

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

JANUARY 22, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:31 pm.

ROLL CALL

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

Excused: None

APPROVAL OF MINUTES

Moved by Mahoney, seconded by Hughes, to approve the minutes of the December 18, 2014, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

Marty Piette, Airport Manager, announced that Muskegon and Grand Rapids will now have the same airfares on United Airlines' flights. This is based on availability and encouraged travelers to book their trips early to take advantage of the lower fares.

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/01-01 Approval of MATS Title VI Plan Update

Transit recommends, moved by Hughes, seconded by Sabo, to approve the MATS January 2015 Title VI Plan Update and the included MATS Service Standards and Service Policies. MOTION CARRIED

TR15/01-02 Approval of Memorandum of Agreement No. DTFACN-15-L for FAA Air Traffic Control Tower Site

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

OLD BUSINESS

Commissioner Scolnik congratulated MATS for their work on the new transit center, the temporary transit center, and the new rural bus routes.

Bob Lukens, Community Development Director, gave a short update on the new transit center progress. Steel was delivered today, a roof base should be done in the next couple of weeks, and framing and masonry is scheduled in mid-February. The project is on schedule. The temporary transit center is working well.

Commissioner Hughes mentioned she saw some clever advertising for the Airport at a local restaurant.

NEW BUSINESS

Commissioner Lohman thanked his colleagues for their support as he begins his new term as Commissioner.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:46 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

FEBRUARY 19, 2015

CALL TO ORDER

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

ROLL CALL

Present: Cross, Engle, Hughes, Lohman, Mahoney, Scolnik, Wilkins

Excused: Nash, Sabo

APPROVAL OF MINUTES

Moved by Hughes, seconded by Cross, to approve the minutes of the January 22, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/02-03 Approval of MATS FY2016 Application for State Capital and Operating Assistance
Transit recommends, moved by Cross, seconded by Lohman, to approve the Muskegon Area Transit System's FY2016 application for \$1,518,602 in state operating and capital assistance, to authorize the resolution of intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice. MOTION CARRIED

TR15/02-04 Approval of MDOT Air Service Project Grant for Airport Awareness Projects

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

TR15/02-05 Approval of MDOT Air Service Project Grant for Capital Improvement Projects

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

TR15/02-06 Approval of Amendment No. 6 to Prein & Newhof Engineering Agreement

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

TR15/02-07 Approval of Lease Agreement with Safelite AutoGlass

Airport recommends, moved by Hughes, seconded by Mahoney, to approve a lease between the County and Safelite Fulfillment, Inc., dba Safelite AutoGlass, in the amount of \$375 per month plus utilities, for space in the Airport's rental car wash facility. 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 4:07 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

MARCH 19, 2015

CALL TO ORDER

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

ROLL CALL

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

Excused: Sabo

APPROVAL OF MINUTES

Moved by Hughes, seconded by Mahoney, to approve the minutes of the February 19, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/03-08 Approval of 2015 Trolley Route Program

Transit recommends, moved by Cross, seconded by Lohman, to approve operation of a 2015 Trolley Route Program as proposed. MOTION CARRIED

TR15/03-09 Approval of New Leases with Executive Air Transport, Inc.

Airport recommends, moved by Cross, seconded by Lohman, to approve transfer of ownership of Executive Air Transport, Inc. from Rex Vanderlinde to Terry Boer, cancel two existing Ground

Leases and an Agreement for Lease of Premises and Providing of Fixed Base Operating Services and approve a new Agreement for Lease of Premises and Providing of Fixed Base Operating Services for five years, with three five-year renewal options at the rate of \$10,026.68/month and a new consolidated Ground Lease for twenty years at the rate of \$908.45/month. MOTION CARRIED

OLD BUSINESS

Bob Lukens, Community Development Director, gave a short update on the new Transit Center.

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 4:23 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

APRIL 23, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:26 pm.

