

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

JANUARY 20, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:30 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Collins, to approve the minutes of the December 16, 2010, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Collins, to accept and place on file the Transit Operations Report. MOTION CARRIED

Moved by Engle, seconded by Mahoney, to accept and place on file the Airport Operations Report. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/01-01 Approval of MATS FY2012 Application for State Financial Assistance

Transit recommends, moved by Engle, seconded by Longmire, to approve the Muskegon Area Transit System's FY2012 application for \$1,215,023 in state operating and capital assistance, to authorize the Resolution of Intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice. MOTION CARRIED

TR11/01-02 Approval of Supplemental Agreement No. 7 to Lease No. HSCG84-06-L-C34002 Between the County and U.S. Coast Guard – Term Through 2016

Airport recommends, moved by Derezhinski, seconded by Engle, to approve Supplemental Agreement No. 7 to Lease No. HSCG84-06-L-C34002, extending the lease agreement between the County and U.S. Coast Guard for the Air Facility located at the Airport, through FY2016, in the amount of \$1,778.32/month, and further authorize the Chairman to execute said Supplemental Agreement. MOTION CARRIED

TR11/01-03 Approval for Purchasing to Issue a Request for Proposals (RFP) Seeking a Concessionaire to Sell Advertising Space Inside the Terminal Building

Airport recommends, moved by Snider, seconded by Mahoney, to approve allowing Purchasing to issue a Request for Proposals (RFP) on behalf of the Airport, seeking a concessionaire to sell advertising space inside the terminal building. MOTION CARRIED

TR11/01-04 Approval for Purchasing to Issue a Request for Proposals (RFP) Seeking Proposals from Experienced Firms to Provide Air Service Development, Recruitment, Consulting and Market Research for the Airport.

Airport recommends, moved by Longmire, seconded by Engle, to approve allowing the Purchasing Department to issue a Request for Proposals (RFP), on behalf of the Airport, seeking proposals from experienced firms to provide Air Service Development, Recruitment, Consulting and Market Research for the Airport. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

James Riley commented on the high air fare prices at the Airport. Marty Piette, Airport Manager, said the prices in Muskegon are comparable with other area airports. He asked anyone who has a fare discrepancy to contact the Airport.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:44 pm.

Muskegon County Transportation Committee

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Board of Commissioners Room
990 Terrace

FEBRUARY 17, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:30 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Snider, Wilkins

Excused: Scolnik

APPROVAL OF MINUTES

Moved by Engle, seconded by Collins, to approve the minutes of the January 20, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Collins, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

Jim Riley asked for a report of the cost versus the ridership with Transit's new expanded service. County Administrator Bonnie Hammersley stated that a report is in progress but not available at this time.

ACTION ITEMS

TR11/02-05 Authorization to Issue RFP for CNG Fuel Dispenser and Station Service

Transit recommends, moved by Engle, seconded by Derezinski, to authorize the Purchasing Department and MATS to solicit proposals for a new dispenser for the MATS CNG station and for a five-year proposal for maintenance services on the system. MOTION CARRIED

TR11/02-06 Authorization to Purchase Three Heavy Duty Buses

Transit recommends, moved by Derezinski, seconded by Plummer, to authorize MATS and the Purchasing Department to purchase up to three (3) heavy-duty 35-foot low-floor buses from Gillig Corporation per the terms and conditions of the Akron Metro Regional Transit Authority contract for a total purchase price not to exceed \$1,299,000. MOTION CARRIED

TR11/02-07 Authorization to Purchase Three Small Buses

Transit recommends, moved by Mahoney, seconded by Cross, to authorize MATS to procure three small buses from Holland Bus Company, for an amount not to exceed \$236,833. MOTION CARRIED

TR11/02-08 Authorization to Issue RFP for Small Paratransit Vehicles

Transit recommends, moved by Engle, seconded by Mahoney, to authorize MATS and the Purchasing Department to issue a Request for Proposals for a five year contract for small paratransit vehicles. MOTION CARRIED

