Team	0	25,337	0	4,582	0	0
	Totals for dept 0320-Officer Training Act 302	9,992	10,000	10,000	10,000	10,000	10,000
	Totals for dept 0350-Correction Officer Training	26,185	60,000	60,000	60,000	60,000	60,000
	Totals for dept 0351-Sheriff Jail	6,191,686	6,030,029	6,131,395	6,040,291	7,116,344	6,938,701
	Totals for dept 0355-Courtroom Security	1,177,556	1,162,588	1,255,712	1,036,560	1,313,379	1,275,506
	Totals for dept 0421-Dog Licensing/Animal Control	424,034	439,350	434,780	438,247	440,202	379,536
	Total - Function 400-Public Safety	13,467,031	13,291,123	13,722,061	13,036,417	14,180,043	13,495,004
	Function: 700-Culture						
	Totals for dept 0731-MSU Extension	174,974	181,256	184,181	173,295	184,836	171,308
	Total - Function 700-Culture	174,974	181,256	184,181	173,295	184,836	171,308
	Function: 800-Recreation						
	Totals for dept 0758-Fairgrounds Training Center	25,425	23,066	29,927	36,628	28,547	26,047
	Total - Function 800-Recreation	25,425	23,066	29,927	36,628	28,547	26,047
	Function: 950-Other						
	Dept 0901-Appropriations						
	Approp to Sobriety Court	207,953	236,116	228,138	220,492	251,952	222,073
	Appropriation to Emergency Services	189,105	213,411	230,515	220,030	278,972	277,741
	Appropriation to 1200-Marine Safety	57,951	71,238	76,622	76,928	83,556	86,921
	Appropriation to 1210-Highway Safety	89,211	84,279	92,224	93,992	98,189	89,558
	Approp. to Township Patrols	120,140	119,093	103,167	104,040	107,140	104,868
	Approp. to Pros DHS Grant	154,835	157,364	150,410	144,596	175,323	173,739
	Approp. to Friend of the Court	1,560,293	1,633,818	1,633,818	1,341,900	1,633,818	1,694,170
	Approp. to Health Department	1,770,857	1,913,732	1,913,732	1,737,320	1,913,732	1,613,717
	Approp. to Comm. Mental Health	786,937	786,934	786,934	786,934	786,705	736,935
	Appropriation to Fund 2300	22,492	0	0	0	0	0
	Approp. to Community Corrections	133,660	169,480	168,201	165,126	188,112	137,081
	Approp. to Law Library	12,651	14,065	11,154	7,312	14,065	11,812
	Approp. to Crime Victim's Rights	32,036	29,428	31,117	32,064	30,683	33,972
	Approp. to Remonumentation	200	0	0	0	0	0
	Approp. to Brookhaven	665,348	350,000	350,000	487,132	350,000	350,000
	Approp. to Social Services	4,365	12,904	6,424	6,488	12,907	12,135

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2015-16 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
	Approp. to Child Care Fund	3,909,040	4,215,736	4,162,670	4,187,976	4,224,264	4,323,995
	Transfer to Debt Service Fund 3010	0	0	0	0	0	380
	Approp. to County Facility Debt Ser	206,312	206,460	207,113	207,113	209,116	209,116
	Appropriation to Public Improvement	6,096	0	0	0	0	0
	Appropriation to Airport	559,474	511,667	511,667	418,965	511,667	497,423
	Budget Reductions	0	0	0	0	52,000	0
	Totals for dept 0901-Appropriations	10,488,956	10,725,725	10,663,906	10,238,408	10,922,201	10,575,636
	Total - Function 950-Other	10,488,956	10,725,725	10,663,906	10,238,408	10,922,201	10,575,636
	APPROPRIATIONS - FUND 1010	43,776,798	42,889,435	46,378,312	44,981,980	49,033,524	45,316,645

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
ALL FUND REVENUES							
1010	General Fund	43,692,172	42,889,435	45,296,474	44,367,354	44,821,417	45,316,645
1170	Sobriety Court	345,264	376,116	368,206	429,582	386,116	372,073
1190	Emergency Services	440,011	316,119	330,092	337,914	413,179	411,948
1200	Marine Safety	143,507	153,138	158,822	160,103	165,756	169,121
1201	Port Security	345,570	100,000	604,575	642,774	0	0
1210	Highway Safety Programs	296,935	290,279	320,498	321,362	324,408	312,428
1240	Township Patrols	224,524	238,186	206,334	208,080	214,279	209,735
2080	Parks	676,437	712,100	0	690,947	696,246	696,246
2140	Title IV-E Abuse/Neglect	222,135	232,364	225,410	226,916	250,323	248,739
2150	Family Court	4,448,727	4,992,399	4,933,669	4,864,232	5,366,175	5,298,887
2151	Access & Visitation Program	3,100	5,490	5,850	4,850	5,850	5,850
2153	SSSPP Grant	66,846	360,926	249,084	249,084	277,483	277,483
2154	Court Innovation Grant	50,000	0	0	0	0	0
2156	Mental Health Court	0	0	0	2,575	0	0
2210	Public Health	6,039,989	5,773,502	5,653,720	5,665,232	5,677,251	5,577,251
2212	Lead Hazard Control	432,061	668,238	0	808,625	388,877	388,877
2215	Disproportionate Share Hosp Program	1,109,459	1,242,400	0	0	0	0
2216	Community Hub	112,383	0	0	0	0	0
2217	Community Health Improvement Fund	0	0	0	1,013,110	0	964,000
2220	HealthWest	65,691,272	58,872,320	61,597,463	61,597,463	60,102,655	59,220,152
2261	Sustainability Grant	11,349	0	0	24,000	0	20,000
2271	NOAA Habitat Conservation Grants	4,860	0	0	391,240	0	0
2300	Accommodations Tax	1,190,118	1,069,000	1,236,680	1,236,680	1,206,680	1,206,680
2411	Parks Development	60,920	64,114	0	64,114	0	45,000
2470	CDBG Housing Grant	234,323	64,000	0	78,290	296,000	18,791
2471	Neighborhood Stabilization Prog 3	273,247	0	160,000	160,000	30,000	30,000
2550	Blight Elimination	0	0	0	789,351	0	1,218,473
2560	Deeds Automation Fund	173,012	175,000	175,000	180,000	175,000	175,000
2610	Law Library	19,732	21,115	18,338	14,412	18,338	18,912
2630	Concealed Pistol Licensing	0	0	0	20,300	0	99,000
2640	Community Corrections	301,640	337,227	334,097	332,873	355,859	333,480
2671	Sheriff Drug	4,410	0	4,410	4,410	2,000	2,000
2721	Testing Services	19,272	20,000	0	0	0	0
2731	Wagner - Peyser	323,491	310,000	335,000	335,000	0	0
2733	Trade Adjustment Assistance	137,798	115,000	174,100	174,100	0	0
2739	DET Cost Pool	4,464	3,200	3,200	3,200	0	0
2751	Jobs Education & Training	3,682,424	3,695,000	2,985,000	2,985,000	0	0
2759	Food Assistance Employment&Training	2,683	15,000	52,321	52,321	0	0
2760	WIA Admin Pool	182,255	168,000	168,000	168,000	0	0
2761	WIA Adult Program	942,005	727,000	900,600	900,600	0	0
2762	WIA Youth Program	526,613	601,000	645,400	645,400	0	0
2763	WIA Dislocated Wrk Program	465,488	539,000	546,500	546,500	0	0
2767	WIA Service Center Operations	27,956	28,000	50,000	50,000	0	0
2775	WIA ARRA NEG REI	0	0	14,000	14,000	0	0
2788	WIA Gold Standard Evaluation	0	0	9,200	9,200	0	0
2789	Reemployment Services EUC	40,042	0	0	0	0	0
2790	Summer Youth Program	50,000	55,000	77,000	77,000	0	0
2792	Skilled Trades Training Fund	32,392	0	423,100	423,100	0	0
2800	Crime Victims' Rights	226,133	271,729	255,472	256,452	262,852	268,011

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
2823	Muskegon Area Stormwater Committee	38,000	45,000	48,000	48,000	48,000	48,000
2860	Revolving Loan Fund-E.D.C.	4,315	0	0	6,742	0	0
2890	Remonumentation	11,819	49,971	0	123,238	0	14,526
2900	Brookhaven	13,119,170	12,935,600	12,942,952	12,996,349	13,169,509	13,180,844
2910	Social Welfare	4,365	12,904	12,904	6,488	12,904	12,135
2920	Child Care Fund	7,746,075	8,418,486	8,755,754	8,266,036	8,476,117	9,045,213
2930	Veterans Affairs Dept	315,726	312,117	305,438	305,438	312,797	312,797
2940	Veterans Trust Fund	53,265	40,450	40,450	40,450	40,450	40,450
2970	Mental Health Buildings	418,861	351,704	344,692	392,716	0	377,483
2980	Victim Restitution	1,317	4,800	4,800	4,800	4,800	4,800
3010	General Debt Service Fund	0	0	0	0	0	27,521
3111	Quality of Life Bonds Debt Service	1,262,243	1,098,505	0	1,096,505	0	981,101
3130	Hall of Justice Bonds Debt Service	521,791	521,759	522,847	522,847	526,185	526,185
3140	HealthWest Building Bonds Debt Service	508,066	511,869	0	514,055	0	508,575
3660	Jail/JTC Debt Service Fund	4,649,568	30,000	0	20,000	0	10,000
4010	Capital Projects Fund	0	0	0	980,603	0	0
4150	Northside Water Construction	16,075	7,000	0	11,500	0	11,500
4180	Heritage Landing Development	0	0	150,800	332,259	0	0
4660	Jail/JTC Capital Projects Fund	38,870,000	0	0	38,000	0	0
4911	Wastewater Construction	0	335,000	0	0	0	0
4930	Public Improvement	18,596	12,500	0	176,289	0	12,500
5100	Delinquent Tax Revolving	62,856	5,000	81,729	81,729	81,729	81,729
5110	Tax Forfeitures	657,644	868,000	815,461	815,461	810,338	810,338
5162	2012 Delinquent Tax Revolving	1,338,873	303,215	167,215	0	0	0
5163	2013 Delinquent Tax Revolving	1,218,237	1,041,197	407,041	1,334,005	1,282,887	1,341,434
5164	2014 Delinquent Tax Revolving	25	1,266,574	358,430	1,198,118	968,660	1,156,130
5165	2015 Delinquent Tax Revolving	0	0	0	0	325,000	352,000
5500	Land Bank	363,039	288,100	346,495	359,290	3,014,534	2,988,390
5710	Solid Waste Management	2,961,094	2,745,922	2,904,534	2,909,534	7,000	7,000
5711	Fly Ash Program	8,185	6,000	6,500	7,000	0	0
5810	Airport	2,711,442	2,920,468	2,953,076	2,707,908	1,919,521	2,384,896
5880	Muskegon Area Transit System	5,824,873	7,167,291	7,450,317	7,450,317	4,937,572	4,937,572
5890	Muskegon Trolley Company	67,977	80,949	91,620	91,620	96,600	96,600
5910	Regional Water System	3,247,951	3,484,848	3,625,298	3,625,298	3,586,298	3,659,598
5920	Wastewater Management Operations	12,885,878	12,175,771	0	11,761,872	0	13,034,790
5921	Wastewater Equipment	1,928,000	2,541,200	0	0	0	0
5935	WWMS#2 2011 Rev Refndg Bonds\$12.38M GOLT	1,414,834	1,275,500	0	1,137,000	0	1,137,000
5937	WWMS#1 2005 Bonds \$17.5M GOLT	1,096,360	1,017,063	0	881,000	0	881,000
5938	WWMS#2 2006 Revenue Bonds \$14M GOLT	883,298	821,525	0	710,000	0	710,000
5941	WWMS#2 2008-B Revenue Bonds \$16.79M	1,027,515	953,246	0	826,000	0	826,000
5942	WWMS#2 2008-C Revenue Bonds \$17.48M	1,158,337	1,079,004	0	930,960	0	930,960
5944	WW SAW Grant Project Fund	53,349	0	0	988,377	0	0
6330	Office Services	523,295	570,248	570,748	570,748	565,648	565,648
6340	County South Campus	797,906	793,893	863,947	932,304	807,655	768,089
6345	Maintenance Garage	2,421	3,300	3,300	3,291	3,300	3,541
6350	Energy Improvements	786,960	836,343	885,256	885,256	818,855	818,855
6660	Equipment Revolving	1,148,447	1,040,930	943,572	2,207,804	901,585	962,029
6680	Information Technology Services ISF	0	3,083,351	2,741,120	2,743,820	2,785,820	2,940,731
6770	Insurance	20,130,276	24,340,056	24,340,056	23,145,763	27,166,350	23,949,576
6772	HealthWest ISF Fund	1,181	0	0	0	0	0

BUDGET REPORT FOR MUSKOGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
7360	Other Post Employment Benefits Fund	8,899,823	4,410,000	0	2,730,000	0	2,730,000
8010	Drain Fund	633,513	36,938	49,372	49,397	45,800	45,832
8711	Water Supply-Fruitport #1	458,862	101,700	78,894	79,348	101,200	101,654
8718	Fruit/NS Reg. Water System II	93,539	79,835	80,761	80,761	68,123	68,123
8834	Laketon Twnshp 71-21-0	213,844	201,274	202,042	202,042	191,991	191,991
8841	Muskogon/Egelston/Dalton Sewer	852,781	829,245	830,984	1,005,090	810,443	810,443
8845	Whitehall Twnshp Water Project	29,492	24,178	24,969	24,969	22,099	22,099
ESTIMATED REVENUES - ALL FUNDS		274,318,378	226,581,226	202,468,989	229,883,943	195,698,514	217,332,460

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
ALL FUND EXPENDITURES							
1010	General Fund	43,776,798	42,889,435	46,378,312	44,981,980	49,033,524	45,316,645
1170	Sobriety Court	345,263	376,116	368,551	429,582	416,285	372,073
1190	Emergency Services	448,255	316,119	330,092	339,860	413,179	411,948
1200	Marine Safety	145,667	153,138	158,150	157,944	165,756	169,121
1201	Port Security	342,595	100,000	301,142	645,749	117	0
1210	Highway Safety Programs	296,936	290,279	321,179	321,362	324,408	312,428
1240	Township Patrols	224,524	238,186	207,252	208,080	214,279	209,735
2080	Parks	725,507	747,300	403,360	735,973	696,246	657,954
2140	Title IV-E Abuse/Neglect	222,135	232,364	225,951	226,916	250,323	248,739
2150	Family Court	4,448,730	4,992,399	4,933,667	4,864,232	5,251,618	5,298,887
2151	Access & Visitation Program	3,100	5,490	5,850	4,850	5,850	5,850
2153	SSSPP Grant	66,846	360,926	249,084	249,084	277,483	277,483
2154	Court Innovation Grant	50,000	0	0	0	0	0
2156	Mental Health Court	0	0	55,715	2,575	66,151	0
2210	Public Health	5,955,085	5,953,334	5,653,720	6,005,015	5,677,251	5,577,251
2212	Lead Hazard Control	432,065	668,238	95,832	808,625	388,877	388,877
2215	Disproportionate Share Hosp Program	1,398,175	1,241,000	553	241,723	553	0
2216	Community Hub	132,170	0	200	0	200	0
2217	Community Health Improvement Fund	0	0	0	1,009,441	0	964,000
2220	HealthWest	65,663,168	58,872,320	61,597,463	61,597,463	60,102,655	59,220,152
2261	Sustainability Grant	11,349	0	0	24,000	0	20,000
2271	NOAA Habitat Conservation Grants	4,860	0	0	391,240	0	0
2300	Accommodations Tax	1,126,479	1,009,707	1,220,555	1,408,850	1,199,414	1,284,144
2411	Parks Development	60,921	64,114	46	64,114	38	45,000
2470	CDBG Housing Grant	234,325	64,000	2,321	78,290	296,000	18,791
2471	Neighborhood Stabilization Prog 3	273,249	0	124,263	124,263	79,713	79,717
2550	Blight Elimination	0	0	0	774,851	0	1,188,011
2560	Deeds Automation Fund	150,191	849,549	582,860	498,825	567,222	851,057
2610	Law Library	19,732	21,115	18,338	14,412	21,838	18,912
2630	Concealed Pistol Licensing	0	0	0	834	0	2,667
2640	Community Corrections	301,642	337,227	334,096	332,873	355,859	333,480
2671	Sheriff Drug	173	0	239	239	239	239
2672	Prosecutor Drug	98	98	155	155	155	155
2721	Testing Services	19,272	20,000	0	0	0	0
2731	Wagner - Peyser	323,490	310,000	335,000	335,000	0	0
2733	Trade Adjustment Assistance	137,798	115,000	174,100	174,100	0	0
2739	DET Cost Pool	4,468	3,200	3,200	3,200	4,114,021	0
2751	Jobs Education & Training	3,682,422	3,695,000	2,985,000	2,985,000	0	0
2759	Food Assistance Employment&Training	2,683	15,000	52,321	52,321	0	0
2760	WIA Admin Pool	182,256	168,000	168,000	168,000	0	0
2761	WIA Adult Program	942,004	727,000	900,600	900,600	0	0
2762	WIA Youth Program	526,616	601,000	645,400	645,400	0	0
2763	WIA Dislocated Wrk Program	465,490	539,000	546,500	546,500	0	0
2767	WIA Service Center Operations	27,956	28,000	50,000	50,000	0	0
2775	WIA ARRA NEG REI	0	0	14,000	14,000	0	0
2788	WIA Gold Standard Evaluation	16,416	0	9,200	9,200	0	0
2789	Reemployment Services EUC	40,042	0	0	0	0	0
2790	Summer Youth Program	51,463	55,000	77,000	77,000	0	0
2792	Skilled Trades Training Fund	32,391	0	423,100	423,100	0	0

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 BUDGET	2015-16 RECOMMENDED BUDGET
2800	Crime Victims' Rights	226,132	271,729	256,452	262,852	268,011
2823	Muskegon Area Stormwater Committee	63,070	45,000	48,000	48,000	48,000
2860	Revolving Loan Fund-E.D.C.	95,337	0	48,681	0	0
2890	Remuneration	11,818	49,971	123,238	539	14,526
2900	Brookhaven	13,120,682	12,934,983	13,526,163	13,155,699	13,666,348
2910	Social Welfare	4,366	12,904	6,488	12,907	12,135
2920	Child Care Fund	7,746,069	8,418,486	8,266,036	8,575,070	9,045,213
2930	Veterans Affairs Dept	334,728	312,117	305,438	311,388	312,797
2940	Veterans Trust Fund	41,027	40,450	40,450	40,450	40,450
2970	Mental Health Buildings	422,396	428,807	431,349	402,400	424,014
2980	Victim Restitution	7,300	12,000	12,000	12,000	12,570
3010	General Debt Service Fund	0	0	0	27,521	27,521
3111	Quality of Life Bonds Debt Service	1,265,976	1,265,000	1,266,013	1,264,713	1,264,713
3130	Hall of Justice Bonds Debt Service	521,791	521,759	522,847	526,185	526,185
3140	HealthWest Building Bonds Debt Service	513,845	511,869	514,055	509,343	508,575
3660	Jail/JTC Debt Service Fund	918,034	1,846,325	1,847,515	1,847,525	1,847,525
4010	Capital Projects Fund	0	0	971,952	0	0
4180	Heritage Landing Development	0	0	400,000	0	0
4660	Jail/JTC Capital Projects Fund	25,966,282	20,406,713	17,545,790	0	54,163
4911	Wastewater Construction	27,104	335,000	0	0	0
4930	Public Improvement	25,217	20,000	91,980	39	50,039
5100	Delinquent Tax Revolving	51,202	52,193	53,143	53,143	53,143
5110	Tax Forfeitures	413,330	464,309	620,944	520,791	926,585
5162	2012 Delinquent Tax Revolving	2,940,622	2,383,274	0	0	0
5163	2013 Delinquent Tax Revolving	263,517	46,500	2,403,825	9,300	365
5164	2014 Delinquent Tax Revolving	0	273,586	349,570	261,812	2,548,008
5165	2015 Delinquent Tax Revolving	0	0	0	78,098	346,822
5500	Land Bank	245,076	223,305	293,911	266,488	323,870
5710	Solid Waste Management	2,801,100	5,216,662	5,640,167	5,616,347	5,719,293
5711	Fly Ash Program	8,259	87,024	111,384	139,780	145,766
5810	Airport	2,907,600	4,168,712	3,969,668	2,947,443	3,722,536
5880	Muskegon Area Transit System	4,976,026	8,022,532	8,364,487	5,679,276	5,791,854
5890	Muskegon Trolley Company	56,609	131,979	113,888	145,361	145,617
5910	Regional Water System	3,134,771	3,298,377	3,492,571	2,918,432	3,375,875
5920	Wastewater Management Operations	16,001,907	12,175,771	14,192,180	4,566,136	14,219,687
5921	Wastewater Equipment	(2,937)	3,819,434	0	0	0
5935	WWMS#2 2011 Rev Refndg Bonds\$12.38M GOLT	403,639	404,013	405,513	377,550	377,550
5937	WWMS#1 2005 Bonds \$17.5M GOLT	647,994	631,144	632,343	174,654	618,734
5938	WWMS#2 2006 Revenue Bonds \$14M GOLT	566,295	552,634	553,834	151,919	543,028
5939	WWMS#2 2007 Revenue Bonds \$1.8M	65,069	63,688	63,688	17,307	62,307
5940	WWMS#2 2008 Revenue Bonds \$945K	41,719	38,359	39,558	16,283	38,558
5941	WWMS#2 2008-B Revenue Bonds \$16.79M	916,581	898,060	899,260	274,446	882,510
5942	WWMS#2 2008-C Revenue Bonds \$17.48M	712,215	692,726	693,925	291,455	675,988
5943	WWMS#2 2010 Revenue Bonds \$2.85M	115,813	112,417	113,618	32,788	111,743
5944	WW SAW Grant Project Fund	53,349	0	988,377	0	0
6330	Office Services	509,672	568,661	581,944	568,156	576,386
6340	County South Campus	797,899	793,893	932,304	808,002	768,089
6345	Maintenance Garage	11,645	12,555	12,516	12,566	12,766
6350	Energy Improvements	857,505	839,617	840,879	826,508	826,508
6660	Equipment Revolving	1,950,421	1,077,793	777,673	1,612,623	768,143

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BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
6680	Information Technology Services ISF	7,085	1,793,032	1,835,015	3,994,900	1,904,299	2,741,967
6770	Insurance	22,488,264	25,379,484	25,406,423	22,775,857	27,356,369	24,119,581
6772	HealthWest ISF Fund	3,508,288	0	0	0	0	0
7360	Other Post Employment Benefits Fund	4,739,857	4,410,000	0	4,410,000	0	4,410,000
8010	Drain Fund	317,392	36,938	49,372	49,397	45,800	45,832
8711	Water Supply-Fruitport #1	95,116	101,700	79,348	79,348	101,654	101,654
8718	Fruit/NS Reg. Water System II	93,538	79,835	80,761	80,761	68,123	68,123
8834	Laketon Twnshp 71-21-0	213,844	201,274	202,042	202,042	191,991	191,991
8841	Muskegon/Egelston/Dalton Sewer	852,780	829,245	830,984	1,005,090	810,443	810,443
8845	Whitehall Twnshp Water Project	29,492	24,178	24,969	24,969	22,099	22,099
APPROPRIATIONS - ALL FUNDS		258,418,533	253,396,407	220,736,405	258,914,802	215,783,327	227,489,522