ROLL CALL

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

Excused: None

APPROVAL OF MINUTES

Moved by Hughes, seconded by Scolnik, to approve the minutes of the March 19, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

PRESENTATION

Mr. Stephen Blann, a Partner with Rehmann Robson, was introduced. He presented information regarding the County's 2014 Annual Audit. A copy of the audit is available on the County's website at: http://www.co.muskegon.mi.us/accounting/singleaudit/singleaudit_2014.pdf.

ACTION ITEMS

TR15/04-10 Approval of an Amendment to MDOT Contract No. 2012-0757

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

MOTION CARRIED

TR15/04-11 Authorization to Continue and Revise MARC Services

Transit recommends, moved by Sabo, seconded by Engle, to authorize MATS to continue regional route services with adjusted pilot routing and scheduling for the period May 3, 2015 through October 30, 2015 as described.

Roll Call

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

No: Hughes, Lohman

MOTION CARRIED

TR15/04-12 Authorization to Waive Bid Process for MATS Facility Lobby Furniture

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

Roll Call

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

No: Hughes

MOTION CARRIED

TR15/04-13 Authorization to Waive Bid Process for Muskegon Trolley Company to Purchase Two Trolley Vehicles

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

Roll Call

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

No: None

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 5:06 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

MAY 21, 2015

CALL TO ORDER

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

ROLL CALL

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

Excused: Nash

APPROVAL OF MINUTES

Moved by Sabo, seconded by Cross, to approve the minutes of the April 23, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/05-14 Approval of FY2015 Federal Transit Operating and Capital Assistance Applications
Transit recommends, moved by Hughes, seconded by Mahoney, to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers, providing funding for the Airport's FY2015 capital improvement project, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers.

Roll Call

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

No: None

Excused: Nash

MOTION CARRIED

TR15/05-15 Approval of Federal and State Grant Offers for Airport's FY2015 Capital Improvement Projects

Airport recommends, moved by Engle, seconded by Lohman, to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers, providing funding for the Airport's FY2015 capital improvement project, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers.

MOTION CARRIED

TR15/05-16 Approval to Award Final Phase of Ramp Rehabilitation Project to Florence Concrete Company

Airport recommends, moved by Lohman, seconded by Engle, to approve awarding the final phase of the Terminal and General Aviation Ramp Rehabilitation Project to the lowest of five bidders, Florence Concrete Company, in the amount of \$1,201,780.40, with the County's 2.5% share of the project to be no more than \$30,045.00, and further authorize the Chairman to execute a construction contract with Florence Concrete Company upon receipt from MDOT Aeronautics.

MOTION CARRIED

TR15/05-17 Approval of Prein & Newhof Engineering Services Agreement for Final Phase of Ramp Rehabilitation Project

Airport recommends, moved by Cross, seconded by Engle, to approve, and authorize the Chairman to sign, a Professional Engineering Services Agreement in the amount of \$117,900 between the County and Prein & Newhof, contingent upon receipt of FY2015 Federal and State Grant Offers, the intent of which is to cover the construction phase engineering services of the final phase of the Airport's Terminal and General Aviation Ramp Reconstruction Project, with the County's 2.5% share of the Agreement to be no more than \$2,948.

MOTION CARRIED

TR15/05-18 Approval of MDOT Contract 2015-0248 for Aircraft Rescue and Fire Fighting (ARFF) Training Funds

Airport recommends, moved by Engle, seconded by Sabo, to approve, and authorize the Chairman to sign, Contract No. 2015-0248 between the County and MDOT Aeronautics, providing \$2,000 in funds to offset Aircraft Rescue and Fire Fighting personnel training costs, and further authorize the Clerk to execute the required resolution.

MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Hughes mentioned that the West Michigan Shoreline Regional Development Commission held a board meeting aboard a MATS bus.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:08 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

JUNE 18, 2015

CALL TO ORDER

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

ROLL CALL

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

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Mahoney, to approve the minutes of the May 21, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

Mr. Bob Lukens gave a short update of the new Transit Center. The project is nearing completion. The scheduled opening date is July 15.