TR11/02-09 Approve Minimum Standards for Commercial Aviation Operators Document

Airport recommends, moved by Engle, seconded by Plummer, to approve Minimum Standards for Commercial Aviation Operators, establishing the threshold entry requirements for those wishing to provide an Aeronautical Service to the public at the Airport. MOTION CARRIED

TR11/02-10 Approve Hertz Corporation Service Facility Lease Agreement

Airport recommends, moved by Engle, seconded by Collins, to approve a three-year Service Facility Lease Agreement between the County of Muskegon and The Hertz Corporation (Hertz), commencing January 1, 2011, and terminating on June 30, 2014, in the amount of \$7,000 per year, for a wash and maintenance facility located at the Airport and that the chairman be authorized to sign the agreement. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:46 pm.

Muskegon County Transportation Committee

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Anthony T. Longmire, Vice-Chair
Lew Collins
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I. John Snider

Board of Commissioners Room
990 Terrace

MARCH 17, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:30 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: Engle

APPROVAL OF MINUTES

Moved by Plummer, seconded by Cross, to approve the minutes of the February 17, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Derezinski, seconded by Snider, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/03-11 Approval of MDOT Contract Amendment 2007-0264/A1

Transit recommends, moved by Collins, seconded by Snider, to approve MDOT Contract 2007-0264/A1 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/03-12 Approval of MDOT Project Authorization 2007-0264/Z8/R1

Transit recommends, moved by Derezinski, seconded by Mahoney, to approve MDOT Project Authorization 2007-0264\Z8\R1 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/03-13 Approval of MATS 2011 Summer Trolley Route Program

Transit recommends, moved by Snider, seconded by Mahoney, to approve operation of a 2011 Trolley Route Program as proposed. MOTION CARRIED

TR11/03-14 Approval to T-Hangar Leases Expiring in the 2nd Quarter of 2011

Airport recommends, moved by Derezinski, seconded by Mahoney, to approve the extension of seven (7) T-Hangar Lease Agreements at Muskegon County Airport expiring in the second quarter of 2011 as follows: Terry Grevious, \$190/month; Scott Kelley, \$190/month; Larry Duthler, \$180/month; Kris Layson, \$180/month; Jim Fishel, \$170/month; Doug Parker, \$170/month; and Fred Riplo, \$170/month. Lease agreements are for a one-year period and recommend extension at same as current rate. MOTION CARRIED

TR11/03-15 Approval of Amendment to the Agreement for Lease of Premises and Providing of Fixed Base Operating Services between the County and Executive Air Transport, Inc.

Airport recommends, moved by Snider, seconded by Plummer, to approve an amendment to Article VIII, item 10, of the Agreement for Lease of Premises and Providing of Fixed Based Operating Services between the County and Executive Air Transport, Inc., allowing Executive Air Transport, Inc. to store the explosive canister contained in the Cirrus Aircraft Parachute System.

TR11/03-16 Suspend the Rules to Allow Rex Vanderlinde to Address the Transportation Committee

Moved by Snider, seconded by Scolnik, to suspend the rules to allow Rex Vanderlinde, President of Executive Air Transport, Inc. to speak. MOTION CARRIED

Mr. Vanderlinde explained explosive canister contained in the Cirrus Aircraft Parachute System and the storage of the canister. Discussion ensued.

TR11/03-17 Return to Regular Session

Moved by Mahoney, seconded by Derezinski, to return to regular session. MOTION CARRIED.

Voice Vote on Item TR11/03-15. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

Mr. Eric Rothoff commented to the Committee that there are interested candidates for the open County Road Commission appointment. Chair Wilkins responded that this item will be on the Board's agenda very soon.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:45 pm.

