

# **MUSKEGON COUNTY**

---

# **MICHIGAN**

## **Board of Commissioners**

Kenneth Mahoney  
Chair, District 9

Rillastine R. Wilkins  
Vice-Chair, District 1

Benjamin Cross  
District 2

Susie Hughes  
District 3

Robert Scolnik  
District 4

Marvin R. Engle  
District 5

Charles Nash  
District 6

James J. Derezinski  
District 7

Terry J. Sabo  
District 8

## **MEETING CANCELLATION**

Notice is hereby given that the Muskegon County Board of Commission Ways & Means Committee meeting of January 9, 2014, is cancelled.

Posted: January 6, 2014

**Muskegon County  
Ways & Means Committee  
January 21, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the regular and closed session minutes of December 17, 2013, as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

- WM14/01 – 01 It was moved by Nash, supported by Cross, to approve payment of the accounts payable of \$16,373,105.10 covering the period of December 30, 2013 through January 10, 2014 as presented by the County Clerk. Motion carried.
- WM14/01 – 02 It was moved by Wilkins, supported by Mahoney, to approve the agreement between Muskegon County and FirstSouthwest to provide arbitrage compliance services in an amount not to exceed \$45,300 funded through Administration's FY14 Budget – Contractual Services; authorize Board Chair to execute. Motion carried.
- WM14/01 – 03 It was moved by Cross, supported by Mahoney, to approve the agreement between Muskegon County and ISI to provide VDI audit services in an amount not to exceed \$37,500 and authorize Board Chairman to execute. Motion carried.

WM14/01 – 04 It was moved by Cross, supported by Mahoney, to approve the deletion of Brookhaven positions N86703, N04802 and X43506 and reclassify position N04002 to position class NH867. Motion carried.

WM14/01 – 05 It was moved by Mahoney, supported by Sabo, to award Goodwill Industries of West Michigan a contract in the amount of \$208,700 to provide training in soft skills and employability training to job seekers in the PATH (Partnership, Accountability, Training and Hope) program to obtain and retain employment.

**ROLL CALL:**

Yes: Cross, Derezinski, Engle, Hughes, Mahoney, Sabo, Scolnik, Wilkins  
No: Nash  
Motion carried.

WM14/01 – 06 It was moved by Cross, supported by Nash, to rescind the 2003 Property Disposal Policy per Board action 2003-79, and adopt the 2014 Surplus Disposal Policy & Procedure. Motion carried.

WM14/01 – 07 It was moved by Nash, supported by Mahoney, to authorize the adoption of the resolution allowing the County of Muskegon to borrow up to twelve million dollars (\$12,000,000) against anticipated 2013 delinquent taxes. Motion carried.

WM14/01 – 08 It was moved by Nash, supported by Wilkins, to authorize the adoption of the resolution Application for Deferment of Taxes for the purpose of waiving the interest and fees for the period March 1<sup>st</sup> through April 30<sup>th</sup>, for taxes paid by May 1<sup>st</sup> in the first year of delinquency for senior citizens, paraplegics, eligible service veterans, eligible widows of service veterans, the permanently disabled and blind in accordance with the General Property Tax Act section 211.59 and 211.51. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

Ms. Lindsey Griffith addressed the Board and noted she is currently attending Muskegon Community College and is majoring in Business Marketing.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:31 p.m.

**Muskegon County  
Ways & Means Committee  
February 6, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**REVISED MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Nash at 4:00 p.m.

**ROLL CALL**

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

Excused: James Derezinski

**APPROVAL OF MINUTES**

It was moved by Wilkins, supported by Cross, to approve the minutes of January 21, 2104, as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/02 – 09 It was moved by Cross, supported by Hughes, to approve payment of the accounts payable of \$6,316,710.63 covering the period of January 13, 2014 through January 24, 2014 as presented by the County Clerk. Motion carried.

WM14/02 – 10 It was moved by Mahoney, supported by Sabo, to place the following contractors on the multiple vendor list for emergency repairs and rehabilitation through the CDBG program: Lawrence Baker – Artistic Builders; Muskegon-Oceana Affordable Housing Initiatives; Lownds Enterprises, LLP; Midwest Environmental Services; Franklin Holwerda Company; Bowen Heating and Cooling and Fredricks Construction Company.

It was moved by Hughes, supported by Nash, to amend the motion as presented to remove the Franklin Holwerda Company, from Wyoming, Michigan. Voice Vote. Motion failed.

Voice vote on original motion. Motion carried.

WM14/02 – 11 It was moved by Cross, supported by Wilkins, to place the following contractors on the multiple vendor list for emergency repairs and rehabilitation through the NSP 3 program: Lawrence Baker – Artistic Builders; Lownds Enterprises, LLP; Midwest Environmental Services; Franklin Holwerda Company; Bowen Heating and Cooling and Fredricks Construction Company. Motion carried.

WM14/02 – 12 It was moved by Mahoney, supported by Sabo, to authorize the staff to implement the DTE Test and Tune-Up Program for the residents of Muskegon County through December 31, 2014. Motion carried.

WM14/02 – 13 It was moved by Hughes, supported by Cross, to accept the Specialty Establishment & Enforcement Docket Grant award to the 14<sup>th</sup> Circuit Court in the amount of \$213,532.00, and authorize the Board Chair to sign; and authorize the Circuit Court Administrator to hire a full-time Family Counselor/Program Coordinator (NX200) and part-time Child Support Investigator (NO315) to be entirely funded through the State Court Administrative Office Specialty Establishment & Enforcement grant funds. Motion carried.

WM14/02 – 14 It was moved by Mahoney, supported by Wilkins, to award IDEO LP a contract in the amount of \$400,000 to provide strategic redesign services to assist Michigan Works! Muskegon-Oceana in preparing jobseekers for the current job market, contingent upon Corporate Counsel review of contract. Motion carried.

WM14/02 – 15 It was moved by Sabo, supported by Scolnik, to award a contract to Qonverge LLC dba Revel in the amount of \$50,000 to provide marketing services for Michigan Works! Muskegon-Oceana to inform the public about the services and available training opportunities. Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

WM14/02 – 16      It was moved by Scolnik, supported by Sabo, to support a resolution calling upon the State Legislature to adopt the Governor's recommendation for fully funded County revenue sharing in Fiscal Year 2015.      Motion carried.

**WM14/02 – 17b      It was moved by Wilkins, supported by Sabo, to direct staff to hang a photo of the Commissioners, including their names, in the lobby of the Hall of Justice.      Motion carried.**

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:43 p.m.

**Muskegon County  
Ways & Means Committee  
February 18, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, James Derezinski, Marvin Engle, Susie Hughes, Kenneth Mahoney, Terry Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Charles Nash

**APPROVAL OF MINUTES**

It was moved by Hughes, supported by Mahoney, to approve the minutes of February 6, 2104, as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/02 – 17      It was moved by Hughes, supported by Cross, to approve payment of the accounts payable of \$15,892,071.72 covering the period of January 25, 2014 through February 7, 2014 as presented by the County Clerk. Motion carried.

WM14/02 – 18      It was moved by Cross, supported by Hughes, to approve the funding change of Brookhaven position N39703 from 2900.0050 to 1010.0226 (40%) & 6770.0203 (60%). Motion carried.

WM14/02 – 19      It was moved by Mahoney, supported by Wilkins, to fill the Project Specialist/Hourly (NF558) position for a period of nine months using funds from the DTE Test and Tune Program and the Michigan Pathways to Better Health Program. Motion carried.

WM14/02 – 20      It was moved by Cross, supported by Hughes, to authorize the increase in hours from 28 hours per week to 32 hours per week for Supports Coordinator/DD Youth position #X86203 (NX 00150) effective February 12, 2014, with the funding for this position staying in org 7144.      Motion carried.

WM14/02 – 21      It was moved by Mahoney, supported by Cross, to authorize the Muskegon County Informational Systems Department to enter into a contract with Pictometry International Corporation for acquisition of spring 2014 oblique aerial photography and associated deliverables for enhancement into the County GIS system and associated systems at a price not to exceed \$216,383.16 and to authorize the Board Chair to sign the contract.      Motion carried.

WM14/02 – 22      It was moved by Mahoney, supported by Wilkins, to approve the purchase of the new playground structure for Pioneer Park, including installation, from Game Time of Holland, Michigan for their low bid price of \$46,970 with costs being paid from MDNR grant TF12-062 and Parks Funds 2411-0692.      Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Chairman Mahoney reminded Commissioners to review the County Administrator's Annual Performance Evaluation form and provide comment to him by Friday, February 21<sup>st</sup>.

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:09 p.m.

**Muskegon County  
Ways & Means Committee  
March 6, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Nash at 4:00 p.m.

**ROLL CALL**

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

Excused: James Derezinski, Marvin Engle

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Mahoney, to approve the revised minutes of February 6, 2014 and the regular minutes of February 18, 2104, as written.

Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/03 – 23 It was moved by Hughes, supported by Wilkins, to approve payment of the accounts payable of \$5,455,374.22 covering the period of February 8, 2014 through February 21, 2014 as presented by the County Clerk. Motion carried.

WM14/03 – 24 It was moved by Mahoney, supported by Cross, to repeal the Muskegon County Parking Lot Ordinance #2007-611, effective at 5:00 p.m. on Friday, March 21, 2014.

Discussion ensued regarding the County parking lots to which this ordinance pertains and also if by repeal of this ordinance, will law

enforcement lose their authority to immediately act upon a vehicle that may be impeding traffic or causing safety concerns.

The Muskegon County Parking Lot Ordinance will be shared with Commissioners and follow-up with the Sheriff's Office will occur regarding the law enforcement authority prior to Full Board meeting of March 11, 2014.

Voice Vote Motion carried.

WM14/03 – 25 It was moved by Hughes, supported by Mahoney, to approve the Guaranteed Maximum Price (GMP) Proposal from Granger Construction Company to establish the total cost of construction not to exceed \$37,200,296 and authorize the Board Chairman to execute the agreement. Motion carried.

WM14/03 – 26 It was moved by Cross, supported by Wilkins, to authorize staff to apply for funding in the amount of \$120,000 from the Michigan Department of Natural Resources, Natural Resources Trust Fund with a match of \$80,000 and to hold a public hearing on March 20, 2014 to solicit public comments on the project and to adopt a resolution from the County Board of Commissioners requesting the funds. Motion carried.

WM14/03 – 27 It was moved by Cross, supported by Sabo, to authorize staff to apply for funding in the amount of \$60,000 from the Michigan Department of Natural Resources, Land and Water Conservation Fund with a match of \$30,000 and to hold a public hearing on March 20, 2014 to solicit public comments on the project and to adopt a resolution from the County Board of Commissioners requesting the funds. Motion carried.

WM14/03 – 28 It was moved by Cross, supported by Mahoney, to approve funding position G19508 at step 1 and authorize staff to recruit for the position. Motion carried.

## **OLD BUSINESS**

Mr. Jerry Brand, Granger Construction Vice President, addressed the Board regarding the jail construction project. He noted things are moving forward and the project will be well underway by end of next week. Mr. Brand noted the response from local contractors has been very good and local contractors have received many, many bid awards. He also apprised those present that review of prevailing wage via review of certified payrolls and

monthly audits will be performed to ensure prevailing wage scales are being utilized as appropriate.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:23 p.m.

**Muskegon County  
Ways & Means Committee  
March 18, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Nash at 4:00 p.m.

**ROLL CALL**

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

Excused: Robert Scolnik

**APPROVAL OF MINUTES**

It was moved by Mahoney, supported by Wilkins, to approve the minutes of March 6, 2014 as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Mr. Henry (Hank) Betten addressed the Board regarding motion #WM14/03 – 35.

**ITEMS FOR CONSIDERATION**

WM14/03 – 29 It was moved by Cross, supported by Hughes, to approve payment of the accounts payable of \$7,086,168.02 covering the period of February 22, 2014 through March 7, 2014 as presented by the County Clerk. Motion carried.

WM14/03 – 30 It was moved by Hughes, supported by Mahoney, to authorize the Board of Commissioners to approve the Buy/Sell agreement for the property listed at 1017 Pine Street, Muskegon, MI and to pay for the property utilizing the Jail/Construction Contingency Fund. Motion carried.

