

# 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*

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Board of Commissioners Room  
990 Terrace

**FEBRUARY 18, 2016**

## **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 Cross, to approve the minutes of the December 17, 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**

TR16/02-01 Approval of FY2017 Application for State Operating and Capital Assistance  
Transit recommends, moved by Cross, seconded by Nash, to approve the Muskegon Area Transit System's FY2017 application for \$1,474,445 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

TR16/02-02 Approval of U.S. Coast Guard Lease Agreement #HSCG83-17-1-0001

Airport recommends, moved by Engle, seconded by Lohman to approve the attached Lease for Real Property for the U.S. Coast Guard hangar facility located at the Airport, and further authorize the Chairman to sign said lease and the Clerk to sign the Municipal Certificate.

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 4:03 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
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*Robert Scolnik*

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Board of Commissioners Room  
990 Terrace

**MARCH 17, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Benjamin E. Cross, Susie Hughes

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the minutes of the February 18, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/03-03 Approval of Contract Amendment with Greyhound Lines, Inc.

Transit recommends, moved by Commissioner Engle, seconded by Commissioner Sabo, to approve the Contract Amendment with Greyhound Lines, Inc. effective February 1, 2016, and to authorize the Chairperson to execute the contract.

MOTION CARRIED

TR16/03-04 Approval of MATS 2016 Trolley Route Program

Transit recommends, moved by Commissioner Lohman, seconded by Commissioner Mahoney to approve operation of a 2016 Trolley Route Program as proposed.

MOTION CARRIED

TR16/03-05 Approval to Award RFP16-2204, Marketing and Branding Outreach Services to Revel

Airport recommends, moved by Commissioner Scolnik, seconded by Commissioner Mahoney, to award RFP16-2204 for Airport Outreach and Marketing Services to Revel.

MOTION CARRIED

TR16/03-06 Approval of Contract with Prein & Newhof for Airfield Cracksealing and Remarking

Airport recommends, moved by Commissioner Sabo, seconded by Commissioner Engle to approve Contract for Professional Engineering Services with Prein & Newhof for design and bidding services for Airfield Cracksealing and Remarking for a lump sum fee of \$10,000, with a future amendment for construction services to be determined. Concurrence of reasonable fees has been provided by MDOT Aeronautics.

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 4:05 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*

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Board of Commissioners Room  
990 Terrace

**APRIL 21, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: None

## **APPROVAL OF MINUTES**

Moved by Commissioner Sabo, seconded by Commissioner Engle, to approve the minutes of the March 17, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/04-07 Approval to Increase Monthly Rent of Airport T-Hangars  
Airport recommends, moved by Commissioner Engle, seconded by Commissioner Cross, to increase the monthly rent of the Muskegon County Airport's T-Hangars by \$10/month (\$120/year), to reflect the following rental costs: South T-Hangars #4852-4888 - \$170.00/month; Northeast T-Hangars #1-10, \$180.00/month; South T-Hangars #4900-4952,

\$190.00/month; South T-Hangars #4804-4840, \$200.00/month. The new rates will become effective June 1, 2016.

MOTION CARRIED

TR16/04-08 Approval of an Amendment to MDOT Contract 2015-0304

Airport recommends, moved by Commissioner Engle, seconded by Commissioner Cross to approve the amendment to MDOT Contract No. 2015-0304, and further authorize the Chairman to sign the contract and the Clerk to execute the required resolution.

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 4:03 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*

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Board of Commissioners Room  
990 Terrace

**MAY 19, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Charles Nash

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Lohman, to approve the minutes of the April 21, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

Bob Lukens, Community Development Director, introduced Jeff Tripp, our new Airport Manager. Mr. Tripp comes to Muskegon from Roberts Field Municipal Airport in Redmond, Oregon.

## **ACTION ITEMS**

TR16/05-10 Authorization to Create and Fill Transit Procurement Specialist  
Transit recommends, moved by Commissioner Engle, seconded by Commissioner Cross, to authorize creation of a Transit Procurement Specialist position at salary grade NO 00250 (\$19.649-\$24.757/hr.) and authorize MATS to recruit and fill the position.