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/06-20 Authorization of MATS Office Furniture Procurements

Transit recommends, moved by Cross, seconded by Lohman, to authorize the Purchasing Department and MATS to solicit a Request for Proposals for office furniture for the Renovated Transit Center.

MOTION CARRIED

TR15/06-21 Authorization to Issue IFB for Diesel and Unleaded Fuel

Transit recommends, moved by Mahoney, seconded by Cross, to authorize the Purchasing Department to issue an Invitation for Bids for a five-year contract for the delivery of diesel fuel and unleaded fuel to the Muskegon Area Transit System and other County Departments.

MOTION CARRIED

TR15/06-22 Authorization to Issue RFP for CNG Fueling System Maintenance Services

Transit recommends, moved by Mahoney, seconded by Cross, to authorize the Purchasing Department and MATS to solicit proposals for a five-year period of preventive and on-call maintenance services on the MATS compressed natural gas fueling system.

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 4:16 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin Cross
Marvin Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

JULY 23, 2015

CALL TO ORDER

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

ROLL CALL

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

Excused: Engle

APPROVAL OF MINUTES

Moved by Cross, seconded by Lohman, to approve the minutes of the June 18, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Mr. Bob Lukens gave a short update of the new Transit Center. The project is almost complete with a scheduled August 1 opening date.

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

TR15/07-23 Approval of Vehicle Rental Concession Agreement with Avis Budget Car Rental Airport recommends, moved by Hughes, seconded by Mahoney, to approve a Vehicle Rental Concession Agreement between the County and Avis Budget Group, Inc., d/b/a Avis Rent A Car and Budget Rent A Car, providing car rental services in the Airport terminal building, in the

amount of \$4,726.88 per year for terminal rent, \$250 per year for snow removal, 10% of gross revenue, and \$3.00 per assigned Vehicle Ready/Storage lot space.

MOTION CARRIED

TR15/07-24 Approval of Service Facility Lease Agreement with Avis Budget Car Rental

Airport recommends, moved by Cross, seconded by Hughes, to approve a Service Facility Lease Agreement between the County and Avis Budget Group, Inc., d/b/a Avis Rent A Car and Budget Rent A Car, providing space in an Airport building to detail vehicles that are rented to the public under the terms of their Vehicle Rental Concession Agreement, in the amount of \$5,328.00 per year.

MOTION CARRIED

TR15/07-25 Approval to Terminate Current Lease and Approve New Lease with Safelite Fulfillment, Inc.

Airport recommends, moved by Hughes, seconded by Cross, to approve terminating a lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, executed February 25, 2015, in the amount of \$375 per month, plus utilities, for space in the Airport's rental car wash facility, and further approve a new lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, in the amount of \$650 per month, plus utilities, for a brick building located at 102 Sinclair Drive.

MOTION CARRIED

TR15/07-26 Approval of MDOT Grant #2015-0304 for Airport Marketing and Promotion Projects

Airport recommends, moved by Lohman, seconded by Sabo, to approve Michigan Air Service Program Grant Contract No. 2015-0304, providing \$20,000 of State funds for various Airport marketing and promotion projects, requiring a local match of \$2,222, as identified in the Airport's FY2016 requested budget.

MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Cross mentioned that the American Great Lakes Ports Association visited on Wednesday and Thursday and were pleased with Muskegon and the hospitality shown to them. He thanked Bob Lukens, Jonathan Wilson, and Kristin Knop for their help with this visit.

Commissioner Sabo was pleased to announce he has a flight booked in September through Muskegon. The price was cheaper than Grand Rapids. In addition, traveling out of Muskegon will save travel time, mileage, and parking fees. Commissioner Nash added that a friend of his also had a cheaper fare from Muskegon.