WM14/03 – 31 It was moved by Hughes, supported by Engle, to approve the deletion of the following Brookhaven positions:  
Department Dietary (2900-0058):

A05001, A05002, A05003, A05004, A05005, A05006, A05007,  
A05008, A05009, A15001, A15002, A15004, A15005, A15006,  
A15008, A15009, A15010, A15011, A15012, A15013, A15014,  
A15015, A15017, A15018, N34401, N34501, X28901

Department Housekeeping (2900-0056):

A07501, A07502, A07504, A07505, A07506, A07507, A07509,  
A07510, A07511

Motion carried.

WM14/03 – 32 It was moved by Cross, supported by Nash, to authorize the Chairman to execute the Contingency Fee Agreement with the Law Firm of Baker Sterchi Cowden & Rice, LLC to pursue a claim in the United States Federal Court of Claims against the United States Government for a possible taking of County property without compensation.

Motion carried.

WM14/03 – 33 It was moved by Cross, supported by Nash, to authorize to award the bid of Lownds Enterprises in the amount of \$84,056.00 and authorize the Chairman of the County Board of Commissioners to sign the contract.

Motion carried.

WM14/03 – 34 It was moved by Nash, supported by Mahoney, to authorize the staff to apply for blight elimination funds from the Michigan State Housing Development Authority for up to \$200,000 and hold a public hearing on the grant application on April 8, 2014.

Motion carried.

WM14/03 – 35 It was moved by Engle, supported by Hughes, to approve purchase of 500 Unidesk licenses with a cost not to exceed \$52,500.00.

Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

WM14/03 – 36      It was moved by Nash, supported by Cross, to approve a Tribute honoring Deshaun Thrower, Muskegon High School, winner of the state's prestigious 2014 Hal Schram Mr. Basketball award.

Motion carried.

Commissioner Wilkins noted Mr. Charlie Flowers passed away on March 13<sup>th</sup>, 2014. Mr. Flowers is represented in one of the family photos located in the Board Room, south wall. She noted a copy of the photo was given to his family.

## **PUBLIC COMMENT**

Mr. Betten thanked for the Board for their discussion and clarification.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:55 p.m.

**Muskegon County  
Ways & Means Committee  
April 3, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Hughes, supported by Mahoney, to approve the minutes of March 18, 2014 as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/04 – 37 It was moved by Hughes, supported by Cross, to approve payment of the accounts payable of \$3,126,186.02 covering the period of March 8, 2014 through March 21, 2014 as presented by the County Clerk. Motion carried.

WM14/04 – 38 It was moved by Mahoney, supported by Engle, to accept the funding in the amount of \$30,000 from the Michigan Department of Natural Resources Land and Water Conservation Fund (Project 26-01724) with a match of \$30,000 and authorize the chairman of the County Board of Commissioners to sign the grant agreement and all other documents required for the completion of the project and to solicit bids for the playground equipment and other services that are required as part of the grant agreement and authorize the Chairman of the County Board of Commissioners to sign the Solid Waste Fund Loan

Agreement and recommend the Public Works Board Chair sign same agreement to pay for the match. Motion carried.

WM14/04 – 39 It was moved by Mahoney, supported by Engle, to approve the scope of services as modified in March 2014 for the Meinert Park Caretaker and the Meinert Park Management Agreement as presented and authorize staff to solicit applicants for the contracted Meinert Park Caretaker position with all costs being paid from the Parks Funds 2080-0691. Motion carried.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None.

### **PUBLIC COMMENT**

None.

### **CLOSED SESSION**

It was moved by Cross, supported by Wilkins, to go into closed session for the purpose of discussing pending litigation.

Roll Call Vote:

Yes: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins  
Motion carried.

The Ways and Means Committee went into closed session at 4:13 p.m.

The Ways and Means Committee returned to open session at 4:22 p.m.

WM14/04 – 40 To approve the recommendation of corporate counsel to settle the case of *Lisa Sabin, Personal Representative of the Estate of Joan Dawson, Deceased vs. Brookhaven Medical Care Facility*, and settle the Medicare and Blue Cross Blue Shield liens. Motion carried.

Discussion ensued regarding the Brookhaven Medical Care Facility and the possible elimination of the dietary and housekeeping positions. Mr. Heath Kaplan, Finance and Management Services Director, noted if the positions remained on the books, the positions could then be bumped into per bargaining agreements. He noted the relationship with the Department of Human Services (DHS) Board is unique in that DHS has allowed the County discretion with those positions and has also agreed to utilize the County's purchasing and personnel policies. A request was made for a copy of the Department of Human Services agreement with the County of Muskegon regarding Brookhaven personnel. Mr. Kaplan, Finance and Management Services Director, will provide a copy of the agreement.

Commissioner Sabo presented a question regarding the positions being eliminated by the DHS Board and then presented to County of Board Commissioners for approval as well. He questioned what further action could take place if the Board of Commissioners did not vote to eliminate the positions. Mr. Doug Hughes, County Corporate Counsel, will provide a response to Commissioners.

Chairman Mahoney noted the Department of Human Services Board operates the facility and the County Board acts as the fiduciary agent to the DHS Board.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:52 p.m.

**Muskegon County  
Ways & Means Committee  
April 15, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Mahoney, supported by Cross, to approve the minutes of April 3, 2014 as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/04 – 41 It was moved by Cross, supported by Wilkins, to approve payment of the accounts payable of \$3,720,964.61 covering the period of March 22, 2014 through April 4, 2014 as presented by the County Clerk. Motion carried.

WM14/04 – 42 It was moved by Cross, supported by Sabo, to accept the Michigan Mental Health Court Grant Program award to the 14<sup>th</sup> Circuit Court in the amount of \$44,790.00; 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 Counselor/Program Coordinator to be funded through the State Court Administrative Office Michigan Mental Health Court Grant Program Funds and Child Care Funds. Motion carried.

WM14/04 – 43      It was moved by Hughes, supported by 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, 2014 to June 30, 2015, and to provide proper notification of this to the State 9-1-1 Committee.      Motion carried.

WM14/04 – 44      It was moved by Cross, supported by Hughes, to approve the resolution establishing the 2014 equalized valuation for Muskegon County as determined and submitted by the Muskegon County Equalization Department.      Motion carried.

### **OLD BUSINESS**

Commissioner Sabo requested further discussion regarding the Department of Human Services and County of Muskegon agreement pertaining to Brookhaven Medical Care Facility. Mr. Doug Hughes, Corporate Counsel, noted he is currently reviewing documentation and preparing a legal opinion for the Board's review.

Commissioner Nash requested an update on the employees of Brookhaven's dietary and housekeeping departments. Ms. Bonnie Hammersley, County Administrator, noted the Brookhaven Board extended the April 8<sup>th</sup> deadline for union proposals.

### **NEW BUSINESS**

None.

### **PUBLIC COMMENT**

None.

### **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:26 p.m.

**Muskegon County  
Ways & Means Committee  
May 1, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Nash, supported by Wilkins, to approve the minutes of April 15, 2014 as written.  
Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/05 – 45            It was moved by Hughes, supported by Mahoney, to approve payment of the accounts payable of \$14,064,568.96 covering the period of April 5, 2014 through April 18, 2014 as presented by the County Clerk.  
Motion carried.

WM14/05 – 46            It was moved by Cross, supported by Engle, to approve the contract between the County of Muskegon and ImageSoft for a cost not to exceed \$968,000.00 and authorize a short term loan from the General Fund Reserve to the Equipment Revolving Fund to be reimbursed by Capital Improvement Bond proceeds.  
Motion carried.

WM14/05 – 47            It was moved by Sabo, supported by Mahoney, to award RFP14-2127 for Taxi Transportation Services to Busy Bee Taxi, LLC.  
Motion carried.

**OLD BUSINESS**

Commissioner Wilkins requested information regarding the Department of Human Services and County of Muskegon agreement pertaining to Brookhaven Medical Care Facility. Mr. Doug Hughes, Corporate Counsel, will provide such information.

## **NEW BUSINESS**

WM14/05 – 48            It was moved by Scolnik, supported by Hughes, to approve a Proclamation recognizing July 6, 2014 as Joe Beyrle Day in Muskegon County.  
Motion carried.

Mr. Lupe Alviar, Veterans Advisory Committee Chair, noted there is a permanent display dedication planned for July 6<sup>th</sup> at the Silversides Museum honoring Mr. Beyrle, as well as many Muskegon heroes.

## **PUBLIC COMMENT**

Mr. Jonathon Wilson, Muskegon County's new Economic Development Coordinator, introduced himself to the Board and provided a brief bio. The Board welcomed him to his new position.

## **CLOSED SESSION**

It was moved by Cross, supported by Sabo, to go into closed session for the purpose of discussing pending litigation.

Roll Call Vote:

Yes: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins  
Motion carried.

The Ways and Means Committee went into closed session at 4:18 p.m.

The Ways and Means Committee returned to open session at 4:37 p.m.

WM14/05 – 49            It was moved by Mahoney, supported by Engle, to approve the recommendation of corporate counsel to settle the case of *Joshua Hankston v Muskegon County and Dean Roesler*.

Roll Call Vote:

Yes: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins  
Motion carried.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:42 p.m.

**Muskegon County  
Ways & Means Committee  
May 20, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**James Derezinski, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Derezinski at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Hughes, supported by Wilkins, to approve the regular and closed session minutes of May 1, 2014 as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/05 – 50      It was moved by Cross, supported by Mahoney, to approve payment of the accounts payable of \$26,407,220.56 covering the period of April 19, 2014 through May 9, 2014 as presented by the County Clerk. Motion carried.

WM14/05 – 51      It was moved by Hughes, supported by Mahoney, to approve the attached Truth in Taxation public hearing schedule and to adopt the attached resolution setting June 10, 2014 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 Muskego County general operating in July 2014, the proposed tentative levy of 0.3221 mills for Lakeshore Museum Center operating in December 2014, the proposed tentative levy of 0.0752 mills for Department of Veterans Affairs operating in December 2014, the proposed tentative levy of 0.3000 mills for Muskegon County Central Dispatch operating in December 2014, and the proposed tentative levy of 0.2600 mills for Quality of Life Bond repayment in December 2014. Motion carried.

WM14/05 – 52      It was moved by Hughes, supported by Mahoney, to award RFP14-2117 for Workforce Development Consulting Services to Northcoast Administrative Consultants, Inc.

**ROLL CALL:**

Yes:                      Cross, Derezinski, Engle, Hughes, Mahoney, Sabo, Scolnik, Wilkins

No:                        Nash

Motion carried.

WM14/05 – 53      It was moved by Cross, supported by Mahoney, to approve the Sheriff's Office to apply for and accept a multi-jurisdictional Youth Alcohol Enforcement grant from the Michigan State Police OHSP Division in the amount of \$10,000.00.                      Motion carried.

WM14/05 – 54      It was moved by Cross, supported by Sabo, to approve the purchase of the Sheriff marine 23 ft. boat with trailer from Leco Corporation (dba: Pier 33 Marina) and to offset the cost difference with the sale of two aging fleet vessels.                      Motion carried.

**OLD BUSINESS**

Commissioner Nash requested the Central Dispatch annual report. Ms. Hammersley, County Administrator, will provide to Commissioners.

**NEW BUSINESS**

WM14/05 – 55      It was moved by Wilkins, supported by Hughes, to prepare a resolution in recognition of Louis A. McMurray and his commitment and dedication to Muskegon County.                      Motion carried.

WM14/05 – 56      It was moved by Wilkins, supported by Hughes, to prepare a resolution in recognition of L. Scott Plummer and his commitment and dedication to Muskegon County.                      Motion carried.

WM14/05 – 57      It was moved by Sabo, supported by Cross, to authorize staff to lower the County flag to half-staff at the Louis A. McMurray Conference and Training Center in remembrance of former County Commissioner Louis A. McMurray.                      Motion carried.

Chairman Mahoney announced a Board Planning session on Thursday, May 22<sup>nd</sup>, 1:30 p.m., South Campus Training Center, Room #202 to discuss the process for filing the Administrator position.

### **PUBLIC COMMENT**

Commissioner Derezinski submitted his letter of resignation/retirement to Chairman Mahoney. He noted the effective date was May 31<sup>st</sup>, 2014. He discussed the incredible experience he gained as a County Board Commissioner and thanked the Board for their support.

The Board of Commissioners thanked Commissioner Derezinski for his service and wished him well in his new endeavors.

