

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

JANUARY 17, 2013

CALL TO ORDER

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

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Nash, seconded by Scolnik, to approve the minutes of the December 13, 2012, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/01-01 Approval of Application for FY2014 State Transit Operating and Capital Assistance

Transit recommends, moved by Mahoney, seconded by Cross, to approve the Muskegon Area Transit System's FY2014 application for \$1,124,215 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

TR13/01-02 Approval of Lease Amendment No. 2 to the Transportation Security Administration Office Space Lease Agreement

Airport recommends, moved by Mahoney, seconded by Engle, to approve Lease Amendment No. 2 to Lease No. GS-05B-17680 between the County and the Transportation Security Administration (TSA), providing 246 square feet of office space to the TSA in the Airport terminal building, subsequently, extending the lease for up to seven years and increasing the annual rental rate to \$52.20/SF. MOTION CARRIED

TR13/01-03 Approval of the Lease Agreement between the County and SkyWest Airlines

Airport recommends, moved by Derezinski, seconded by Cross, to approve a one-year lease between the County and SkyWest Airlines, Inc. (SkyWest) in furtherance of SkyWest's intent to continue to provide commercial airline service. 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 3:50 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

FEBRUARY 21, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:12 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Mahoney, seconded by Hughes, to approve the minutes of the January 17, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/02-04 Approval of 2014-2017 Transportation Improvement Program Projects

Transit recommends, moved by Nash, seconded by Sabo, to adopt the Fiscal Year 2014 - 2017 Transportation Improvement Program (TIP) resolution and proposed project list as developed by the Muskegon Area Transit System for consideration by the West Michigan Shoreline Regional Development Commission. MOTION CARRIED

TR13/02-05 Authorization to Purchase Ramp-Equipped Minivans

Transit recommends, moved by Nash, seconded by Derezinski, to authorize the Muskegon Area Transit System to purchase nine minivans through the Michigan Department of Transportation Extended Purchasing Program for a total cost not to exceed \$333,000. MOTION CARRIED

TR13/02-06 Award of RFP13-2005 for Bus Shelters and Benches to Duo-Gard Industries

Transit recommends, moved by Derezinski, seconded by Cross, to award RFP13-2005 for the supply of bus shelters and benches for the Muskegon Area Transit System to Duo-Gard Industries. MOTION CARRIED

TR13/02-07 Approval of MDOT Contract No. 2013-0143 for Airport Access Road and Parking Lot Rehabilitation Design

Airport recommends, moved by Scolnik, seconded by Cross, to approve a contract between the County and the Michigan Department of Transportation, providing \$28,500 (95% of the project cost) to design the Airport Access Road Rehabilitation Project, with the County's share of the project to be \$1,500 (5% of the project cost). MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski commented on the Laughlin, NV charter flights. Marty Piette, Airport Manager, said the charters have been very successful. The January and February flights were sold out, the March flight is sold out, there are about 20 seats left on the April flight, and the new May flight has about 20 seats sold already.

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 4:30 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
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Susie Hughes
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Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

MARCH 21, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:34 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Hughes, seconded by Cross, to approve the minutes of the February 21, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/03-08 Approval of 2013 Trolley Route Program

Transit recommends, moved by Cross, seconded by Sabo, to approve operation of a 2013 Trolley Route Program as proposed. MOTION CARRIED

TR13/03-09 Authorization to Create and Fill Position of Transit Marketing Specialist-Part Time

Transit recommends, moved by Hughes, seconded by Cross, to authorize MATS to create and fill the position of Transit Marketing Specialist – Part Time at salary range NO 00250 (\$18.77-23.78/hr). MOTION CARRIED

TR13/03-10 Approval of Statement of Joint Objectives between the County and the Transportation Security Administration

Airport recommends, moved by Nash, seconded by Mahoney, to approve a Statement of Joint Objectives (SOJO), a document that outlines the responsibilities of the County and the Transportation Security Administration (TSA) with respect to a Reimbursement Agreement that provides reimbursement to the County, up to \$21,900 per year, for Law Enforcement Officer (LEO) expenses. MOTION CARRIED

TR13/03-11 Approval of Contract between the County and Prein & Newhof for ARFF Building Rehabilitation Design

Airport recommends, moved by Sabo, seconded by Cross, to approve a contract between the County and Prein & Newhof in the amount of \$41,000 to design an Aircraft Rescue and Fire Fighting (ARFF) station rehabilitation project at the Airport, with the County's 2.5% share of the contract to be \$1,025. MOTION CARRIED

OLD BUSINESS

Commissioner Cross asked about the status of the new bus terminal. Jim Koens said we are still waiting FTA approval. When approval is given, the next steps will be property acquisition and engineering.