Muskegon County Transportation Committee

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Lew Collins
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Board of Commissioners Room
990 Terrace

APRIL 21, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 4:04 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Plummer, to approve the minutes of the March 17, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Collins, to accept and place on file the Transit Informational Items. MOTION CARRIED

Moved by Engle, seconded by Plummer, to accept and place on file the Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/04-18 Approval of MATS Federal Capital and Operating Assistance Applications

Transit recommends, moved by Collins, seconded by Mahoney, to authorize the Muskegon Area Transit System to publish the public notice regarding Federal Operating and Capital

applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing. MOTION CARRIED

TR11/04-19 Approval of MDOT Project Authorization 2007-0264/Z16/R1

Transit recommends, moved by Engle, seconded by Collins, to approve MDOT Project Authorization 2007-0264/Z16/R1 with the Muskegon Area Transit System and to authorize the Chair to execute the contract. MOTION CARRIED

TR11/04-20 Approval of Lease Agreement with MSU for Bioenergy Corp Farming at the Airport

Airport recommends, moved by Mahoney, seconded by Longmire, to approve a six-month Lease Agreement, beginning May 1, 2011, and expiring on September 30, 2011, between Michigan State University (MSU) and the County allowing MSU to plant and harvest bioenergy crops on a 3-acre parcel of Airport property, and further authorize the Chair to sign said Agreement. MOTION CARRIED

TR11/04-21 Award RFP 11-1872, Air Service Development & Consulting, to Sixel Consulting Group

Airport recommends, moved by Mahoney, seconded by Longmire, to approve awarding the Air Service Consulting, RFP 11-1872, to Sixel Consulting Group, Inc., allowing the firm to assist Muskegon County Airport with Air Service Development & Consulting, Recruiting and Market Research. MOTION CARRIED

TR11/04-22 Approval of Modification No. 5 to Law Enforcement Officer Reimbursement Agreement Between the County and the Transportation Security Administration

Airport recommends, moved by Plummer, seconded by Longmire, to approve Modification Number 5 to Law Enforcement Officer Reimbursement Agreement Number HSTS0208HSLR212 between the County and the Transportation Security Administration which authorizes expenditure of remaining FY2010 funds for FY2011 passenger screening activities in the amount of \$2,905.03, provides funding for FY2011 in the amount of \$21,149.08, and approves a Statement of Joint Objectives (SOJO), and further authorize the Chair to sign said Modification and Statement of Joint Objectives (SOJO). MOTION CARRIED

TR11/04-23 Award RFB 10-1716, Heavy Duty Runway Snow Blower, to Oshkosh Corporation

Airport recommends, moved by Engle, seconded by Cross, to approve awarding RFB 10-1716, acquisition of a large snow blower for the Airport, to Oshkosh Corporation, the lowest of three bids received, at a cost of \$593,763, with the County's 2.5% share to be \$14,845. MOTION CARRIED

TR11/04-24 Approval of Amendment No. 1 to Prein & Newhof Agreement for Professional Engineering Services

Airport recommends, moved by Plummer, seconded by Engle, to approve an Amendment to the Agreement for Professional Engineering Services between the County and Prein & Newhof, originally dated January 27, 2009, increasing the amount of the Agreement by \$10,000, allowing Prein & Newhof to separate the Airport's South T-Hangar Apron and Taxistreet Reconstruction project from the Airport's Terminal Apron Reconstruction and Expansion project, with the County's 2.5% share of the project to be \$250, and further authorize the Chair to sign said Amendment. MOTION CARRIED

TR11/04-25 Approval of FAA Terms & Conditions of Accepting Airport Improvement Program Grants Document

Airport recommends, moved by Engle, seconded by Collins, to approve a Federal Aviation Administration (FAA) document titled "Terms and Conditions of Accepting Airport Improvement Program Grants", which contains the standard requirements that an airport must agree to when accepting a grant agreement, more commonly called Grant Assurances, under the Airport Improvement Program (AIP), and further authorize the Chairman to execute said document. MOTION CARRIED

OLD BUSINESS

Commissioner Snider asked if we get any revenue from the cargo going in and out of the Airport. Marty Piette said we receive 60% of landing fees, a percentage of fuel sold, and 2% gross revenue from the FBO for cargo shipments.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:36 pm.