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2015-16 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
FUND BALANCE DETAIL							
1010	General Fund	7,404,901	7,404,886	5,708,422	6,790,260	2,578,153	6,790,260
1170	Sobriety Court	1	0	(345)	0	(30,169)	0
1190	Emergency Services	1,944	1,946	0	0	0	0
1200	Marine Safety	15,564	15,565	18,396	17,724	17,724	17,724
1201	Port Security	2,975	2,975	303,433	0	(117)	0
1210	Highway Safety Programs	(1)	0	(681)	0	0	0
1240	Township Patrols	0	0	(918)	0	0	0
2080	Parks	193,485	158,288	(254,898)	148,462	148,462	186,754
2140	Title IV-E Abuse/Neglect	0	0	(541)	0	0	0
2150	Family Court	(3)	0	2	0	114,557	0
2151	Access & Visitation Program	30	30	30	30	30	30
2153	SSSPP Grant	0	0	0	0	0	0
2154	Court Innovation Grant	0	0	0	0	0	0
2156	Mental Health Court	0	0	(55,715)	0	(66,151)	0
2210	Public Health	364,101	184,276	24,325	24,325	24,325	24,325
2212	Lead Hazard Control	(4)	0	(95,832)	0	0	0
2215	Disproportionate Share Hosp Program	241,723	243,123	(553)	0	(553)	0
2216	Community Hub	(3)	0	(200)	0	(200)	0
2217	Community Health Improvement Fund	0	0	3,669	3,669	3,669	3,669
2220	HealthWest	600,367	600,360	600,360	600,360	600,360	600,360
2261	Sustainability Grant	0	0	0	0	0	0
2271	NOAA Habitat Conservation Grants	6	6	6	6	6	6
2300	Accommodations Tax	660,459	719,747	504,409	488,284	495,550	410,820
2411	Parks Development	(1)	0	(46)	0	(38)	0
2470	CDBG Housing Grant	(2)	0	(2,321)	0	0	0
2471	Neighborhood Stabilization Prog 3	13,978	13,980	85,454	49,717	4	0
2550	Blight Elimination	0	0	14,500	14,500	14,500	44,962
2560	Deeds Automation Fund	1,176,505	501,956	449,820	857,680	465,458	181,623
2570	Budget Stabilization	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
2610	Law Library	0	0	0	0	(3,500)	0
2630	Concealed Pistol Licensing	0	0	19,466	19,466	19,466	115,799
2640	Community Corrections	(2)	0	1	0	0	0
2671	Sheriff Drug	4,934	4,934	13,276	9,105	10,866	10,866
2672	Prosecutor Drug	1,745	1,647	1,435	1,590	1,435	1,435
2721	Testing Services	0	0	0	0	0	0
2731	Wagner - Peyser	1	0	0	0	0	0
2733	Trade Adjustment Assistance	0	0	0	0	0	0
2739	DET Cost Pool	(4)	0	0	0	(4,114,021)	0
2751	Jobs Education & Training	2	0	0	0	0	0
2759	Food Assistance Employment&Training	0	0	0	0	0	0
2760	WIA Admin Pool	(1)	0	0	0	0	0
2761	WIA Adult Program	1	0	0	0	0	0
2762	WIA Youth Program	(3)	0	0	0	0	0
2763	WIA Dislocated Wrk Program	(2)	0	0	0	0	0
2767	WIA Service Center Operations	0	0	0	0	0	0
2775	WIA ARRA NEG REI	0	0	0	0	0	0
2788	WIA Gold Standard Evaluation	20,214	20,214	20,214	20,214	20,214	20,214
2789	Reemployment Services EUC	0	0	0	0	0	0
2790	Summer Youth Program	0	0	0	0	0	0

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15		2015-16		2015-16		2015-16	
			ORIGINAL BUDGET	BUDGET	PROJECTED ACTIVITY	BUDGET	15/16 DEPARTMENTS BUDGET	15/16 RECOMMENDED BUDGET		
2792	Skilled Trades Training Fund	1	0	0	0	0	0	0	0	0
2800	Crime Victims' Rights	1,058	1,058	1,058	1,058	1,058	1,058	1,058	1,058	1,058
2803	Muskegon Area Stormwater Committee	8,578	8,578	8,578	8,578	8,578	8,578	8,578	8,578	8,578
2820	Revolving Loan Fund-E.D.C.	46,938	46,939	5,000	5,000	5,000	5,000	5,000	5,000	5,000
2860		1	0	(539)	0	0	(539)	(539)	0	0
2890	Remonumentation	442	1,059	(803,513)	(529,372)	(529,372)	(515,562)	(515,562)	(1,014,876)	* see note below
2900	Brookhaven		0	(3)	0	0	(3)	(3)	0	0
2910	Social Welfare	6	0	441	0	0	(98,953)	(98,953)	0	0
2920	Child Care Fund	32,145	32,144	32,144	32,144	32,144	33,553	33,553	32,144	32,144
2930	Veterans Affairs Dept	13,102	13,102	13,102	13,102	13,102	13,102	13,102	13,102	13,102
2940	Veterans Trust Fund	85,164	8,061	(39,931)	46,531	46,531	(355,869)	(355,869)	0	0
2970	Mental Health Buildings	33,015	25,815	18,615	25,815	25,815	18,615	18,615	18,045	18,045
2980	Victim Restitution	0	0	0	0	0	(27,521)	(27,521)	0	0
3010	General Debt Service Fund	453,120	286,625	(982,401)	283,612	283,612	(981,101)	(981,101)	0	0
3111	Quality of Life Bonds Debt Service	0	0	0	0	0	0	0	0	0
3130	Hall of Justice Bonds Debt Service	134,882	134,882	(379,173)	134,882	134,882	(374,461)	(374,461)	134,882	134,882
3140	HealthWest Building Bonds Debt Service	3,731,534	1,915,209	56,504	1,904,019	1,904,019	56,494	56,494	66,494	66,494
3660	Jail/JTC Debt Service Fund	0	0	8,651	8,651	8,651	8,651	8,651	8,651	8,651
4010	Capital Projects Fund	1,730,475	1,737,475	1,741,975	1,741,975	1,741,975	1,741,975	1,741,975	1,753,475	1,753,475
4150	Northside Water Construction	67,741	67,741	(249,200)	0	0	54,163	54,163	0	0
4180	Heritage Landing Development	17,561,952	(2,844,760)	54,163	54,163	54,163	772,812	772,812	772,812	772,812
4660	Jail/JTC Capital Projects Fund	772,811	772,812	772,812	772,812	772,812	659,270	659,270	621,770	621,770
4911	Wastewater Construction	575,000	567,500	639,270	639,270	639,270	300,000	300,000	300,000	300,000
4930	Public Improvement	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
4960	Capital Improvement	128,016	80,823	185,188	156,602	156,602	185,188	185,188	185,188	185,188
5100	Delinquent Tax Revolving	836,020	1,239,710	1,230,847	1,030,536	1,030,536	1,320,083	1,320,083	914,289	914,289
5110	Tax Forfeitures	2,613,320	533,526	397,262	2,613,321	2,613,321	1,158,488	1,158,488	2,613,321	2,613,321
5162	2012 Delinquent Tax Revolving	954,720	1,949,418	235,069	(115,099)	(115,099)	1,555,421	1,555,421	(358,001)	(358,001)
5163	2013 Delinquent Tax Revolving	25	993,013	921,099	848,573	848,573	1,555,421	1,555,421	809,308	809,308
5164	2014 Delinquent Tax Revolving	0	0	0	0	0	246,902	246,902	0	0
5165	2015 Delinquent Tax Revolving	1,082,348	1,147,627	1,226,289	1,148,211	1,148,211	1,233,723	1,233,723	1,176,341	1,176,341
5500	Land Bank	7,997,271	5,526,535	2,633,710	5,266,642	5,266,642	2,664,829	2,664,829	2,535,739	2,535,739
5710	Solid Waste Management	81,871	848	(157,170)	(22,512)	(22,512)	(155,292)	(155,292)	(161,278)	(161,278)
5711	Fly Ash Program	29,269,097	28,020,854	26,702,567	28,007,338	28,007,338	26,979,416	26,979,416	26,669,698	26,669,698
5810	Airport	8,602,868	7,747,631	6,887,110	7,688,702	7,688,702	6,946,998	6,946,998	6,834,420	6,834,420
5880	Muskegon Area Transit System	195,610	144,581	151,075	173,343	173,343	124,582	124,582	124,326	124,326
5890	Muskegon Trolley Company	6,079,455	6,265,926	6,916,318	6,212,182	6,212,182	6,880,048	6,880,048	6,495,905	6,495,905
5910	Regional Water System	56,626,482	56,626,478	49,851,838	54,196,170	54,196,170	49,630,034	49,630,034	53,011,273	53,011,273
5920	Wastewater Management Operations	6,816,681	6,816,448	6,816,682	6,816,682	6,816,682	6,816,682	6,816,682	6,816,682	6,816,682
5921	Wastewater Equipment	(9,920,433)	(9,048,946)	(9,594,459)	(9,188,946)	(9,188,946)	(9,566,496)	(9,566,496)	(8,429,496)	(8,429,496)
5935	WWMS#2 2011 Rev Refndg Bonds\$12.38M GOLT	3,212,589	3,598,510	3,272,985	3,461,248	3,461,248	3,286,594	3,286,594	3,723,514	3,723,514
5937	WWMS#1 2005 Bonds \$17.5M GOLT	3,994,317	4,263,208	3,987,758	4,150,483	4,150,483	3,998,564	3,998,564	4,317,455	4,317,455
5938	WWMS#2 2007 Revenue Bonds \$14M GOLT	123,481	59,793	41,105	59,793	59,793	42,486	42,486	(2,514)	(2,514)
5939	WWMS#2 2007 Revenue Bonds \$1.8M	(1,236)	(39,594)	(58,076)	(40,793)	(40,793)	(57,076)	(57,076)	(79,351)	(79,351)
5940	WWMS#2 2008 Revenue Bonds \$945K	1,061,344	1,116,531	696,889	988,085	988,085	713,639	713,639	931,575	931,575
5941	WWMS#2 2008-B Revenue Bonds \$16.79M	1,538,239	1,924,517	1,465,882	1,775,274	1,775,274	1,483,819	1,483,819	2,030,246	2,030,246
5942	WWMS#2 2008-C Revenue Bonds \$17.48M	437,299	324,883	289,019	323,682	323,682	290,894	290,894	211,939	211,939
5943	WWMS#2 2010 Revenue Bonds \$2.85M	0	0	0	0	0	0	0	0	0
5944	WW SAW Grant Project Fund	69,499	71,087	56,998	58,304	58,304	55,796	55,796	47,566	47,566
6330	Office Services	0	0	(56,445)	0	0	(347)	(347)	0	0
6340	County South Campus	7	0	0	0	0	0	0	0	0

BUDGET REPORT FOR MUSKEGON COUNTY

DEPT	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2015-16 14/15 DEPARTMENTS BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 15/16 DEPARTMENTS BUDGET	2015-16 15/16 RECOMMENDED BUDGET
6345	Maintenance Garage	126,574	117,319	108,083	117,349	108,083	108,124
6350	Energy Improvements	4,213	938	92,966	48,589	40,936	40,936
6660	Equipment Revolving	5,383,364	5,346,500	6,134,913	6,813,494	6,102,456	7,007,380
6680	Information Technology Services ISF	(7,085)	1,283,234	(352,260)	(1,258,365)	(376,844)	(1,059,601)
6770	Insurance	1,317,691	278,262	621,229	1,687,596	1,497,577	1,517,591
6772	HealthWest ISF Fund	0	0	0	0	0	0
7360	Other Post Employment Benefits Fund	49,266,985	49,266,985	47,586,985	47,586,985	47,586,985	45,906,985
8010	Drain Fund	505,254	505,255	505,255	505,255	505,255	505,255
8711	Water Supply-Fruitport #1	363,746	363,746	363,292	363,746	363,292	363,746
8718	Fruit/NS Reg. Water System II	1	0	0	0	0	0
8834	Laketon Twtnshp 71-21-0	0	0	0	0	0	0
8841	Muskegon/Egelston/Dalton Sewer	1	0	0	0	0	0
8845	Whitehall Twtnshp Water Project	0	0	0	0	0	0
ENDING FUND BALANCE - ALL FUNDS		217,310,509	190,495,819	170,012,725	188,280,141	168,195,328	178,123,079

* Fund 2900 showing a deficit fund balance due to impact of the new GASB 68 Accounting and Financial Reporting for Pension standard in the amount of \$1,059,628.

* Fund 6680 showing a deficit fund balance due in part to impact of the new GASB 68 Accounting and Financial Reporting for Pension standard in the amount of \$71,394. The shortfall in this fund is being recouped through departmental charges per the Information Technology rate study provided by MGT of America.

60

FUND	DESCRIPTION
1010	General Fund
1020	Investment Fund
1150	Cooperative Reimbursement-Prosecuto
1170	Sobriety Court
1190	Emergency Services
1200	Marine Safety
1201	Port Security
1202	Jail Education Support
1210	Highway Safety Programs
1211	ENHANCE 9-1-1 GIS
1240	Township Patrols
2080	Parks
2140	Title IV-E Abuse/Neglect
2150	Family Court
2151	Access & Visitation Program
2152	Safe Schools / Healthy Students
2153	SSSPP Grant
2154	Court Innovation Grant
2156	Mental Health Court
2210	Public Health
2212	Lead Hazard Control
2215	Disproportionate Share Hosp Program
2216	Community Hub
2217	Community Health Improvement Fund
2220	HealthWest
2261	Sustainability Grant
2271	NOAA Habitat Conservation Grants
2300	Accommodations Tax
2411	Parks Development
2470	CDBG Housing Grant
2471	Neighborhood Stabilization Prog 3
2550	Blight Elimination
2560	Deeds Automation Fund
2570	Budget Stabilization
2610	Law Library
2630	Concealed Pistol Licensing
2640	Community Corrections
2650	Project Cornerstone
2671	Sheriff Drug
2672	Prosecutor Drug
2673	Silent Observer
2675	JAG-ARRA
2676	Comm. Capacity Building-ARRA
2721	Testing Services

2730 WIRED
2731 Wagner - Peyser
2732 Jobs, Training and Education
2733 Trade Adjustment Assistance
2734 Michigan Prisoner Re-entry
2735 Work Incentive Grant
2739 DET Cost Pool
2742 S.Y. A.R.R.
2750 107A Grants
2751 Jobs Education & Training
2759 Food Assistance Employment&Training
2760 WIA Admin Pool
2761 WIA Adult Program
2762 WIA Youth Program
2763 WIA Dislocated Wrk Program
2764 WIA-SWA - No Worker Left Behind
2765 Strategic Planning
2766 WIA Youth Statewide
2767 WIA Service Center Operations
2768 Incumbent Worker Statewide
2770 WIA/SWA JET Support
2771 WIA SWA ARRA
2772 WIA/SWA-MI NCRC
2773 Wagner-Peyser MI NCRC
2774 Employment Service ARRA MI NCRC
2775 WIA ARRA NEG REI
2776 WIA ARRA Adult
2777 WIA ARRA Dislocated Worker
2778 WIA ARRA Admin
2779 Employment Services - ARRA
2780 MI-NCRC
2781 ES ARRA Wagner-Peyser ECAR
2782 Reemployment Services ARRA
2783 WIA/SWA ARRA RCAR
2784 WIA-SAG-ARRA
2785 Regional Entr Collaborative
2786 WIA SWA ARRA Add'l Adult/DLW
2788 WIA Gold Standard Evaluation
2789 Reemployment Services EUC
2790 Summer Youth Program
2791 JET SSI Pilot
2792 Skilled Trades Training Fund
2800 Crime Victims' Rights
2823 Muskegon Area Stormwater Committee
2831 Juv Acctability Incent. Block Grant
2832 Community Gun Violence
2833 Byrne Tech Grant

2834	Project Safe Neighborhoods
2835	JAG ARRA Crime Analysis
2840	Facility Master Plan
2850	Revenue Sharing Reserve
2860	Revolving Loan Fund-E.D.C.
2873	Rambusch-Fuchs CDBG Grant
2876	Downtown Redevelopment Project
2881	Digital Divide Investment Program
2890	Remonumentation
2900	Brookhaven
2910	Social Welfare
2920	Child Care Fund
2930	Veterans Affairs Dept
2940	Veterans Trust Fund
2960	C.E.D.C.
2970	Mental Health Buildings
2980	Victim Restitution
3010	General Debt Service Fund
3111	Quality of Life Bonds Debt Service
3130	Hall of Justice Bonds Debt Service
3140	HealthWest Building Bonds Debt Service
3142	Halmond Center Debt
3650	Water and Sewer Debt
3660	Jail/JTC Debt Service Fund
4010	Capital Projects Fund
4130	Hall of Justice Capital Project Fund
4140	HealthWest Apple Bldg Capital Project Fd
4150	Northside Water Construction
4180	Heritage Landing Development
4618	Fruit/NS Reg Water II Const
4634	Laketon Township Sewer
4641	Muskegon/Egelston/Dalton Sewer
4645	Whitehall Township Water
4660	Jail/JTC Capital Projects Fund
4911	Wastewater Construction
4930	Public Improvement
4950	Jail Expansion
4960	Capital Improvement
5083	Fairgrounds Training Facility
5100	Delinquent Tax Revolving
5110	Tax Forfeitures
5160	2010 Delinquent Tax Revolving
5161	2011 Delinquent Tax Revolving
5162	2012 Delinquent Tax Revolving
5163	2013 Delinquent Tax Revolving
5164	2014 Delinquent Tax Revolving
5165	2015 Delinquent Tax Revolving

5168 2008 Delinquent Tax Revolving
 5169 2009 Delinquent Tax Revolving
 5500 Land Bank
 5502
 5700 Solid Waste Management-Combined
 5710 Solid Waste Management
 5711 Fly Ash Program
 5810 Airport
 5820 North Business Park
 5880 Muskegon Area Transit System
 5890 Muskegon Trolley Company
 5900 Wastewater Combined Fund
 5910 Regional Water System
 5920 Wastewater Management Operations
 5921 Wastewater Equipment
 5935 WWMS#2 2011 Rev Refndg Bonds\$12.38M GOLT
 5936 Wastewater 6.99 million Refunded
 5937 WWMS#1 2005 Bonds \$17.5M GOLT
 5938 WWMS#2 2006 Revenue Bonds \$14M GOLT
 5939 WWMS#2 2007 Revenue Bonds \$1.8M
 5940 WWMS#2 2008 Revenue Bonds \$945K
 5941 WWMS#2 2008-B Revenue Bonds \$16.79M
 5942 WWMS#2 2008-C Revenue Bonds \$17.48M
 5943 WWMS#2 2010 Revenue Bonds \$2.85M
 5944 WW SAW Grant Project Fund
 6010 Drain Revolving
 6330 Office Services
 6340 County South Campus
 6345 Maintenance Garage
 6350 Energy Improvements
 6660 Equipment Revolving
 6662 Information Technology Equipment
 6680 Information Technology Services ISF
 6770 Insurance
 6772 HealthWest ISF Fund
 7010 Trust and Agency
 7040 Imprest Payroll Fund
 7210 Library Penal Fines
 7360 Other Post Employment Benefits Fund
 7620 Trial Court Trust Fund
 7650 EPIC HEIR TRUST
 7708 Muskegon Central Dispatch 9-1-1
 7810 District Library
 7910 M.A.L.M.C.
 7930 HealthWest Client Funds
 7940 Dept. of Veterans Affairs
 7982 DHS Programming

8010	Drain Fund
8410	Lake Level Fund
8711	Water Supply-Fruitport #1
8715	Fruitport Township Sewer
8718	Fruit/NS Reg. Water System II
8834	Laketon Twnshp 71-21-0
8841	Muskegon/Egelston/Dalton Sewer
8845	Whitehall Twnshp Water Project
9010	GASB Rollup Fund
9510	General Long Term Debt Account Grp
9900	Bank Pooled Account

**RESOLUTION
IN SUPPORT OF A CLASS III CASINO OPERATION
TO THE LITTLE RIVER BAND OF OTTAWA INDIANS WITHIN THE
COUNTY OF MUSKEGON**

WHEREAS, the Muskegon County Board of Commissioners is in full support of a class III casino operation to be located in Fruitport Township and operated by the Little River Band of Ottawa Indians; and

WHEREAS, support from the local unit of Government will assist the Little River Band in its pursuit of a class III casino operation within Fruitport Township, and the Muskegon County Board of Commissioners believe such support to be beneficial and in the best interest of the County and its citizens; and

WHEREAS, the U.S. Department of Interior has already ruled elimination of a requirement that tribal casinos be located within a reasonable drive from the tribe's reservation; and

WHEREAS, the Muskegon County Board of Commissioners recommends that the Little River Band be granted approval for an amendment to the compact it currently has for operating the Manistee casino; and

WHEREAS, the Muskegon County Board of Commissioners believes that the opening of a casino in Muskegon County will have a positive economic impact on not only the local economy, but nearby counties as well;

NOW, THEREFORE, BE IT RESOLVED that the Muskegon County Board of Commissioners hereby support the Little River Band of Ottawa Indians in its pursuit of a class III casino operation within the township of Fruitport,

BE IT FURTHER RESOLVED THAT the Muskegon County Board of Commissioners hereby requests the support of Governor Rick Snyder, Senator Geoff Hansen and Representatives Holly Hughes and Marcia Hovey-Wright in moving forward with the process involved to grant a class III casino operation to the Little River Band of Ottawa Indians within the County of Muskegon in the most expedient manner.

Voice Vote: Y/N Roll Call Vote: Y/N

Yes:

No:



The Muskegon County Board of Commissioners, at its date , meeting recommended approval by Commissioner , support by Commissioner , the aforementioned resolution.