MOTION CARRIED

TR16/05-11 Approval of Second Amendment to Lease Between the County and Executive Air Transport

Airport recommends, moved by Commissioner Engle, seconded by Commissioner Sabo to approve the Second Amendment to the Lease between the County of Muskegon and Executive Air Transport, Inc., for a rent reduction of \$7,247.60 for the next five (5) years to fund repavement of the non-federally funded portion of the Airport Apron Project. The area to be repaved will be 40 feet in front of the Executive Air Transport, Inc. hangars at 105, 107, 109, and 111 Sinclair Drive, on the grounds of the Muskegon County Airport.

MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

TR16/05-12 Authorize a Letter of Support to Amend the Current Port Authority Act of 1978.

Board recommends, moved by Commissioner Hughes, seconded by Commissioner Lohman to authorize a letter of support to Representative Holly Hughes, supporting her efforts to amend the current Port Authority Act of 1978.

MOTION CARRIED

**PUBLIC COMMENT** (on a new topic)

Bob Lukens, Community Development Director, acknowledged and thanked the Vikings Club, who through the Community Foundation, made a donation of two trees for planting at the Convention and Visitors Bureau.

Commissioner Lohman asked about the relocation of the Urry Arch to the Convention and Visitors Bureau. Bob Lukens stated that the current Avian Avatar located at the Union Depot will be removed at the end of May and the Arch will be placed at that location soon.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:20 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*

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Board of Commissioners Room  
990 Terrace

**JUNE 23, 2016**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:10 pm.

## **ROLL CALL**

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

Excused: Terry J. Sabo

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, seconded by Commissioner Cross, to approve the minutes of the May 19, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/06-12 Approval of MATS Application for Federal Funding Assistance  
Transit recommends, moved by Commissioner Nash, seconded by Commissioner 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

**OLD BUSINESS**

None.

**NEW BUSINESS**

Commissioner Scolnik asked about the possibility of providing Muskegon transit services to Grand Valley State University. Discussions have been held in the past and Cross County Agreements can be made to allow people to connect to schools/businesses in other counties. Jim Koens, Transit Manager, will follow up with Commissioner Scolnik regarding this request.

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

*Kenneth Mahoney*  
*Charles Nash*  
*Terry J. Sabo*  
*Robert Scolnik*

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Board of Commissioners Room  
990 Terrace

**JULY 21, 2016**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:06 pm.

## **ROLL CALL**

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

Excused: Charles Nash

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Sabo, to approve the minutes of the June 23, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/07-13 Authorization to Issue RFQ for Air Service Development Consultant  
Airport recommends, moved by Commissioner Cross, supported by Commissioner Lohman, to approve allowing the Purchasing Department to issue a Request for Qualification (RFQ), 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

TR16/07-14 Award RFB 16-2231, Crack Sealing and Remarking Airfield Pavement, to JJ Cunningham LLC

Airport recommends, moved by Commissioner Lohman, supported by Commissioner Hughes, to award RFB 16-2231 for the crack sealing and remarking of airfield pavement surfaces at the Airport to the lowest responsive bidder, JJ Cunningham LLC, in the amount of \$262,420.00, with the County's 2.5% share of the project to be \$6,560.50.

MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

Commissioner Hughes asked about the possibility of moving the bus stop at Laketon and Quarterline Roads. Jim Koens, Transit Manager, will look to see if any adjustments can be made with the location of that bus stop.

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

*Kenneth Mahoney*  
*Charles Nash*  
*Terry J. Sabo*  
*Robert Scolnik*

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Board of Commissioners Room  
990 Terrace

**AUGUST 18, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Benjamin E. Cross

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Lohman, to approve the minutes of the July 21, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/08-15 Approval of Memorandum of Understanding  
Transit recommends, moved by Commissioner Hughes, supported by Commissioner Lohman, to approve the Memorandum of Understanding between the West Michigan Shoreline Regional Development Commission's "WestPlan" Metropolitan Planning Organization program and the County of Muskegon's Muskegon Area Transit System regarding the federal transportation planning process.

MOTION CARRIED

TR16/08-16 Approval of Amendment No. 1 to Prein & Newhof Contract

Airport recommends, moved by Commissioner Lohman, supported by Commissioner Mahoney, to approve, and authorize the Chair to sign, Amendment No. 1 to a Contract for Professional Engineering Services with Prein & Newhof for supplemental design and construction administration services associated with the Airfield Crack Sealing and Remarking project for a lump sum fee of \$32,000 with the County's 2.5% share of the Amendment to be \$800.