Muskegon County Transportation Committee

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Lew Collins
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James Derezinski
Marvin Engle

Alan W. Jager
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Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

JUNE 16, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 4:07 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Snider, Wilkins

Excused: Scolnik

APPROVAL OF MINUTES

Moved by Longmire, seconded by Engle, to approve the minutes of the April 21, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Longmire, to accept and place on file the Transit and Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

Mr. Jim Riley asked for information on the two Transit Items for Consideration. Mr. Jim Koens explained the items.

ACTION ITEMS

TR11/06-26 Approval of MDOT Project Authorization 2002-0072\Z15\R2

Transit recommends, moved by Engle, seconded by Collins, to approve MDOT Project Authorization 2002-0072\Z15\R2 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/06-27 Approval of MDOT Project Authorization 2007-0264\Z4\R2

Transit recommends, moved by Engle, seconded by Collins, to approve MDOT Project Authorization 2007-0264\Z4\R2 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/06-28 Approval of an Agreement Allowing RSB Aviation, LLC (RSB) to Provide Aircraft Storage Services

Airport recommends, moved by Engle, seconded by Derezinski, to approve an Agreement For Providing of Aircraft Storage between the County and RSB Aviation, LLC (RSB), allowing RSB to store aircraft for hire, remitting to the County 2% of gross revenue received from the storage of aircraft, with a minimum monthly amount of \$373.26, whichever is greater, for an initial term terminating January 31, 2015, renewable for four successive five year terms, ending January 31, 2035. MOTION CARRIED

TR11/06-29 Approval of an Assignment to Transfer and Assign Interest of the Class C Liquor License and Airport Lease from Paula J. Gould to PJGstone, LLC

Airport recommends, moved by Engle, seconded by Mahoney, to approve an Assignment transferring and assigning all rights, title and interest of Paula J. Gould, including the Class C liquor license and Airport lease, to PJGstone, LLC, a Michigan limited liability company, and further authorize the Chairperson to sign said Assignment. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:19 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

JULY 21, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 4:23 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Mahoney, to approve the minutes of the June 16, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Collins, to accept and place on file the Transit and Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

Susie Hughes commented on the free bus rides the MAX (Holland) and The Rapid (Grand Rapids) provide during Clean Air Action Days and asked that Muskegon MATS join the program. This would be a great program for our community.

ACTION ITEMS

TR11/07-30 Approval of MDOT Project Authorization 2007-0264/Z19

Transit recommends, moved by Engle, seconded by Mahoney, to approve MDOT Project Authorization 2007-0264/Z19 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/07-31 Approval of MDOT Project Authorization 2007-0264/Z20

Transit recommends, moved by Engle, seconded by Collins, to approve MDOT Project Authorization 2007-0264/Z20 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/07-32 Approval of MDOT Project Authorization 2007-0264/Z21

Transit recommends, moved by Engle, seconded by Collins, to approve MDOT Project Authorization 2007-0264/Z21 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/07-33 Approval of MDOT Project Authorization 2007-0264/Z22

Transit recommends, moved by Engle, seconded by Longmire, to approve MDOT Project Authorization 2007-0264/Z22 with the Muskegon Area Transit System and to authorize the Chairperson to execute the contract. MOTION CARRIED

TR11/07-34 Authorization to Purchase One Heavy Duty Bus

Transit recommends, moved by Mahoney, seconded by Snider, to authorize MATS and the purchasing department to purchase one (1) heavy-duty 35-foot low-floor bus from Gillig Corporation per the terms and conditions of the Akron Metro Regional Transit Authority contract for a total purchase price not to exceed \$440,000. MOTION CARRIED

TR11/07-35 Approval of Third Quarter T-Hangar Lease Agreements

Airport recommends, moved by Engle, seconded by Mahoney, to approve the extension of four (4) T-Hangar Lease Agreements at Muskegon County Airport expiring in the third quarter of 2011 as follows: Roger Babb, \$190/month; Jack DeHorn, \$180/month; Mark Malnor, \$180/month; and Rex Vanderlinde, \$180/month. MOTION CARRIED

TR11/07-36 Approval to Amend Agreement for Airport Rescue and Firefighting Services between County of Muskegon and City of Norton Shores

Administration recommends, moved by Plummer, seconded by Cross, to approve the amended Agreement for Airport Rescue and Firefighting Services between the County of Muskegon and City of Norton Shores. MOTION CARRIED

OLD BUSINESS

Commissioner Snider asked for an update on the U.S. Coast Guard tenancy. Marty Piette said that indications are good for another five years.