Commissioner Cross asked what impact the new Walmart bus is having on MATS. Jim Koens said it is too early to tell the impact. Commissioner Cross also asked if it was legal for Walmart to offer this service. County Administrator Hammersley stated it was legal because this is a free service.

Commissioner Nash asked if we can look into starting the MATS bus service an hour earlier. Staff will look into this request.

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 5:07 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
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Board of Commissioners Room
990 Terrace

MAY 16, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Vice-Chair, Terry Sabo, at 4:00 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik

Excused: Wilkins

APPROVAL OF MINUTES

Moved by Derezinski, seconded by Hughes, to approve the minutes of the March 21, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/05-12 Approval of MATS FY2013 Federal Grant Applications

Transit recommends, moved by Mahoney, seconded by Cross, 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

TR13/05-13 Approval of Tower and Building Lease Agreement between the County and Synergy Media, Inc.

Airport recommends, moved by Nash, seconded by Cross, to approve a Tower and Building Lease Agreement between the County and Synergy Media, Inc., allowing Synergy Media, Inc. to install a repeating antenna on top of a hangar at the Airport, with Synergy Media, Inc. compensating the Airport \$200 per month for said Agreement. MOTION CARRIED

TR13/05-14 Approval of Contract between the County and Prein & Newhof for Design and Bid of Air Traffic Control Tower Light Panel Replacement

Airport recommends, moved by Derezinski, seconded by Mahoney, to approve a Contract between the County and Prein & Newhof in the amount of \$15,000, allowing Prein & Newhof to design and bid an Air Traffic Control Tower Light Panel Replacement Project at the Airport, with the County's 2.5% share of the Contract to be \$375. MOTION CARRIED

TR13/05-15 Approval of MDOT Sponsor Contract for Landside Road and Parking Lot Rehabilitation Project

Airport recommends, moved by Derezinski, seconded by Hughes, to approve MDOT Contract No. 2013-0248 between the County and Michigan DOT in the amount of \$496,316 to fund 95% of the Airport's FY2013 Landside Road and Parking Lot Rehabilitation project, and further authorize the Chairman to execute the contract and the Clerk to authorize the resolution. MOTION CARRIED

TR13/05-16 Approval to Award Airport Landside Road and Parking Lot Rehabilitation Project to Rieth-Riley Construction Co.

Airport recommends, moved by Cross, seconded by Derezinski, to approve awarding the Airport Landside and Parking Lot Rehabilitation project to the lowest of three bidders, Rieth-Riley Construction Co., Inc., in the amount of \$529,929.90, and further approve allowing the Chairperson to execute a contract with Rieth-Riley Construction Co., Inc. in the amount of \$529,929.90, with the County's 5% share of the project to be \$26,497. MOTION CARRIED

TR13/05-17 Approval of Amendment No. 1 to Contract between the County and Prein & Newhof

Airport recommends, moved by Derezinski, seconded by Cross, to approve Amendment No. 1, in the amount of \$37,700, to a contract dated November 27, 2012, between the County and Prein & Newhof, the intent of which is to cover the construction phase engineering services of the Airport Landside Road and Parking Lot Rehabilitation project, with the County's 5% share of the Amendment to be \$1,885. MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski asked if a tour of the Airport could be set up before an Airport Advisory Committee meeting. Marty Piette said tours are available any time at the Airport and for any size. Mr. Piette encouraged everyone tours of the Airport.

Commissioner Cross asked for an update on the new bus terminal project. Jim Koens stated they received a letter for the FTA with environmental clearances in mid-April and we can now move forward with the project.

Commissioner Nash asked for an update on the possibility of starting buses earlier to accommodate people needing to get to work or school. Jim Koens will continue to look into this request.

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 4:17 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

JUNE 20, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:03 pm.