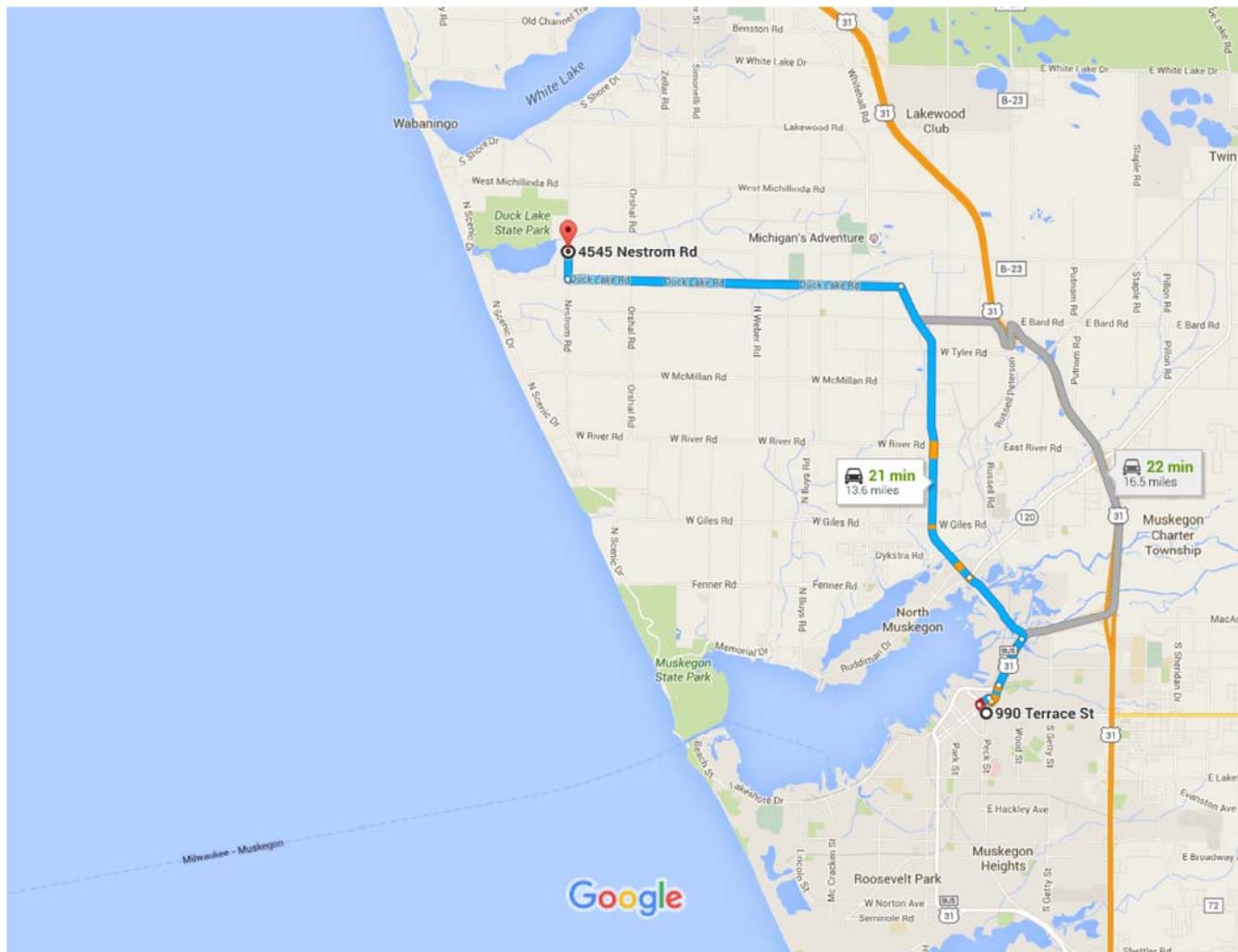
I, Nancy A. Waters, Clerk of the Muskegon County Board of Commissioners and Clerk of the County of Muskegon, do hereby certify that the above Resolution was duly adopted by said Board on date .

Nancy A. Waters, Clerk
County of Muskegon



990 Terrace St, Muskegon, MI 49442 to 4545 Nestrom Rd, Whitehall, MI 49461

Drive 13.6 miles, 21 min



Map data ©2015 Google 2 mi

via N Whitehall Rd and Duck Lake Rd **21 min**
 19 min without traffic · 13.6 miles

Details

via US-31 N and Duck Lake Rd **22 min**

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, October 13, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Aaron Gregory of The Lakes Community Church of the Nazarene, 2270 S. Mill Iron Road, Muskegon, MI 49442. The Pledge of Allegiance was led by Commissioner Mahoney and recited in unison.

Roll Call

Present: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman,
Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik,
Rillastine R. Wilkins

Absent: None

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Marcia L. Wilkes, Chief Deputy County Clerk
Doug Hughes, Corporate Counsel

2015-381 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Cross, to approve the agenda.

Voice vote

Motion Carried

2015-382 **APPROVE THE MEETING MINUTES OF SEPTEMBER 29, 2015**

Moved by Commissioner Engle, seconded by Commissioner Hughes, to approve the meeting minutes of September 29, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION – UNITED WAY CAMPAIGN

Christine Robere, President of the United Way of the Lakeshore thanked Muskegon County for their past United Way participation. She called this time of year as the “curing season”. She introduced Brad Hilleary from Webb Chemical, who is from the Leadership Circle Division of United Way. He spoke about the ALICE acronym, Asset Limited Income Constrained but Employed.

Christine Robere thanked Gordon Peterman for leading the campaign and our County Administrator. She also acknowledged Ryan Bennett, Johnathon Wilson-Loaned Executive, and Nancy Robbins-Resource Development Director.

Commissioner Lohman said that he hoped that as leaders moved their gifts up, he also hoped that they would raise incomes for their employees.

Commissioner Wilkins thanked Mr. Hilleary for what he and his wife have done for Muskegon Heights.

Commissioner Scolnik thanked Mr. Hilleary for his leadership to Muskegon County and the great changes which he has made at Webb Chemical.

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-383 **AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR TO APPLY TO THE STATE COURT ADMINISTRATOR'S OFFICE FOR THE SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT FOR THE 14TH CIRCUIT COURT, AND TO AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR AND BOARD CHAIRMAN TO ACCEPT THE AWARD AMOUNT OF \$305,000.00, AMEND THE BUDGET ACCORDINGLY AND SIGN THE SWIFT AND SURE SANCTIONS PROBATION PROGRAM FY 2016 CONTRACT, UPON RECEIPT OF THE CONTRACT FROM THE STATE COURT ADMINISTRATOR'S OFFICE**

CPS15/10-25

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Circuit Court Administrator to apply to the State Court Administrator's Office for the Swift and Sure Sanctions Probation Program Grant for the 14th Circuit Court, and to authorize the Circuit Court Administrator and Board Chairman to accept the award amount of \$305,000.00, amend the budget accordingly and sign the Swift and Sure Sanctions Probation Program FY 2016 Contract, upon receipt of the Contract from the State Court Administrator's Office.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-384 **AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR TO APPLY TO THE STATE COURT ADMINISTRATOR'S OFFICE FOR AN ACCESS AND VISITATION GRANT AND TO AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR TO SIGN THE ACCESS AND VISITATION AGREEMENT BETWEEN THE STATE COURT ADMINISTRATOR'S OFFICE AND THE FRIEND OF THE COURT/FAMILY COURT, UPON RECEIPT OF THE AGREEMENT FROM THE STATE COURT ADMINISTRATOR'S OFFICE**

CPS15/10-26

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Circuit Court Administrator to apply to the State Court Administrator's Office for an Access and Visitation Grant and to authorize the Circuit Court Administrator to sign the Access and Visitation Agreement between the State Court Administrator's Office and the Friend of the Court/Family Court, upon receipt of the Agreement from the State Court Administrator's Office.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-385 **AUTHORIZE THE CIRCUIT COURT AND THE MUSKEGON COUNTY BOARD CHAIR TO SIGN THE AMENDED AGREEMENT WITH MEDIATION & RESTORATIVE SERVICES, TO PROVIDE RESTORATIVE SERVICES TO JUVENILE OFFENDERS; AGREEMENT BEING EFFECTIVE FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016; AND THE PROGRAM BEING FUNDED BY MEDIATION & RESTORATIVE SERVICES DONATING A \$53,034.00 IN UNITED WAY OF THE LAKESHORE GRANT FUNDS AND MATCHING FUNDS THROUGH THE STATE OF MICHIGAN CHILD CARE FUND PROGRAM**

CPS15/10-27

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Circuit Court and the Muskegon County Board Chair to sign the Amended Agreement with Mediation & Restorative Services, to provide restorative services to juvenile offenders; agreement being effective from October 1, 2015 through September 30, 2016; and the program being funded by Mediation & Restorative Services donating a \$53,034.00 in United Way of the Lakeshore grant funds and matching funds through the State of Michigan Child Care Fund Program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-386 **AUTHORIZE THE CIRCUIT COURT AND THE MUSKEGON COUNTY BOARD CHAIR TO SIGN THE AGREEMENT WITH THE CHILD ABUSE COUNCIL, CHILDREN'S ADVOCACY CENTER, TO PROVIDE SERVICES TO THE CIRCUIT COURT - FAMILY DIVISION BY PROVIDING ASSISTANCE TO CHILD VICTIMS OF CRIMINAL ACTIONS AND NEGLECT AND ABUSE CASES INVOLVING THE COURT SYSTEM; THE AGREEMENT IS EFFECTIVE FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016 AND THE PROGRAM WILL BE FUNDED BY THE CHILD ABUSE COUNCIL DONATING \$15,000.00 IN UNITED WAY OF THE LAKESHORE GRANT FUNDS, PRIVATE LOCAL FUNDS AND MATCHING FUNDS THROUGH THE STATE OF MICHIGAN CHILD CARE FUND PROGRAM**

CPS15/10-28

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Circuit Court and the Muskegon County Board Chair to sign the Agreement with the Child Abuse Council, Children's Advocacy Center, to provide services to the Circuit Court - Family Division by providing assistance to child victims of criminal actions and neglect and abuse cases involving the court system; the Agreement is effective from October 1, 2015 through September 30, 2016 and the program will be funded by the Child Abuse Council donating \$15,000.00 in United Way of the Lakeshore grant funds, private local funds and matching funds through the State of Michigan Child Care Fund Program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-387 **AUTHORIZE THE CIRCUIT COURT AND THE MUSKEGON COUNTY BOARD CHAIR TO SIGN THE AGREEMENT WITH THE CHILD ABUSE COUNCIL, COURT APPOINTED SPECIAL ADVOCATE PROGRAM, TO PROVIDE TRAINED CITIZEN VOLUNTEERS TO ADVOCATE FOR THE BEST INTERESTS OF ABUSED AND NEGLECTED CHILDREN INVOLVED IN THE COURT SYSTEM; EFFECTIVE OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016 AND FUNDED BY THE CHILD ABUSE COUNCIL DONATING \$60,000 IN UNITED WAY OF THE LAKESHORE GRANT FUNDS, PRIVATE LOCAL FUNDS AND MATCHING FUNDS THROUGH THE STATE OF MICHIGAN CHILD CARE FUND PROGRAM**

CPS15/10-29

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Circuit Court and the Muskegon County Board Chair to sign the Agreement with the Child Abuse Council, Court Appointed Special Advocate Program, to provide trained citizen volunteers to advocate for the best interests of abused and neglected children involved in the court system; effective October 1, 2015 through September 30, 2016 and funded by the Child Abuse Council donating \$60,000 in United Way of the Lakeshore grant funds, private local funds and matching funds through the State of Michigan Child Care Fund Program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-388 **ACCEPT THE MICHIGAN JUVENILE MENTAL HEALTH COURT GRANT PROGRAM AWARD TO THE 14TH CIRCUIT COURT IN THE AMOUNT OF \$96,250.00, AMEND THE BUDGET ACCORDINGLY, AUTHORIZE THE BOARD CHAIRMAN TO SIGN THE MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM AWARD AND AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR TO HIRE A FULL-TIME FAMILY COURT OFFICER TO BE FUNDED THROUGH THE STATE COURT ADMINISTRATIVE OFFICE MICHIGAN MENTAL HEALTH COURT GRANT PROGRAM FUNDS AND CHILD CARE FUNDS**

CPS15/10-30

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to accept the Michigan Juvenile Mental Health Court Grant Program award to the 14th Circuit Court in the amount of \$96,250.00, amend the budget accordingly, authorize the Board Chairman to sign the Michigan Mental Health Court Grant Program award and authorize the Circuit Court Administrator to hire a full-time Family Court Officer to be funded through the State Court Administrative Office Michigan Mental Health Court Grant Program Funds and Child Care Funds.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-389 **APPROVE THE FY2016 CHILD CARE FUND ANNUAL PLAN AND BUDGET AND AUTHORIZE THE CHAIRMAN OF THE BOARD TO SIGN THE DOCUMENT FOR SUBMISSION TO THE STATE OF MICHIGAN**

CPS15/10-31

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the FY2016 Child Care Fund Annual Plan and Budget and authorize the Chairman of the Board to sign the document for submission to the State of Michigan.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-390 **AUTHORIZE THE BOARD CHAIRPERSON TO SIGN THE CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS AND ACCEPT THE FY2016 COMMUNITY CORRECTIONS GRANT IN THE AMOUNT OF \$157,747.00**

CPS15/10-32

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Board Chairperson to sign the contract with the Michigan Department of Corrections and accept the FY2016 Community Corrections grant in the amount of \$157,747.00.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-391 **APPROVE THE RECLASSIFICATION OF TWO CIRCUIT COURT CLERK BARGAINING POSITIONS TO CIRCUIT COURT LIAISONS BARGAINING POSITIONS TO BEGIN COMPLIANCE WITH MCL 600.571 WHICH REQUIRES “THE CLERK OF THE CIRCUIT COURT (THE COUNTY CLERK) TO APPOINT A DEPUTY FOR EACH JUDGE. . . “ BASED ON EXPERIENCE AND TRAINING, STAFF IN THE FOLLOWING POSITIONS WOULD BE RECLASSIFIED: G19501 TO CIRCUIT COURT LIAISON STEP 1, G19507 TO CIRCUIT COURT LIAISON STEP 2; THE IMPACT TO THE GENERAL FUND WILL BE PAID FROM THE COUNTY CLERK’S CPL FUND**

CPS15/10-33

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the reclassification of two Circuit Court Clerk bargaining positions to Circuit Court Liaisons bargaining positions to begin compliance with MCL 600.571 which requires “the Clerk of the Circuit Court (the County Clerk) to appoint a deputy for each judge. . . “ Based on experience and training, staff in the following positions would be reclassified: G19501 to Circuit Court Liaison step 1, G19507 to Circuit Court Liaison step 2; the impact to the General Fund will be paid from the County Clerk’s CPL Fund.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-392 **ACCEPT THE FOLLOWING GRANTS FROM THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (BYRNE JAG) IN THE AMOUNT OF \$42,000, THE MICHIGAN VETERANS TREATMENT GRANT PROGRAM, IN THE AMOUNT OF \$45,000, AND THE MICHIGAN DRUG COURT GRANT PROGRAM, IN THE AMOUNT OF \$20,000, ADMINISTERED THROUGH THE STATE COURT ADMINISTRATIVE OFFICE (SCAO) FOR THE GRANT PERIOD OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016, TO AMEND THE BUDGET ACCORDINGLY AND AUTHORIZE THE CHAIRMAN OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN THE GRANT AGREEMENTS**

CPS15/10-34

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to accept the following grants from the Edward Byrne Memorial Justice Assistance Grant (Byrne JAG) in the amount of \$42,000, the Michigan Veterans Treatment Grant Program, in the amount of \$45,000, and the Michigan Drug Court Grant Program, in the amount of \$20,000, administered through the State Court Administrative Office (SCAO) for the grant period October 1, 2015 through September 30, 2016, to amend the budget accordingly and authorize the Chairman of the Muskegon County Board of Commissioners to sign the grant agreements.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-393 **AWARD CONTRACTS TO JULIE SANDERSON AS SURVEILLANCE OFFICER FOR THE VETERAN'S TREATMENT COURT AND THE SOBRIETY COURT IN THE AMOUNT NOT TO EXCEED \$27,000 AND TO AUTHORIZE THE CHAIRMAN OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN THE CONTRACTS**

CPS15/10-35

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to award contracts to Julie Sanderson as Surveillance Officer for the Veteran's Treatment Court and the Sobriety Court in the amount not to exceed \$27,000 and to authorize the Chairman of the Muskegon County Board of Commissioners to sign the contracts.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-394 **APPROVE THE AFFILIATION AGREEMENT BETWEEN WESTERN UNIVERSITY AND THE MUSKEGON COUNTY JUVENILE TRANSITION CENTER EFFECTIVE OCTOBER 14, 2015, AND AUTHORIZE THE BOARD CHAIR TO SIGN AGREEMENT**

CPS15/10-36

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the Affiliation Agreement between Western University and the Muskegon County Juvenile Transition Center effective October 14, 2015, and authorize the Board Chair to sign agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-395 **APPROVE THE AFFILIATION AGREEMENT BETWEEN GRAND VALLEY STATE UNIVERSITY AND THE MUSKEGON COUNTY JUVENILE TRANSITION CENTER EFFECTIVE NOVEMBER 1, 2015 FOR A 12 MONTH PERIOD AND SHALL CONTINUE FOR SUBSEQUENT ANNUAL PERIODS UP TO THREE YEARS; AND AUTHORIZE THE BOARD CHAIR TO SIGN AGREEMENT**

CPS15/10-37

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve the Affiliation Agreement between Grand Valley State University and the Muskegon County Juvenile Transition Center effective November 1, 2015 for a 12 month period and shall continue for subsequent annual periods up to three years; and authorize the Board Chair to sign agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-396 **AUTHORIZE THE PROBATE COURT TO ENTER INTO A CONTRACT WITH LENORE FONSTEIN TO CONTINUE TO PROVIDE IN-HOME INVESTIGATIONS IN ADOPTION AND GUARDIANSHIP CASES ALONG WITH A REPORT AND RECOMMENDATIONS TO THE COURT FOR A CONTRACT AMOUNT OF \$16,800 ANNUALLY WITH AN ADDITIONAL \$5,400.00 MILEAGE ALLOWANCE; CONTRACT PERIOD FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016**

CPS15/10-38

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Probate Court to enter into a contract with Lenore Fonstein to continue to provide in-home investigations in adoption and guardianship cases along with a report and recommendations to the Court for a contract amount of \$16,800 annually with an additional \$5,400.00 mileage allowance; contract period from October 1, 2015 through September 30, 2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-397 **AUTHORIZE THE PROBATE COURT TO ENTER INTO A CONTRACT WITH VICKI BROGE, WEST MICHIGAN MONEYMINDERS, LLC, TO ASSIST THE COURT IN ANALYZING ANNUAL ACCOUNTINGS AND TO PROVIDE EDUCATIONAL SESSIONS FOR LAY CONSERVATORS FOR A CONTRACT AMOUNT OF \$16,800; CONTRACT PERIOD FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016**

CPS15/10-39

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to authorize the Probate Court to enter into a contract with Vicki Broge, West Michigan Moneyhandlers, LLC, to assist the court in analyzing annual accountings and to provide educational sessions for lay conservators for a contract amount of \$16,800; contract period from October 1, 2015 through September 30, 2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-398 **ACCEPT THE FY2016 WEST SHORELINE MICHIGAN PRISONER RE-ENTRY INITIATIVE (MPRI) CONTRACT MODIFICATION AND TO HAVE THE SHERIFF SIGN THIS MODIFICATION**

CPS15/10-40

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to accept the FY2016 West Shoreline Michigan Prisoner Re-Entry Initiative (MPRI) contract modification and to have the Sheriff sign this modification.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-399 **APPROVE A RESOLUTION OF APPRECIATION FOR THE COMMUNITY INVOLVEMENT OF DENNIS BABCOCK, FORMER COUNTY COMMISSIONER, TOWNSHIP OFFICIAL AND TEACHER**

CPS15/10-41

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Lohman, to approve a resolution of appreciation for the community involvement of Dennis Babcock, former County Commissioner, Township Official and Teacher.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-400 **APPROVE THE CONTINUED APPOINTMENT OF JULIA RUPP AS THE EXECUTIVE DIRECTOR OF HEALTHWEST EFFECTIVE APRIL 2, 2015 TO APRIL 2, 2018, AND AUTHORIZE THE HEALTHWEST BOARD CHAIRPERSON, JANET THOMAS, TO SIGN THE EMPLOYMENT AGREEMENT**

HS15/10-29

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve the continued appointment of Julia Rupp as the Executive Director of HealthWest effective April 2, 2015 to April 2, 2018, and authorize the HealthWest Board Chairperson, Janet Thomas, to sign the employment agreement.

Discussion:

Commissioner Cross said that he had concerns regarding her increase and automobile expense at a time when there have been so many lay-offs.

Janet Thomas, Health West Chair, stated that Ms. Rupp receives mileage reimbursement for the work she does for the County.

Commissioner Sabo also noted a change in her Termination/Severance Pay if Ms. Rupp were to be terminated without cause.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-401 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$5,981,396.56 COVERING THE PERIOD OF SEPTEMBER 5, 2015 THROUGH SEPTEMBER 15, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/10-132

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$5,981,396.56 covering the period of September 5, 2015 through September 15, 2015, as presented by the County Clerk.

Discussion:

Commissioner Hughes stated that she would be voting no on WM15/10-132 due to her concerns with the bills.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: Susie Hughes

Motion Carried

2015-402 **APPROVE MSU EXTENSION'S ANNUAL WORK PLAN FOR FY2016 AND AUTHORIZE THE BOARD CHAIR TO SIGN**

WM15/10-133

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve MSU Extension's Annual Work Plan for FY2016 and authorize the Board Chair to sign.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-403 **SUPPORT APPLICATION TO MICHIGAN STATE UNIVERSITY'S URBAN PLANNING PRACTICUM FOR THE WINTER SEMESTER**

WM15/10-134

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to support application to Michigan State University's Urban Planning Practicum for the Winter Semester.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-404 **SUPPORT APPLICATION TO THE US DEPARTMENT OF EDUCATION JUVENILE JUSTICE REENTRY EDUCATION PROGRAM**

WM15/10-135

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to support application to the US Department of Education Juvenile Justice Reentry Education Program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-405 **SUPPORT APPLICATION TO AMERICA WALKS PROGRAM**

WM15/10-136

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to support application to America Walks Program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-406 **AWARD BID #15-2196 FOR ICE DECK FOR LC WALKER ARENA TO BECKER ARENA PRODUCTS, 6611 W. HIGHWAY 13, SAVAGE, MN 55378 FOR THE TOTAL COST OF \$132,544.00, TO BE PAID FOR WITH FUNDS FROM THE COUNTY'S ACCOMMODATIONS TAX RESERVE FUND WITH THE COUNTY RETAINING OWNERSHIP OF THE ICE DECK IN THE EVENT OF AN ARENA MANAGEMENT CHANGE**

WM15/10-137

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to award bid #15-2196 for Ice Deck for LC Walker Arena to Becker Arena Products, 6611 W. Highway 13, Savage, MN 55378 for the total cost of \$132,544.00, to be paid for with funds from the County's Accommodations Tax Reserve Fund with the County retaining ownership of the ice deck in the event of an arena management change.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-407 **AUDIT AND SINGLE AUDIT AND THAT THE CHAIRMAN OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS BE AUTHORIZED TO SIGN THE ENGAGEMENT LETTER AND ANY OTHER DOCUMENTS REGARDING ASSOCIATED AUDIT-RELATED SERVICES, INCLUDING THE LETTER OF UNDERSTANDING REGARDING F-65 PREPARATION AND THE ADDENDUMS RELATING TO THE FINANCIAL ASSURANCE LETTER AND NEW PENSION REPORTING PROCEDURES**

WM15/10-138

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve Rehmann Robson's engagement letter and related documents for the 2015 financial audit and Single Audit and that the Chairman of the Muskegon County Board of Commissioners be authorized to sign the engagement letter and any other documents regarding associated audit-related services, including the Letter of Understanding regarding F-65 preparation and the addendums relating to the financial assurance letter and new pension reporting procedures.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-408 **AUTHORIZE THE BOARD CHAIR TO SIGN THE INTERGOVERNMENTAL AGREEMENT FOR ACCESS TO GEOGRAPHIC INFORMATION SYSTEM DATA BETWEEN MUSKEGON COUNTY AND THE STATE OF MICHIGAN DTMB, AND TO AUTHORIZE GIS STAFF TO PARTICIPATE IN AND TRANSMIT DATA TO THE STATE OF MICHIGAN AS PART OF THE CADASTRAL (PARCEL) DATA SHARING PILOT PROGRAM**

WM15/10-139

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Board Chair to sign the Intergovernmental Agreement for Access to Geographic Information System Data Between Muskegon County and the State of Michigan DTMB, and to authorize GIS staff to participate in and transmit data to the State of Michigan as part of the cadastral (parcel) data sharing pilot program.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-409 **GRANT THE REQUESTED EASEMENT ACROSS THE PROPERTY LOCATED AT 616 W. GILES ROAD TO MUSKEGON TOWNSHIP FOR THE FRED MEIJER-BERRY JUNCTION NON-MOTORIZED TRAIL AND AUTHORIZE THE CHAIR TO EXECUTE THE EASEMENT ON BEHALF OF MUSKEGON COUNTY**

WM15/10-140

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to grant the requested easement across the property located at 616 W. Giles Road to Muskegon Township for the Fred Meijer-Berry Junction Non-Motorized Trail and authorize the Chair to execute the easement on behalf of Muskegon County.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

2015-410 **CHAIRMAN SABO RECOMMENDS, MOVED BY COMMISSIONER ENGLE, SECONDED BY COMISSIONER LOHMAN, THAT THE FOLLOWING TWO INDIVIDUALS BE APPOINTED TO THEACSET/LEO (AREA COMMUNITY SERVICE EMPLOYMENT & TRAINING/LOCAL ELECTED OFFICIAL) FOR A TERM THROUGH 12/31/16:**

- **TERRY J. SABO (CHAIRMAN SLOT)**
- **KENNETH MAHONEY (COMMISSIONER SLOT)**

Voice vote.