MOTION CARRIED

TR16/08-17 Approval of SkyWest Airlines Lease Agreement

Airport recommends, moved by Commissioner Nash, supported by Commissioner Lohman, to approve a lease, expiring on December 31, 2017, 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 4:25 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*

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Board of Commissioners Room  
990 Terrace

**SEPTEMBER 22, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Benjamin E. Cross, Charles Nash

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the August 18, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT (on an agenda item)**

None.

## **ACTION ITEMS**

TR16/09-18 Approval of Signature Resolution and MDOT Master Agreement 2017-0104

Transit recommends, moved by Commissioner Hughes, supported by Commissioner Mahoney, to approve MDOT Master Agreement 2017-0104 and the Signature Resolution authorizing the County Board Chairperson to execute the Master Agreement and associated Project Authorizations under the agreement.

MOTION CARRIED

TR16/09-19 Approval of Contract Modification #3 to MDOT Contract #61192-126324

Airport recommends, moved by Commissioner Engle, supported by Commissioner Sabo, to approve Contract Modification #3 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 \$18,232.80, reducing the contract amount to \$1,061,292.32, and reducing the County's 2.5% share of the project to \$26,532.31.

MOTION CARRIED

TR16/09-20 Approval of Amendment #8 to Prein & Newhof Contract

Airport recommends, moved by Commissioner Engle, supported by Commissioner Lohman, to approve Amendment No. 8 to an Agreement for Professional Engineering Services dated January 27, 2009, between the County and Prein & Newhof, increasing the amount of the Agreement by \$31,264.56 for reimbursement of supplemental construction phase services incurred during the Apron Reconstruction and Rehabilitation Project, with the County's 2.5% share of the Amendment to be \$781.61.

MOTION CARRIED

TR16/09-21 Approval to Award RFB16-2236 to Mead & Hunt

Airport recommends, moved by Commissioner Hughes, supported by Commissioner Engle, to approve award of contract RFB #16-2236 with Mead & Hunt for Air Service Development, Recruitment, Consulting, and Market Research in a base contract amount of \$21,455.00, upon final completion of an agreement mutually acceptable to both parties.

MOTION CARRIED

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

The Board recommends, moved by Commissioner Mahoney, supported by Commissioner Sabo, to approve the location change of the Board of Commissioners Transportation Committee meeting of October 20, 2016, to Montague City Hall, 8778 Ferry Street, Montague, Michigan. MOTION CARRIED.

### **PUBLIC COMMENT** (on a new topic)

None.

### **ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:04 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*

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Montague City Hall  
8778 Ferry Street, Montague

**OCTOBER 20, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Susie Hughes, Charles Nash (Arrived at 4:15 pm)

## **APPROVAL OF MINUTES**

Moved by Commissioner Lohman, supported by Commissioner Engle, to approve the minutes of the September 22, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

TR16/10-23 Approval of MATS Procurement Manual  
Transit recommends, moved by Commissioner Engle, supported by Commissioner Sabo, to adopt the MATS Procurement Manual as the prevailing policy and procedural document for MATS' use in all procurements involving Federal Transit Administration funds.

MOTION CARRIED

TR16/10-24 Approval of Option Agreement with Inter Dyne Systems

Airport recommends, moved by Commissioner Cross, supported by Commissioner Lohman, to approve Option Agreement, expiring on Tuesday, January 17, 2017, between the County and Inter Dyne Systems Inc.

MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

Commissioner Engle asked that Jim Koens, Transit Manager, give an overview of the new MATS Procurement Manual.

**PUBLIC COMMENT** (on a new topic)

K.P. Pelleran, United Way Director of Planning, Advocacy, and Grants, thanked the Commissioners for their recent Resolution Naming October 21-22, 2016 as Muskegon County Makes a Difference Days.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:20 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*

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Board of Commissioners Room  
990 Terrace

**NOVEMBER 17, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Benjamin E. Cross, Kenneth Mahoney

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the October 20, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

## **PUBLIC COMMENT** (on an agenda item)

None.

## **ACTION ITEMS**

### TR16/11-25 Approval of Contract Addendum with Greyhound Lines

Transit recommends, moved by Commissioner Engle, supported by Commissioner Hughes, to approve the Contract Addendum with Greyhound Lines, Inc. effective November 1, 2016, and to authorize the Chairperson to execute the contract.