ROLL CALL

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

Excused: Derezinski

APPROVAL OF MINUTES

Moved by Nash, seconded by Hughes, to approve the minutes of the May 16, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/06-18 Authorization to Procure Three Heavy Duty Buses

Transit recommends, moved by Nash, seconded by Cross, to authorize the Muskegon Area Transit System to purchase three (3) heavy-duty 35-foot Low-Floor CNG-powered buses from Gillig Corporation per the terms and conditions of the Lextran RFP 1302 for a total purchase price not to exceed \$1,350,000, contingent on execution of the Federal "TIGER IV" grant to cover 100% of the purchase. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

David Kieft Jr., Muskegon Township Supervisor, voiced concerns regarding the expanded bus routes through the township to the rural areas. It has been done without an agreement or approval from the township and the township's assessment fees are increasing. He also does not see any County dollars being put into the program. Commissioner Wilkins and the County Administrator will look into Mr. Kieft's concerns and follow up with him.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:17 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

JULY 25, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:00 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Hughes, seconded by Sabo, to approve the minutes of the June 20, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/07-19 Approval of Access Agreement between the County and Aerovision

Airport recommends, moved by Mahoney, seconded by Sabo, to approve, and authorize the Chairman to sign, an Access Agreement, in the amount of \$6,073.80 per year, between the County and Aerovision Property Group III, LLC, providing aircraft access between Aerovision's property at 509 East Airport Road and the Airport. MOTION CARRIED

TR13/07-20 Approval to Execute Federal and State Grant Offers for FY2013 Capital Improvement Projects

Airport recommends, moved by Nash, seconded by Cross, to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers (\$424,768 and \$11,178, respectively), providing funding for the Airport's FY2013 capital improvement projects, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers. MOTION CARRIED

TR13/07-21 Approval to Award RFB13-2075 to Triangle Associates for ARFF Station Rehabilitation Project

Airport recommends, moved by Derezinski, seconded by Mahoney, to approve awarding RFB13-2075 to Triangle Associates, and further authorize the Chair to execute a contract between the County and Triangle Associates in the amount of \$266,000 to perform the work, pending receipt of a FY2013 Federal Grant Offer, with the County's 2.5% share of the project to be \$6,650. MOTION CARRIED

TR13/07-22 Approval of Amendment No. 1 to Prein & Newhof Construction Phase Engineering Services for ARFF Station Rehabilitation Project

Airport recommends, moved by Nash, seconded by Derezinski, to approve, and authorize the Chairman to sign, Amendment No. 1, in the amount of \$49,500, to a contract dated March 26, 2013, between the County and Prein & Newhof, pending receipt of a FY2013 Federal Grant Offer, the intent of which is to cover the construction phase engineering services of the Aircraft Rescue and Fire Fighting Station Rehabilitation Project (RFB13-2075), with the County's 2.5% share of the Amendment to be \$1,238. MOTION CARRIED

TR13/07-23 Approval to Award RFB13-2076 to Allstate Electric for Airfield Lighting Control Panel Replacement Project

Airport recommends, moved by Hughes, seconded by Cross, to approve awarding RFB13-2076 to Allstate Electric, Inc., and further authorize the Chair to execute a contract between the County and Allstate Electric, Inc. in the amount of \$48,640 to perform the work, pending receipt of a FY2013 Federal Grant Offer, with the County's 2.5% share of the project to be \$1,216. MOTION CARRIED

TR13/07-24 Approval of Amendment No. 1 to Prein & Newhof Construction Phase Engineering Services Airfield Lighting Control Panel Replacement Project

Airport recommends, moved by Derezinski, seconded by Nash, to approve, and authorize the Chairman to sign, Amendment No. 1, in the amount of \$15,000, to a contract dated May 23, 2013, between the County and Prein & Newhof, pending receipt of a FY2013 Federal Grant Offer, the intent of which is to cover the construction phase engineering services of the Airfield

Lighting Control Panel Replacement Project (RFB13-2076), with the County's 2.5% share of the Amendment to be \$375. MOTION CARRIED

OLD BUSINESS

Commissioner Hughes mentioned that CMH spends a lot of money on transportation services with Pioneer Resources and asked if MATS could take on some of that burden. Jim Koens will follow up with CMH.