Motion Carried

Commissioner Mahoney reminded Chairman Sabo that the first meeting of ACSET/LEO is Monday, October 26, 2015.

Chairman Sabo reminded everyone of the following upcoming Board Work Sessions, which are open to the public:

- *Tuesday, October 13th - County Dive Team (following Full Board)
- *Tuesday, October 20th - Quality of Life Millage (following Ways & Means).

ADMINISTRATOR'S REPORT

Administrator Eisenbarth stated that the County had requested Blue Cross/Blue Shield to re-evaluate their 18% increase to see if they could come up with a better figure. Blue Cross/Blue Shield replied with a 24% increase. A work session will be scheduled on this issue soon. Commissioner Hughes suggested obtaining quotes from other insurance companies.

2015-411 **MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER HUGHES, TO APPROVE ACCEPTANCE OF THE FY2016 YOUTH ALCOHOL ENFORCEMENT GRANT (#AL-16-12) IN THE AMOUNT OF \$12,500.00 AND TO AMEND THE COUNTY BUDGET ACCORDINGLY.**

Discussion:

Sheriff Roesler explained that the focus would be on underage drinking, education and enforcement. It is an educational outreach and is available to all Muskegon County police agencies.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Chairman Sabo asked what the prevailing wage issue would mean for Muskegon County.

Commissioner Mahoney stated that his understanding is that because Muskegon County has a prevailing wage policy in place we be would be grandfathered and no change for the County.

Commissioner Scolnik recognized Ryan Bennett in the audience and asked him to speak on prevailing wage in Muskegon.

Ryan Bennett addressed the Board concerning the importance of having a prevailing wage policy that allows the building trades to have apprenticeship programs. Even the Governor has said he would veto this law. However, petitions have been submitted to the State Board of Canvassers and, if approved, the legislature will have an opportunity to pass it, attach a fiscal amendment, and it will not go to the public for a vote.

Commission Engle stated he had heard on the radio that we were losing skilled workers because they were going to other places to work for higher pay.

2015-412 **MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER LOHMAN, TO ADOPT A RESOLUTION TO SUPPORT PREVAILING WAGE TO BE FORWARDED TO THE OTHER 82 COUNTIES AND STATE SENATOR GEOFF HANSEN AND STATE REPRESENTATIVES MARCIA HOVEY-WRIGHT AND HOLLY HUGHES.**

Voice vote.

Motion Carried.

PUBLIC COMMENT

Commissioner Hughes stated that U.S. Senator Gary Peters will be at the USS Silversides tomorrow, Wednesday, October 14, 2015 at 6:00 p.m. and it is open to the public.

Commissioner Lohman said that Casnovia officials were overwhelmed with the outpouring of concern and support in the death of 44 year veteran firefighter Mr. Richard Crosby.

Ryan Bennett, UA 174, addressed the Board regarding the award to Right Way Plumbing as low bid on the jail. He reported that 80% of the employees were Muskegon County residents. The returned money to the community is more than \$1 million with their wages, spending, etc.

Commissioner Sabo reminded everyone that the County Dive Team Presentation would start at 4:45 p.m.

2015-413 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER CROSS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:44 p.m.

Nancy A. Waters, County Clerk

NAW/mlw

Preliminary Minutes
To be approved at the Full Board Meeting on Thursday, October 22, 2015

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Thursday, October 22, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by George Monroe, Member filling in for Pastor Matt Sharpe of Evanston Avenue Baptist Church, 1198 Evanston Avenue, Muskegon, MI 49442. The Pledge of Allegiance was led by Commissioner Nash and recited in unison.

Roll Call

Present: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Excused: Benjamin E. Cross

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Interim Elections Coordinator
Doug Hughes, Corporate Counsel

2015-414 **APPROVAL OF THE AGENDA**

Moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the agenda with the correction for the invocation.

Voice vote

Motion Carried

2015-415 **APPROVE THE MEETING MINUTES OF OCTOBER 13, 2015**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to approve the meeting minutes of October 13, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-416 **APPROVE THE FY16 TOURISM AGREEMENT WITH THE WHITE LAKE CHAMBER OF COMMERCE TO PROVIDE TOURISM PROMOTION SERVICES FOR THE NORTHERN PORTION OF MUSKEGON COUNTY, AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO SIGN THE AGREEMENT**

CD/SP15/10-22

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Lohman, to approve the FY16 Tourism Agreement with the White Lake Chamber of Commerce to provide tourism promotion services for the northern portion of Muskegon County, and to authorize the Chairperson of the county Board to sign the agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-417 **AUTHORIZE MATS AND THE TRANSIT SYSTEM MANAGER TO DEVELOP, AND MODIFY AS NECESSARY, A BUS ADVERTISING SALES PROGRAM WITH RATES AND PACKAGES PERIODICALLY ADJUSTED FOR MAXIMIZATION OF THE PROGRAM AND WITH A PUBLISHED SET OF ADVERTISING RULES TO ENSURE INTEGRITY OF THE PROGRAM**

TR15/10-32

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Mahoney, to authorize MATS and the Transit System Manager to develop, and modify as necessary, a bus advertising sales program with rates and packages periodically adjusted for maximization of the program and with a published set of advertising rules to ensure integrity of the program.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-418 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$15,880,419.63 COVERING THE PERIOD OF SEPTEMBER 16, 2015 THROUGH OCTOBER 9, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/10-141

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve payment of the accounts payable of \$15,880,419.63 covering the period of September 16, 2015 through October 9, 2015, as presented by the County Clerk.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-419 **APPROVE THE COUNTY OF MUSKEGON CELL PHONE POLICY INCLUDING REIMBURSEMENT FOR PERSONAL USE OF \$25/MONTH FOR A SMART PHONE AND \$10/MONTH FOR ALL OTHER PHONES**

WM15/10-142

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the County of Muskegon Cell Phone Policy including reimbursement for personal use of \$25/month for a smart phone and \$10/month for all other phones.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-420 **APPROVE THE DISCHARGE OF THE \$5,000 ACCOMMODATIONS TAX LIEN RECORDED ON APRIL 22, 2008 ON THE PROPERTY AT 3450 HOYT STREET FOR A TOTAL WAIVER OF TAXES, INTEREST AND PENALTIES OF \$57,986.66 AND AUTHORIZE THE BOARD CHAIR TO SIGN THE DISCHARGE DOCUMENT**

WM15/10-143

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the discharge of the \$5,000 Accommodations Tax Lien recorded on April 22, 2008 on the property at 3450 Hoyt Street for a total waiver of taxes, interest and penalties of \$57,986.66 and authorize the Board Chair to sign the discharge document.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-421 **APPROVE RENEWAL OF ASSESSMENT ADMINISTRATION SERVICES PROVIDED BY THE EQUALIZATION DEPARTMENT TO THE TOWNSHIP OF HOLTON AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE AN AGREEMENT PREPARED BY THE EQUALIZATION DEPARTMENT TO PROVIDE THE SERVICES**

WM15/10-144

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve renewal of Assessment Administration Services provided by the Equalization Department to the Township of Holton and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-422 **ADOPT THE 2015 APPORTIONMENT REPORT AS PREPARED AND SUBMITTED BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT**

WM15/10-145

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to adopt the 2015 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-423 **APPROVE THE VENDOR AND CONTRACTOR RELATIONSHIPS OUTLINED ON THE SCHEDULE TO CONTINUE UNDER EXISTING ARRANGEMENTS FOR THE TIME PERIOD FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016**

WM15/10-146

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the vendor and contractor relationships outlined on the schedule to continue under existing arrangements for the time period from October 1, 2015 through September 30, 2016.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-424 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO RECLASSIFY TYPIST POSITION #N86005 TO A DEPARTMENTAL CLERK, LEAVE THE HUMAN RESOURCES SPECIALIST POSITION #N39703 VACANT AND AMEND THE BUDGET TO REFLECT THE RESULTING \$28,727 IN GENERAL FUND SAVINGS AND \$43,090 IN INSURANCE FUND SAVINGS**

WM15/10-147

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Human Resources Department to reclassify Typist position #N86005 to a Departmental Clerk, leave the Human Resources Specialist position #N39703 vacant and amend the budget to reflect the resulting \$28,727 in General Fund savings and \$43,090 in Insurance Fund savings.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-425 **AUTHORIZE A SALARY ADJUSTMENT OF THE INCUMBENT IN THE LAND BANK COORDINATOR POSITION (X48701) FROM STEP 2 (\$22.552/HR) TO STEP 5 (\$25.94/HR) OF THE CURRENT SALARY RANGE NX-00220 (\$21.548-\$27.153/HR) RETROACTIVE BACK TO OCTOBER 1, 2015, FOR THE ADDITIONAL RESPONSIBILITIES TAKEN ON AS A RESULT OF THE LAND MANAGEMENT CONSOLIDATION AND TO AMEND THE BUDGET ACCORDINGLY**

WM15/10-148

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize a salary adjustment of the incumbent in the Land Bank Coordinator position (X48701) from Step 2 (\$22.552/hr) to Step 5 (\$25.94/hr) of the current salary range NX-00220 (\$21.548-\$27.153/hr) retroactive back to October 1, 2015, for the additional responsibilities taken on as a result of the Land Management consolidation and to amend the budget accordingly.

Commissioner Nash urged Commissioners to not set a precedence especially where the increase is based on grant money that may or not be there in the future. Commissioner Hughes said that there is a Department Head who has worked hard to cut costs and reorganize a department and she agrees with Commissioner Nash.

Commissioner Mahoney noted this is paid by the Land Bank and is not general fund monies.

Commissioner Engle noted there had been a change and increase in duties.

Commissioner Scolnik noted that Township Supervisors make less and have more complicated duties.

Commissioner Nash said, "It is not about the person", but the principle because a lot of County employees deserve a raise. He said steps are there for a reason.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik,
Rillastine R. Wilkins, Terry J. Sabo

No: Charles Nash

Excused: Benjamin E. Cross **Motion Carried**
2015-426 **AUTHORIZE THE DEPARTMENT OF PUBLIC WORKS TO SUBMIT AN
APPLICATION TO THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL
QUALITY 2015/16 SCRAP TIRE CLEANUP GRANT PROGRAM**

WM15/10-149

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Department of Public Works to submit an application to the Michigan Department of Environmental Quality 2015/16 Scrap Tire Cleanup Grant Program.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross **Motion Carried**
2015-427 **APPROVE THE "SECOND AMENDED FAIRGROUNDS MANAGEMENT
AGREEMENT BETWEEN THE COUNTY OF MUSKEGON AND THE
MUSKEGON COUNTY FAIR ASSOCIATION" AND AUTHORIZE THE BOARD
CHAIR TO EXECUTE THE AGREEMENT**

WM15/10-150

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the "Second Amended Fairgrounds Management Agreement Between the County of Muskegon and the Muskegon County Fair Association" and authorize the Board Chair to execute the agreement.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash,
Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross **Motion Carried**

2015-428 **AWARD THE CONTRACT FOR THE PLACEMENT OF A NEW FIRE HYDRANT AND ASSOCIATED PIPING TO ACCURATE EXCAVATORS FOR THEIR LOW RESPONSIBLE BID OF \$64,245.00 WITH COSTS BEING PAID BY BROOKHAVEN FUNDING, AND AUTHORIZE THE CHAIR TO EXECUTE THE CONTRACT DOCUMENTS**

WM15/10-151

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to award the contract for the placement of a new fire hydrant and associated piping to Accurate Excavators for their low responsible bid of \$64,245.00 with costs being paid by Brookhaven funding, and authorize the Chair to execute the contract documents.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-429 **APPROVE THE PROPOSAL FROM PREIN & NEWHOF FOR CONSTRUCTION ENGINEERING SERVICES FOR THE CONSTRUCTION OF THE SHEET PILE WALL AT HERITAGE LANDING FOR A COST NOT-TO-EXCEED \$10,000 WITHOUT FURTHER BOARD APPROVAL WITH COSTS BEING PAID CURRENTLY BY A LOAN FROM THE SOLID WASTE FUND 5710-0526 AND BEING REIMBURSED TO SOLID WASTE BY THE GENERAL FUND OVER A 20 YEAR PERIOD**

WM15/10-152

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the proposal from Prein & Newhof for construction engineering services for the construction of the sheet pile wall at Heritage Landing for a cost not-to-exceed \$10,000 without further Board approval with costs being paid currently by a loan from the Solid Waste fund 5710-0526 and being reimbursed to Solid Waste by the General Fund over a 20 year period.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-430 **AUTHORIZE THE CIRCUIT COURT ADMINISTRATOR TO PURCHASE (3) ELECTRONIC RECORDING SYSTEMS FROM JEFFERSON AUDIO VIDEO SYSTEMS, INC. (JAVS) IN THE AMOUNT NOT TO EXCEED \$95,000**

WM15/10-153

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Circuit Court Administrator to purchase (3) electronic recording systems from Jefferson Audio Video Systems, Inc. (JAVS) in the amount not to exceed \$95,000.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-431 **AUTHORIZE THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO APPROVE A RESOLUTION TO AUTHORIZE THE COUNTY BOARD CHAIR AS CERTIFYING OFFICER AND THE ECONOMIC DEVELOPMENT COORDINATOR AS ENVIRONMENTAL REVIEW OFFICER, TO SIGN OFFICIAL MSF DOCUMENTS AS A REPRESENTATIVE OF MUSKEGON COUNTY FOR CDBG GRANT NUMBER R4-RLF-1-2015**

WM15/10-154

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to authorize the Muskegon County Board of Commissioners to approve a resolution to authorize the County Board Chair as Certifying Officer and the Economic Development Coordinator as Environmental Review Officer, to sign official MSF documents as a representative of Muskegon County for CDBG Grant Number R4-RLF-1-2015.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-432 **AMEND THE RESOLUTION IN SUPPORT OF A CLASS III CASINO OPERATION TO THE LITTLE RIVER BAND OF OTTAWA INDIANS WITHIN THE COUNTY OF MUSKEGON RESOLUTION TO INCLUDE REQUESTING THE SUPPORT OF SENATOR DEBBIE STABENOW, SENATOR GARY PETERS AND REPRESENTATIVE BILL HUIZENGA**

WM15/10-155

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to amend the Resolution in Support of a Class III Casino Operation to the Little River Band of Ottawa Indians within the County of Muskegon Resolution to include requesting the support of Senator Debbie Stabenow, Senator Gary Peters and Representative Bill Huizenga.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

2015-433 **APPROVE THE RECOMMENDATION OF CORPORATE COUNSEL REGARDING PENDING LITIGATION**

WM15/10-156

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Hughes, to approve the recommendation of Corporate Counsel regarding pending litigation.

Roll Call:

Yes: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Excused: Benjamin E. Cross

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo informed everyone about "The Return to Vietnam: A Special Program Commemorating the 40th Anniversary of the End of the Vietnam War" to be held on Tuesday, October 27th - 6 PM at the USS Silversides Submarine Museum. (see attached)

Chairman Sabo further noted there will also be a World War I Lecture Series at the USS Silversides Submarine Museum (see attached)

Chairman Sabo reminded Commissioners, if they have not already done so, to please return their Administrator's Evaluation to Lisa Chalko

Chairman Sabo announced the Upcoming Board Work Sessions:

- Tuesday, November 10th - Community Broadband Assessment
(following Full Board)
- Tuesday, November 17th - Plastic Bag Regulation
(following Ways & Means)

Note: These sessions are open to the public.

Commissioner Engle reported that he was surprised to learn that there is a haunted house event taking place at the Fairgrounds which as averaged 1000 visitors a week and anticipate a greater turnout this weekend. (see attached)

Commissioner Lohman stated he and Chairman Sabo had attended a meeting with stakeholders putting together a comprehensive recycling program through the County with a target date of April 2016. Commissioner Lohman recognized that Sara Damm, Muskegon County Sustainability Coordinator, is doing an excellent job getting this going.

Commissioner Hughes noted the West Michigan Shoreline Regional Development Commission dinner was well attended.

Commissioner Sabo noted the Parks Committee met and four of the nine district representatives were in attendance. Although they did have a quorum, Chairman Sabo noted the terms will expire at the end of the year and asked Commissioner to check with their representative to see if they understand the scope of the Committee and if they would like to be re-appointed. Discussion ensued.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth introduced Beth Dick, Finance Director/Assistant County Administrator and Kristen Wade, Human Resources Director to present the Health Insurance Update. Administrator Eisenbarth had asked Ms. Wade to extend an invitation to Blue Cross Blue Shield of Michigan (BCBSM) to also be present to address questions from the Board.

Ms. Wade and Ms. Dick presented information on the current employee insurance plans and rates, compared to the renewal plan rates, and noted they renewal plan rates are still less than the previously quoted Priority Health plan rates. (see attached)

Ms. Wade introduced Kelly Root, Regional Sales Director of BCBSM and Dawn Marvin, Account Manager – BCBSM, to address questions from Board Members.

Discussion ensued with a request for industry averages from BCBSM. Discussion also included possible health saving accounts for employees to help offset the cost of a high deductible plan. BCBSM will respond to some questions by getting additional information to Ms. Wade to forward to Commissioners.

It was noted that the increase to the employees will be very hard and it will also be a hard hit to the County budget. Administrator Eisenbarth noted everyone needs to continue to look for creative ways to address these issues.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

PUBLIC COMMENT

There was no public comment.

Chairman Sabo recognized audience members: Sheriff Dean Roesler, Undersheriff Dan Stout, Egelston Township Treasurer Deb Ackerman, and Chairman Sabo noted former State Representative Mickey Knight had also been in the audience.

2015-434 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:15 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, November 10, 2015



The Return to Vietnam

A special program commemorating
the 40th Anniversary
of the end of the Vietnam War
Tuesday, October 27, 2015

6:00 p.m.

USS Silversides Submarine Museum

Free admission for veterans and museum
members. General Admission \$5.00 per person.

This year marks the 40th anniversary of the end of the Vietnam War. Join a group of West Michigan Vietnam veterans, including Muskegon native Tom Sibley, as they relate their experiences 20 years after the war when they returned together to Vietnam and experienced the Vietnamese people and visited some of the places where they had served. They will also show a striking video of their travels. This program will conclude with a panel discussion moderated by Dr. James Smither, Professor of History at Grand Valley State University, and the Director of the GVSU Veterans History Project, which is affiliated with the Library of Congress. This presentation has received excellent reviews, and this is the first time for it in Muskegon. This is a great program not only for Vietnam vets, but also for their spouses, children, grandchildren, friends, and everyone else interested in the history of the Vietnam War.



1346 Bluff St.

Muskegon, MI 49441

231-755-1230



Fall 2015

World War I Lecture Series

USS Silversides Submarine Museum

1346 Bluff St.

Muskegon MI 49441

All lectures begin at 6:00 pm

Free admission for active duty
military and museum members

General admission \$5.00

- Wed. Nov 4:** Tomb of the Unknown Soldier and Arlington Cemetery
Tom Tudor, former Sentinel Guard and Relief Commander at the
the Tomb of the Unknown Soldier; President, Society of the
Honor Guard, Tomb of the Unknown Soldier
- Mon. Nov. 16:** War Dogs - the Story of War Dogs in the U.S. Military from the
Civil War to the Present
John Meeks, II, Executive Director of the Midwest Region of the
U.S. War Dog Association. Mr. Meeks, a former canine unit
member in Vietnam, may be accompanied by a retired war dog.
- Tues. Nov. 24:** The Psychological Effects of World War I - Shell Shock and Its
Legacy
Dr. Jason Crouthamel, Professor of History at Grand Valley
State University. Dr. Crouthamel has written 2 books on World
War I, and lectures both in the U.S. and Germany on WW I.
- Tues. Dec. 1:** Why the War Happened: 19th Century Warfare and Military
Systems and Lessons Learned
Dr. James Smither, Professor of History at Grand Valley State
University. Dr. Smither is an expert in this field and is also the
Chair of the Veterans History Project at GVSU.



<p>Saturday, October 24</p>	<p>Wagon Wheel Fall Fun Horse Show Contact Desiree Whipple for more information (616) 635-1109</p>
<p>Friday & Saturday, October 23-24</p>	<p>Haunted Hall 7:00-11:00pm</p>
<p>Friday & Saturday, October 30-31</p>	<p>Haunted Hall 7:00-11:00pm</p>

Muskegon County Medical Plan Comparisons

<u>Plan Designs</u>	<u>Medical Plan 2-P</u>	<u>Reduced Medical Plan</u>	<u>High Deductible Plan</u>	<u>Plan 4</u>
Deductibles: In-Network	None	\$250/\$500	\$500/\$1000	?
Deductibles: Out-of-Network	\$250/\$500	\$500/\$1000	\$1000/\$2000	?
Coinsurance Maximums	N/A	\$500/\$1000	\$1500/\$3000	?
Annual out-of-pocket maximums	\$6,350/\$12,700	\$6,350/\$12,700	\$6,350/\$12,700	?
In-Network Services:				
Office Visit copays	\$10	\$20	\$20	?
Urgent Care Visit copays	\$10	\$20	\$20	?
Chiropractic Service copays	\$10	\$20	\$20	?
Emergency room visit copays	\$50	\$100	\$150	?
Diagnostic Services	100%, no deductible or copay	90% after in-network deductible	80% after in-network deductible	?
Hospital Care	100%, no deductible or copay	90% after in-network deductible	80% after in-network deductible	?
Surgical Services	100%, no deductible or copay	90% after in-network deductible	80% after in-network deductible	?
Inpatient mental health care	100%, no deductible or copay	90% after in-network deductible	80% after in-network deductible	?
Outpatient mental health care	100%, no deductible or copay	90% after in-network deductible	80% after in-network deductible	?
<u>RX Designs</u>				
Tier 1, Generic Prescriptions	\$10	\$10	\$10	?
Tier 2, Formulary Brand-name Prescriptions	\$40	\$40	\$40	?
Tier 3, Nonformulary brand-name Prescriptions	\$80	\$80	\$80	?