NEW BUSINESS

Commissioner Longmire asked about marketing opportunities to promote Muskegon County on the MATS buses. Jim Koens will discuss with County staff and Revel about advertising options and costs.

PUBLIC COMMENT (on a new topic)

Susie Hughes suggested that we need to promote the MATS system more. Get the community, children, and businesses involved.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:48 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
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I. John Snider

Board of Commissioners Room
990 Terrace

AUGUST 18, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:42 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: Engle

APPROVAL OF MINUTES

Moved by Plummer, seconded by Longmire, to approve the minutes of the July 21, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Plummer, seconded by Collins, to accept and place on file the Transit and Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/08-37 Authorization of MDOT Master Agreement 2012-0138 and Signature Resolution

Transit recommends, moved by Derezinski, seconded by Mahoney, to approve MDOT Master Agreement 2012-0138 and the Signature Resolution authorizing the County Board Chairperson to execute the Master Agreement and associated Project Authorizations under the agreement. MOTION CARRIED

TR11/08-38 Approval of ILS Cabling Construction Contract Between the County and Korthase & Sons

Airport recommends, moved by Snider, seconded by Cross, to approve a contract in the amount of \$57,214.65 between the County and Korthase & Sons Electric for the installation cabling for an Instrument Landing System (ILS) lockout switch at the Airport, with the County's 2.5% share of the contract to be \$1,431, and further authorize the Chairperson to sign said contract. MOTION CARRIED

TR11/08-39 Approval of Position Elimination/Re-Organization

Airport recommends, moved by Derezhinski, seconded by Jager, to approve eliminating Position NO8007 – Airport Maintenance Worker – 6 Month, create two Airport Maintenance Worker – Seasonal positions with a wage range of \$14.798 - \$18.771. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

Jim Riley asked for clarification regarding a FOIA inquiry made by the Mackinac Center requesting pay information for Transit staff and the high cost associated with the request. County staff contacted the Mackinac Center with information and cost breakdown.

David Malosh commented on the Section 8 Housing Program. He made a suggestion to have the phones staffed from 8:00 am to 5:00 pm for better customer service. Another suggestion made by Mr. Malosh was to consolidate the Muskegon and Muskegon Heights programs into a County-wide program in order to service all of Muskegon County. Bonnie Hammersley will follow up with these requests.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:01 pm.

Muskegon County Transportation Committee

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Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
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Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Blue Lake Township Hall
1491 Owasippe Road, Twin Lake, MI

SEPTEMBER 15, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:40 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Snider, Wilkins

Excused: Plummer, Scolnik

APPROVAL OF MINUTES

Moved by Cross, seconded by Engle, to approve the minutes of the August 18, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Longmire, to accept and place on file the Transit and Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

Mr. Jim Riley asked for a copy of the Airport's latest survey of t-hangar rent comparisons with other similar airports. Marty Piette will provide the information to County Administration.

Mr. Donald Studaven, Blue Lake Township Supervisor, asked what the status is of obtaining bus transportation in and out of the Blue Lake Township area. Jim Koens explained that Phase I of the bus route extension project was geared more toward students. More study on route extensions will be done during the next phase of the project.

Ms. Lisa Ballard, Current Transportation Solutions, addressed the Committee. Ms. Ballard is a consultant to the County by Smart Growth America to look at Federal transportation

funding accessible to the area and how it can be used most effectively by the County and other transportation programs.