### **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:29 p.m.

MUSKEGON COUNTY BOARD OF COMMISSIONERS  
 FY2014  
 TRUTH-IN-TAXATION HEARING SCHEDULE

DATE	MEETING	
May 20	Ways & Means	Request authorization for Truth-in-Taxation Public Hearing
May 22	Full Board	Approve authorization for Truth-in-Taxation Public Hearing
June 3		Deadline for the public hearing notice to be published in the Muskegon Chronicle
June 5	Ways & Means	Request authorization to approve the 2014 millage rates
June 10	Full Board	Truth-in-Taxation Public Hearing Board approves 2014 millage rates

## RESOLUTION

WHEREAS, Michigan Compiled Law (MCL), Section 211.24e (“Truth In Taxation”) provides that without specific action taken by the Muskegon County Board of Commissioners, the Board of Commissioners shall not levy ad valorem property taxes for Muskegon County general operating, Lakeshore Museum Center operating, Department of Veterans Affairs operating and Muskegon County Central Dispatch operating purposes for the ensuing fiscal year that yields an amount more than the sum of the taxes levied at the base rate on additions within Muskegon County for the ensuing fiscal year plus an amount equal to the taxes levied for Muskegon County general operating, Lakeshore Museum Center operating, Department of Veterans Affairs operating and Muskegon County Central Dispatch operating purposes for the concluding fiscal year on existing property; and

WHEREAS, Michigan Compiled Law (MCL), Section 211.24e (“Truth In Taxation”) provides that estimated Convention Facilities (“Liquor Tax”) collections of \$1,419,930 and Cigarette Tax collections of \$5,785 be included in the Truth In Taxation proceedings; and

WHEREAS, said MCL, Section 211.24e provides that the Muskegon County Board of Commissioners may approve the levy of an additional millage rate, within its present authorized or proposed millage rate, only after providing certain public notice and holding a public hearing for the purpose of receiving testimony and discussing the levy of an additional millage rate for the ensuing fiscal year; and

WHEREAS, the Muskegon County Board of Commissioners has been advised by the Muskegon County Equalization Director that the state equalized taxable valuation for Truth In Taxation purposes for the 2014 tax year for property located within Muskegon County is \$4,257,442,624; and

WHEREAS, based upon the 2014 state equalized taxable valuation of Muskegon County, without said public hearing, tax levies would be limited to 5.3766 mills for Muskegon County general operating, 0.3221 mills for Lakeshore Museum Center operating, 0.0752 mills for Department of Veterans Affairs operating and 0.3000 mills for Muskegon County Central Dispatch operating; and

WHEREAS, the Muskegon County Board of Commissioners are aware of the financial circumstances of Muskegon County, including estimated expenditures, estimated revenues and the state equalized taxable valuation of property located within Muskegon County and, determined that the levy of an additional millage rate will be necessary to ensure the sound financial management of the various operations and services of Muskegon County; and

WHEREAS, the Muskegon County Board of Commissioners, pursuant to MCL, Section 211.34d (“Headlee”) and MCL, Section 211.24e (“Truth In Taxation”) propose a tentative levy of not more than 5.6984 mills for Muskegon County general operating in

July 2014, which includes an additional millage rate of 0.3218 mills, a tentative levy of not more than 0.3221 mills for Lakeshore Museum Center operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills, a tentative levy of not more than 0.0752 mills for Department of Veterans Affairs operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills, a tentative levy of not more than 0.3000 mills for Muskegon County Central Dispatch operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills and a Quality-of-Life bond repayment levy of 0.2600 mills in December 2014.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. A public hearing shall be held on June 10, 2014 at 4:00 p.m. at the Muskegon County Hall of Justice, 4<sup>th</sup> floor Board of Commissioners room, located at 990 Terrace Street, Muskegon, MI, 49442, for the purpose of receiving testimony and discussing the proposed ad valorem property tax levies.
2. The County Clerk is hereby authorized and directed to publish notice of such public hearing, said notice to be substantially in the form of the attached notice, in a newspaper of general circulation within Muskegon County. The notice shall be published not less than six (6) days before the public hearing date and shall comply with all requirements of MCL, Section 211.24e.
3. The County Clerk is hereby authorized and directed to send timely written notice of the time, date, and place of the public hearing to all newspapers of general circulation within Muskegon County.
4. The County Clerk shall post notice of the public hearing in compliance with the Michigan Open Meetings Act.
5. Not more than ten (10) days after the public hearing on June 10, 2014, the Muskegon County Board of Commissioners may authorize a maximum total levy of 5.6984 mills for Muskegon County general operating in July 2014, which includes an additional millage rate of 0.3218 mills, a maximum total levy of 0.3221 mills for Lakeshore Museum Center operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills, a maximum total levy of 0.0752 mills for Department of Veterans Affairs operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills, a maximum total levy of 0.3000 mills for Muskegon County Central Dispatch operating in December 2014, which includes an additional millage rate of 0.0000 (zero) mills and a Quality-of-Life bond repayment levy of 0.2600 mills in December 2014.

# Notice of Public Hearing On Increasing Property Taxes

The County Board of Commissioners of the County of Muskegon will hold a public hearing on a proposed increase of 0.3218 mills in the operating tax millage rates (0.3218 mills increase for Muskegon County operating, 0.0000 (zero) mills increase for Lakeshore Museum Center operating, 0.0000 (zero) mills increase for Department of Veterans Affairs operating and 0.0000 (zero) mills increase for Muskegon County Central Dispatch operating) to be levied in 2014.

This annual procedure required by the State of Michigan takes into account the effect of inflation on Muskegon County's state equalized taxable value as well as allowing Muskegon County to use Liquor Tax and Cigarette Tax revenues for their intended purposes. Resulting revenues will allow continued sound financial management of the various operations and services Muskegon County provides to its residents.

The hearing will be held on Tuesday, June 10, 2014 at 4:00 p.m. at the Muskegon County Hall of Justice, 4<sup>th</sup> floor Board of Commissioners room, located at 990 Terrace Street, Muskegon, MI 49442.

Action on the proposed additional millage rate will occur at the same meeting on Tuesday, June 10, 2014 after the public hearing.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 5.27% over such revenues generated by levies permitted without holding a hearing. If the proposed additional millage rate is not approved the operating revenue will decrease by 4.43% over the preceding year's revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice is published by :

County of Muskegon  
County Administrator's Office  
990 Terrace Street, Muskegon, MI 49442  
(231) 724-6520

publish: Sunday, June 1, 2014 and Tuesday, June 3, 2014

**MUSKEGON COUNTY EQUALIZATION DEPARTMENT**

L-4034 (Rev. 4-95)

**2014 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET  
excluding Renaissance Parcels and Senior / Disable Family Housing PILOTs**

Michigan Department of Treasury

<b>County: MUSKEGON</b>	<b>Taxing Jurisdiction:</b>	<b>COUNTY OF MUSKEGON</b>
2013 Total Taxable Value	(TV)	4,231,738,358
2013 Losses		71,158,924
2014 Additions		106,301,868
2014 Total Taxable Value Based on SEV	(TV SEV)	4,257,442,624
2014 Total Taxable Value Based on Assessed Value	(TV AV)	4,257,442,624
2014 Total Taxable Value Based on County Equalized Value	(TV CEV)	4,257,442,624
2014 Inflation Rate	(IR)	1.60%

1. Section 211.34d, MCL, "Headlee" (for each unit of local government).  
A Millage reduction fraction shall not exceed 1.0000 MCL 211.34d(7)

(2013 Total Taxable Value	-	Losses )	x	Inflation Rate	=	4,227,148,705	<u>1.0183</u>
4,231,738,358	-	71,158,924	x	1.016	=	4,151,140,756	2014 Millage Reduction Fraction (Headlee)
2014 Total TV	-	Additions )					

- 2a. Section 211.34, MCL, "Truth In Assessing" (for cities and townships if SEV exceeds AV for 2014 only).  
(The Truth in Assessing Millage Rollback Fraction SHALL NOT exceed 1.0000)

2014 Total TV based on AV for all classes			=	4,257,442,624	<u>NA</u>
4,257,442,624			=	4,257,442,624	2014 Rollback Fraction (Truth In Assessing)
2014 Total TV based on SEV for all classes					

- 2b. Section 211.34, MCL, "Truth In County Equalization"(for villages, counties and authorities if SEV exceeds CEV for 2014 only).  
(The Truth in County Equalization Millage Rollback Fraction SHALL NOT exceed 1.0000)

2014 Total TV based on CEV for all classes			=	4,257,442,624	<u>1.0000</u>
4,257,442,624			=	4,257,442,624	2014 Rollback Fraction (Truth In County Equalization)
2014 Total TV based on SEV for all classes					

3. Section 211.24e, MCL, "Truth In Taxation"(for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2014 only).

(2013 Total Taxable Value	-	Losses )					
4,231,738,358	-	71,158,924			=	4,160,579,434	<u>1.0023</u>
4,257,442,624	-	106,301,868			=	4,151,140,756	Base Tax Rate Fraction (Truth in Taxation)
(2014 Total TV	-	Additions )					

**ALSO MINUS CONVENTION/LIQUOR/CIGARETTE TAX REVENUE**

Convention /Liquor/Cigarette Tax Revenue(CLCTR)			=	1,425,715	<u>0.3349</u>
1,425,715			=	4,257,442,624	(CLCTR)
2014 Total TV based on SEV					

NOTE: The truth in taxation BTRF is independent from the cumulative Millage reductions provided by sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X 2013 Operating Rate levied.

ORIGINAL TO: County Clerk  
COPY TO: Equalization Department  
COPY TO: Each Township or City Clerk

**2014 TAX RATE REQUEST (This form must be completed and submitted on or before October 1, 2014)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County <b>MUSKEGON</b>	2014 Taxable value as of 'Final State Equalization', towards the end of May <b>4,257,442,624</b>
Local Government Unit <b>MUSKEGON COUNTY</b>	For LOCAL School Districts: 2014 Taxable value of NON-Homestead and Non-Qualified Agricultural Properties If a millage is Levied Against Them.

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.  
The following tax rates have been authorized for levy on the 2014 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Millage Authorized by Election, Charter, etc.	(5) 2013 Millage Rate Permanently Reduced by MCL 211.34d	(6) 2014 Current Year Millage Reduction Fraction	(7) 2014 Millage Rate Permanently Reduced by MCL 211.34d	(8) 2014 Sec 211.34 Millage Rollback Fraction	(9) 2014 Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	11/5/1974	6.2000	5.6984	1.0000	5.6984	1.0000	5.6984	5.6984		Fixed
Voted	Oper/Museum	5/3/2011	0.3250	0.3221	1.0000	0.3221	1.0000	0.3221		0.3221	12/31/2020
Voted	Oper/Veterans	8/5/2008	0.0770	0.0752	1.0000	0.0752	1.0000	0.0752		0.0752	12/31/2018
Voted	Bond Quality of Life	11/7/1995	0.4700	N/A	N/A	N/A	N/A	0.4700		0.2600	Until Debt Paid
Voted	Central Dispatch	11/4/2008	0.3000	0.3000	1.0000	0.3000	1.0000	0.3000		0.3000	12/31/2015
<b>TOTALS</b>			<b>7.3720</b>					<b>6.8657</b>	<b>5.6984</b>	<b>0.9573</b>	

Prepared by <b>Donna B. Stokes</b>	Title <b>Equalization Director</b>	Date
---------------------------------------	---------------------------------------	------

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e and 211.34 for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3)

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary		<b>Nancy A. Waters</b>	
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President		<b>Kenneth Mahoney</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9.