MOTION CARRIED

### TR16/11-26 Authorization to Issue an RFP for a Transit Facility Study

Transit recommends, moved by Commissioner Hughes, supported by Commissioner Lohman, to authorize MATS to issue a Request for Proposals for consulting services for a Muskegon Heights Transit Facility Study.

MOTION CARRIED

TR16/11-27 Approval of Modification No. 4 to MDOT Contract #61192-126324  
Airport recommends, moved by Commissioner Hughes, supported by Commissioner Engle, to approve Contract Modification No. 4 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 for Florence Cement Company to credit the project \$20,000 for assessed liquidated damages.

MOTION CARRIED

TR16/11-28 Approval of Change Order No. 1 to JJ Cunningham LLC Contract  
Airport recommends, moved by Commissioner Engle, supported by Commissioner Hughes, to approve Change Order #1 to the JJ Cunningham LLC contract, MDOT Project #FM 61-01-C110 (AIP Project #3-26-0071-4016) for final quantities adjustment of the Airport's Crack Sealing and Remarking Project for \$27,878.10, with the County's 2.5% share of the project to increase to \$7,257.45.

MOTION CARRIED

TR16/11-29 Approval of Assignment of Agreements from RSB Aviation to Tango Bravo Ventures LLC  
Airport recommends, moved by Commissioner Engle, supported by Commissioner Sabo, to approve assignment of the Agreement for Lease and Agreement for Providing of Aircraft Storage from RSB Aviation to Tango Bravo Ventures LLC.

MOTION CARRIED

TR16/11-30 Approval to Issue a Request for Proposals for Operation of a Restaurant in the Airport  
Airport recommends, moved by Commissioner Hughes, supported by Commissioner Engle, to approve allowing the Purchasing Department to issue a Request for Proposals (RFP), on behalf of the Airport, seeking proposals for Operation of a Restaurant in the Muskegon County Airport.

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 E. Cross*  
*Marvin R. Engle*  
*Susie Hughes*

*Kenneth Mahoney*  
*Charles Nash*  
*Terry J. Sabo*  
*Robert Scolnik*

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Board of Commissioners Room  
990 Terrace

**DECEMBER 15, 2016**

## **CALL TO ORDER**

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

## **ROLL CALL**

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

Excused: Benjamin Cross, Charles Nash

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the November 17, 2016, Transportation meeting.

MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

MOTION CARRIED

Commissioner Mahoney noted the passenger activity has increased 35 percent in the last year for the northern and eastern service.

## **PUBLIC COMMENT** (on an agenda item)

None.

**ACTION ITEMS**

TR16/12-31 Authorization to Issue RFP for Diesel Fuel Tank and Fuel Management System  
Transit recommends, moved by Commissioner Hughes, supported by Commissioner Engle, to authorize MATS to issue a Request for Proposals for a new diesel fuel tank, diesel fuel dispenser, installation services, and a fuel management system.

MOTION CARRIED

TR16/12-32 Approval of Contract Proposal with Kellogg Community College for ARFF Live Burn Training and Authorize to Apply for MDOT ARFF Grant  
Airport recommends, moved by Commissioner Lohman, supported by Commissioner Mahoney, to approve Contract Proposal 2017A015 in the amount of \$6,432.19 with Kellogg Community College to provide Airport Rescue and Firefighting "Live Burn" training and authorize the Airport to request an MDOT ARFF grant in the amount of \$2,000.

MOTION CARRIED

TR16/12-33 Authorization for Airport to Apply for MDOT Air Service Awareness Grant  
Airport recommends, moved by Commissioner Lohman, supported by Commissioner Mahoney, to approve the Airport to apply for a FY2017 Michigan Air Service Program Grant to receive up to \$10,000 of State funds for Airport marketing and promotion expenses.

MOTION CARRIED

TR16/12-34 Approval of Landlord's Consent to Collateral Agreement with Tango Bravo Ventures, LLC  
Airport recommends, moved by Commissioner Engle, supported by Commissioner Mahoney, to approve execution of the *Landlord's Consent to Collateral Agreement and Assignment* between the County and Tango Bravo Ventures LLC.

MOTION CARRIED

TR16/12-35 Approval of Agreement for Providing Aircraft Storage with Tango Bravo Ventures, LLC  
Airport recommends, moved by Commissioner Engle, supported by Commissioner Mahoney, to approve assignment of the *Agreement for Providing of Aircraft Storage* with Tango Bravo Ventures LLC.

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 4:30 pm.