ACTION ITEMSTR11/09-40 Authorization to Proceed with Transit Center Development

Transit recommends, moved by Mahoney, seconded by Snider, to authorize the Muskegon Area Transit System to proceed toward development of a transit center on the existing site on Morris Avenue, including completion of grant amendments and environmental documentation, negotiation of needed property acquisition for consideration by the Board, and issuance of a Request for Qualifications for Architecture and Engineering services. MOTION CARRIED

TR11/09-41 Approval of T-Hangar Leases Expiring in the 4th Quarter of 2011

Airport recommends, moved by Engle, seconded by Mahoney, to approve the extension of seventeen (17) T-Hangar Lease Agreements at Muskegon County Airport expiring in the fourth quarter of 2011. Lease agreements are for a one-year period and recommend extension at same as current rate. MOTION CARRIED

TR11/09-42 Authorization to Issue RFP for Airport Concessionaire

Airport recommends, moved by Derezinski, seconded by Snider, to approve allowing the Purchasing Department to issue an RFP on behalf of the Airport seeking a vendor to provide concession items (soda, snacks, sandwiches, souvenirs, newspapers, etc.) at two locations inside the Airport terminal building. MOTION CARRIED

TR11/09-43 Approval to Award Bid for Snow Removal Equipment

Airport recommends, moved by Engle, seconded by Longmire, to approve awarding the acquisition of two pieces of Airport Removal Equipment, specifically two 3/4 ton pick-up trucks with snow plows, to lowest of the three bidders, Berger Chevrolet, in the amount of \$74,368, with the County's 2.5% share to be \$1,859. MOTION CARRIED

TR11/09-44 Approval of Contract Between the County and Michigan Paving for the South T-Hangar Reconstruction Project

Airport recommends, moved by Collins, seconded by Snider, to approve a contract in the amount of \$312,607.30, and Change Order No. 1 in the amount of \$43,627.00, for a total of \$356,234.30, between the County and Michigan Paving & Materials to reconstruct the south T-Hangar ramp at the Airport, with the County's 2.5% share of the contract to be \$8,906, and further authorize the Chairperson to sign said contract and change order. MOTION CARRIED

TR11/09-45 Approval of Contract Between the County and Prein & Newhof for Construction Oversight of the South T-Hangar Reconstruction Project

Airport recommends, moved by Longmire, seconded by Engle, to approve a contract in the amount of \$29,900 between the County and Prein & Newhof providing construction oversight of the Airport's south T-hangar reconstruction project, with the County's 2.5% share of the contract to be \$748, and further authorize the Chairperson to sign said contract. MOTION CARRIED

TR11/09-46 Approval of a Federal Aviation Administration Grant Offer

Airport recommends, moved by Engle, seconded by Snider, to approve authorizing the Chairperson to sign a Federal Aviation Administration Grant Offer in the amount of \$1,079,086, providing Federal funds for FY2011 capital improvement projects at the Airport, including: South T-Hangar Rehabilitation and associated Engineering (\$376,326); Runway 32 Instrument Landing System Lockout Switch and associated Engineering (\$63,284), Acquisition of a large airfield Snow Blower (\$564,076), Acquisition of two small Snow Plow Trucks (\$70,650), and; MDOT Administrative costs (\$4,750). MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Mahoney thanked Blue Lake Township for hosting our meetings today.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:27 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

OCTOBER 20, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:31 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Mahoney, Plummer, Scolnik, Wilkins

Excused: Longmire, Snider

APPROVAL OF MINUTES

Moved by Derezinski, seconded by Plummer, to approve the minutes of the September 15, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Collins, seconded by Engle, to accept and place on file the Transit Informational Items. MOTION CARRIED

Moved by Engle, seconded by Cross, to accept and place on file the Airport Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/10-47 Approval to Submit 2012 Aeronautical Facility and Manager License Application to the Michigan Department of Transportation

Airport recommends, moved by Derezinski, seconded by Engle, to approve allowing the Airport to submit its 2012 Aeronautical Facility and Manager License Application to the Michigan Department of Transportation, and further authorize the Chairperson to sign said Application. MOTION CARRIED

TR11/10-48 Approval of MDOT Contract No. 2012-0215 for Airport's FY2011 Capital Improvement Projects

Airport recommends, moved by Collins, seconded by Engle, to approve MDOT Contract No. 2012-0215, providing the State's 2.5% share, or \$28,397, of the Airport's FY2011 capital improvement projects, and authorize the Chairperson to sign said contract. MOTION CARRIED