NOTEWORTHY

- BC/BS has quoted a 24% renewal
- These rates are still lower than what Priority quoted as a renewal in Fall 2014
- Priority has declined to quote for this renewal
- Returning to self-insured has also been explored and doesn't yield a savings

2015 Renewal Report

Active Rate Comparison

Rates ²	BCBSM					Priority Health			
	Current			Renewal		2014 Proposed Plans			
	2P	Reduced Medical	High Deductible	2P	Reduced Medical	High Deductible	2P	Reduced Medical	High Deductible
Single	\$481.62	\$425.93	\$350.19	\$596.78	\$528.00	\$434.25	\$677.67	\$633.10	\$605.48
Double	\$1,154.35	\$1,020.66	\$838.94	\$1,432.27	\$1,267.19	\$1,042.20	\$1,524.76	\$1,424.48	\$1,362.33
Family	\$1,448.71	\$1,281.61	\$1,054.43	\$1,790.35	\$1,584.00	\$1,302.75	\$1,829.71	\$1,709.37	\$1,634.80
Financial Analysis	Current			Renewal		2014 Proposed Plans			
Total Estimated Annual Cost	\$12,242,568	\$126,902	\$292,871	\$15,152,048	\$157,133	\$362,686	\$15,967,678	\$177,015	\$469,732
Total Combined Annual Cost	\$12,662,341			\$15,671,866		\$16,614,425			
\$ Difference from Current	--			\$3,009,525		\$3,952,084			
% Difference from Current	--			23.77%		31.21%			
\$ Difference from Renewal	--			--		\$942,559			
% Difference from Renewal	--			--		6.01%			

¹⁾ This is intended to be an easy to read summary. Where differences between this and the contract occur, the contract will prevail.

²⁾ Priority Health proposal rates do not include taxes and fees, BCBSM rates include estimated taxes and fees.

³⁾ Assumed enrollment counts: 2P - S:398, D:217, F:399 High Deductible - S:12, D:9, F:12 Reduced Medical - S:8, D:2, F:4

Medical Insurance Bi-Weekly Cost

Plan	Current		Proposed		Bi-Weekly Increase	Annual Increase	Percentage Increase	Current		Proposed		Bi-Weekly Increase	Percentage Increase
	Employee Copay	Employee Copay	Employee Copay	Employee Copay				Employer Copay	Employer Copay				
Plan 2P													
Single	\$ 42.65	\$ 56.28	\$ 13.63	\$ 354.33	32%	\$ 184.99	\$ 242.11	\$ 57.12	31%				
2 person	\$ 102.64	\$ 135.08	\$ 32.44	\$ 843.33	32%	\$ 443.69	\$ 581.06	\$ 137.37	31%				
Family	\$ 128.30	\$ 168.85	\$ 40.54	\$ 1,054.15	32%	\$ 554.62	\$ 726.33	\$ 171.71	31%				
Plan RM													
Single	\$ 39.24	\$ 48.54	\$ 9.30	\$ 241.77	24%	\$ 173.25	\$ 215.46	\$ 42.21	24%				
2 person	\$ 94.46	\$ 116.50	\$ 22.05	\$ 573.17	23%	\$ 415.51	\$ 517.09	\$ 101.58	24%				
Family	\$ 118.07	\$ 145.63	\$ 27.56	\$ 716.51	23%	\$ 519.39	\$ 646.37	\$ 126.98	24%				
Plan HD													
Single	\$ 17.13	\$ 21.71	\$ 4.58	\$ 119.12	27%	\$ 154.18	\$ 195.41	\$ 41.23	27%				
2 person	\$ 40.57	\$ 52.11	\$ 11.54	\$ 300.07	28%	\$ 365.12	\$ 468.99	\$ 103.87	28%				
Family	\$ 50.71	\$ 65.14	\$ 14.43	\$ 375.09	28%	\$ 456.40	\$ 586.24	\$ 129.84	28%				

	BCBS						
	New Monthly Rate	EE Copay Percentage	Base EE Copay	Plus 50% of HD Diff	New Monthly EE Copay	New Bi-Weekly EE Copay	
	Plan 2P Family	\$ 1,790.35	15%	\$ 268.55	\$ 69.14	\$ 337.69	\$ 168.85
Plan HD Family	\$ 1,302.75	10%	\$ 130.28	\$ -	\$ 130.28	\$ 65.14	
Diff			\$ 138.28				
Plan RM Family	1,584.00	15%	\$ 237.60	\$ 53.66	\$ 291.26	\$ 145.63	
Plan HD Family	\$ 1,302.75	10%	\$ 130.28	\$ -	\$ 130.28	\$ 65.14	
Diff			\$ 107.33				

Contract Language:

Each employee enrolled in the Muskegon County Medical Plan HD shall pay an employee contribution of 10% of the monthly premium equivalent for the employee and applicable dependents.

If the employee selects the Muskegon County Medical Plan RM or 2P, the employee shall pay 1/2 of the additional employee copay cost of this coverage in excess of the copay cost of the Muskegon County Medical Plan HD in addition to the employee contribution of 15% of the monthly premium equivalent of Muskegon County Medical Plans RM or 2P for the employee and applicable dependents.

BCBS Monthly Premiums

	Previously Quoted*			Adjusted and Current			Proposed Renewal			% Increase Compared To Previously Quoted			% Increase Compared To Adjusted and Current		
	<u>2P</u>	<u>RM</u>	<u>HD</u>	<u>2P</u>	<u>RM</u>	<u>HD</u>	<u>2P</u>	<u>RM</u>	<u>HD</u>	<u>2P</u>	<u>RM</u>	<u>HD</u>	<u>2P</u>	<u>RM</u>	<u>HD</u>
Single	455.28	424.97	338.07	481.62	425.93	350.19	596.78	528.00	434.25	31%	24%	28%	24%	24%	24%
2P	1,092.66	1,019.93	811.38	1,154.35	1,020.66	838.94	1,432.27	1,267.19	1,042.20	31%	24%	28%	24%	24%	24%
Family	1,365.83	1,274.92	1,014.22	1,448.71	1,281.61	1,054.43	1,790.35	1,584.00	1,302.75	31%	24%	28%	24%	24%	24%

* Previously Quoted rates are those provided to the County in the summer of 2014. This did not include a mental health cost component that we asked them to go back requote which is what the Adjusted and Current rates represent. The County did not go back and adjust the employee's payroll deduction for the adjusted rates.

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, November 10, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor Tim Cross of the Living Word Church. The Pledge of Allegiance was led by Administrator Eisenbarth and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Marcia L. Wilkes, Chief Deputy County Clerk
Doug Hughes, Corporate Counsel

2015-435 **APPROVAL OF THE AGENDA**

Moved by Commissioner Nash, seconded by Commissioner Cross, to approve the agenda.

Voice vote

Motion Carried

2015-436 **APPROVE THE MEETING MINUTES OF OCTOBER 22, 2015**

Moved by Commissioner Engle seconded by Commissioner Nash, to approve the meeting minutes of October 22, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-437 **AUTHORIZE THE COUNTY IT DEPARTMENT TO PURCHASE EQUIPMENT FOR PHASE I OF THE ELECTRONIC CONTENT MANAGEMENT SYSTEM NOT TO EXCEED \$38,500.**

CPS15/11-42

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the County IT Department to purchase equipment for Phase I of the Electronic Content Management System not to exceed \$38,500.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-438 **AWARD THE CONTRACTS TO JOHN JENKINS AND JASON THEILBAR AS SURVEILLANCE OFFICERS FOR THE 60TH DISTRICT COURT SOBRIETY COURT IN THE AMOUNT NOT TO EXCEED \$20,000; AND TO AUTHORIZE THE CHAIRMAN OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN THE CONTRACTS**

CPS15/11-43

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to award the contracts to John Jenkins and Jason Theilbar as Surveillance Officers for the 60th District Court Sobriety Court in the amount not to exceed \$20,000; and to authorize the Chairman of the Muskegon County Board of Commissioners to sign the contracts.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-439 **APPROVE THAT THE VENDOR AND CONTRACTOR RELATIONSHIPS OUTLINED ON THE SCHEDULE BE APPROVED TO CONTINUE UNDER EXISTING ARRANGEMENTS FOR THE TIME PERIOD FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016**

CPS15/11-44

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve that the vendor and contractor relationships outlined on the schedule be approved to continue under existing arrangements for the time period from October 1, 2015 through September 30, 2016.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-440 **IMPLEMENT THE CHANGE FOR THE FUNDING DISTRIBUTION OF POSITON G49009 (LEGAL SECRETARY FT) FROM 100% 1010-0229 (PROSECUTOR'S GENERAL FUND) TO 80% 1010-0229 (PROSECUTOR'S GENERAL FUND) AND 20% 2800-0232 (CRIME VICTIM RIGHTS GRANT) EFFECTIVE OCTOBER 1, 2015 AND AMEND THE BUDGET ACCORDINGLY**

CPS15/11-45

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to implement the change for the funding distribution of Positon G49009 (Legal Secretary FT) from 100% 1010-0229 (Prosecutor's General Fund) to 80% 1010-0229 (Prosecutor's General Fund) and 20% 2800-0232 (Crime Victim Rights Grant) effective October 1, 2015 and amend the budget accordingly.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-441 **APPROVE THE RECOMMENDATION OF CORPORATE COUNSEL TO
ADOPT THE ORDINANCE TO PROHIBIT RESISTING, OPPOSING OR
HINDERING A POLICE OFFICER ORDINANCE**

CPS15/11-46

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the recommendation of Corporate Counsel to adopt the Ordinance to Prohibit Resisting, Opposing or Hindering a Police Officer Ordinance.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-442 **APPROVE THE EXTENSION OF THE AGREEMENT BETWEEN THE
MUSKEGON COUNTY SHERIFF'S OFFICE AND EMERGENCY SERVICES,
LLC TO PROVIDE FLEET MAINTENANCE AND MANAGEMENT SERVICES
FOR ONE ADDITIONAL YEAR WITH THE OPTION TO RENEW FOR TWO
SUBSEQUENT YEARS UPON MUTUAL AGREEMENT**

CPS15/11-47

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the extension of the agreement between the Muskegon County Sheriff's Office and Emergency Services, LLC to provide fleet maintenance and management services for one additional year with the option to renew for two subsequent years upon mutual agreement.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-443 **AUTHORIZE THE SHERIFF'S OFFICE TO FACILITATE THROUGH BORGMAN FORD (MIDEAL APPROVED) THE LEASE OF FIVE (5) CURRENT MODEL YEAR FORD POLICE INTERCEPTOR UTILITY VEHICLES ROAD READY, ALL-WHEEL DRIVE, NON-TURBO WITH ALL EMERGENCY EQUIPMENT, LIGHTING AND LETTERING AND TWO (2) CURRENT MODEL YEAR UNMARKED VEHICLES WITH ALL EMERGENCY EQUIPMENT AND LIGHTING**

CPS15/11-48

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the Sheriff's Office to facilitate through Borgman Ford (MiDeal approved) the lease of five (5) current model year Ford Police Interceptor Utility Vehicles road ready, all-wheel drive, non-turbo with all emergency equipment, lighting and lettering and two (2) current model year unmarked vehicles with all emergency equipment and lighting.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-444 **AUTHORIZE THE SHERIFF'S OFFICE TO UTILIZE THE SHERIFF'S CONTRACTED VEHICLE MAINTENANCE PROVIDER TO BROKER SELLING AND PURCHASING USED VEHICLES FOR THIS OFFICE PER VEHICLE LIST**

CPS15/11-49

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize the Sheriff's Office to utilize the Sheriff's contracted vehicle maintenance provider to broker selling and purchasing used vehicles for this office per vehicle list.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-445 **APPROVE AND AUTHORIZE THE SHERIFF TO SIGN A ONE YEAR EXTENSION TO THE CONTRACT BETWEEN THE MUSKEGON COUNTY SHERIFF AND CORRECTIONAL HEALTHCARE COMPANIES TO PROVIDE MEDICAL SERVICES IN THE JAIL AT A COST OF \$78,624.19 PER Month**

CPS15/11 - 50

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve and authorize the Sheriff to sign a one year extension to the contract between the Muskegon County Sheriff and Correctional Healthcare Companies to provide medical services in the jail at a cost of \$78,624.19 per month.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-446 **IMPLEMENT THE CHANGE FOR THE FUNDING DISTRIBUTION REGARDING POSITION NUMBER S05033 (SHERIFF DEPUTY) BE CHANGED FROM 100% SHERIFF GENERAL FUND (1010-0301) TO 100% SECONDARY ROAD PATROL (1210-0315) AND POSITION NUMBER S05041 (SHERIFF DEPUTY) BE CHANGED FROM 100% SECONDARY ROAD PATROL (1210-0315) TO 100% SHERIFF GENERAL FUND (1010-0355).**

CPS15/11-51

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to implement the change for the funding distribution regarding Position Number S05033 (Sheriff Deputy) be changed from 100% Sheriff General Fund (1010-0301) to 100% Secondary Road Patrol (1210-0315) and Position Number S05041 (Sheriff Deputy) be changed from 100% Secondary Road Patrol (1210-0315) to 100% Sheriff General Fund (1010-0355).

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-447 **APPROVE A PROCLAMATION, TO BE CO-PRESENTED WITH THE CITY OF MUSKEGON, IN RECOGNITION OF THE JAMES R. BARKER AS THE LAST COAL SHIP SCHEDULED TO ENTER THE PORT OF MUSKEGON EN ROUTE TO THE BC COBB GENERATION PLANT**

CPS15/11-52

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve a Proclamation, to be co-presented with the City of Muskegon, in Recognition of the James R. Barker as the last coal ship scheduled to enter the Port of Muskegon En Route to the BC Cobb Generation Plant.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-448 **PREPARE RECOGNITION IN MEMORY OF THEODORE WILLIAMS, JUNIOR**

CPS15/11-53

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to prepare Recognition in Memory of Theodore Williams, Junior.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-449 **AUTHORIZE HEALTHWEST TO MAKE THE POSITION CHANGES AS OUTLINED ON THE POSITION CHANGES FOR FY2016 COUNTY BUDGET EFFECTIVE OCTOBER 1, 2015**

HS15/11-30

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to authorize HealthWest to make the position changes as outlined on the Position Changes for FY2016 County Budget effective October 1, 2015.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-450 **AUTHORIZE THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO SIGN ON BEHALF OF MUSKEGON COUNTY THAT THE APPLICATIONS OF CMHS OF MUSKEGON COUNTY, AKA HEALTHWEST, BETHANY HOUSING MINISTRIES, AKA COMMUNITY ENCOMPASS AND EVERY WOMAN'S PLACE FOR FUNDING UNDER THE CONTINUUM OF CARE PROGRAM COMPETITION, CFDA 14.267 ARE CONSISTENT WITH MUSKEGON COUNTY'S CONSOLIDATED PLAN FOR HOUSING, 2011-2016**

HS15/11-31

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Cross, to authorize the Chairman of the County Board of Commissioners to sign on behalf of Muskegon County that the applications of CMHS of Muskegon County, aka HealthWest, Bethany Housing Ministries, aka Community enCompass and Every Woman's Place for funding under the Continuum of Care Program Competition, CFDA 14.267 are consistent with Muskegon County's Consolidated Plan for Housing, 2011-2016.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-451 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$10,067,004.16 COVERING THE PERIOD OF OCTOBER 10, 2015 THROUGH OCTOBER 23, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/11-157

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve payment of the accounts payable of \$10,067,004.16 covering the period of October 10, 2015 through October 23, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-452 **SUPPORT APPLICATION TO THE EPA URBAN WATERS PROGRAM
TO SUPPORT DEVELOPMENT OF THE MUSKEGON COUNTY
TRAILS TOWNS - COMMUNITY GREENING MASTER PLAN**

WM15/11-158

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to support application to the EPA Urban Waters program to support development of the Muskegon County Trails Towns - Community Greening master plan.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-453 **APPROVE CONTRACT WITH COMMUNITY FOUNDATION FOR MUSKEGON
COUNTY AND ACCEPT \$25,000 GRANT TO GO TOWARD THE PURCHASE
OF A WOOD FLOOR FOR THE LC WALKER ARENA**

WM15/11-159

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Mahoney, to approve contract with Community Foundation for Muskegon County and accept \$25,000 grant to go toward the purchase of a wood floor for the LC Walker Arena.

Discussion: Commissioner Lohman asked if there had been a determination on the wood floor storage for the LC Walker Arena. Commissioner Scolnik responded that they would be meeting and that he would get back to the Board on that issue.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo reported that the County Administrator's Annual Performance Evaluation was done by all nine of the County Commissioner's. The scores were then averaged. The scores range from one being the lowest and five being the highest. Chairman Sabo was pleased to announce that Commissioner Eisenbarth received an average of 4, with 4.2 being the lowest score and 4.9 being the highest.

Commissioner Lohman commented on the tight range of the scores.

Commissioner Hughes stated that they picked the right person and certainly these scores after only one year on the job confirm that the right decision was made in selection. (see attached)

Commissioner Lohman asked if the County did 360 reviews. A 360 review is a review where those under the person are asked to review that individual. This type of review is often done in the business industry. Commissioner Sabo said that he would look into these and get more information.

County Administrator Eisenbarth stated that those scores also reflect the scores of his staff and the elected officials.

Chairman Sabo stated that the Toys for Tots Challenge was underway. Administrator Eisenbarth said that there were some challenges set up between floors and that those who lose will be representing Santa.

ADMINISTRATOR'S REPORT

Commissioner Eisenbarth said that they are in the midst of meeting with all departments for feedback on the County health insurance.

Commissioner Nash commended Kristen Wade and Beth Dick for their diligent work.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Commissioner Lohman thanked John Holter, Egelston Township Supervisor and Deb Ackerman, Egelston Township Treasurer for being present at the Board meetings at least monthly.

PUBLIC COMMENT

Tony Moulatsiotis, County Treasurer, expressed his concern over the Board requesting a raise in dog licensing, while at the same time eliminating one Animal Control Officer. He stated that if you want us to succeed we need the man power.

Laura Keisgen stated that there are more than 600 signatures have been collected on a petition to keep Tiffany Peterson as an Animal Control Officer. The petition was presented to the County Clerk.

Bonnie Meyers, a volunteer at Pound Buddies, said that Tiffany Peterson is a leader and that the County needed to find another method of locating the revenue, rather than laying off Ms. Peterson.

Chairman Sabo recognized audience elected officials: John Holter, Supervisor, and Deb Ackerman, Treasurer from Egelston Township; Jan Deur, Trustee from Fruitland Township; Sheriff Dean Roesler and his Undersheriff Dan Stout; Prosecutor D. J. Hilson.

Sheriff Dean Roesler reminded everyone that there will be a ceremony in honor of our veterans will take place at the northend of the Veterans' Memorial Causeway on Wednesday, November 11, 2015. The ceremony will begin at 11:00 a.m. There will be ample parking with the inside lane being blocked off for additional parking space.

2015-454 **MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER HUGHES, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:30 p.m.

Nancy A. Waters, County Clerk

NAW/mlw

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, November 24, 2015

COUNTY ADMINISTRATOR
ANNUAL PERFORMANCE EVALUATION
November, 2014 - November, 2015

- (5) Very Effective (4) Effective (3) Neutral (2) Ineffective (1) Very Ineffective
(0) N/A – Not enough info

LEADERSHIP SKILLS:

- 1) Clearly defines the basic purpose or mission of Muskegon County.

SCORES: 4, 4, 4, 4, 5, 5, 4, 4, 5 = $39 \div 9 = 4.3$

- 2) Leads a performance management process that ensures accountability at all levels of the County and makes adjustments in goals and strategies as necessary.

SCORES: 3, 4, 4, 4, 5, 5, 4, 4, 5 = $38 \div 9 = 4.2$

- 3) Regularly demonstrates creativity in identifying new opportunities and in solving issues that the County is facing.

SCORES: 4, 3, 3, 4, 5, 5, 5, 5, 5 = $39 \div 9 = 4.3$

- 4) Communicates effectively with internal and external stakeholders to build support for the mission, vision, goals and direction of Muskegon County.

SCORES: 4, 4, 5, 4, 4, 5, 5, 4, 5 = $40 \div 9 = 4.4$

- 5) Fosters collaboration/cooperation across County departments as well as jurisdictional boundaries.

SCORES: 4, 5, 5, 4, 4, 5, 5, 5, 5 = $42 \div 9 = 4.6$

- 6) Contributes positively to the County's image and reputation.

SCORES: 5, 5, 5, 4, 5, 5, 5, 5, 5 = $44 \div 9 = 4.9$

- 7) Inspires confidence in the County's Department Director management team and promotes a work environment that enhances quality.

SCORES: 4, 4, 4, 4, 5, 4, 5, 5, 5 = $40 \div 9 = 4.4$

LEADERSHIP SKILLS SUBTOTAL: $31.1 \div 7 = 4.4$

MANAGEMENT SKILLS:

- 1) Has established an effective organizational structure, ensuring that there is management focus on key functions necessary for the County to deliver on its mission.

SCORES: 4, 4, 4, 3, 5, 5, 4, 4, 5 = $38 \div 9 = 4.2$

- 2) Delegates effectively to the Department Director management team and other staff.

SCORES: 4, 4, 4, 4, 4, 5, 4, 4, 5 = $38 \div 9 = 4.2$

- 3) Clearly articulates priorities and ensures management focus and accountability around addressing priorities.

SCORES: 4, 4, 3, 3, 5, 4, 4, 4, 5 = $36 \div 9 = 4.0$

- 4) Solicits feedback from the County's stakeholders including employees at all levels as input to the direction and operation of the County.

SCORES: 4, 5, 4, 4, 5, 5, 5, 4, 5, = $41 \div 9 = 4.5$

- 5) Regularly delivers a consistent message to all stakeholders regarding the vision, mission and priorities of the County.

SCORES: 4, 4, 4, 3, 5, 5, 4, 4, 5 = $38 \div 9 = 4.3$

- 6) Ensures the work of the County is supported by effective processes for planning, communicating, measuring, governing, delivering quality and providing for a safe work environment.

SCORES: 4, 4, 4, 4, 4, 5, 4, 5, 5 = $39 \div 9 = 4.3$

- 7) Ensures there are clear policies established for how the County and its employees will function.