Commissioner Cross asked for an update on the new downtown bus station. Jim Koens reported that they are working on the review appraisal. The RFQ has been sent out and results should be available soon. The RFQ process is done via the MITN system.

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
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

AUGUST 15, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:00 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Wilkins

Excused: Scolnik

APPROVAL OF MINUTES

Moved by Hughes, seconded by Nash, to approve the minutes of the July 25, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/08-26 Approval of MDOT Capital Improvement and Equipment Project Grant

Airport recommends, moved by Derezinski, seconded by Mahoney, to approve a Michigan Air Service Program Grant Contract, providing \$80,000 of State funds to rehabilitate and modify the Airport's de-ice truck and design/build a restroom beyond the security screening checkpoint, with the local match of \$8,889 identified in the Airport's FY2013 revised budget submittal. 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 4:02 pm.

MUSKEGON COUNTY

M I C H I G A N

BOARD OF COMMISSIONERS

Kenneth Mahoney
Chair, District 9

Rillastine R. Wilkins
Vice-Chair, District 1

Benjamin E. Cross
District 2

James J. Derezenski
District 7

Marvin R. Engle
District 5

Susie Hughes
District 3

Charles Nash
District 6

Terry J. Sabo
District 8

Robert Scolnik
District 4

NOTICE OF CANCELLATION

The regular meeting of the Muskegon County Board of Commissioners Transportation Committee scheduled for September 19, 2013, at 4:00 PM at the Hall of Justice, 990 Terrace Street, Muskegon, MI is cancelled.

Posted: 09/13/13



MUSKEGON COUNTY AIRPORT
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Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Montague Township Hall
8915 Whitbeck Road, Montague

OCTOBER 17, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:15 pm.

ROLL CALL

Present: Cross, Engle, Hughes, Mahoney, Sabo, Wilkins

Excused: Derezinski, Nash, Scolnik

APPROVAL OF MINUTES

Moved by Hughes, seconded by Cross, to approve the minutes of the August 15, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/10-29 Approval of MDOT Airport Awareness Grant

Airport recommends, moved by Mahoney, seconded by Hughes, to approve a Michigan Air Service Program Grant Contract, providing \$25,000 of State funds for various Airport marketing and promotion projects, with the local match of \$2,778 identified in the Airport's FY2014 budget submittal. MOTION CARRIED

TR13/10-30 Approval of Airport Advisory Committee Bylaws

Airport recommends, moved by Cross, seconded by Mahoney, to approve the amendments to the Airport Advisory Committee Bylaws. MOTION CARRIED

TR13/10-31 Approval of Transportation Security Administration Lease Amendment

Airport recommends, moved by Sabo, seconded by Hughes, to approve allowing the Chairman to execute an Amendment to an existing lease agreement between the County and the Transportation Security Administration, effectively adding 618 square feet of office space located in the Airport Administration Building, at a rate of \$17.46/SF/Year, or \$10,790.28/year. MOTION CARRIED

TR13/10-32 Approval of MDOT Contract Modifications No. 1 and 2

Airport recommends, moved by Hughes, seconded by Engle, to approve Contract Modification Nos. 1 and 2, in the amount of \$-74,832.84 and \$-12,912.90, respectively, to the Airport Landside Road and Parking Lot Rehabilitation project (Contract #M61-01-C106), resulting in a final construction cost of \$442,184.16, and reducing the County's 5% share from \$26,497.00 to \$22,109.21. MOTION CARRIED

TR13/10-33 Approval of Prein & Newhof Amendment No. 2

Airport recommends, moved by Cross, seconded by Mahoney, to approve Amendment No. 2 to the Prein & Newhof contract covering professional engineering, design, and construction management fees for the Airport Landside Access Road and Parking Lot Reconstruction project, in the amount of \$6,399, with the County's 5% share of the increase to be \$319.95. MOTION CARRIED

(Commissioner Nash arrived at 4:25 pm)

OLD BUSINESS

Commissioner Nash asked if Transit was removing bus shelters. Jim Koens said they are working on installing 10 new shelters before winter. One shelter on Apple Avenue was just removed, but a new one was installed about 20 feet down the street, making it more convenient for riders. The sign will be moved to the shelter.