The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

IMPORTANT: See instructions on the reverse side regarding where to find the millage rate used in column (6)

ORIGINAL TO: County Clerk  
COPY TO: Equalization Department  
COPY TO: Each Township or City Clerk

**2014 TAX RATE REQUEST (This form must be completed and submitted on or before October 1, 2014)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County	2014 Taxable value as of 'Final State Equalization', towards the end of May
MUSKEGON	4,257,442,624
Local Government Unit	For LOCAL School Districts: 2014 Taxable value of NON-Homestead and Non-Qualified Agricultural Properties if a millage is Levied Against Them.
MUSKEGON COUNTY	

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.  
The following tax rates have been authorized for levy on the 2014 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Millage Authorized by Election, Charter, etc.	2013 Millage Rate Permanently Reduced by MCL 211.34d	2014 Current Year Millage Reduction Fraction	2014 Millage Rate Permanently Reduced by MCL 211.34d	2014 Sec 211.34 Millage Rollback Fraction	2014 Maximum Allowable Millage Levy *	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
Allocated	Operating	11/5/1974	6.2000	5.6984	1.0000	5.6984	1.0000	5.6984	5.6984	0.0000	Fixed

**BTR calculations for Convention / Liquor / Cigarette revenue - Allocated millage only**

2013 Total Millage Rate	5.6984		
2014 Truth in Taxation Rate Fraction	1.0023		
2014 Millage before/Convention - Liquor-Cigarette Revenue	5.7115	\$24,316,383	2014 Total Operation Millage with Public Hearing/UBAA 5.6984
2014 Truth in Taxation +Convention-Liquor-Cigarette Revenue	0.3349		
2014 Total Operation Levy w/o UBBA or Public Hearing	5.3766	\$22,890,566	2014 Monies with Public Hearing/UBAA \$24,260,611

**MILLAGE SUMMARY**

	2013 Millage	2014 BTR	2014 Revenue W/O Hearing	2014 CLCTR	2014 Adjusted BTR	2014 ADJ Revenue W/O Hearing	2014 Millage With Hearing	2014 Revenue With Hearing
Operating - Allocated	5.6984	5.7115	24,316,383	0.3349	5.3766	22,890,566	5.6984	24,260,611
Operating - Museum	0.3221	0.3228	1,374,302		0.3228	1,374,302	0.3221	1,371,322
Operating - Veterans	0.0752	0.0753	320,585		0.0753	320,585	0.0752	320,159
Operating-Central Dispatch	0.3000	0.3006	1,279,787		0.3006	1,279,787	0.3000	1,277,232
<b>OPERATING MILLAGES</b>	<b>6.3957</b>	<b>6.4102</b>	<b>27,291,057</b>		<b>6.0753</b>	<b>25,865,240</b>	<b>6.3957</b>	<b>27,229,324</b>
Bond - Quality of Life	0.3000	0.2600	1,106,935		0.2600	1,106,935	0.2600	1,106,935
<b>GRAND TOTAL</b>	<b>6.6957</b>	<b>6.6702</b>	<b>28,397,992</b>		<b>6.3353</b>	<b>26,972,175</b>	<b>6.6557</b>	<b>28,336,259</b>

Note: Base Tax Rate (BTR) - represents prior years actual millage rate multiplied by the 2014 Truth in Taxation Multiplier of 1.0023 for all operating millages. The Truth in Taxation Multiplier does not apply to bonded indebtedness, the BTR listed above is the 2014 millage requested for retiring the 'Quality of Life' bond.

**Muskegon County  
Ways & Means Committee  
June 5, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Vacant, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Nash at 4:00 p.m.

**ROLL CALL**

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

Excused: Kenneth Mahoney

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Hughes, to approve the minutes of May 20, 2014 as written.  
Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Mr. David Eling, Muskegon County Department of Veterans Affairs Director, addressed the Board regarding motion WM14/06 – 59. He requested the Muskegon County Board of Commissioners accept and approve a loan from the Department of Veterans Affairs in the amount of \$45,000 for the Veteran's Park Improvement Project.

Mr. Lupe Alviar, Muskegon County Veteran Affairs Advisory Board member, also addressed the Board regarding motion WM14/06 – 59.

**ITEMS FOR CONSIDERATION**

- WM14/06 – 58      It was moved by Cross, supported by Hughes, to approve payment of the accounts payable of \$3,323,436.44 covering the period of May 10, 2014 through May 23, 2014 as presented by the County Clerk.  
Motion carried.
- WM14/06 – 59      It was moved by Sabo, supported by Engle, to amend the General Fund FY14 Budget in an amount not to exceed \$45,000 to provide a loan for the Veteran's Park Improvement Project.      Motion carried.
- WM14/06 – 60      It was moved by Wilkins, supported by Cross, to approve the attached 2014 capital improvement project appropriation and the resolution

authorizing notice of intent to issue bonds and declaring intent to reimburse for expenditures. Motion carried.

WM14/06 – 61 It was moved by Cross, supported by Sabo, to change the reporting structure of the County Parks system and move it under the Convention and Visitors Bureau, make the range adjustment for the Community Development Director position to ND00035, and create the position of Public Works Technician NX00220 position in the Public Works Department effective June 11, 2014; when the Public Works Technician position becomes vacant the position will be deleted.

It was moved by Wilkins, supported by Engle, to postpone action on agenda item WM14/06 – 61 until the Ways & Means Committee meeting of July 10, 2014.

ROLL CALL:

Yes: Engle, Wilkins  
No: Cross, Hughes, Nash, Sabo, Scolnik Motion defeated.  
Excused: Mahoney

ROLL CALL ON ORIGINAL MOTION WM14/06 – 61:

Yes: Cross, Engle, Hughes, Nash, Sabo, Scolnik, Wilkins  
Excused: Mahoney Motion carried.

WM14/06 – 62 It was moved by Cross, supported by Hughes, to approve the operating levy of 5.6984 mills for Muskegon County to be levied in July 2014, the operating levy of 0.3221 mills for the Lakeshore Museum Center to be levied in December 2014, the operating levy of 0.0752 mills for the Department of Veteran's Affairs to be levied in December 2014, the operating levy of 0.3000 mills for Muskegon County Central Dispatch to be levied in December 2014 and the debt repayment levy of 0.2600 mills for the Quality of Life bond issuance to be levied in December 2014 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. Motion carried.

WM14/06 – 63 It was moved by Sabo, supported by Cross, to reorganize the Human Resources/Employment & Training Department as detailed on the attached document. Motion carried.

**OLD BUSINESS**

Commissioner Scolnik noted he recently received a mailing from the Convention and Visitors Bureau regarding meeting and event planning services.

Mr. Bob Lukens, CVB Director, noted a mailing was recently completed via Ms. Bernadette Benkert, CVB Sales Executive, which contained information about hosting meetings and events at various Muskegon County locations and the services being offered by the CVB.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

Mr. Heath Kaplan, Finance and Management Services Director, informed the Commissioners a revised Capital Improvement Plan would be available prior to Tuesday, June 10<sup>th</sup>, Full Board meeting containing Heritage Landing information.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:38 p.m.

COUNTY OF MUSKEGON  
CAPITAL IMPROVEMENT PLAN FOR BOND ISSUANCE

UPDATED 05/28/14

DEPARTMENT/PROJECT	BOND PROCEEDS	GRANT	TOTAL PROJECT COST	NOTES
<b>BROOKHAVEN / HOJ Projects</b>				
Building Facade-Hall of Justice	4,725,538		4,725,538	
Centrail Air Conditioning-Brookhaven	4,791,008		4,791,008	
<b>Total Brookhaven/HOJ Projects</b>	<b>9,516,546</b>	<b>0</b>	<b>9,516,546</b>	
<b>COURTS/PUBLIC SAFETY</b>				
<b>ECM Project</b>				
Phase 1-Contractual (Scanning, Development, Shredding, Etc.)		exclude; not a capital item		
Phase 2-Expand Current Data Storage Environment & Provide IT support	213,600		213,600	
Phase 3-Operation Assessment & Recommendations for Improvement		exclude; not a capital item		
Phase 4-Implement New Work Flows				
OnBase Software	359,934		359,934	
AutoStore Software	14,558		14,558	
ImageSoft Software	27,600		27,600	
Annual Subscription Software	18,500		18,500	
Professional Services				
Phase 1 Planning & Installation	19,980		19,980	
Agile Sprints	410,700		410,700	
FileNet Data Conversion	28,200		28,200	
System & Training Documentation	11,840		11,840	
Solution Training	0		0	
Solution Certification Training	0		0	
Project Management (20% FTE for 11 months)	0		0	
ImageSoft Customer Care Support Package (1st Year)	0		0	
ImageSoft Services Discount	(60,400)		(60,400)	
Travel & Expense	0		0	
<b>Total Phase 4</b>	<b>830,912</b>		<b>830,912</b>	
Phase 5-OnBase Programming	250,000		250,000	
<b>Total Courts &amp; Public Safety ECM Project</b>	<b>1,294,512</b>	<b>0</b>	<b>1,294,512</b>	
<b>COMMUNITY DEVELOPMENT</b>				
<b>Union Depot</b>				
Roof, Soffit, Fascia & Gutters	175,000		175,000	
<b>Total Union Depot Projects</b>	<b>175,000</b>		<b>175,000</b>	
<b>Heritage Landing</b>				
Electrical Upgrades and Expansion	75,000		75,000	
<b>Total Heritage Landing Projects</b>	<b>75,000</b>		<b>75,000</b>	
<b>Total Community Development/Union Depot Projects</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	
<b>COUNTY CLERK-CIRCUIT COURT RECORDS</b>				
Office Remodel	7,500		7,500	
File Room Shelving Conversion-Electric Mobile System	132,000		132,000	1
<b>Total County Clerk-Circuit Court Records</b>	<b>139,500</b>	<b>0</b>	<b>139,500</b>	
<b>PUBLIC DEFENDER</b>				
<b>Office Renovation Project</b>				
Original Construction	89,830		89,830	
Construction Alternate #1-Toilet Rm Improvements	22,470		22,470	
Construction Alternate #2-Remove & Replace Upper Floor Wall Panels	41,720		41,720	
Performance Bond Cost	3,300		3,300	
(Deduct alternate to remove railing baluster renovation from project)	(3,560)		(3,560)	
<b>Total Public Defender Office Renovation/Construction</b>	<b>153,760</b>		<b>153,760</b>	2
<b>Electrical/Abatement/Furniture</b>				
Electric-Power Connections to All Systems Furniture	7,423		7,423	
Electric-Voice/Data Connections to All Systems Furniture	8,818		8,818	
Electric-Power Connections to Non-Furniture Related	3,295		3,295	
Abatement-Trust Thermo Abatement & Luan Installation	25,800		25,800	
Office Furniture	111,452		111,452	3
<b>Total Public Defender Electrical/Abatement/Furniture</b>	<b>156,788</b>		<b>156,788</b>	

COUNTY OF MUSKEGON  
CAPITAL IMPROVEMENT PLAN FOR BOND ISSUANCE

UPDATED 05/28/14

DEPARTMENT/PROJECT		BOND PROCEEDS	GRANT	TOTAL PROJECT COST	NOTES
<b>Total Public Defender Renovation Project</b>		310,548	0	310,548	4
<b>PUBLIC WORKS-FACILITIES MANAGEMENT</b>	Year				
Peck St Bldg Emergency Management System (EMS) Upgrade	2016	80,000		80,000	
Agnes Potuznik Bldg Exterior Window Replacement/Upgrade	2017	80,000		80,000	
<b>Total Public Works-Facilities Mgt. Projects</b>		160,000	0	160,000	
<b>WASEWATER</b>	Year				
Downsizing of Cell 2	2015	2,000,000		2,000,000	
Cell 3 Electrical Replacement	2015	430,000		430,000	
Telemetry Improvements at Metro Site	2015	80,000		80,000	
Pump Station #3 Upgrade	2015	800,000		800,000	
Irrigation Rig Replacement	2015	800,000		800,000	
<b>Total Wastewater Projects</b>		4,110,000	0	4,110,000	
<b>TOTAL CAPITAL PROJECTS FOR BOND ISSUANCE CONSIDERATIONS</b>		15,781,106	0	15,781,106	
<b>NOTES:</b>					
1. An option for mechanical Assist. Mobile System could also be considered at a cost of \$93,000.					
2. The above construction cost estimate is lowest bidder. Second lowest bidder came in at \$185,500.					
3. If all awarded items are approved for order through Taylor Office, includes cost reduction storage alternates.					
4. Additional construction costs for floor prep & new ceiling work will need to be calculated and added to the project if the abatement costs are approved. This will be issued in the future/final construction post bid addendum, which will include all approved construction alternates selected.					

**RESOLUTION AUTHORIZING NOTICE OF INTENT  
AND DECLARING INTENT TO REIMBURSE FOR EXPENDITURES**

---

**COUNTY OF MUSKEGON**  
State of Michigan

---

Minutes of a regular meeting of the Board of Commissioners of the County of Muskegon, State of Michigan, held on June \_\_, 2014.

PRESENT: Commissioners: \_\_\_\_\_

\_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_

\_\_\_\_\_

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

WHEREAS, the County of Muskegon (the "County") intends to issue general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in one or more series, in an aggregate principal amount of not to exceed Sixteen Million Dollars (\$16,000,000), for the purpose of paying the costs of acquiring and constructing various capital improvements in the County, including but not limited to, improvements to various County facilities, and wastewater system improvements, including related site improvements (the "Project"); and

WHEREAS, a notice of intent to issue the Bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the County intends at this time to state its intention to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the County for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The County Clerk is hereby authorized and directed to publish or cause to be published a notice of intent to issue the Bonds in the *Muskegon Chronicle*, a newspaper of general circulation in the County.