Commissioner Hughes asked if there were buses going to the county fairgrounds as in previous years. Mr. Lukens said there are regular bus routes on Tuesdays and Thursdays that go to the fairgrounds.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:15 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin E. Cross
Marvin R. Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry J. Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

AUGUST 20, 2015

CALL TO ORDER

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

ROLL CALL

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

Excused: Engle

APPROVAL OF MINUTES

Moved by Hughes, seconded by Mahoney, to approve the minutes of the July 23, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/08-27 Approval of Letter of Understanding with Harbor Transit

Transit recommends, moved by Sabo, seconded by Lohman, to approve the Letter of Understanding regarding recommended federal transit formula funding distributions between the County of Muskegon and Harbor Transit Multi-Modal Transportation System, effective beginning with FY2016 federal funding appropriations.

MOTION CARRIED

OLD BUSINESS

Commissioner Hughes mentioned that people are happy with the new transit center and everything seems to be going well.

NEW BUSINESS

Commissioner Nash asked if the transit transfer terminal renovation was complete. Bob Lukens, Community Development Director, said operations were moving along well and customer service staff will move to the building in a couple of months. We are hearing all good comments and the facility is looking great. Commissioner Cross also mentioned that he has heard good comments about the facility. Commissioner Nash said the Herman Ivory sign is at the front of the building and asked if additional signage will be placed on the building. Bob Lukens said more signage will be placed on the building in addition to a plaque displayed inside the facility.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:05 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin E. Cross
Marvin R. Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry J. Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

SEPTEMBER 17, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:01 pm.

ROLL CALL

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

Excused: Hughes

APPROVAL OF MINUTES

Moved by Engle, supported by Lohman, to approve the minutes of the August 20, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

Commissioner Lohman congratulated Mr. Marty Piette, Airport Manager, on the increased passenger activity for the months of June, July and August. He also noted he found the fare to be lower to Baltimore from Muskegon than other neighboring airports. He discussed how the recent competitive fares appear to be related to the new air fare pricing structure negotiated by airport staff with United and SkyWest Airlines earlier this year.

Chairman Sabo noted he recently traveled out of state and utilized the Muskegon County Airport and found it to be convenient and very easy to use.

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMSTR15/09-28 Award of RFB 15-2189 for Bulk Fuel to Petroleum Traders Corporation

Transit recommends, moved by Engle, supported by Mahoney, to award the bid for a five year contract for the delivery of bulk diesel and unleaded fuel to the Muskegon Area Transit System, Muskegon County Airport, Muskegon County Solid Waste, and Muskegon County Wastewater Management System to Petroleum Traders Corporation, per the terms and conditions of County of Muskegon RFB 15-2189. MOTION CARRIED

TR15/09 - 29 Approval of Contract Changes to URS and FTCH for Transit Center Project

Transit recommends, moved by Engle, supported by Mahoney, to authorize an addition of \$11,110 to the Construction Program Management contract with Fishbeck, Thompson, Carr, and Huber and \$1,444 to the Architectural Services contract with URS Corporation, for new contract amounts of \$107,862 and \$267,803.11 for FTCH and URS, respectively. MOTION CARRIED.

TR15/09 - 30 Approval of Proposed Changes to MARC Services and Scheduling of a Public Hearing

Transit recommends, moved by Lohman, supported by Mahoney, to authorize MATS to prepare for implementation of proposed changes to the MARC regional bus route services, effective November 2, 2015, and to hold a public hearing at the October 2015 Muskegon County Board of Commissioners Transportation Committee meeting to receive public input regarding the service changes. MOTION CARRIED.

TR15/09 - 31 Approval to Issue RFP for Marketing and Branding Campaigns

Airport recommends, moved by Cross, supported by Lohman, to authorize the Purchasing Department to issue Request for Proposals, on behalf of the Airport, for the development and execution of general marketing and branding campaigns. MOTION CARRIED.

OLD BUSINESS

Commissioner Scolnik noted work continues on the artwork and sculpture at the new Transit Center. Mr. Jim Koens, Transit Manager, apprised those present that after the close out with the contractor, these items will be focused on and he and Commissioner Scolnik will be working with the local sculpture artist on preparation and future location of the sculpture.

NEW BUSINESSTR15/09 - 32 Transportation Committee Location Change - October 2015

It was moved by Mahoney, supported by Sabo, to approve the location change of the Board of Commissioners Transportation Committee meeting of October 15, 2015, to Fruitland Township Hall, 4545 Nestrom Road, Whitehall, Michigan. MOTION CARRIED.