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 4:28 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

NOVEMBER 21, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:37 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Nash, seconded by Cross, to approve the minutes of the October 17, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/11-35 Authorization to Award RFQ 13-2089 for Architecture and Engineering Services to URS Corporation

Transit recommends, moved by Derezinski, seconded by Nash, to award RFQ 13-2089 for Architecture and Engineering Services related to the renovation and addition to the downtown transit center to URS Corporation and to execute a contract in the amount of \$198,859.11,

contingent on the County's successful negotiation of the property acquisition needed for the project. MOTION CARRIED

TR13/11-36 Authorization to Award RFO 13-2087 for Construction Program Management Services to Fishbeck, Thompson, Carr & Huber

Transit recommends, moved by Cross, seconded by Sabo, to award RFO 13-2087 for Construction Program Management Services related to the renovation and addition to the downtown transit center and other MATS capital projects to the firm Fishbeck, Thompson, Carr, and Huber using a contract in the amount of \$72,546 for transit center services and a contract in the amount of \$39,417 for miscellaneous capital project assistance over three years, both contracts contingent on the County's successful negotiation of the property acquisition needed for the transit center project. MOTION CARRIED

TR13/11-37 Approval of the Acquisition and Replacement of Two Airport Operations Vehicles

Airport recommends, moved by Derezinski, seconded by Engle, to approve the acquisition and replacement of two Airport Operations vehicles using \$28,000 in proceeds from the sale of a loader to the Solid Waste Department, and further authorize staff to dispose of the two vehicles being replaced, a 2000 Chevy Suburban and a 2001 Mercury Mountaineer, by offering each vehicle for sale to the public at fair market value. MOTION CARRIED

TR13/11-38 Approval of an Independent Contractor Agreement for Air Travel Marketing Consultant

Airport recommends, moved by Sabo, seconded by Hughes, to approve an Independent Contractor Agreement for Air Travel Marketing Consultant between the County and Dianne Hoofman, providing 100 hours per month of consulting services to the Airport, at the rate of \$30 per hour, for a total annual maximum of \$36,000, plus expenses related to services rendered, for a period of five years. MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski noted that he has a conflict with attending the Airport Advisory Committee meetings now that they have been moved to Thursday.

Commissioner Derezinski also asked if County employees were installing the new bus shelters. Bob Lukens said County employees were being utilized for the installation of the shelters. Ten shelters and benches are complete and 30 more will be installed over the next two years.

NEW BUSINESS

Commissioner Sabo arranged a tour at the Airport with a Boy Scout troop. He received great feedback from the kids and parents and thanked Marty Piette and the Airport staff for their involvement and the positive impression of the Airport the group received.

PUBLIC COMMENT (on a new topic)

None.

CLOSED SESSION

It was moved by Engle, supported by Mahoney, to go into closed session for the purpose of discussing real estate acquisition.

Roll Call Vote:

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

MOTION CARRIED

The Transportation Committee went into closed session at 5:02 pm.

The Transportation Committee returned to open session at 5:12 pm.

RETURN TO OPEN SESSION

TR13/11-34 Authorize a Purchase Agreement with the Downtown Muskegon Development Corporation for the County to Acquire Downtown Muskegon Property

Transit recommends, moved by Cross, seconded by Nash, to authorize a purchase agreement with the Downtown Muskegon Development Corporation for the County to acquire downtown Muskegon property parcels 61-24-233-000-0022-00 and 61-24-233-000-0023-00 for the combined price of \$152,000, with all closing costs to be paid by the County of Muskegon and with grant funding to reimburse 100% of the cost of this real property for use in the renovation and addition to the MATS downtown transit center. MOTION CARRIED

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:13 pm.

MUSKEGON COUNTY

M I C H I G A N

BOARD OF COMMISSIONERS

Kenneth Mahoney
Chair, District 9

Rillastine R. Wilkins
Vice-Chair, District 1

Benjamin E. Cross
District 2

James J. Derezinski
District 7

Marvin R. Engle
District 5

Susie Hughes
District 3

Charles Nash
District 6

Terry J. Sabo
District 8

Robert Scolnik
District 4

NOTICE OF CANCELLATION

The regular meeting of the Muskegon County Board of Commissioners Transportation Committee scheduled for December 19, 2013, at 4:00 PM at the Hall of Justice, 990 Terrace Street, Muskegon, MI is cancelled.

Posted: 12/11/13



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