2. Said notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the following form:

NOTICE TO TAXPAYERS AND ELECTORS  
OF THE COUNTY OF MUSKEGON, MICHIGAN  
OF INTENT TO ISSUE BONDS  
AND THE RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the County of Muskegon, State of Michigan (the "County"), intends to issue and sell its general obligation limited tax bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in one or more series, in an aggregate principal amount of not to exceed Sixteen Million Dollars (\$16,000,000), for the purpose of paying the costs of acquiring and constructing various capital improvements in the County, including, but not limited to, improvements to various County facilities, and wastewater system improvements, including related site improvements (the "Project").

SOURCE OF PAYMENT OF BONDS

THE PRINCIPAL OF AND INTEREST ON SAID BONDS SHALL BE PAYABLE from the general funds of the County lawfully available for such purposes property taxes levied within applicable statutory and constitutional limitations.

BOND DETAILS

THE BONDS WILL BE PAYABLE in annual installments not to exceed thirty (30) in number and will bear interest at a rate not to exceed the maximum rate permitted by law, as determined at the time of sale.

RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE COUNTY IS FILED WITH THE COUNTY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE COUNTY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 517, Act 34, Public Acts of Michigan, 2001, as amended.

---

County Clerk  
County of Muskegon

3. The Board of Commissioners does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice to the County's electors and taxpayers residing in the boundaries of the County of the County's intent to issue the Bonds, the maximum amount of the Bonds, the purpose of the Bonds, the source of payment for the Bonds and the right of referendum relating thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The County makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. §1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) As of the date hereof, the County reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the County.
- (b) The expenditures described in this paragraph (b) are for the costs of acquiring the Project which were paid or will be paid subsequent to sixty (60) days prior to the date hereof from the general funds of the County.
- (c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$16,000,000.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Commissioners: \_\_\_\_\_

\_\_\_\_\_

NAYS Commissioners: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED

\_\_\_\_\_  
County Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Commissioners of the County of Muskegon, State of Michigan, at a regular meeting held on June \_\_, 2014, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by said Act.

---

County Clerk

22204361.1\088888-01634

HUMAN RESOURCES DEPARTMENT REORGANIZATION

<u>Current Classification</u>	<u>Funding</u>		<u>New Classification</u>	<u>New Funding</u>		<u>New Grade</u>
Employment & Training Deputy Director	100%	2739-6913	HR Deputy Director/ Human Resources/ Employment & Training	85%	2739-6913	NX00424
				10%	1010-0226	
				5%	6770-0203	
Human Resources Deputy Director	25%	1010-0226	HR Manager/ Risk & Benefits	10%	6770-0202	No Change
	75%	6770-0203		50%	6770-0203	
				40%	6770-0204	
Human Resources Coordinator	25%	1010-0226	HR Manager/Recruitment	40%	1010-0226	NX00330
	20%	6770-0203		60%	6770-0203	
	55%	6770-0204				
Human Resources Analyst	10%	1010-0226	No Change	30%	6770-0202	No Change
	30%	6770-0202		45%	6770-0203	
	60%	6770-0203		25%	6770-0204	

**Muskegon County  
Ways & Means Committee  
June 17, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Vacant, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Nash at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the minutes of June 5, 2014 as written.  
Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/06 – 64 It was moved by Hughes, supported by Cross, to approve payment of the accounts payable of \$3,622,410.74 covering the period of May 24, 2014 through June 6, 2014 as presented by the County Clerk.  
Motion carried.

WM14/06 – 65 It was moved by Cross, supported by Sabo, to approve the County of Muskegon Economic Development Coordinator be appointed to the Muskegon Area First Board as the County of Muskegon appointment, per the Muskegon Area First bylaws: effective June, 2014.  
Motion carried.

WM14/06 – 66 It was moved by Hughes, supported by Mahoney, to approve the Merchant and Participation Agreements between Muskegon County and Government Payment Service, Inc.  
Motion carried.

WM14/06 – 67 It was moved by Mahoney, supported by Engle, to approve renewal of Assessment Administration Services by the Equalization Department to the Township of Egelston and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services. Motion carried.

WM14/06 – 68 It was moved by Cross, supported by Mahoney, to approve a contract with the City of Muskegon for the Muskegon County Human Resources Department to provide the human resources function for the City of Muskegon in the amount of \$75,000 for a period of one (1) year, starting July 1, 2014, and authorize the Board Chair and County Clerk to sign the contract. Motion carried.

WM14/06 – 69 It was moved by Wilkins, supported by Hughes, to approve the Data/Telecommunications Hosting Agreement between Muskegon County and West Michigan Shoreline Regional Development Commission. Motion carried.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

WM14/06 – 70 It was moved by Scolnik, supported by Mahoney, to approve a Tribute honoring Mr. Dave Sipka, Superintendent of Muskegon Area Intermediate School District, upon his retirement. Motion carried.

#### **PUBLIC COMMENT**

None.

#### **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

**Muskegon County  
Ways & Means Committee  
July 10, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Nash, to approve the minutes of June 17, 2014 as written.  
Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/07 – 71 It was moved by Cross, supported by Mahoney, to approve payment of the accounts payable of \$21,444,925.16 covering the period of June 7, 2014 through June 27, 2014 as presented by the County Clerk.  
Motion carried.

WM14/07 – 72 It was moved by Cross, supported by Mahoney, to approve hiring Grassroots Midwest for professional services not to exceed \$8,500.00.  
Motion carried.

WM14/07 – 73 It was moved by Cross, supported by Mahoney, to approve the compensation of the Administration Secretary to the County Administrator to step 4 of the salary table/grade NO-00220.  
Motion carried.

WM14/07 – 74 It was moved by Nash, supported by Cross, to amend the Donated Leave Policy, approved by the County Board of Commissioners on September 27, 2011, to allow employees with less than one (1) year of service to request donated Annual Leave. Motion carried.

WM14/07 – 75 It was moved by Cross, supported by Sabo, to select GovHR USA to perform the executive search for the Muskegon County Administrator at a cost of \$17,300.00. Motion carried.

WM14/07 – 76 It was moved by Mahoney, supported by Cross, to purchase fifty (50) computers from Information Systems Intelligence, LLC at a cost of \$73,333.00. Motion carried.

WM14/07 – 77 It was moved by Wilkins, supported by Mahoney, to recommend that Muskegon County participate in the drafting of this regional inter-local agreement between Allegan, Barry, Kent, Muskegon, Oceana and Ottawa Counties, to be brought back to the Muskegon County Board of Commissioners for final approval before August 31, 2014.

It was moved by Mahoney, supported by Cross, to suspend the rules to allow for Mr. Jim Fisher to address the Board.

Mr. Fisher, Workforce Development Board Chair, addressed the Board and spoke in support of this regionalization agreement and being proactive in the Governor's request for Prosperity Regions. Motion carried.

WM14/07 – 78 It was moved by Scolnik, supported by Mahoney, to approve and authorize the County Board Chair to sign and execute lease agreement #11704-2013 with the State of Michigan. Motion carried.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

Commissioner Nash requested an update on the procedure for screening applicants for the County Administrator position. Chairman Mahoney noted a team had been put together from the strategic planning teams in each team selecting two representatives. He noted this group would then screen applicants and provide a list of four or five top candidates to then be interviewed by the Commissioners.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:55 p.m.

Muskegon County  
Ways & Means Committee Meeting  
July 22, 2014  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor Board Room  
990 Terrace Street  
Muskegon, MI

Susie Hughes, Chair

Charles Nash, Vice-Chair

---

MINUTES

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Susie Hughes, Charles Nash, Benjamin Cross, Marvin Engle, Kenneth Mahoney, Bob Scolnik, Rillastine Wilkins

Excused: Terry Sabo

**APPROVAL OF MINUTES**

It was moved by Commissioner Wilkins, supported by Commissioner Mahoney, to approve the minutes of the July 10, 2014, meeting as written.  
Motion carried.

**PUBLIC COMMENT/AGENDA ITEM**

None.

**ITEMS FOR CONSIDERATION**

WM14/07-79      It was moved by Commissioner Cross, supported by Commissioner Mahoney, to approve payment of the accounts payable of \$3,343,923.49 covering the period of June 28, 2014, through July 11, 2014, as presented by the County Clerk.  
Motion carried.

Ways & Means Committee  
Minutes  
July 22, 2014  
Page 2

- WM14/07-80            It was moved by Commissioner Cross, supported by Commissioner Mahoney, to create the Office of Ombudsman in the Administration Department (0171), and to appoint employee #93007478 to the position of Ombudsman to be compensated at salary table NX-00390, step 5 (\$39.2920 per hour).  
Motion carried.
- WM14/07-81            It was moved by Commissioner Mahoney, supported by Commissioner Wilkins, to approve the FY2015 Budget Hearing Schedule as presented.  
Motion carried.
- WM14/07-82            It was moved by Commissioner Mahoney, supported by Commissioner Cross, to postpone the recommendations of the Customer Service Committee to implement 1) Core Values for the County; 2) Place a staffed Information Kiosk at the newly remodeled entrance/atrium of the Hall of Justice; 3) Engage training consultant(s) to conduct a County-wide Training Assessment, and potentially design new, regularly-scheduled departmental training programs; 4) Hire a County-wide Ombudsman to handle all consumer and employee complaints; 5) Hire a County Public Information Officer.  
Motion carried.
- WM14/07-83            It was moved by Commissioner Mahoney, supported by Commissioner Wilkins, to approve the purchase of Section 125 administration services from Professional Benefits Services (PBS) for a period of October 1, 2014, to September 30, 2016.  
Motion carried.
- WM14/07-84            It was moved by Commissioner Cross, supported by Commissioner Mahoney, to award MetLife the Supplemental Insurance Benefits contract, in order to provide voluntary employee benefits for a period of October 1, 2014, to September, 30, 2017.  
Motion carried.
- WM14/07-85            It was moved by Commissioner Cross, supported by Commissioner Mahoney, to approve authorization to contract with Delta Dental on a self-insured basis for the period of October 1, 2014, through September 30, 2017, for dental insurance coverage for active, eligible, Muskegon County employees and retirees.  
Motion carried.

WM14/07-86            It was moved by Commissioner Mahoney, supported by Commissioner Nash, to award Eye Med the Voluntary Vision Insurance Benefits contract, in order to provide voluntary vision coverage for a period of October 1, 2014, through September 30, 2018.  
Motion carried.

WM14/07-87            It was moved by Commissioner Cross, supported by Commissioner Wilkins, to approve authorization to contract with Blue Cross/Blue Shield of Michigan on a fully-insured basis for the period of October 1, 2014, through January 1, 2016, for medical insurance coverage for active, eligible, Muskegon County employees and eligible retirees.  
Motion carried.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

Commissioner Scolnik, Community Development/Strategic Planning Committee Chair announced the cancellation of the Thursday, July 24, 2014, meeting.

Commissioner Hughes announced they were not able to have a live feed camera at Bike Time due to the inability to find a secure location for the equipment.

#### **PUBLIC COMMENT/NEW TOPIC**

None.

#### **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:37 p.m.

**Muskegon County  
Ways & Means Committee  
August 7, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the minutes of July 22, 2014 as written.  
Motion carried.

**APPROVAL OF AGENDA**

Commissioner Hughes noted agenda item WM14/08-89 was being removed from the agenda per request of Mr. Eric Stevens, Family Court Administrator.

It was moved by Engle, supported by Mahoney, to approve the agenda with the noted deletion.  
Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/08 – 88      It was moved by Mahoney, supported by Cross, to approve payment of the accounts payable of \$6,303,365.00 covering the period of July 12, 2014 through July 25, 2014 as presented by the County Clerk.  
Motion carried.

WM14/08 – 89      [Motion withdrawn by Circuit Court/Family Division prior to meeting]

WM14/08 – 90 It was moved by Engle, supported by Cross, to approve the 2014 Capital Improvement Bond Resolution and to authorize the Board Chairman to sign. Motion carried.

WM14/08 – 91 It was moved by Mahoney, supported by Engle, to enlist Ellen Berends on an independent contractual basis to sell advertising on behalf of the Muskegon County CVB for the official 2015 Muskegon County Visitors Guide. Motion carried.