TR11/10-49 Approval to Draft a Ground Lease Between the County and GVB Development Group, LLC

Airport recommends, moved by Cross, seconded by Plummer, to approve authorizing staff and Corporate Counsel to draft a Ground Lease in the amount of \$1,500 per year between the County and GVB Development Group, allowing GVB Development Group to construct a 40-space parking lot on Airport property, intended to be used as employee parking for Pratt & Whitney, and further authorize the Chairperson to sign said Ground Lease upon approval by MDOT and FAA. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Wilkins announced that there will be an open house from 1:00-3:00 pm at the Louis A. McMurray Conference Center to celebrate its tenth anniversary. Public Works will also be having their board meeting at the conference center at 3:30 pm.

Commissioner Wilkins welcomed Mr. Robert Lukens, the new Community Development Director.

PUBLIC COMMENT (on a new topic)

Mr. Willie McGowan addressed the audience with concerns regarding the new rules for riding buses. He stated it is harder for the elderly and people with disabilities to ride the buses now, especially in inclement weather.

Ms. Susan Cloutier-Myers also addressed the audience regarding the bus stops and locations. She asked that the county have the cities encourage their citizens to shovel their areas to make easier for people to access to the bus stops.

Mr. Jim Riley said he is hosting a radio show on Sunday and will be talking about the bus system. He has been riding the various bus routes throughout the week. He also asked that bus drivers be allowed to stop between designated stops to pick up the elderly and people with disabilities if needed.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:42 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

NOVEMBER 17, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:30 pm.

ROLL CALL

Present: Collins, Derezinski, Engle, Jager, Longmire, Mahoney, Scolnik, Snider, Wilkins

Excused: Cross, Plummer

APPROVAL OF MINUTES

Moved by Longmire, seconded by Engle, to approve the minutes of the October 20, 2011, Transportation meeting.

Roll Call

Ayes: Collins, Derezinski, Engle, Jager, Longmire, Mahoney, Scolnik, Snider, Wilkins

Nays: None

Excused: Cross, Plummer

MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Collins, to accept and place on file the Informational Items.

Roll Call

Ayes: Collins, Derezinski, Engle, Jager, Longmire, Mahoney, Scolnik, Snider, Wilkins

Nays: None

Excused: Cross, Plummer

MOTION CARRIED

PRESENTATION

Dennis Pennington and Charles Gould from MSU Extension gave an update on the bioenergy crops planted at the Airport. The project grant ends February 29, 2012.

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/11-50 Authorization to Reclassify Seasonal Position

Transit recommends, moved by Longmire, seconded by Engle, to authorize the reclassification of vacant Bus Operator Seasonal position G13028 to a Transit Attendant Seasonal position and to authorize MATS to fill the position. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

Mr. Dave Malosh commented on the bus route changes. He stressed the need to have the sidewalks and paths cleared of snow and weeds to make it possible for people with disabilities to get to the bus stops. Commissioner Wilkins stated the County is working on this issue. Reclassifying the above Transit position will allow extra help to clear pathways.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:52 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

DECEMBER 15, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:31 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Collins, to approve the minutes of the November 17, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Longmire, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/12-51 Approve to Begin Selection Process for Airport Engineering Consultant

Airport recommends, moved by Engle, seconded by Longmire, to approve allowing staff to begin the process of competitively selecting the Airport's Consultant for airport grant-funded projects following guidelines contained in Federal Aviation Administration (FAA)

Advisory Circular (AC) 150/5100-14D, titled *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. MOTION CARRIED

TR11/12-52 Approve Publishing the Airport's FY2012 DBE Goal for Airport Improvement Program Projects

Airport recommends, moved by Plummer, seconded by Cross, to approve publishing the Airport's FY2012 DBE goal of 6.2% for the Airport Improvement Program projects planned during FY2012. MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski commented on the Airport Advisory Committee regarding the goals, size, and attendance. Bob Lukens responded that these concerns will be addressed at the January committee meeting.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:39 pm.