4, 4, 4, 4, 5, 5, 4, 4, 5 = $39 \div 9 = 4.3$

MANAGEMENT SKILLS SUBTOTAL: $29.8 \div 7 = 4.2$

WORKING WITH THE BOARD

- 1) Understands the County's requirement for governance practices and supports the Board in its governance duties by providing necessary information and access to people.

SCORES: 4, 5, 4, 3, 5, 5, 5, 5, 5 = $41 \div 9 = 4.5$

- 2) Has a strong working relationship with the Board Chair.

SCORES: 4, 5, 5, 4, 5, 5, 5, 5, 5 = $43 \div 9 = 4.8$

- 3) Has a strong working relationship with the Board of Commissioners.

SCORES: 4, 5, 4, 4, 5, 5, 5, 5, 5 = $42 \div 9 = 4.6$

- 4) Updates the Board regularly on plans, performance, issues and opportunities.

SCORES: 4, 4, 5, 4, 5, 5, 4, 5, 5 = $41 \div 9 = 4.5$

- 5) Ensures the Board receives information destined for outside stakeholders (i.e. media) before it is communicated to them.

SCORES: 4, 4, 5, 3, 4, 5, 4, 5, 5 = $39 \div 9 = 4.3$

- 6) Ensures the Board receives information that is requested at the Full Board and Committee meetings in a timely manner.

SCORES: 4, 5, 5, 4, 5, 5, 4, 5, 5 = $42 \div 9 = 4.6$

- 7) Implements the policies and procedures that are established by the County Board of Commissioners.

SCORES: 4, 4, 5, 4, 4, 5, 4, 5, 5 = $40 \div 9 = 4.4$

WORKING WITH THE BOARD SUBTOTAL: $31.7 \div 7 = 4.5$

FINANCIAL MANAGEMENT:

- 1) Has a solid, up-to-date understanding of the County's income statement, balance sheet, cash flow and other financial measures relevant to its business and financial situation.

SCORES: 5, 4, 4, 4, 5, 5, 5, 5, = $37 \div 8 = 4.6$
(This question not answered on one returned evaluation)

- 2) Has implemented sound policies to guide the Finance staff on their day to day accountability for managing and monitoring the organization's finances.

SCORES: 5, 4, 3, 4, 4, 5, 5, 4, 5 = $39 \div 9 = 4.3$

- 3) Understands the concept of value creation and makes decisions on where to allocate resources based on maximizing value to the organization.

SCORES: 4, 4, 4, 4, 5, 5, 5, 4, 5 = $40 \div 9 = 4.4$

- 4) Ensures the organization's financial records are accurate and up to date.

SCORES: 4, 4, 4, 4, 5, 5, 5, 5, 5 = $41 \div 9 = 4.5$

- 5) Implements financial reporting practices (i.e. quarterly, long-range) to incorporate a "big picture" philosophy among County staff.

SCORES: 4, 4, 4, 5, 5, 5, 4, 5 = $36 \div 8 = 4.5$
(This question not answered on one returned evaluation)

- 6) Manages resources well in support of the County's mission.

SCORES: 4, 4, 4, 4, 5, 5, 5, 5, 5, = $41 \div 9 = 4.5$

FINANCIAL MANAGEMENT SUBTOTAL: $26.8 \div 6 = 4.5$

OVERALL ANNUAL EVALUATION SCORE: $17.6 \div 4 = 4.4$

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, November 24, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Pastor D.W. Tolbert of New Hope Baptist Church, 560 Yuba Street, Muskegon. The Pledge of Allegiance was led by County Clerk Nancy A. Waters and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Administrative Secretary
Doug Hughes, Corporate Counsel

2015-455 **APPROVAL OF THE AGENDA**

Moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve the agenda.

2015-456 **REMOVE ITEM CD/SP15/11-23 FROM THE COMMUNITY DEVELOPMENT/STRATEGIC PLANNING REPORT FOR CLARIFICATION**

Moved by Commissioner Cross, seconded by Commissioner Lohman, to make a friendly amendment to remove item CD/SP15/11-23 from the Community Development/Strategic Planning report for clarification.

Voice vote

Motion Carried

Voice vote on #2015-455 Approval of Agenda as amended.

Motion Carried

2015-457 **APPROVE THE MEETING MINUTES OF NOVEMBER 10, 2015**

Moved by Commissioner Lohman seconded by Commissioner Wilkins, to approve the meeting minutes of November 10, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Chairman Sabo noted a public comment slip had been submitted but was in regard to the item removed from the agenda so will be addressed at the end of the meeting.

COMMUNICATIONS

The following Communication items were included in the agenda and provided to Commissioners for informational purposes:

- A. Bay County Resolution: Opposition to Use of Sky Lanterns in Michigan
- B. Bay County Resolution: Support of Senate Bills 437 and 438 (Senate Energy Regulation)
- C. Bay County Resolution: Opposition to Trans-Pacific Partnership (TPP) and Similar Trade Deals if They Fail to Restructure the Misguided and Failed Policies of the Past

COMMITTEE/BOARD REPORTS

Item CD/SP15/11-23 removed from agenda for clarification.

2015-458 **APPROVE A RESOLUTION IN SUPPORT OF MR. MATT KISOSONDI, A TEACHER WITH ORCHARD VIEW ADULT EDUCATION WHO SPECIALIZES IN HELPING EX-OFFENDERS, WHO WAS RECENTLY RECOGNIZED BY THE MICHIGAN ASSOCIATION OF COMMUNITY AND ADULT EDUCATION AND SELECTED TO RECEIVE THE OUTSTANDING EDUCATOR AWARD**

CD/SP15/11-24

The Community Development Strategic Planning Committee recommend, moved by Commissioner Cross, seconded by Commissioner Engle, to approve a Resolution in Support of Mr. Matt Kisosondi, a teacher with Orchard View Adult Education who specializes in helping ex-offenders, who was recently recognized by the Michigan Association of Community and Adult Education and selected to receive the Outstanding Educator Award.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-459 **AUTHORIZE A LETTER BE SHARED WITH SPECTRUM HOSPITAL IN SUPPORT OF SPECTRUM HOSPITAL UTILIZING LOCAL WORKERS IN THEIR UPCOMING CONSTRUCTION PROJECTS IN MUSKEGON COUNTY**

CD/SP15/11-25

The Community Development Strategic Planning Committee recommend, moved by Commissioner Cross, seconded by Commissioner Engle, to authorize a letter be shared with Spectrum Hospital in support of Spectrum Hospital utilizing local workers in their upcoming construction projects in Muskegon County.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-460 **ADOPT THE FISCAL YEAR 2017 - 2020 TRANSPORTATION IMPROVEMENT PROGRAM RESOLUTION AND PROPOSED PROJECT LIST AS DEVELOPED BY THE MUSKEGON AREA TRANSIT SYSTEM FOR CONSIDERATION BY THE WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION**

TR15/11-33

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to adopt the Fiscal Year 2017 - 2020 Transportation Improvement Program resolution and proposed project list as developed by the Muskegon Area Transit System for consideration by the West Michigan Shoreline Regional Development Commission.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-461 **AUTHORIZE MATS TO RECLASSIFY PARATRANSIT OPERATOR FULL TIME POSITION G57501 TO A CUSTOMER CARE REPRESENTATIVE FULL TIME POSITION AND TO RECRUIT AND FILL THE POSITION**

TR15/11-34

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to authorize MATS to reclassify Paratransit Operator Full Time position G57501 to a Customer Care Representative Full Time position and to recruit and fill the position.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-462 **AUTHORIZE MATS TO TRANSFER ONE GRANT-FUNDED MODIFIED MINIVAN TO THE MACATAWA AREA EXPRESS (MAX), PENDING NECESSARY APPROVALS OF ALL PARTIES INVOLVED IN THE TRANSACTION**

TR15/11-35

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to authorize MATS to transfer one grant-funded modified minivan to the Macatawa Area Express (MAX), pending necessary approvals of all parties involved in the transaction.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-463 **APPROVE CONTRACT MODIFICATION #1 TO MDOT CONTRACT #61192-126324 (AIP PROJECT #3-26-0071-3915) FOR THE FINAL PHASE OF THE AIRPORT'S TERMINAL AND GENERAL AVIATION RAMP RECONSTRUCTION PROJECT IN THE AMOUNT OF \$-118,502.42, REDUCING THE CONTRACT AMOUNT FROM \$1,201,780.40 TO \$1,083,277.98, AND REDUCING THE COUNTY'S 2.5% SHARE OF THE PROJECT BY \$2,963.00, FROM \$30,045.00 TO \$27,082.00**

TR15/11-36

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve Contract Modification #1 to MDOT Contract #61192-126324 (AIP Project #3-26-0071-3915) for the final phase of the Airport's Terminal and General Aviation Ramp Reconstruction Project in the amount of \$-118,502.42, reducing the contract amount from \$1,201,780.40 to \$1,083,277.98, and reducing the County's 2.5% share of the project by \$2,963.00, from \$30,045.00 to \$27,082.00.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-464 **APPROVE A CONTRACT IN THE AMOUNT OF \$6,290.12, BETWEEN THE COUNTY AND KELLOGG COMMUNITY COLLEGE, TO PROVIDE FEDERALLY MANDATED "LIVE BURN" TRAINING TO THE AIRPORT FIRE FIGHTERS**

TR15/11-37

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve a contract in the amount of \$6,290.12, between the County and Kellogg Community College, to provide Federally mandated "Live Burn" training to the Airport fire fighters.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-465 **APPROVE THE AMENDMENTS TO THE AIRPORT ADVISORY COMMITTEE BYLAWS**

TR15/11-38

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Hughes, to approve the amendments to the Airport Advisory Committee Bylaws.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-466 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$9,133,884.61 COVERING THE PERIOD OF OCTOBER 24, 2015 THROUGH NOVEMBER 6, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/11-160

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$9,133,884.61 covering the period of October 24, 2015 through November 6, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: Susie Hughes

Motion Carried

2015-467 **AUTHORIZE STAFF TO NEGOTIATE A THREE-YEAR CONTRACT FOR LEGAL COUNSEL SERVICES WITH WILLIAMS HUGHES, PLLC**

WM15/11-161

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize staff to negotiate a three-year contract for legal counsel services with Williams Hughes, PLLC.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-468 **AWARD A CONTRACT TO TRINITY HEALTH CORPORATION D/B/A MERCY HEALTH LIFE COUNSELING IN THE AMOUNT OF \$110,198.00 FOR THE TREATMENT OF SOBRIETY COURT PARTICIPANTS AND TO AUTHORIZE THE CHAIRMAN OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS TO SIGN THE CONTRACT WITH MERCY HEALTH LIFE COUNSELING**

WM15/11-162

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to award a contract to Trinity Health Corporation D/B/A Mercy Health Life Counseling in the amount of \$110,198.00 for the treatment of sobriety court participants and to authorize the Chairman of the Muskegon County Board of Commissioners to sign the contract with Mercy Health life Counseling.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-469 **APPROVE ASSESSMENT ADMINISTRATION SERVICES BEING PROVIDED BY THE EQUALIZATION DEPARTMENT TO THE TOWNSHIP OF FRUITPORT AND AUTHORIZE THE CHAIR OF THE COUNTY BOARD OF COMMISSIONERS TO EXECUTE AN AGREEMENT PREPARED BY THE EQUALIZATION DEPARTMENT TO PROVIDE THE SERVICES AND TO AMEND THE BUDGET ACCORDINGLY**

WM15/11-163

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve Assessment Administration Services being provided by the Equalization Department to the Township of Fruitport and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services and to amend the budget accordingly.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-470 **AUTHORIZE THE EQUALIZATION DEPARTMENT TO RECLASSIFY ASSESSMENT ADMINISTRATION SUPERVISOR POSITION X06801 WITH A SALARY GRADE OF NX 00280 (\$23.635 - \$29.822 /HOUR) TO AN ASSESSMENT/ EQUALIZATION MANAGER POSITION WITH A SALARY GRADE OF NX00320 (\$28.466 - \$36.002/HOUR) WITH INCUMBENT FILLING RECLASSIFIED POSITION AT STEP 5 AND AMEND THE BUDGET ACCORDINGLY**

WM15/11-164

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Equalization Department to reclassify Assessment Administration Supervisor position X06801 with a salary grade of NX 00280 (\$23.635 - \$29.822 /hour) to an Assessment/ Equalization Manager position with a salary grade of NX00320 (\$28.466 - \$36.002/hour) with incumbent filling reclassified position at step 5 and amend the budget accordingly.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-471 **ADOPT THE REVISED 2015 APPORTIONMENT REPORT AS PREPARED AND SUBMITTED BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT**

WM15/11-165

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to adopt the revised 2015 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-472 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO IMPLEMENT THE BC/BS RATES FOR THE COVERAGE PERIOD 1/1/16 - 9/30/16, IN ADDITION PROVIDE THE REDUCED MEDICAL PLAN TO EMPLOYEES AT A FLAT INCREASE AND THE HIGH DEDUCTIBLE PLAN AT ZERO COST**

WM15/11-166

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Human Resources Department to implement the BC/BS rates for the coverage period 1/1/16 - 9/30/16, in addition provide the Reduced Medical plan to employees at a flat increase and the High Deductible plan at zero cost.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-473 **AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO RELEASE A
REQUEST FOR PROPOSAL FOR A 457 RETIREMENT PLAN BROKER**

WM15/11-167

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Human Resources Department to release a Request for Proposal for a 457 Retirement Plan Broker.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo reminded everyone about the Toys for Tots Challenge between County Departments from November 9th through December 11th. A collection box is available in the Administration office. Monetary donations may also be made with \$5 equaling one toy.

Chairman Sabo noted several Citizen Appointment Terms will expire on December 31, 2015 and asked that anyone wishing to be appointed or knowing of someone that may wish to be appointed, please encourage them to go to:

<http://www.co.muskegon.mi.us/boardofcommissioners/citizens.htm> to submit their application.

Chairman Sabo asked for Recommendations for Future Work Sessions be given to County Administrator, Mark Eisenbarth.

2015-474 **APPOINT MR. ED GARNER TO MUSKEGON PORT ADVISORY (FOREIGN
TRADE ZONE SLOT) - TERM THROUGH 12/31/17**

The Chairman recommends, moved by Commissioner Cross, seconded by Commissioner Mahoney, to appoint Mr. Ed Garner to Muskegon Port Advisory (Foreign Trade Zone slot) - term through 12/31/17

Voice vote

Motion Carried

Commissioner Engle reported that the Haunted House at the Fairgrounds had 6200 people attend and raised 7460 cans of food for the needy and \$1700 raised for the Fairgrounds.

Vice Chair Cross noted that he had attended and it was great.

Commissioner Hughes reported on a conference call on the Zephyr remediation site noting there will be forums in the spring. Commissioner Hughes noted this is not about the tanks sites and that the tank sites are not leaking.

ADMINISTRATOR'S REPORT

Administrator Eisenbarth reported that the Michigan Indigent Defense Commissioner (MIDC) has made arrangements in collaboration with Gideon's Promise for Public Defender Fred Johnson to attend the Indigent Defense Leadership Summit in Atlanta, Georgia in January 2016. Administrator Eisenbarth noted this reflects very well on our Public Defender. (see attached)

Administrator Eisenbarth asked Sara Damm, Muskegon County Sustainability Coordinator, to present an update on our recycling program. Ms. Damm presented a report from the Muskegon Community College Waste Sort event. (see attached) In an effort to do away with or reduce the use of plastic bottles, three water refill stations have or will be installed in the Hall of Justice to fill water cups or bottles. She recommended that all County employees take a pledge to eliminate bottled water. The office of Williams & Hughes, PLLC donated 200 bags and beverage containers to be distributed.

Commissioners agreed that recycling is important.

2015-475 **ELIMINATE THE USE OF BOTTLED WATER BY THE COMMISSIONERS
ONCE THEIR CURRENT SUPPLY IS DEPLETED AND USE THE REFILL
STATIONS**

Moved by Commissioner Sabo, seconded by Commissioner Engle, to eliminate the use of bottled water by the Commissioners once their current supply is depleted and use the refill water station located on the fourth floor.

Voice vote

Motion Carried

2015-476 **AUTHORIZE THE OFFICE OF THE DRAIN COMMISSION TO OFFER FOR
SALE A 2007 ½ TON CHEVY SILVERADO, 8 FOOT BED, 4 X 4 UTILIZING
OPTIONS OTHER THAN THE MITN SITE**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Mahoney, to authorize the Office of the Drain Commission to offer for sale a 2007 ½ ton Chevy Silverado, 8 foot bed, 4 x 4 utilizing options other than the MITN site.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Commissioner Lohman recognized audience member John Holter, Egelston Township Supervisor.

PUBLIC COMMENT

George Edlund Jr., (CO. R.C. ABATE Region 5) presented Commissioners with a check in the amount of \$200 for Bike Time/Rebel Road Campground use.

Laura Fitzpatrick, thanked Commissioners for her appointment to the Public Health Advisory Commission and commended Sara Damm and the many other Muskegon County Departments that have participated in the Muskegon Area Medication Disposal Program (MAMDP). She also indicated that the Coalition for a Drug Free America was acknowledged by the President and they have collected over 20,000 pounds of disposed medication. They have two events a year.

2015-477 **GO INTO CLOSED SESSION – RE: PENDING LITIGATION**

Moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to go into closed session regarding pending litigation.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Went into Closed Session at 4:33 p.m.

Returned to Open Session at 4:44 p.m.

2015-478 **ACCEPT THE SETTLEMENT RECOMMENDATION FROM CORPORATE COUNSEL HUGHES**

Moved by Commissioner Nash, seconded by Commissioner Engle, to accept the settlement recommendation from Corporate Counsel Hughes.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-479 **MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER
CROSS, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:46 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes

To be approved at the Full Board Meeting on Tuesday, December 8, 2015

Public Defender Fred Johnson to Attend Indigent Defense Leadership Summit

1. John Sacks, Executive Director of the Michigan Indigent Defense Commission (MIDC) has made arrangements in collaboration with Gideon's Promise for Public Defender Director Fred Johnson to attend the Indigent Defense Leadership Summit in Atlanta, Georgia, in January 2016.
2. Gideon's Promise was founded to improve the quality of representation for indigent clients. Their mission is to inspire, mobilize and train legal professionals to provide the highest quality defense representation to people unable to afford an attorney.
3. The Leadership Summit is designed to offer a "best-in-class" public defender training program to reform public defense to advocate for indigent defense reform at all levels of the court system.
4. The collaborative environment of the Leadership Summit encourages networking and sharing of best practices for creating client-centered offices and indigent defense reform.
5. Part of the agenda will be to examine the efforts to transition into a full-time public defender system, and the lessons that can be taken from the process.
6. The MIDC (Michigan Indigent Defense Commission) was able to secure sponsorship through Gideon's Promise for hotel, flight and conference expenses. The MIDC will cover any other expenses related to Fred Johnson's attendance at the conference.
7. The support for Muskegon County's Public Defender Office by the MIDC and Gideon's Promise is a positive step in the direction of possible state grant funding.

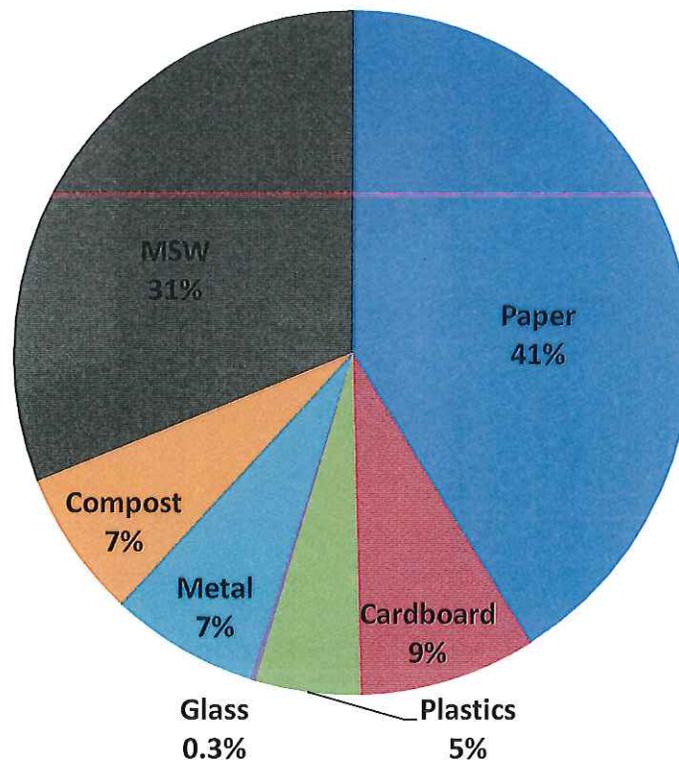
Background:

Muskegon County implemented the Internal Recycling Initiative in 2013 which entailed county staff being responsible for taking the waste collected at their desk and sorting it into the centrally located "Recycling Stations". Each station has "Paper/Paperboard", "Plastics/Metals", and "Landfill Only" bins to help separate each type of material from what's meant to go into the landfill. In 2014, over 67% of our county facilities implemented this initiative. Optional presentations have been given and random visual assessments have been conducted over the past year.

Waste Sort Data:

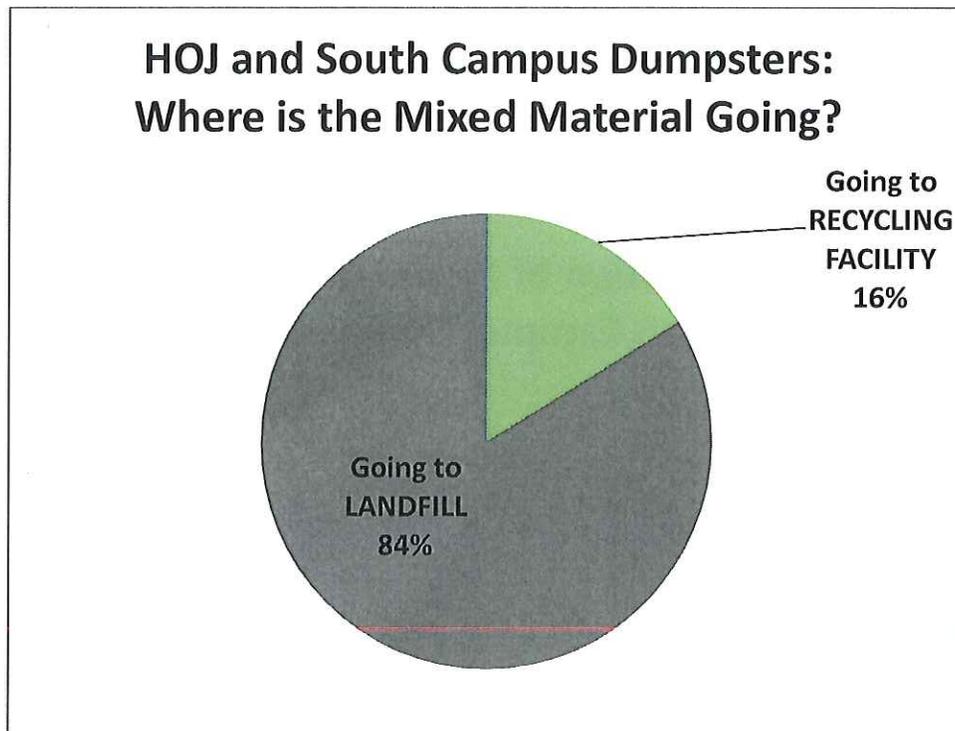
As a way to determine how effectively we're separating and diverting our material, the Muskegon Community College Life Sciences class did a waste sort two times this past October. The results are in the below graph. All material was compiled, separated into each category, and weighed.