WM14/08 – 92 It was moved by Engle, supported by Mahoney, to delete position numbers D15011 and D07502 and authorize the creation of a Clerical Systems Administrator/District Court position (NX 00220).

ROLL CALL:

Yes: Engle, Hughes, Mahoney, Scolnik  
No: Cross, Nash, Sabo, Wilkins Motion defeated.

WM14/08 – 93 It was moved by Wilkins, supported by Mahoney, to adopt the resolution giving the County Drain Commissioner the authority to expend more than \$10,000 (ten thousand dollars) to update and maintain the Wolf Lake pumping system; with the understanding that all project expenses will be assessed to the district. Motion carried.

WM14/08 – 94 It was moved by Mahoney, supported by Cross, to approve setting the Public Hearing date for the FY2015 Proposed Muskegon County Budget for Thursday, September 4, 2014 at 4:00 p.m. at the Board of Commissioners room on the 4<sup>th</sup> 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 17, 2014. Motion carried.

WM14/08 – 95 It was moved by Cross, supported by Wilkins, to appoint Daniel Stout II to the position of Emergency Services Coordinator effective July 1, 2014; to request permission to apply through the Michigan State Police – Emergency Management & Homeland Security Division reimbursement for up to one third of the new Muskegon County Emergency Services Coordinator's salary and fringe benefits. Motion carried.

WM14/08 – 96 It was moved by Cross, supported by Engle, to authorize the Circuit Court Administrator to realign funding with the current duties of nine Family Court employees, specifically, G27302, G62007, X17901, G27303, X07601, X39501, G27713, X15201, and X47301.  
Motion carried.

WM14/08 – 97 It was moved by Sabo, supported by Mahoney, to approve the Letter of Understanding between the County Board of Commissioners and SEIU Local 517M which will create one Operations Maintenance Mechanic.  
Motion carried.

### **OLD BUSINESS**

Commissioner Scolnik discussed motion #WM14/08-90 and the projects going forward without an Administrator or Finance and Management Services Director. Commissioner Hughes noted all project requests will come before the Board for approval.

### **NEW BUSINESS**

None.

### **PUBLIC COMMENT**

Prosecutor DJ Hilson noted he was speaking on behalf of the Elected Officials of the County of Muskegon who feel the County is running smoothly and staff continue to handle day to day operations. He encouraged Commissioners to continue the course of recruitment for County Administrator.

Mr. Mike Jenkins addressed the Board regarding the salaries of Elected Officials and Department Heads.

Mr. Jeff Lohman, District 7 primary winner, addressed the Board and noted he plans to attend Committee and Full Board meetings and has already begun to reach out to township officials. He noted he is looking forward to working with this Board.

### **CLOSD SESSION**

It was moved by Mahoney, supported by Cross, to go into closed session for the purpose of discussing collective bargaining and legal opinion.

### **ROLL CALL:**

Yes: Cross, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins Motion carried.

The Ways & Means Committee went into closed session at 4:34 p.m.

The Ways & Means Committee returned to open session at 5:21 p.m.

### **RETURN TO OPEN SESSION**

It was moved by Engle, supported by Nash, to discuss the Interim Administrator position and the direction the Board should take in securing this position. Motion carried.

Discussion ensued on the need for an Interim Administrator and the next steps in filling this position. Chairman Mahoney will make a recommendation at Full Board meeting of Tuesday, August 12, 2014, for the Board's consideration.

Discussion ensued on the need for assistance with the Finance and Management Services duties. Commissioner Sabo suggested asking the Treasurer's Office to take over the County's finances. Mr. Tony Moulatsiotis, County Treasurer, assured the Board, his office is capable and prepared to assist.

WM14/08 – 98 It was moved by Sabo, supported by Nash, to appoint the Treasurer's Department to take over the Finance Director position on an interim basis.

Mr. Doug Hughes, Corporate Counsel, noted perhaps a Letter of Understanding would be needed which could be drafted and brought to Full Board on Tuesday, August 12<sup>th</sup> for review and approval.

WM14/08 – 99 It was moved by Hughes, supported by Mahoney, to postpone motion WM14/08 – 98 until Full Board meeting on Tuesday, August 12, 2014.

### **ROLL CALL:**

Yes: Engle, Hughes, Mahoney  
No: Cross, Nash, Sabo, Wilkins  
Excused: Scolnik [excused at 5:40 p.m.] Motion defeated.

### **ROLL CALL VOTE ON ORIGINAL MOTION (WM14/08 – 98)**

Yes: Cross, Nash, Sabo, Wilkins  
No: Engle, Hughes, Mahoney  
Excused: Scolnik Motion carried.

Ways & Means Committee  
Minutes  
August 7, 2014  
Page 5

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:58 p.m.

**Muskegon County  
Ways & Means Committee  
August 19, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

Excused: Ben Cross

**APPROVAL OF MINUTES**

It was moved by Mahoney, supported by Wilkins, to approve the regular session and closed session minutes of August 7, 2014 as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Mr. Kent Davies, Red Five IT, addressed the Board and provided a hand out to them regarding motion #WM14/08 – 100.

**ITEMS FOR CONSIDERATION**

WM14/08 – 100 It was moved by Engle, supported by Mahoney, to approve payment of the accounts payable of \$16,108,572.30 covering the period of July 26, 2014 through August 8, 2014 as presented by the County Clerk. Motion carried.

WM14/08 – 101 It was moved by Mahoney, supported by Wilkins, to resolve that Muskegon County intends to terminate its participation in the Lakeshore Coordinating Council, and cooperate and participate in the orderly dissolution of the Lakeshore Coordinating Council and the wind-up of the Council's affairs. Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Mr. Jim Elwell, Interim Administrator, informed the Board that a purchase offer had been received for the Juvenile Transition Center located at 1830 White Lake Drive. He recommended an appraisal of the property be completed prior to further review of the purchase offer.

WM14/08 – 102      It was moved by Mahoney, supported by Scolnik, to authorize appraisal and related costs on parcel number 61-03-036-300-0007-00.  
Motion carried.

Commissioner Nash requested information regarding the terms and agreement with Signature and Associates. Staff will provide an update.

Commissioner Hughes noted Saturday, August 23<sup>rd</sup> from 10 a.m. to 2 p.m. will be the Michigan Ducker Hunters Youth Event at the Muskegon State Game Area. She noted this event is free and will include many activities for children.

Chairman Mahoney noted Saturday, August 23<sup>rd</sup> is the Roosevelt Park Day with many activities being planned in the City of Roosevelt Park.

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:13 p.m.

**Muskegon County  
Ways & Means Committee  
September 4, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the minutes of the August 19, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**PUBLIC HEARING – 2015 Proposed General Operating Budget**

It was moved by Nash, supported by Engle, to open the public hearing on the 2015 Proposed General Operating Budget. Motion carried.

Mr. James Elwell, Interim County Administrator, noted correspondence was not received by the Administration Office or the County Clerk's Office regarding this proposed budget.

Mr. Elwell also noted the 2015 proposed operating budget millage levy is 5.6984.

It was moved by Cross, supported by Mahoney, to close the public hearing. Motion carried.

**ITEMS FOR CONSIDERATION**

WM14/09 – 103 It was moved by Mahoney, supported by Engle, to approve payment of the accounts payable of \$3,421,459.34 covering the period of August 9, 2014 through August 22, 2014 as presented by the County Clerk. Motion carried.

- WM14/09 – 104 It was moved by Mahoney, supported by Wilkins, to approve the position of Project Manager/OnBase Administrator at the NX00320 pay grade.  
Motion carried.
- WM14/09 – 105 It was moved by Sabo, supported by Mahoney, that 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 2015; 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.  
Motion carried.
- WM14/09 – 106 It was moved by Wilkins, supported by Engle, to approve the submission of an application for Muskegon County to participate regionally in the Michigan Work Ready Communities (MiWRC) Initiative.  
Motion carried.
- WM14/09 – 107 It was moved by Mahoney, supported by Nash, to appoint Deborah Groeneveld as employer delegate and Andrew Stone as employer alternate to the 2014 Municipal Employees Retirement System (MERS) annual meeting and the cost of attending for the employer and employee delegates and alternates be paid from the Risk Management Fund.  
Motion carried.
- WM14/09 – 108 It was moved by Nash, supported by Cross, to approve and authorize the County Board Chair to sign and execute lease agreement #11704-2014 with the State of Michigan.  
Motion carried.

## **OLD BUSINESS**

Commissioner Hughes inquired about the EEO Officer's office location and office sign. Ms. Groeneveld noted there was a sign outside a locked door which was recently removed. She noted she would prefer people come through the reception area where the EEO Officer can be appropriately notified of their presence.

Commissioner Sabo asked if people could go directly to Mr. Bracey's office. Ms. Groeneveld noted the EEO space/office does not have its own entrance.

Commissioner Wilkins noted her displeasure in the location of the current EEO Office.

## **NEW BUSINESS**

Chairman Mahoney noted each Commissioner received an update report from Granger Construction Management on the Jail and Juvenile Transition Center project. He noted he will provide these reports to include the “dashboard” info on a regular basis.

Commissioner Scolnik questioned the seventy-eight change orders. Commissioner Hughes noted many of the change orders were due to the different requirements in fire protection between juvenile and adult facilities per the state. She also noted changes in the construction were made to accommodate maintenance by the County’s Facilities Management Department as opposed to calling in outside vendors to perform routine maintenance duties.

Commissioner Nash discussed the bid approval process and his thought that bids would be reviewed and approved by the Board. Commissioner Hughes noted all bid openings were open to the public. Chairman Mahoney noted the construction management company was hired to do such things and as a guaranteed price for the construction was submitted and approved, these decisions are theirs.

Interim Administration James Elwell was directed to provide information to the Commissioners regarding bid packages.

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:22 p.m.

**Muskegon County  
Ways & Means Committee  
September 23, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:06 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Sabo, to approve the minutes of the September 4, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

- WM14/09 – 109      It was moved by Mahoney, supported by Wilkins, to approve payment of the accounts payable of \$9,214,514.35 covering the period of August 23, 2014 through September 12, 2014 as presented by the County Clerk. Motion carried.
- WM14/09 – 110      It was moved by Cross, supported by Mahoney, to fulfill the Downtown Muskegon Now initiative by selling for restoration the Grand Trunk Depot, parcel number 61-24-205-318-0001-10. Motion carried.
- WM14/09 – 111      It was moved by Mahoney, supported by Wilkins, to approve the expenditure of \$8,905 for replacement of the two existing fire hydrants at the Brookhaven Medical Care Facility by the City of Muskegon and to authorize staff to inform Muskegon Township Fire Department of its intent to install a new fire hydrant at rear of the facility by December 31, 2015. Motion carried.

- WM14/09 – 112 It was moved by Mahoney, supported by Cross, to approve renewal of Assessment Administration Services provided by the Equalization Department to the City of Roosevelt Park and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services. Motion carried.
- WM14/09 – 113 It was moved by Cross, supported by Mahoney, to amend the current adopted FY2014 budget as presented. Motion carried.
- WM14/09 – 114 It was moved by Sabo, supported by Engle, to adopt the FY2015 County of Muskegon Appropriation Ordinance including the Budget Amendments and including the adoption of the associated FY2015 position changes, FY2015 Equipment Items and FY2015 Capital Projects, which collectively represent the implementation of the County of Muskegon's FY2015 Operating Budget. Motion carried.
- WM14/09 – 115 It was moved by Cross, supported by Wilkins, to authorize Finance and Management Services / Purchasing Office to sell County surplus vehicles through the sealed bid process. Motion carried.
- WM14/09 – 116 It was moved by Nash, supported by Mahoney, to approve the contract settlement with the District Court Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM14/09 – 117 It was moved by Nash, supported by Mahoney, to approve the contract settlement with the Sheriff Deputy Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM14/09 – 118 It was moved by Wilkins, supported by Nash, to approve the contract settlement with the Sheriff Corrections Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM14/09 – 119 It was moved by Nash, supported by Sabo, to approve the contract settlement with the MNA Public Health Nurses Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM14/09 – 120 It was moved by Nash, supported by Mahoney, to approve contract settlement with the Public Works Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.

WM14/09 – 121 It was moved by Nash, supported by Mahoney, to approve the contract settlement with the Sheriff Command Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**CLOSED SESSION**

It was moved by Mahoney, supported by Wilkins, to go into closed session for the purpose of discussing pending litigation.

Roll Call Vote:

Yes: Cross, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins Motion carried.

The Ways & Means Committee went into closed session at 4:39 p.m.