PUBLIC COMMENT (on a new topic)

Ms. Brenda Moore, Muskegon County Drain Commissioner, addressed the Committee regarding communication and district assessments.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:22 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin E. Cross
Marvin R. Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry J. Sabo
Robert Scolnik

Fruitland Township Hall
4545 Nestrom Road
Whitehall, MI

October 15, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:05 pm.

ROLL CALL

Present: Ben Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Ken Mahoney, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

Excused: Charles Nash

APPROVAL OF MINUTES

Moved by Hughes, supported by Cross, to approve the minutes of the September 17, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

PUBLIC HEARING

Moved by Engle, supported by Cross, to open the Public Hearing regarding the Muskegon Area Transit System Proposed Changes to Regional Bus Route Services. MOTION CARRIED

Mr. Bob Lukens, Community Development Director, noted one comment was received with suggested route changes and that comment will be further reviewed.

Mr. Morris Hunt addressed the Committee and noted the need for a cultural change in the way folks currently handle their transportation needs. He also discussed the need for later evening service to the White Lake area and extended service to the Muskegon Lakeshore. Mr. Hunt discussed a recent bus tour from the White Lake Senior Center which included a trip to the museum and lunch for the riders. He expressed a desire for these types of trips to continue to help educate the public on the bus service.

Ms. Terrie Hampel, Fruitland Township Trustee, spoke in support of the rural route and noted she would also support a change to expand the Whitehall Road stops and to include more runs on Friday and Saturday evenings.

The Commissioners discussed the need to further review the bus route service and to survey riders and the general public on where and when they would use the bus service for travel.

Moved by Sabo, supported by Cross, to close the Public Hearing. MOTION CARRIED

ACTION ITEMS

TR15/10-32 Authorization of MATS Advertising Sales Program

Moved by Hughes, supported by Cross, to authorize MATS and the Transit System Manager to develop, and modify as necessary, a bus advertising sales program with rates and packages periodically adjusted for maximization of the program and with a published set of advertising rules to ensure integrity of the program. MOTION CARRIED

Mr. Jim Koens, Transit Manager, introduced Ms. Karen Kacynski, Transit Marketing Specialist. He noted Karen has been instrumental in the increase in bus advertising revenues.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Mahoney thanked the Fruitland Township officials for graciously hosting the Committee meetings of the Muskegon County Board of Commissioners.

Commissioner Hughes reminded those present of the upcoming recycle event being held Saturday, October 17th, 9 AM to 1 PM at the City of Muskegon Public Works office.

Mr. Marty Piette, Airport Manager, after approximately 12 years of service to the Muskegon County Airport, has accepted a position at the Austin Straubel Airport in Green Bay, Wisconsin.

Commissioner Jeff Lohman thanked Mr. Piette for his years of service to the County of Muskegon and congratulated him on his success with the air fare pricing structure negotiated with United and SkyWest Airlines.

Mr. Bob Lukens, Community Development Director, congratulated Mr. Piette on his success and outstanding work at the Muskegon County Airport. Mr. Lukens noted Mr. Piette has extensive knowledge of Federal and state grants and has made many great relationships in the community.

Mr. Piette thanked his airport team, the Board of Commissioners and Administration for their continued support of the airport and expressed his hope for continued support of the airport.

PUBLIC COMMENT (on a new topic)

Mr. Scott Erdman, Fair Association President, addressed the Board and noted he recently addressed the Airport Advisory Board with a request for the Fair Association to be considered for lawn maintenance equipment that is being replaced at the Airport.

Mr. Eisenbarth, County Administrator, informed Mr. Erdman, his request would be taken under advisement for future consideration.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:33 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin E. Cross
Marvin R. Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry J. Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

NOVEMBER 19, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:08 pm.