**Composition of Mixed Materials:
HOJ and South Campus Dumpsters (October 2015)**



Hauling Data:

As far as what's being reported from the hauling perspective, the results are much different. The composition of the materials coming out of our facilities and going into our two 20-yd landfill dumpsters and our two 20-yd recycling dumpsters show that we SHOULD have about a 70% recycling rate if we separate our materials appropriately. However, based on what's being hauled, we're currently at a 16% recycling rate.



Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, December 8, 2015
4:00 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by Muskegon Correction Facility Institutional Chaplain Carl Burgess. The Pledge of Allegiance was led by Commissioner Hughes and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Jeanne Pezet, Administrative Secretary
Doug Hughes, Corporate Counsel

2015-480 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the agenda removing Human Services Committee Items 32,33,34, and 35.

Voice vote

Motion Carried

2015-481 **APPROVE THE REGULAR AND CLOSED SESSION MEETING MINUTES OF NOVEMBER 24, 2015**

Moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the Regular and Closed Session meeting minutes of November 24, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

Laura Fitzpatrick, of Mercy Health - Health Project and Coalition for a Drug free Muskegon, thanked the Board for their bravery and leadership in passing the Tobacco Ordinance.

COMMUNICATIONS

There were no communication items to come before the Board.

COMMITTEE/BOARD REPORTS

2015-482 **ACCEPT AND SIGN THE FY15 BYRNE JAG-WEMET GRANT (MSP #JAG 70834 WEMET-16) IN THE AMOUNT OF \$12,250.00; AND AMEND THE BUDGET ACCORDINGLY**

CPS15/12-54

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to accept and sign the FY15 Byrne JAG-WEMET grant (MSP #JAG 70834 WEMET-16) in the amount of \$12,250.00; and amend the budget accordingly.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-483 **APPROVE THE SHERIFF'S OFFICE ACCEPTING THE HURON-MANISTEE NATIONAL FOREST COOPERATIVE LAW ENFORCEMENT AGREEMENT (16-LE-11090400-017) BETWEEN THE MUSKEGON COUNTY SHERIFF'S OFFICE AND THE USDA, FOREST SERVICE AND TO HAVE THE BOARD CHAIR SIGN THIS AGREEMENT**

CPS15/12-55

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to approve the Sheriff's Office accepting the Huron-Manistee National Forest Cooperative Law Enforcement Agreement (16-LE-11090400-017) between the Muskegon County Sheriff's Office and the USDA, Forest Service and to have the Board Chair sign this agreement.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-484 **AUTHORIZE BOARD CHAIR TO SIGN THE AGREEMENT WITH THE WEST MICHIGAN HAZARDOUS MATERIALS ASSOCIATION EFFECTIVE FROM OCTOBER 1, 2015 TO SEPTEMBER 30, 2017**

CPS15/12-56

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to authorize Board Chair to sign the agreement with the West Michigan Hazardous Materials Association effective from October 1, 2015 to September 30, 2017.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-485 **ACCEPT THE MICHIGAN ARMY NATIONAL GUARD CERTIFICATE OF APPRECIATION (NORTHERN EXPOSURE EXERCISE JUNE 2015)**

CPS15/12-57

The Courts and Public Safety Committee recommends, moved by Commissioner Mahoney, seconded by Commissioner Wilkins, to accept the Michigan Army National Guard Certificate of Appreciation (Northern Exposure Exercise June 2015).

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-486 **APPROVE HEALTHWEST BOARD'S REQUEST FOR AN EXCEPTION TO THE COUNTY OF MUSKEGON FINANCIAL POLICY NO. 2010-536, INCLUDING THE BUDGETARY APPROVAL POLICY AND THE POSITION CONTROL POLICY IN ORDER FOR HEALTHWEST ADMINISTRATION TO BE ABLE TO ADD NEW CLASSIFICATIONS OF WORK, RECLASSIFY AND CHANGE THE TITLE OF POSITIONS (EXCLUDING UNION POSITIONS) AND TO MOVE POSITIONS FROM ONE ORGANIZATION TO ANOTHER WITHOUT OBTAINING THE APPROVAL OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS; THE CHANGES WILL HAVE NO IMPACT ON THE COUNTY GENERAL FUND, NOR IMPACT THE COUNTY IN ANY OTHER WAY**

HS15/12-36

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve HealthWest Board's request for an exception to the County of Muskegon Financial Policy No. 2010-536, including the Budgetary Approval Policy and the Position Control Policy in order for HealthWest Administration to be able to add new classifications of work, reclassify and change the title of positions (excluding union positions) and to move positions from one organization to another without obtaining the approval of the Muskegon County Board of Commissioners; the changes will have no impact on the County General Fund, nor impact the County in any other way.

Commissioner Nash expressed concern with loosening the reigns with this motion and the precedent it creates that may come back to haunt us.

Chairman Sabo asked Julia Rupp, Director of HealthWest, to explain this change.

Julia Rupp, Director of HealthWest, noted this change will 1. excludes union positions and 2. anything that impacts the budget would still come back to the Board. All changes will also be reviewed and approved by Human Resources and Administration.

Administrator Eisenbarth noted this is a trial. He further noted HealthWest has their own Board as does Brookhaven where other departments do not. Administrator Eisenbarth stated he will work to keep the Board informed about HealthWest. Commissioner Hughes noted, as a liaison on the HealthWest Board, she will also work to keep the rest of the Board as informed as she can.

Chairman Sabo stated he felt better about approving this motion with the additional information.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: Charles Nash

Motion Carried

2015-487 **APPROVE AND ADOPT COUNTY ORDINANCE ENTITLED POSSESSION OF TOBACCO PRODUCTS BY MINORS PROHIBITING THE SALE AND POSSESSION OF TOBACCO PRODUCTS, INCLUDING ALL VAPOR PRODUCTS, TO AND/OR BY MINORS AND THE SELLING OR FURNISHING OF TOBACCO PRODUCTS TO A MINOR**

HS15/12-37

The Human Services Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman, to approve and adopt County ordinance entitled Possession of Tobacco Products by Minors prohibiting the sale and possession of tobacco products, including all vapor products, to and/or by minors and the selling or furnishing of tobacco products to a minor.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-488 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$10,879,503.00 COVERING THE PERIOD OF NOVEMBER 7, 2015 THROUGH NOVEMBER 20, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/12-168

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to approve payment of the accounts payable of \$10,879,503.00 covering the period of November 7, 2015 through November 20, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-489 **SUPPORT THE RESOLUTION TO ACCEPT THE DNR LAND AND WATER CONSERVATION FUND GRANT AGREEMENT FOR IMPROVEMENTS TO DEREMO ACCESS SITE; TOTAL GRANT BEING \$60,000 - \$30,000 GRANT AWARD AND \$30,000 BUDGETED MATCH (\$15,000 MONETARY AND \$15,000 IN-KIND CONSTRUCTION AND ENGINEERING)**

WM15/12-169

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to support the Resolution to accept the DNR Land and Water Conservation Fund grant agreement for improvements to Deremo Access Site; total grant being \$60,000 - \$30,000 grant award and \$30,000 budgeted match (\$15,000 monetary and \$15,000 in-kind construction and engineering).

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo reminded everyone that the Toys for Tots Challenge continues through this Friday, December 11th. Anyone wishing to make a donation may do so in the Administrator's office.

Chairman Sabo asked anyone with recommendations for future Work Session topics to please let Administration know. Commissioner Mahoney suggested investigating revenue enhancing programs.

Chairman Sabo announced that there will be an open house for Muskegon Heights Police Department Chief Lynn Gill, Retirement Thursday, December 17th - 2 to 4 p.m., at Muskegon Heights City Hall

2015-490 **PREPARE A RESOLUTION IN RECOGNITION OF POLICE DEPARTMENT CHIEF LYNN GILL'S 25 YEARS OF SERVICE**

Moved by Commissioner Wilkins, seconded by Commissioner Nash, to prepare a Resolution in recognition of Police Department Chief Lynn Gill's 12 years of service.

Voice vote

Motion Carried

Commissioners wished everyone happy holidays.

ADMINISTRATOR'S REPORT

2015-491 **APPROVE THE AGREEMENT FOR LEGAL SERVICES OF INDEPENDENT CONTRACTOR BETWEEN THE COUNTY OF MUSKEGON AND WILLIAMS HUGHES, PLLC FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2018**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Lohman, to approve the agreement for legal services of independent contractor between the County of Muskegon and Williams Hughes, PLLC for the period of January 1, 2016 through December 31, 2018.

Roll Call:

Yes: Benjamin E. Cross Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Administrator Eisenbarth, in an effort to recognize and give a shout out to members of the Muskegon County team, Connie Maxim-Sparrow and Jonathan Wilson were chosen to attend the NACo Coal Innovation Challenge Workshop, to get some ideas about what to do with ports that are closing due to coal and came back with some great ideas.

Commissioner Hughes suggested this be a future Work Session.

OLD BUSINESS

Commissioner Engle noted recycling has been a big topic lately and that recycling also includes finding new uses for old items, and suggested using plastic grocery bags for trash can liners so when they are disposed of in a landfill, they are filled and the wind does not blow them away.

Commissioner Lohman noted there is another meeting tomorrow regarding a comprehensive recycling program county-wide. Commissioner Lohman also asked about the item that was pulled aside regarding grants for festivals

Administrator Eisenbarth noted he is working with Bob Lukens, Community Development Director, on the grants for festivals will return to the Board in the coming weeks.

Commissioner Nash suggested getting the word out about the Tobacco Ordinance which was passed so the Community is aware. Administrator Eisenbarth agreed to prepare a press release about the Tobacco Ordinance. Corporate Counsel Hughes noted both the City of Norton Shores and Muskegon Charter Township have passed similar resolutions.

Commissioner Hughes suggested a resolution of support for any municipalities that pass a similar ordinance.

2015-492 **SEND THE MUSKEGON COUNTY TOBACCO ORDINANCE TO ALL COUNTY MUNICIPALITIES AND ALL 82 MICHIGAN COUNTIES**

Moved by Commissioner Hughes, seconded by Commissioner Mahoney, to send the Tobacco Ordinance to all County Municipalities and all 82 Michigan Counties.

Commissioner Engle inquired about enforcement. Administrator Eisenbarth noted the goal is to begin with education.

Voice vote

Motion Carried

NEW BUSINESS

Commissioner Nash expressed concern about the issue of sharing prescription medications that many people may not realize that this is a felony for both the person providing and the person receiving the medication. Granted, there are some that do this intentionally but people need to be informed that this is a serious issue and could ruin their lives.

PUBLIC COMMENT

Rich Houtteman, Public Affairs Manager for the Lakeshore for Consumers Energy, introduced himself. Noted there will be a public open house for the Cobb project coming in January 2016 and they will be leaving it better than they found it. Mr. Houtteman also brought information for seniors and payment assistance.

Commissioner Scolnik asked if all infrastructure will remain at the Cobb site. Mr. Houtteman noted only the infrastructure that makes sense will remain.

Demario Phillips introduced himself as a candidate for County Commissioner District 1.

Laura Fitzpatrick, Public Health Advisory Board, agreed that the prescription drug issue is important and they will assist to get the word out. One way is the Medication Disposal program which has received tremendous support from County staff and leadership.

2015-493 **MOVED BY COMMISSIONER WILKINS, SECONDED BY COMMISSIONER NASH, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 4:35 p.m.

Nancy A. Waters, County Clerk

NAW/jmp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, December 22, 2015

Muskegon County
Board of Commissioners
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

Terry J. Sabo, Chairman
Marvin Engle
Susie Hughes
Jeff Lohman
Kenneth Mahoney

Benjamin E. Cross, Vice Chair
Charles Nash
Robert Scolnik
Rillastine R. Wilkins

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, December 17, 2015
4:24 p.m.

Chairman Sabo, Presiding

The Full Board of Commissioners was called to order by Chairman Sabo.

The invocation was given by David McCowan, Forest Park Covenant Church, 3815 Henry Street, Muskegon, MI 49441. The Pledge of Allegiance was led by Commissioner Engle and recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Robert Scolnik, Rillastine R. Wilkins

Also Present: Mark Eisenbarth, County Administrator;
Nancy A. Waters, County Clerk;
Marcia L. Wilkes, Chief Deputy County Clerk
Doug Hughes, Corporate Counsel

2015-494 **APPROVAL OF THE AGENDA**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the agenda.

Voice vote

Motion Carried

2015-495 **APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 8, 2015**

Moved by Commissioner Engle, seconded by Commissioner Wilkins, to approve the Regular meeting minutes of December 8, 2015.

Voice vote

Motion Carried

PUBLIC COMMENT (on an agenda item)

There was no public comment on an agenda item.

PRESENTATION

Commissioner Nash and Commissioner Cross presented a Board Resolution to Matt Kisosondi for his achievement as Outstanding Educator of the Year Recipient. Mr. Kisosondi has been an educator at the Orchard View Schools for more than ten (10) years.

COMMITTEE/BOARD REPORTS

2015-496 **ENTER INTO A CONTRACT WITH PROGRESSIVE AE FOR A CONCEPT DESIGN STUDY FOR A PROPOSED CONVENTION CENTER LOCATED IN DOWNTOWN MUSKEGON, AND TO AUTHORIZE THE CONTRACT, NOT TO EXCEED \$68,750, WITH FUNDING AVAILABLE FROM THE ACCOMMODATIONS TAX RESERVE FUND**

CD/SP15/12-26

The Community Development/Strategic Planning Committee recommends, moved by Commissioner Scolnik, seconded by Commissioner Cross, to enter into a contract with Progressive AE for a Concept Design Study for a proposed convention center located in downtown Muskegon, and to authorize the contract, not to exceed \$68,750, with funding available from the Accommodations Tax Reserve Fund.

Discussion followed concerning the timing of this study and how long it would be useful.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: Susie Hughes

Motion Carried

2015-497 **APPROVE AN AMENDMENT TO MDOT CONTRACT NO. 2013-0458, INCREASING THE CONTRACT BY \$10,697, FROM \$447,125 TO \$457,822 AND FURTHER AUTHORIZE THE CHAIRMAN TO EXECUTE THE CONTRACT AND THE CLERK TO EXECUTE THE REQUIRED RESOLUTION**

TR15/12-39

The Transportation Committee recommends, moved by Commissioner Wilkins, seconded by Commissioner Engle, to approve an amendment to MDOT Contract No. 2013-0458, increasing the contract by \$10,697, from \$447,125 to \$457,822 and further authorize the Chairman to execute the contract and the Clerk to execute the required Resolution.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-498 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$2,081,092.65 COVERING THE PERIOD OF NOVEMBER 21, 2015 THROUGH DECEMBER 4, 2015, AS PRESENTED BY THE COUNTY CLERK**

WM15/12-170

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve payment of the accounts payable of \$2,081,092.65 covering the period of November 21, 2015 through December 4, 2015, as presented by the County Clerk.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-499 **AUTHORIZE STAFF TO CONTINUE ADMINISTERING THE DTE TEST AND TUNE-UP PROGRAM FOR THE RESIDENTS OF MUSKEGON COUNTY THROUGH DECEMBER 31, 2017**

WM15/12-171

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to authorize staff to continue administering the DTE Test and Tune-Up Program for the residents of Muskegon County through December 31, 2017.

Discussion: Commissioners Lohman, Nash, Sabo and Hughes all expressed the fact that this was not using taxpayers' funds. Commissioners Scolnik, Lohman and Engle said that funds have been used by all local vendors. Commission Lohman also said that the Program must be appreciative with Muskegon's use of the funds, because we have been given more money to administer.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-500 **APPROVE THE GRANT MANAGEMENT POLICY AND CASH MANAGEMENT POLICY AND TO ADOPT THE UPDATED COST PRINCIPLES OF PART 200 OF TITLE 2 OF THE CODE OF FEDERAL REGULATIONS, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS, EFFECTIVE RETROACTIVELY BACK TO OCTOBER 1, 2014**

WM15/12-172

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the Grant Management Policy and Cash Management Policy and to adopt the updated cost principles of Part 200 of Title 2 of the Code of Federal Regulations, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, effective retroactively back to October 1, 2014.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-501 **APPROVE THE VENDOR AND CONTRACT RELATIONSHIPS OUTLINED ON THE SCHEDULE TO CONTINUE UNDER EXISTING ARRANGEMENTS FOR THE TIME PERIOD FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016**

WM15/12-173

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the vendor and contract relationships outlined on the schedule to continue under existing arrangements for the time period from October 1, 2015 through September 30, 2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-502 **APPROVE THE CONTINUED MEMBERSHIP FOR MUSKEGON COUNTY WITH THE MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY FOR GENERAL LIABILITY AND PROPERTY INSURANCE COVERAGE WITH A 2016 ANNUAL CONTRIBUTION OF \$864,042**

WM15/12-174

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the continued membership for Muskegon County with the Michigan Municipal Risk Management Authority for general liability and property insurance coverage with a 2016 annual contribution of \$864,042.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-503 **APPROVE THE CONTINUED MEMBERSHIP FOR MUSKEGON COUNTY WITH THE MICHIGAN TRANSIT POOL FOR MATS GENERAL LIABILITY AND AUTO LIABILITY INSURANCE COVERAGE FOR POLICY PERIOD 12/1/15 THROUGH 11/30/16 WITH AN ANNUAL CONTRIBUTION OF \$84,700**

WM15/12-175

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the continued membership for Muskegon County with the Michigan Transit Pool for MATS general liability and auto liability insurance coverage for policy period 12/1/15 through 11/30/16 with an annual contribution of \$84,700.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-504 **AUTHORIZE HUMAN RESOURCES TO SOLICIT PROPOSALS FOR INSURANCE BROKERAGE SERVICES FOR MEDICAL, DENTAL, VISION, LIFE, LONG-TERM DISABILITY INSURANCES, VOLUNTARY BENEFITS AND SECTION 125 FLEXIBLE SPENDING ACCOUNT THIRD PARTY ADMINISTRATION**

WM15/12-176

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to authorize Human Resources to solicit proposals for insurance brokerage services for medical, dental, vision, life, long-term disability insurances, voluntary benefits and Section 125 Flexible Spending Account Third Party Administration.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-505 **APPROVE THE PURCHASE OF A FORD F-250 PICKUP FOR THE FACILITIES MANAGEMENT DEPARTMENT FROM SIGNATURE FORD FOR \$27,541 PLUS A BOSS 9.2' PLOW FROM MONROE EQUIPMENT FOR \$6,140 FOR A TOTAL OF \$33,681 WITH COSTS BEING PAID FROM THE EQUIPMENT REVOLVING FUND**

WM15/12-178

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the purchase of a Ford F-250 pickup for the Facilities Management department from Signature Ford for \$27,541 plus a Boss 9.2' plow from Monroe Equipment for \$6,140 for a total of \$33,681 with costs being paid from the equipment revolving fund.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-506 **APPROVE THE TRANSFER OF A 2009 FORD F-250 FROM WASTEWATER TO FACILITIES MANAGEMENT FOR A COST OF \$9,833.65 AND A 2002 CHEVROLET 2500HD FROM WASTEWATER TO FACILITIES MANAGEMENT FOR \$4,414.90 WITH A COST BEING PAID FROM THE EQUIPMENT REVOLVING FUND**

WM15/12-179

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to approve the transfer of a 2009 Ford F-250 from Wastewater to Facilities Management for a cost of \$9,833.65 and a 2002 Chevrolet 2500HD from Wastewater to Facilities Management for \$4,414.90 with a cost being paid from the equipment revolving fund.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-507 **ALLOW THE COUNTY'S CONSTRUCTION-RELATED RFBS TO BE PROMULGATED ON THE ENGINEER/ARCHITECT PLAN ROOM IN ADDITION TO MITN.INFO**

WM15/12-180

The Ways and Means Committee recommends, moved by Commissioner Nash, seconded by Commissioner Engle, to allow the County's construction-related RFBs to be promulgated on the Engineer/Architect plan room in addition to MITN.info.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

NOTE: Item WM15/12-177 was removed from the agenda prior to vote.

Move to approve the following ballot language and to submit it to the County Clerk for placement on the Tuesday, August 2, 2016, ballot: *"Shall the limitation on the amount of taxes on the general ad valorem taxes within the County of Muskegon imposed under Article IX, Section 6, of the Michigan Constitution be increased for said County by 0.50 mills (\$0.50 per \$1000 of taxable value) for the period of 2017 to 2024, inclusive, for the intended purpose of planning, coordinating and providing services to older persons in Muskegon County, as provided by Public Act 39 of 1976 (Activities or Services for Older Persons Act)? If approved and levied in its entirety on January 1, 2017, this millage would raise an estimated \$2,115,870 in the first year."*

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

Chairman Sabo announced that the Board of Commissioners Organizational Meeting will held on Tuesday, January 5, 2016 at 4:00 p.m.

Chairman Sabo stated that the 20th Annual Dr. Martin Luther King, Jr. Unity Breakfast will be held on Friday, January 15, 2016, at 7:30 a.m. at the Muskegon Community College Collegiate Hall.

2015-508 **THE CHAIRMAN RECOMMENDS, MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER MAHONEY, TO REAPPOINT KIM ARTER TO THE PUBLIC WORKS BOARD AS AN EX-OFFICIO MEMBER, TERM EXPIRATION 12/31/2018.**

Voice vote.

Motion Carried

2015-509 THE CHAIRMAN RECOMMENDS MOVED BY COMMISSIONER NASH, SECONDED BY COMMISSIONER MAHONEY, TO APPROVE THE FOLLOWING REAPPOINTMENTS TO THE ACCOMMODATIONS TAX ADVISORY BOARD WITH TERMS ENDING 12/31/2017: LEN PIASECKI, SPORTS/RECREATION SLOT; ANGEL MONTGOMERY, HOTELS/MOTELS SLOT; KETAN PATEL, HOTELS/MOTELS SLOT; AND FRANK PETERSON, AT-LARGE SLOT.

Voice vote. Motion Carried

2015-510 THE CHAIRMAN RECOMMENDS, MOVED BY COMMISSIONER WILKINS, SECONDED BY COMMISSIONER NASH, TO APPROVE THE FOLLOWING REAPPOINTMENTS TO THE AIRPORT ADVIORY COMMITTEE WITH TERMS ENDING 12/31/2017: DAVID PICKARD, PUBLIC SLOT AND ROBERT WYGANT, PRIVATE SECTOR.

Voice vote. Motion Carried

2015-511 THE CHAIRMAN RECOMMENDS, MOVED BY COMMISSIONER WILKINS, SECONDED BY COMMISSIONER LOHMAN, TO APPROVE THE APPOINTMENT TO THE FRIENDS OF THE COUNTY PARKS OF LUPE ALVIAR FOR DISTRICT #3 (WAS PREVIOUSLY DISTRICT #7 REP) WITH A TERM ENDING 12/31/2017.

Voice vote. Motion Carried

Chairman Sabo added that he needed recommendations for the Friends of the County Parks.