The Ways & Means Committee returned to open session at 4:46 p.m.

WM14/09 – 122 It was moved by Mahoney, supported by Cross, to accept the recommendation of Corporate Counsel to settle the workers' compensation case of Rebecca Pintoski v County of Muskegon. Motion carried.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:47 p.m.

**Muskegon County  
Ways & Means Committee  
October 2, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Ben Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik [arrived at 4:04 p.m.], Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Mahoney, to approve the minutes of the September 23, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/10 – 123      It was moved by Engle, supported by Wilkins, to approve payment of the accounts payable of \$2,338,681.50 covering the period of September 13, 2014 through September 22, 2014 as presented by the County Clerk. Motion carried.

WM14/10 – 124      It was moved by Cross, supported by Mahoney, to approve the Memorandum of Understanding, effective October 1, 2014, with Lakeshore Regional Partners for the use and return of the County's PA2 funds. Motion carried.

WM14/10 – 125      It was moved by Wilkins, supported by Engle, to approve the Intergovernmental Agreement with the Lakeshore Regional Partners, effective October 1, 2014, for Substance Abuse Treatment and Service pending the Lakeshore Regional Partners acceptance of the Memorandum of Understanding for the use and return of the County's PA2 funds.

Discussion ensued regarding the membership of the Oversight Policy Board in that Kent County will have a membership on the Board of five, while Muskegon will have two and smaller counties such as Lake, Mason and Oceana will have one.

Corporate Counsel was asked to review any statutes specific to this membership and also to discuss with the Oversight Policy Board Chair Mr. I. John Snider and also Ms. Julia Rupp, CMH Director, prior to Full Board meeting of Tuesday, October 14<sup>th</sup>.

VOICE VOTE

Motion carried.

WM14/10 – 126

It was moved by Engle, supported by Mahoney, to approve a \$750 lump sum payment for eligible employees in the employee class designations of BD, EE, ND, NF, NH, NT, NU, XF, XH and XW effective the first full pay period following October 1, 2014 and also authorize to a wage increase of 50¢ per hour added to each step of the current range for eligible employees in the employee class designations of BD, EE, ND, NF, NH, NT, NU, XF, XH and XW effective the first full pay period following October 1, 2015. (excluding County Commissioners)  
Motion carried.

WM14/10 – 127

It was moved by Engle, supported by Cross, to approve after an open enrollment period, eligible employees (excluding hourly employees) enrolled in Muskegon County Medical Plan HD shall pay an employee contribution of 10% of the monthly premium equivalent for the employee and applicable dependents and if the employee selects Muskegon County Medical Plan RM or 2P, the employee shall pay the additional employee copay cost of this coverage in excess of the copay cost of 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.

Commissioner Engle inquired if this medical plan coverage was the same for bargaining staff and non-bargaining staff. Ms. Groeneveld, HR Director, noted it was the same coverage and cost.

Commissioner Sabo noted the wage increases and rising insurance costs are not leveling out. He noted employees are taking on more responsibilities and they're getting less compensation and are now being asked to contribute more to their medical coverage. He expressed his dissatisfaction. Commissioner Hughes echoed Commissioner Sabo's comments.

Commissioner Cross noted the increase would be easier to accept if the wage increase was enough to offset the rising cost and he noted his dissatisfaction and also noted, staff compensation should be moving forward, not backward.

VOICE VOTE

Motion carried.

WM14/10 – 128 It was moved by Engle, supported by Mahoney, to approve, after an open enrollment period, eligible non bargaining employees (excluding hourly employees) will contribute 15% of the premium for vision coverage, if they elect coverage. Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

WM14/10 – 129 It was recommended by Chairman Mahoney, moved by Wilkins, supported by Sabo, to approve the start time of the Community Development/Strategic Planning Committee and Transportation Committee meetings on Thursday, October 16<sup>th</sup>, 2014, of 4:30 p.m. Motion carried.

Commissioner Sabo discussed Public Health issues regarding environmental health regulations and septic permits being issued only then to have the inspector deny the final inspection permit after the home owner invested in the project. Commissioner Cross noted he also heard from a home owner who recently had the same issue.

Interim Administrator James Elwell was asked to follow-up with Public Health administration.

Commissioner Hughes discussed the success of the community event sponsored by the Rotary and the City of Muskegon Heights recently.

Commissioner Scolnik thanked those who participated and those who volunteered.

## **PUBLIC COMMENT**

The following employees of the County of Muskegon addressed the Board regarding their dissatisfaction in the recommended insurance medical plan changes:

Chery Helsen, Facilities Management  
Chrisie Workman, Equalization  
Janice Collins, Family Court  
Lee Burley, Facilities Management  
Becky Katzenbach, Family Court  
Steve Holke, Facilities Management

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:57 p.m.

**Muskegon County  
Ways & Means Committee  
October 21, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:01 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the minutes of the October 2,  
2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Mr. David Eling, Veterans' Center Director, addressed the Board regarding motion  
#WM14/10 – 138.

Mr. Hank Betten addressed the Board regarding motion #WM14/10 – 135.

**ITEMS FOR CONSIDERATION**

WM14/10 – 130 It was moved by Mahoney, supported by Cross, to approve payment  
of the accounts payable of \$26,807,989.72 covering the period of  
September 22, 2014 through October 10, 2014 as presented by the  
County Clerk. Motion carried.

Mr. Jim Elwell, Interim County Administrator, informed the Board changes are forthcoming  
regarding accounts payables being released to vendors after Board approval and not prior  
to Board approval with a few exceptions. Commissioners noted their approval of this  
process and complimented the Finance Department on their quick response time in getting  
invoices paid timely.

WM14/10 – 131 It was moved by Sabo, supported by Mahoney, to authorize staff to submit a site plan of the Muskegon County Fairgrounds to the Sullivan Township Planning Commission and to pay the \$250.00 filing fee.  
Motion carried.

WM14/10 – 132 It was moved by cross, supported by Wilkins, to approve up to 350 hours of Peter Haefner's time at \$135.00 per hour to assist with the financial close, audit preparation and other necessary work in the Finance Department.  
Motion carried.

Commissioners asked for clarification on how many hours were utilized for Mr. Haefner in the last fiscal year. Mr. Elwell will follow-up and provide that information to Commissioners.

WM14/10 – 133 It was moved by Engle, supported by Nash, to approve payment in full of \$40,950.00 to ISI for services rendered in the months of July and August, 2014 by Katrina Cooper and Bryan Buchan in conjunction with the ECM project.  
Motion carried.

WM14/10 – 134 It was moved by Cross, supported by Mahoney, to approve payment of \$27,480.00 to ISI for work completed on the Security Gap Analysis.  
Motion carried.

WM14/10 – 135 It was moved by Nash, supported by Mahoney, to enter into agreement with ISI of Wyoming, MI for management oversight of the Electronic Content Management Project at a cost of \$100 per hour with a maximum of 40 hours per week and as specified in the contract.  
Motion carried.

WM14/10 – 136 It was moved by Mahoney, supported by Cross, to approve the application to Michigan Department of Environmental Quality Scrap Tire Clean Up Grant Application, as well as authorize the Chairman of the Board to sign the grant application documents. Motion carried.

WM14/10 – 137 It was moved by Cross, supported by Nash, to accept the 2014 Department of Homeland Security, Port Security Grant, award number #EMW-20147-PU-00026 in the amount of \$604,575 as well as authorize the County Administrator to sign the electronic grant acceptance package for the Department of Homeland Security.  
Motion carried.

- WM14/10 – 138 It was moved by Nash, supported by Mahoney, to approve the County Clerk to process free Veteran ID cards for qualifying Veterans; and if a Veterans loses their card, a replacement may be purchased for \$5.00 with funds going to the Muskegon County General Fund.  
Motion carried.
- WM14/10 – 139 It was moved by Nash, supported by Mahoney, to approve renewal of Assessment Administration Services provided by the Equalization Department to Sullivan Township and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services.  
Motion carried.
- WM14/10 – 140 It was moved by Wilkins, supported by Mahoney, to adopt the 2014 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.  
Motion carried.
- WM14/10 – 141 It was moved by Mahoney, supported by Wilkins, to approve renewal of Assessment Administration Services provided by the Equalization Department to Montague Township and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide services. Motion carried.
- WM14/10 – 142 It was moved by Sabo, supported by Engle, to approve a \$375 lump sum payment for eligible hourly employees in the employee class designations of AH, DH, GH, LH, MH, NH, SH and XH effective the first full pay period following October 1, 2014 and also authorize a wage increase of 50¢ per hour added to each step of the current range for eligible hourly employees in the employee class designations of AH, DH, GH, LH, MH, SH and XH effective the first full pay period following October 1, 2015.  
Motion carried.
- WM14/10 – 143 It was moved by Mahoney, supported by Wilkins, to approve, starting in 2015, the recognition of Presidents' Day as a recognized legal holiday and delete Good Friday from the recognized holiday listing.  
Motion carried.
- WM14/10 – 144 It was moved by Engle, supported by Wilkins, to approve the contract settlement with the Brookhaven LPN Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives.  
Motion carried.

WM14/10 – 145 It was moved by Cross, supported by Mahoney, to authorize the creation of a Legal Secretary position (GU00160) in the Public Defenders' Office with the addition of the representation of indigent defendants for the 60<sup>th</sup> District Court. Motion carried.

WM14/10 – 146 It was moved by Cross, supported by Wilkins, to authorize Facilities Management to purchase three 2006 Chevy Cobalts and one 2003 Chevy Impala from MATS for a total cost of \$18,269 using the Equipment Revolving Fund and to repay the Equipment Revolving Fund over a period of five years at 3.25% interest. Motion carried.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Commissioner Nash commended County Departments for continuing to look at ways of saving money. He also commended the Interim Administrator Jim Elwell for following the Board's policies and directing staff to do the same.

### **PUBLIC COMMENT**

Mr. Henry Betten noted he too felt it refreshing to see the County following the Board's policies. He also suggested utilizing the following web sites when advertising technology positions: [dice.com](http://dice.com), [monster.com](http://monster.com) and [cybercoders.com](http://cybercoders.com).

### **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:10 p.m.

**Muskegon County  
Ways & Means Committee  
November 6, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:02 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Mahoney, supported by Cross, to approve the minutes of the October 21,  
2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Mr. Paul Hibbard addressed the Board regarding motion #WM14/11-156. He also  
congratulated Commissioners on a successful election and noted his approval of the  
selection of Mr. Mark Eisenbarth as the Muskegon County Administrator.

Mr. Tony Moulatsiotis addressed the Board regarding motion #WM14/11-156. He also  
congratulated Commissioners on the election results.

Mr. Lee Burley addressed the Board regarding motion #WM14/11-156.

Ms. Robin LeMaire addressed the Board regarding motion #WM14/11-156.

Mr. Ed Fox, FOP Business Agent, addressed the Board regarding motion #WM14/11-156.  
He also informed Commissioners of the requested "me too" clause in the Sheriff unit  
contracts.

Mr. Jim Schlichting addressed the Board regarding motion #WM14/11-156.

## ITEMS FOR CONSIDERATION

- WM14/11 - 147      It was moved by Engle, supported by Sabo, to approve the appointment of Mr. Mark Eisenbarth to the position of Muskegon County Administrator effective November 6, 2014.      Motion carried.
- WM14/11 – 148      It was moved by Wilkins, supported by Engle, to approve payment of the accounts payable of \$13,550,667.21 covering the period of October 11, 2014 through October 24, 2014 as presented by the County Clerk.      Motion carried.
- WM14/11 – 149      It was moved by Engle, supported by Cross, to approve an increase of \$110,500 beyond the original architect contract amount to allow for the additional GMB Architecture and Engineering post-bid items of; the redesign of Jail exterior skin, detailing of future shelled space build out, civil engineering/signage for north/south campus traffic, additional site work at the south campus parking lot, and to approve the reimbursable architect expenditure allowance for a revised GMB Jail/JTC project expenditure amount to not exceed \$2,111,000.      Motion carried.
- WM14/11 – 150      It was moved by Mahoney, supported by Engle, to approve the Data/Telecommunications Hosting Agreement between Muskegon County and the United Way of the Lakeshore.      Motion carried.
- WM14/11 – 151      It was moved by Sabo, supported by Mahoney, to authorize staff to inform First Southwest of the County's intention to terminate their services in regards to the refinancing of the Wastewater Management System Number 1 Series 2006 Bonds and the Water Supply System Bonds and authorize staff to solicit proposals for Financial Advisor services for these issues.      Motion carried.
- WM14/11 – 152      It was moved by Nash, supported by Cross, to approve the Rehmann Robson's engagement letter for the 2014 financial audit and Single Audit; authorize the County Board Chair 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 addendum regarding the financial assurance letter. Motion carried.
- WM14/11 – 153      It was moved by Cross, supported by Engle, to approve the service provider relationships outlined in the County-wide Service Providers list be approved to continue under the existing arrangements for the time period from October 1, 2014 through September 30, 2015.      Motion carried.