ROLL CALL

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

Excused: Scolnik

APPROVAL OF MINUTES

Moved by Cross, seconded by Mahoney, to approve the minutes of the October 15, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/11-33 Authorization of FY2017-2020 Transportation Improvement Project List
Transit recommends, moved by Cross, seconded by Hughes, to adopt the Fiscal Year 2017 - 2020 Transportation Improvement Program resolution and proposed project list as developed by the Muskegon Area Transit System for consideration by the West Michigan Shoreline Regional Development Commission.

MOTION CARRIED

TR15/11-34 Authorization to Reclassify Position to Customer Care Representative

Transit recommends, moved by Hughes, seconded by Cross, to authorize MATS to reclassify Paratransit Operator Full Time position G57501 to a Customer Care Representative Full Time position and to recruit and fill the position.

MOTION CARRIED

TR15/11-35 Authorization to Transfer One MATS Minivan to Macatawa Area Express

Transit recommends, moved by Cross, seconded by Lohman, to authorize MATS to transfer one grant-funded modified minivan to the Macatawa Area Express (MAX), pending necessary approvals of all parties involved in the transaction.

MOTION CARRIED

TR15/11-36 Approval of Contract Modification #1 to MDOT Contract #61192-126324

Airport recommends, moved by Sabo, seconded by Mahoney, to approve Contract Modification #1 to MDOT Contract #61192-126324 (AIP Project #3-26-0071-3915) for the final phase of the Airport's Terminal and General Aviation Ramp Reconstruction Project in the amount of \$-118,502.42, reducing the contract amount from \$1,201,780.40 to \$1,083,277.98, and reducing the County's 2.5% share of the project by \$2,963.00, from \$30,045.00 to \$27,082.00.

MOTION CARRIED

TR15/11-37 Approval of Contract Between the County and Kellogg Community College

Airport recommends, moved by Cross, seconded by Lohman, to approve a contract in the amount of \$6,290.12, between the County and Kellogg Community College, to provide Federally mandated "Live Burn" training to the Airport fire fighters.

MOTION CARRIED

TR15/11-38 Approval of Amendments to the Airport Advisory Committee Bylaws

Airport recommends, moved by Hughes, seconded by Cross, to approve the amendments to the Airport Advisory Committee Bylaws.

MOTION CARRIED

OLD BUSINESS

Commissioner Hughes asked who cleans the new MATS facility. Jim Koens said that cleaning of the facility is done with the same company as other county facilities at night with supplemental cleaning done by MATS staff throughout the day.

NEW BUSINESS

Commissioner Lohman recognized Mary Valentine, the Muskegon County Democratic Party Chair.

Commissioner Sabo mentioned that following the recent elections, there are many new members on the various municipality boards. He encouraged the County Board to show their support by meeting with the new boards. Bob Lukens and Jim Koens will be meeting with Muskegon Heights Mayor Sims for discussions for a new transfer facility in Muskegon Heights.

Commissioner Nash had tickets for the Muskegon Beat Awards on Saturday. Tickets are \$20 and he encouraged everyone to attend this terrific event.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:42 pm.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Jeff Lohman, Vice-Chair
Benjamin E. Cross
Marvin R. Engle
Susie Hughes

Kenneth Mahoney
Charles Nash
Terry J. Sabo
Robert Scolnik

Board of Commissioners Room
990 Terrace

DECEMBER 17, 2015

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:17 pm.

ROLL CALL

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

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Lohman, to approve the minutes of the November 19, 2015, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR15/12-39 Approval of MDOT Contract Amendment 2013-0458/A1

Airport recommends, moved by Engle, seconded by Lohman, to approve an amendment to MDOT Contract No. 2013-0458, increasing the contract by \$10,697, from \$447,125 to \$457,822 and further authorize the Chairman to execute the contract and the Clerk to execute the required Resolution. MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Hughes requested information regarding equipment belonging to the County of Muskegon located in the office of West Michigan Shoreline Development Commission which allows the Transit Center to receive Wi-Fi. Mr. Eisenbarth, County Administrator, will follow-up with County Information Systems staff and provide a response to Commissioners.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:22 pm.