2015-512 THE CHAIRMAN RECOMMENDS, MOVED BY COMMISSIONER MAHONEY, SECONDED BY COMMISSIONER LOHMAN, TO REAPPOINT DEB ACKERMAN TO THE TOWNSHIP SLOT OF THE LAND BANK AUTHORITY, TERM ENDING 12/31/2018.

Voice vote. Motion Carried

2015-513 THE CHAIRMAN RECOMMENDS, MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER LOHMAN, TO APPROVE THE FOLLOWING REAPPOINTS TO THE SOLID WASTE PLANNING COMMITTEE, TERM ENDING 12/13/2017: VICTORIA LUTHY, ENVIRONMENTAL SLOT; WILLIAM CRABTREE, PUBLIC SLOT; AND JIM FISHER, INDUSTRIAL.

Voice vote. Motion Carried

ADMINISTRATOR'S REPORT

2015-514 **THE ADMINISTRATOR RECOMMENDS, MOVED BY COMMISSIONER HUGHES, SECONDED BY COMMISSIONER ENGEL, TO ADOPT THE ANIMAL SHELTER SERVICES CONTRACT AS MODIFIED.**

Corporate Counsel Doug Hughes thanked Beth Dick, Lisa Chalko, Mark Eisenbarth and Sarah Miller from his firm for their dedication in getting this project complete and quickly reviewed the changes.

Commissioner Hughes questioned if there would be a reporting regarding licenses once a dog was sold. Corporate Counsel Hughes assured her that there would be a reporting. Commissioner Nash also questioned dangerous dogs temperament and that issue has also been addressed in the Contract.

Voice vote.

Motion Carried

2015-515 **APPROVE BROOKHAVEN MEDICAL CARE FACILITY TO ADD TWO ADDITIONAL NON-BARGAINING REGISTERED NURSE POSITIONS AND CHANGE PAY GRADE TO NO-00290.**

The Administrator recommends, moved by Commissioner Cross, seconded by Commissioner Hughes to approve Brookhaven Medical Care Facility to add two non-bargaining registered nurse positions and change pay grade to NO-00290.

Commissioner Nash asked how this would impact the general fund. He also asked when they could expect the Final Report regarding Brookhaven.

Beth Dick will get a final report set up by January or February of 2016.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

OLD BUSINESS

The following item is being brought back from November 24th Full Board Meeting.

2015-516 **TO APPROVE ONE \$10,000 TOURISM MERIT AWARD TO EACH OF THREE ESTABLISHED FESTIVALS: MUSKEGON BIKE TIME, THE UNITY CHRISTIAN MUSIC FESTIVAL, AND THE MICHIGAN IRISH MUSIC FESTIVAL, FOR A TOTAL OF \$30,000 IN EXPENDITURES WITH FUNDING FROM THE ACCOMMODATIONS TAX RESERVE FUND, AND TO AUTHORIZE THE CONVENTION & VISITORS BUREAU TO PROCESS THE AWARDS.**

Moved by Commissioner Cross, seconded to Commissioner Lohman, to approve one \$10,000 Tourism Merit Award to each of three established festivals: Muskegon Bike Time, the Unity Christian Music Festival, and the Michigan Irish Music Festival, for a total of \$30,000 in expenditures with funding from the accommodations tax reserve fund, and to authorize the Convention & Visitors Bureau to process the awards.

Commissioner Sabo explained that this issue had been held up until some issues were resolved.

Commissioner Scolnik thanked Commissioner Sabo for his dedication in working through this situation. Commissioner Nash liked the way this came out. Commissioner Lohman said that this shows that Muskegon props up events. Commissioner Hughes said that this made a real in road for Bike Time. Chairman Sabo said that we must all push in the same direction. Commissioner Hughes also thanked ATAC for their involvement at the festivals. Doug Pollock from the Holiday Inn expressed his thanks in getting everything worked out. Commissioner Lohman also thanked the Prosecutor for his assistance.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

The following items are being brought back from the December 8th Full Board Meeting:

2015-517 **TO ALLOW THE WAGE ADJUSTMENT PAY GRADE FOR CNA HOURLY/CALL IN POSITIONS FOR BROOKHAVEN MEDICAL CARE FACILITY, FROM \$13.00 TO \$14.50 EFFECTIVE THE BEGINNING OF THE FIRST PAY PERIOD AFTER THIS MOTION PASSES.**

Moved by Commissioner Wilkins, seconded Commissioner Hughes, to allow the wage adjustment Pay Grade for CNA Hourly/Call In positions for Brookhaven Medical Care Facility, from \$13.00 to \$14.50 effective the beginning of the first pay period after this motion passes.

Commissioner Lohman did ask whether or not any union positions were being lost. The response was no.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-518 **ALLOW THE RECLASSIFICATION OF 2 RECEPTIONIST HOURLY POSITIONS (N61001 & N61002) TO 1 ADMISSIONS CLERK POSITION FULL TIME FOR BROOKHAVEN MEDICAL CARE FACILITY.**

Moved by Commissioner Engle, seconded by Commissioner Mahoney, to allow the reclassification of 2 Receptionist Hourly Positions (N61001 & N61002) to 1 Admissions Clerk Position Full Time for Brookhaven Medical Care Facility.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

2015-519 **ALLOW THE RECLASSIFICATIONS OF 3 LPN HOURLY POSITIONS (L02531/L02534/L02535) PAY GRADE TS-00500 TO 3 RN HOURLY POSITIONS PAY GRADE TS-00600 FOR BROOKHAVEN MEDICAL CARE FACILITY.**

Moved by Commissioner Cross, seconded by Commissioner Hughes, To allow the reclassifications of 3 LPN Hourly Positions (L02531/L02534/L02535) Pay Grade TS-00500 to 3 RN Hourly Positions Pay Grade TS-00600 for Brookhaven Medical Care Facility.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Robert Scolnik, Rillastine R. Wilkins, Terry J. Sabo

No: None

Motion Carried

Commissioner Mahoney complimented the staff for making Brookhaven a better run facility.

Commissioner Scolnik discussed the floor project at the L. C. Walker. He said there is major problem of where to store the floor. It makes no sense in getting the floor when there is no place to store it. He was going to ask the Community Foundation to hold their funding toward this project until a later date.

NEW BUSINESS

Commissioner Scolnik attended a meeting yesterday at Brookhaven. Commissioner Scolnik said that they have a few tags left on the Christmas tree, which you can pick up to make it a Merry Christmas for Brookhaven residents. Additionally, they will take donations if you do not wish to shop.

Commissioner Hughes stated that she had been at the WMSRDC building. The staff at WMSRDC were very concerned about a Wi-Fi antenna which was put up in order to receive better Wi-Fi access at the bus terminal. Their concern was that this antenna was emitting things into the building in which WMSRDC is housed. Bob Lukens Chamber of Commerce stated that he was not aware of it, but that he would look into the matter.

PUBLIC COMMENT

Lesa Vandermeer, Interim Administrator at Brookhaven, thanked the Board for their support.

Deb Ackerman, Egleston Township Treasurer, thanked the Board for her reappointment to the Landbank Board, and wished everyone a Merry Christmas.

Joshua Eldenbrady asked what the county policy was for smoking on county property. He noticed that at the Irish Festival there was a lot of smoking. He asked who enforces the County's Smoking Policy. He suggested that with the new entrance into the building and everyone having to funnel into one location, the Board might want to consider a greater space away from the door for those who wish to smoke.

Chairman Sabo asked the Administrator to look into the situation at the entrance of the building and to make a recommendation.

Chairman Sabo said that he would be entering his last year as a Commissioner as he would be pursuing a State Representative seat for the 92nd District. He promised to continue working for his constituents until his term ends as County Commissioner on December 31, 2016.

Commissioner Mahoney wished everyone a Merry Christmas.

2015-520 **MOVED BY COMMISSIONER ENGLE, SECONDED BY COMMISSIONER MAHONEY, TO ADJOURN**

Voice vote

Motion Carried

Meeting adjourned at 5:56 p.m.

Nancy A. Waters, County Clerk

NAW/mlw

Preliminary Minutes
To be approved at the Full Board Meeting in January, 2016

County of Muskegon



RESOLUTION

In Recognition of Matt Kisosondi Outstanding Educator of the Year

WHEREAS, Matt Kisosondi, a teacher with Orchard View Adult Education for more than 10 years, was recently named **Outstanding Educator** of the Year by the Michigan Association of Community and Adult Education; and

WHEREAS, Matt Kisosondi specializes in helping ex-offenders use education as a way out of lifestyles that landed them in the corrections systems, always finding ways to relate to each particular student; and

WHEREAS, Matt Kisosondi focuses on his clients' potential and future as part of his firm belief in second chances; and

WHEREAS, Matt Kisosondi assisted 224 individuals (in one year) receive their GED; and

WHEREAS, Matt Kisosondi is known by his co-workers as everybody's "big brother", often helping behind the scenes whether it be someone needing assistance with replacing a headlight or a blinker or that student looking for non-traditional ways to be taught; he will always "have your back"; and

WHEREAS, Matt Kisosondi is an extremely humble individual who exemplifies a passion for teaching and striving to be a positive role model; and

NOW, THEREFORE, BE IT RESOLVED that the Muskegon County Board of Commissioners does hereby wish to recognize Matt Kisosondi for his recent Outstanding Educator of the Year award and to thank him for his continued belief in second chances, his inspiration and his hard work.

Muskegon County Board of Commissioners

Terry J. Sabo, Chair

Benjamin Cross, Vice-Chair

Marvin Engle

Jeff Lohman

Kenneth Mahoney

Susie Hughes

Charles Nash

Robert Scolnik

Rillastine Wilkins



Approved: November 24, 2015

**AGREEMENT BETWEEN
THE COUNTY OF MUSKEGON
AND
VOLUNTEERS OF MUSKEGON COUNTY ANIMAL CONTROL
(A/K/A POUND BUDDIES)**

This Agreement is made by and between the **County of Muskegon**, a municipal corporation and political subdivision of the State of Michigan, having its principal place of business at 990 Terrace Street, Muskegon, Michigan 49442, (hereinafter referred to as the “County”), and **Volunteers of Muskegon County Animal Control**, a Michigan non-profit corporation and 501(c)(3), having its principal place of business at 3840 Eastbrook Drive, Muskegon, Michigan 49444, (hereinafter referred to as “Contractor” or “Pound Buddies”).

I. AUTHORITY

The County of Muskegon has the authority and/or obligation to oversee and/or enforce: MCL 287.266 – 287.277; Michigan Public Act 339 of 1919 (Dog Law); and the Muskegon County Animal Control Ordinance.

II. PURPOSE

The purpose of this Agreement is to contract for services for the board and care of dogs impounded by law enforcement agencies to enable the County to meet its statutory obligation in an efficient and professional manner.

III. SCOPE OF SERVICES

Pound Buddies is contracted to provide office hours, dog food, water, shelter, other humane treatment, animal shelter licensing, rabies vaccinations (if needed), reporting, and all other associated costs through qualified personnel in a manner which conforms to all applicable federal, state and local laws, rules and regulations and all applicable standards of pertinent agencies and applicable professional associations.

IV. RESPONSIBILITIES OF POUND BUDDIES

During the term of this Agreement, Pound Buddies is responsible for the following:

- A. Pound Buddies shall assure that cage space is available to house stray or homeless dogs that were not licensed and/or were running at large in violation of the Dog Law of 1919 which were brought to the shelter location by law enforcement agencies.
- B. Pound Buddies will maintain suitable office hours for the convenience of the public and for the purpose of transacting business in connection with the duties listed in this

contract and for the purpose of receiving dogs from law enforcement agencies or redemptions of impounded animals.

- C. Pound Buddies must provide food, water, shelter or other humane treatment and care for such dogs while in their possession during the reclaim period specified in MCL 287.388 (*4 or 7 day hold period depending upon identification found on dog*). After the reclaim period, Pound Buddies is to take final custody of the animal and make the determination whether to adopt, transfer or humanely euthanize the dog.
- D. Pound Buddies must acquire and maintain an animal shelter license and comply with all sections of Act 287 or 1969 (Pet Shops, Dog Pounds and Animal Shelters). Pound Buddies must also comply with any other applicable State statutes or local ordinances (if applicable) pertaining to the care and adoption of dogs.
- E. Pound Buddies will assure that all dogs adopted or released have a current rabies vaccination.
- F. Pound Buddies will provide adopting parties the option of purchasing dog licenses at Pound Buddies, if the adopting party resides in Muskegon County. The County Treasurer's Office will provide proper training to Pound Buddies' employees on how to sell dog licenses. When Pound Buddies sells a dog license, Pound Buddies will submit to the County Treasurer's Office the license information and fees collected. This submission will be made on a monthly basis, due on the 10th of the following month.
- G. In addition to the reporting requirements in Subparagraph F of this section, Pound Buddies will also submit monthly reports to the County Administrator. These monthly reports will detail the information on the disposition of all dogs dropped off at Pound Buddies. This information shall include the disposition of the dog, and if adopted, the adopting parties contact information, as well as whether a license was purchased. This submission will be made on a monthly basis, due on the 15th of the following month. This reporting requirement shall begin January 2016.
- H. Pound Buddies will provide cage space and access to the shelter as needed for the quarantine of animals that need to be observed by Public Health staff for rabies for a minimum of ten days.
- I. Pound Buddies will provide veterinary services, space and refrigeration (if needed) for biological samples that need to be sent to the lab; and access to the shelter for Public Health staff responsible for sending the samples to the lab.
- J. Pound Buddies will provide housing and care for animals that are evidence in cases involving animal neglect or cruelty laws per the Muskegon County Sheriff's Department.

- K. Pound Buddies will be solely responsible for the cost of utilities (electricity, gas, water) and the labor and material associated with general maintenance (i.e. janitorial) of the Shelter not to exceed \$500.00/per occurrence during the contract period. Pound Buddies will maintain the building in good working condition.
- L. Pound Buddies will charge all appropriate fees (impound, quarantine and surrender) and will require appropriate licensing of dogs prior to release.
- M. Pound Buddies will not use any County funds toward the board and care of cats.
- N. Pound Buddies will continue to perform temperament testing to evaluate the dogs' behavior before adoption. Pound Buddies will not release a dog for adoption if the dog does not pass the temperament test or has any tendency toward aggressiveness.
- O. Pound Buddies will seek additional funding through grants and other means.

V. RESPONSIBILITIES OF THE COUNTY

- A. County shall maintain insurance coverage on the building structure covering damage or destruction of the building itself.
- B. County shall be responsible for major repairs to the building or building systems. Major repairs shall be defined as any repair necessary for proper performance of the building or building system as intended which cost exceeds \$500.00 so long as the repair is not necessary due to abuse, vandalism or other reasons other than normal wear. County shall be responsible for lawn maintenance and snow removal.
- C. County shall not be responsible to maintain anything modified by Pound Buddies without prior County approval.
- D. County shall perform periodic walkthrough tours of the building to observe the condition and use of the building.

VI. INSURANCE REQUIREMENTS

Pound Buddies as a part of this Agreement shall be required to maintain insurance coverage as specified below:

- A. Workers' Compensation Coverage for its employees with statutory limits and Employer's Liability coverage with limits of:
 - Coverage A – Compensation as required by State
 - Coverage B – Employer's Liability to \$500,000.00

- B. Commercial General Liability – Coverage not less than provided on the standard ISO 1993 Form, which includes contractual liability, personal injury, board form property damage, extended liability, and where applicable, products liability coverage, with coverage limits of:
Per occurrence - \$1,000,000

- C. Comprehensive Automobile Liability – Coverage not less than provided on the standard ISO 1990 Form, which includes contractual liability coverage and coverage for all owned, hired, and non-owned vehicles with limits of:
Bodily Injury and Property Damage, Any One Accident or Loss - \$1,000,000

- D. Umbrella or Excess Liability
Per occurrence - \$1,000,000

Pound Buddies shall name the County of Muskegon as an additional insured and shall provide proof of the coverage listed above at or before the execution of this Agreement.

VII. TAXES

County shall not be responsible for paying any taxes on Contractor's behalf, and should County be required to do so by State, Federal, or local taxing agencies, Contractor agrees to reimburse County promptly for the full value of such paid taxes plus interest and penalty, if any. These taxes shall include, without limitation the following: FICA (Social Security), unemployment insurance contributions, income tax, disability insurance and worker's compensation insurance.

VIII. HOLD HARMLESS

To the fullest extent permitted by law, Pound Buddies shall defend, indemnify, and hold harmless the County, its subsidiaries, departments, division, and agencies and their respective officials, officers, directors, employees, and agents from and against any and all liability, litigation, causes of action, and claims, by whomsoever brought or alleged, and regardless of the legal theories upon which based, and from and against all losses, costs, expenses, and fees and expenses of attorneys and expert witnesses resulting there from on account of, relating to, or arising out of bodily injury or death of any person or on account of damage to property, including loss of use thereof, arising or allegedly arising out of or resulting from this Agreement.

The foregoing indemnity of the County shall include, but is not limited to, claims alleging or involving the negligence of Contractor, its sub-contractors, or the joint negligence of Contractor and its sub-contractors, except to the extent that such liability may be found by way of final judgment to have resulted in whole or in part from the negligence, recklessness and/or willful misconduct of the County.

IX. RELATIONSHIP OF THE PARTIES

It is strictly understood that the relationship created by this document between the County and Pound Buddies is that of an independent contractor and nothing in this document creates an employer/employee relationship.

X. DAMAGES TO PROPERTY

Responsibility for damage or theft of County or Pound Buddies' property directly caused by Pound Buddies, its employees or volunteers during the course of shelter service operations shall be assumed by Pound Buddies. A written report of same and cause of damage, if known, must be submitted to County Facilities Management within twenty-four (72) hours following the discovery of the occurrence.

XI. COMPENSATION / PAYMENT SCHEDULE

Contractor agrees to charge the County and the County agrees to pay Contractor as follows:

- A. Year 1: \$140,000 per year
Year 2: \$190,000 per year
Year 3: \$235,000 per year

Billing shall be made by monthly invoice and will not exceed 1/12 of the annual cost. Services rendered will not be considered complete until the required monthly reports are submitted.

- B. This Compensation / Payment Schedule applies only to the Scope of Services and Responsibilities outlined in Sections III and IV of this Agreement. All modifications or amendments of the services to be performed hereunder shall be made only by the written mutual consent of the parties hereto, and may require additional compensation.
- C. Itemized invoices must be received within thirty (30) days of the service provided. Payment will be made by the County within thirty (30) days of receipt of invoice and upon receipt of required reports to the County Treasurer and County Sheriff departments.

XII. OWNERSHIP OF DOCUMENTS

County shall be the owner of the following items incidental to the Agreement upon production, whether or not completed: all data collected, all documents of any type whatsoever, and any material necessary for the practical use of the data and/or documents from the time of collection and/or production whether or not performance under this Agreement is completed or terminated prior to completion. Pound Buddies shall not release any materials under this section except after prior written approval of County.

XIII. ASSIGNMENT

Pound Buddies shall not assign any of its rights nor transfer any of its obligations under this Agreement without the prior written consent of County and any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination.

XIV. REMEDIES NOT EXCLUSIVE

No remedy herein conferred upon or reserved to County is intended to be exclusive of any other remedy or remedies, and each and every such remedy, to the extent permitted by law, shall be cumulative and in addition to any other remedy given hereunder or now or hereafter existing at law or in equity or otherwise.

XV. TERM

This Agreement shall continue for three years from the date of its execution.

XVI. TERMINATION

A. By County

County may, by written notice to Contractor, terminate this Agreement in whole or in part at any time, whether for County's financial hardship or because of the failure of Contractor to fulfill the obligations herein, upon receipt of notice, Contractor shall immediately discontinue all services affected (unless the notice directs otherwise), and deliver to County all data estimates, graphs, summaries, reports, and all other records, documents or papers as may have been accumulated or produced by Contractor in performing this Agreement, whether completed or in process.

1. For Financial Hardship. County may terminate the Agreement upon ninety (90) days written notice. Following notice of such termination, Contractor shall promptly cease work and notify County as to the status of its performance.

Notwithstanding any other payment provision of this Agreement, County shall pay Contractor for service performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made. In no event shall Contractor be paid an amount in excess of the full price under this Agreement nor for profit on unperformed portions of service. Contractor shall furnish to County such financial information as in the judgment of County is necessary to determine the reasonable value of the services rendered by Contractor. In the event of a dispute as to the reasonable value of the services rendered by Contractor, the decision of County shall be final. The foregoing is cumulative and shall not affect any right or remedy which County may have in law or equity.

2. For Cause. Should Contractor default in the performance of this Agreement or materially breach any of its provision, County may, at County's sole option, terminate this agreement with thirty (30) days written notice, which shall be effective upon receipt by Contractor.

B. By Contractor (Pound Buddies)

Should County fail to pay Contractor all or any part of the payment set forth in this agreement, Contractor may, at Contractor's option terminate this Agreement if such failure is not remedied by County within thirty (30) days of written notice to County of such late payment.

1. For Cause. Should County default in the performance of this Agreement or materially breach any of its provision, Contractor may, at Contractor's sole option, terminate this agreement with thirty (30) days written notice, which shall be effective upon receipt by County.

XVII. NO WAIVER OF DEFAULT

No delay or omission of County to exercise any right or power arising upon the occurrence of any event of default shall impair any such right or power or shall be construed to be a waiver of any such default or an acquiescence therein; and every power and remedy given by this Agreement to County shall be exercised from time-to-time and as often as may be deemed expedient in the sole discretion of County.

XVIII. ENTIRE AGREEMENT AND AMENDMENT

In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded or changed by any oral agreements, course of conduct waiver or estoppel.

XIX. COMPLIANCE WITH LAW

Contractor shall, at its sole cost and expense, comply with all local, state, and federal ordinances and statues now in force or which may hereafter be in force with regard to this Agreement. The judgment of any court of competent jurisdiction, or the admission of Contractor in any action or proceeding against Contractor, whether County be a party thereto or not, that Contractor has violated any such ordinance or statute shall be conclusive of that fact as between Contractor and County.

XX. TERMS AND CONDITIONS

The terms and conditions used in this Agreement shall be given their common and ordinary definition and will not be construed against either party.

XXI. EXECUTION OF COUNTERPARTS

This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

XXII. MISCELLANEOUS

- A. All notices, required or permitted under this Agreement shall be in writing and shall be deemed to have been properly given if and when hand delivered or duly sent by registered mail:

To Contractor: Lynn Jazdyk, Chair
Pound Buddies
3840 Eastbrook Drive
Muskegon, MI 49444

To County: Muskegon County Administrator
990 Terrace Street
Muskegon, MI 49442

- B. None of the parties under this Agreement shall assign any of its rights or delegate any of its duties under this Agreement unless it has obtained the prior written consent of the other parties.
- C. All parties to the Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, person, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any State and/or Federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, Contractor hereby warrants that it shall not have breached the terms of conditions of any contract or agreement to which Contractor is obligated, which breach would have a material effect there on.
- D. This Agreement is not intended to confer benefits or rights upon any person or entity not a party to the Agreement, and the terms and conditions hereof shall not be interpreted or construed to give rise to any right or benefit of any third party.