WM14/11 – 154 It was moved by Wilkins, supported by Engle, to authorize Finance and Management Services/Purchasing Office staff to accept the highest authenticated bid for each of the fourteen (14) surplus vehicles and distribute the proceeds to the appropriate funds. Motion carried.

WM14/11 – 155 It was moved by Cross, supported by Mahoney, to approve the contract extension with Good Temps for Temporary Staffing Services until the bid process is completed, which will not be longer than six months. Motion carried.

WM14/11 – 156 It was moved by Mahoney, supported by Nash, to table motion #WM14/11 – 156.

Approve open enrollment period, eligible employees (excluding hourly employees) enrolled in Muskegon County Medical Plan HD shall pay an employee contribution of 10% of the monthly premium equivalent for the employee and applicable dependents and if the employee selects Muskegon County Medical Plan RM or 2P, the employee shall pay one (1/2) of the additional employee copay cost of this coverage in excess of the copay cost of 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. All Medical Plans will include prescription drug coverage at \$10/\$40/\$80. If an employee is enrolled in a medical plan that is subject to the excise tax on high cost coverage (Cadillac Tax), they will be responsible for 100% of the excise tax. Motion to table carried.

WM14/11 – 157 It was moved by Cross, supported by Mahoney, to award IFB 14-2149 for Construction Services for Downtown Transit Center to Clifford Buck Construction Company, Inc., for a total contract sum of \$2,359,361, and to authorize the Board Chair to execute a contract for these services.

ROLL CALL:

Yes: Engle, Mahoney, Sabo, Scolnik

No: Cross, Hughes, Nash, Wilkins

Motion defeated.

## **OLD BUSINESS**

WM14/11 – 158 It was moved by Sabo, supported by Cross, to approve a Board Planning session for review/discussion of open enrollment and County medical plans for employees.

### **ROLL CALL:**

Yes: Cross, Hughes, Mahoney, Sabo, Scolnik, Wilkins

No: Nash

Abstain: Engle

Motion carried.

## **NEW BUSINESS**

WM14/11 – 159 It was moved by Nash, supported by Scolnik, to award IFB 14-2149 for Construction Services for Downtown Transit Center to Clifford Buck Construction Company, Inc., for a total contract sum of \$2,359,361, and to authorize the Board Chair to execute a contract for these services; to work toward a fixed price; to request administration approval of change orders; and to specify no further costs to the County's General Fund.

### **ROLL CALL:**

Yes: Cross, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Motion carried.

## **PUBLIC COMMENT**

Mr. Paul Hibbard thanked the Commissioners for their willingness to further investigate health insurance plans and costs. He also noted the availability and willingness of the Facilities Management Department to oversee the County's construction projects.

Ms. Chrissy Workman also thanked the Commissioners for their willingness to continue to review health insurance plans and costs.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:21 p.m.

**Muskegon County  
Ways & Means Committee  
November 18, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Mahoney, to approve the minutes of the November 6, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/11 - 160      It was moved by Engle, supported by Wilkins, to approve payment of the accounts payable of \$17,954,174.24 covering the period of October 25, 2014 through November 7, 2014 as presented by the County Clerk. Motion carried.

WM14/11 – 161      It was moved by Mahoney, supported by Cross, to authorize staff to continue administering the DTE Test and Tune-Up Program for the residents of Muskegon County through December 31, 2015. Motion carried.

WM14/11 – 162      It was moved by Engle, supported by Mahoney, to approve the revised Intergovernmental Agreement with the Lakeshore Regional Partners, effective October 1, 2014, for Substance Abuse Treatment and Service. Motion carried.

- WM14/11 – 163 It was moved by Cross, supported by Mahoney, to approve payment authorization for contractual District Court Public Defender services not to exceed \$17,250 per month until the Muskegon County Public Defender Department assumes these duties. Motion carried.
- WM14/11 – 164 It was moved by Mahoney, supported by Cross, to authorize the Grants Coordinator to submit applications to the Michigan Municipal Risk Management Authority on behalf of Muskegon County to offset current construction costs for the Muskegon County Jail. Motion carried.
- WM14/11 – 165 It was moved by Mahoney, supported by Wilkins, to approve 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 service. Motion carried.
- WM14/11 – 166 It was moved by Sabo, supported by Cross, to approve the contract settlement with the Brookhaven AFSCME Unit and authorize the County Board Chair and County Clerk to sign the labor agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM14/11 – 167 It was moved by Cross, supported by Mahoney, to authorize the Muskegon County Information Systems Department to enter into an agreement with InfoGeographics, Inc., for Geographic Information Systems (GIS) support and upgrades at an amount not to exceed \$29,870.00. Motion carried.

## **OLD BUSINESS**

It was moved by Engle, supported by Cross, to remove from the floor WM14/11 – 156. Motion carried.

- WM14/11 – 156 \* It was moved by Cross, supported by Engle, to approve open enrollment period, eligible employees (excluding hourly employees) enrolled in Muskegon County Medical Plan HD shall pay an employee contribution of 10% of the monthly premium equivalent for the employee and applicable dependents and if the employee selects Muskegon County Medical Plan RM or 2P, the employee shall pay one (1/2) of the additional employee copay cost of this coverage in excess of the copay cost of 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. All Medical Plans will include prescription drug coverage at \$10/\$40/\$80. If an employee is enrolled in a medical plan that is subject to the excise tax on high cost coverage (Cadillac Tax), they will be responsible for 100% of the excise tax. Motion carried.

\* Numbers not sequential as this item came from a prior meeting.

## **NEW BUSINESS**

WM14/11 – 168 It was moved by Mahoney, supported by Wilkins, to approve open enrollment period, eligible employees (excluding hourly employees) enrolled in Muskegon County Medical Plan HD shall pay an employee contribution of 10% of the monthly premium equivalent for the employee and applicable dependents and if the employee selects Muskegon County Medical Plan RM or 2P, the employee shall pay one (1/2) of the additional employee copay cost of this coverage in excess of the copay cost of 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; all Medical Plans will include prescription drug coverage at \$10/\$40/\$80 and if an employee is enrolled in a medical plan that is subject to the excise tax on high cost coverage (Cadillac Tax), they will be responsible for 100% of the excise tax; this medical option will be offered via a letter of understanding to all 10 bargaining units. Motion carried.

WM14/11 – 169 It was moved by Sabo, supported by Engle, to approve a Resolution honoring the Reeths-Puffer Marching Band for being named Flight II State Champions and for placing 4<sup>th</sup> at the Bands of America Grand Nationals in Indianapolis. Motion carried.

## **PUBLIC COMMENT**

Mr. Paul Hibbard thanked the Commissioners for their due diligence regarding the medical plans. He noted what was approved was far better than what was originally discussed.

Commissioner Scolnik invited those present to a public open house being held, Tuesday, November 18, 2014 at 6 p.m. at Nelson School for the New Boys & Girls Club. He also noted almost \$600,000 has been raised from donations and grants. He apprised those present that the local club is in the process of hiring an executive director via a nation-wide search.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:31 p.m.

**Muskegon County  
Ways & Means Committee  
December 4, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

Excused: Robert Scolnik

**APPROVAL OF MINUTES**

It was moved by Cross, supported by Wilkins, to approve the minutes of the November 18, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

- WM14/12 - 170      It was moved by Mahoney, supported by Engle, to approve payment of the accounts payable of \$3,838,738.16 covering the period of November 8, 2014 through November 20, 2014 as presented by the County Clerk. Motion carried.
- WM14/12 – 171      It was moved by Engle, supported by Wilkins, to approve the vendor and contractor relationships outlined on the schedule to continue under existing arrangements for the time period from October 1, 2014 through September 30, 2015. Motion carried.
- WM14/12 – 172      It was moved by Engle, supported by Cross, to delete positions of Career Developers BPN N13805 & N13812, Community Services Specialist BPN N20401, Quality Assurance Specialist BPN N60002 and Talent

Recruiter BPN N77701, due to a Department of Employment & Training reduction in the FY 2015 total grant funding. Motion carried.

WM14/12 – 173 It was moved by Engle, supported by Mahoney, to approve the Resolution Requesting Reallocation of Assets instructing MERS to reallocate Employer assets, in the amount of \$331,075, from Division 04 MCF Union Employer Reserve to Division 23 Sheriff Command Unit Employer Reserve. Motion carried.

WM14/12 – 174 It was moved by Wilkins, supported by Cross, 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 12/1/14 through 11/30/15 with an annual contribution of \$85,844. Motion carried.

WM14/12 – 175 It was moved by Engle, supported by Sabo, to approve the proposal for excess workers' compensation insurance with Safety National Casualty Corporation for the period of 1/1/15 to 12/31/16, with a \$600,000 self-insured retention, a premium rate of \$.145 per \$100 payroll, and a 24 month term. Motion carried.

WM14/12 – 176 It was moved by Sabo, supported by Mahoney, to approve the purchase of the Manager Plus asset management software for use in the Facilities Management, Solid Waste and Regional Water departments for a total cost of \$19,234.00 with the cost being split among the user department funds. Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

None.

## **PUBLIC COMMENT**

Mr. Roger McClary, Kent County Board of Commissioner and Kent County Public Library Commissioner, addressed the Board informing members he is a former Muskegon County resident now living in Kent County serving on its Board.

Mr. Eric Stevens, Circuit Court Administrator, introduced his daughter Ellie and his son Sam who were in the audience.

## **ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:13 p.m.

**Muskegon County  
Ways & Means Committee  
December 16, 2014  
4:00 p.m.  
Hall of Justice  
990 Terrace  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

---

**MINUTES**

---

**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

It was moved by Mahoney, supported by Wilkins, to approve the minutes of the December 4, 2014 meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

WM14/12 - 177 It was moved by Cross, supported by Engle, to approve payment of the accounts payable of \$3,343,916.34 covering the period of November 21, 2014 through December 5, 2014 as presented by the County Clerk. Motion carried.

WM14/12 – 178 It was moved by Wilkins, supported by Mahoney, to approve vendor and contractor relationships outlined on the schedule be continued under existing arrangements for the time period from October 1, 2014 through September 30, 2015 at Brookhaven Medical Care Facility. Motion carried.

WM14/12 – 179 It was moved by Cross, supported by Nash, to approve the FY 2015 Child Care Fund Annual Plan and Budget and authorize the County Administrator to sign the document for submission to the State of Michigan. Motion carried.

- WM14/12 – 180 It was moved by Wilkins, supported by Engle, to approve the Muskegon County Equal Employment Opportunity Office Alternative Dispute Resolution or Mediation Policy for Unresolved Complaints Filed Against Michigan Work! Muskegon-Oceana. Motion carried.
- WM14/12 – 181 It was moved by Nash, supported by Cross, to approve the continued membership for Muskegon County with the Michigan Municipal Risk Management Authority for general liability and property insurance coverage with a 2015 annual contribution of \$804,579. Motion carried.
- WM14/12 – 182 It was moved by Cross, supported by Mahoney, to allow hourly employees to participate in the Employer sponsored 457 deferred compensation program. Motion carried.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

- WM14/12 - 183 It was moved by Engle, supported by Hughes, to support a Resolution for Debbie Groeneveld, upon her retirement, after forty-one years of service to the County of Muskegon. Motion carried.

#### **PUBLIC COMMENT**

None.

#### **CLOSED SESSION**

It was moved by Wilkins, supported by Engle, to go into closed session for the purpose of discussing pending litigation.

Roll Call Vote:

Yes: Cross, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Motion carried.

The Ways & Means Committee went into closed session at 4:09 p.m.

The Ways & Means Committee returned to open session at 4:17 p.m.

**RETURN TO OPEN SESSION**

WM14/12 - 184      It was moved by Mahoney, supported by Engle, to approve the recommendation of Corporate Counsel to settle the workers' compensation case of Wesley Spyke v County of Muskegon.

Roll Call Vote:

Yes: Cross, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Motion carried.

**ADJOURNMENT**

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:18 p.m.