

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
*Charles Nash*  
*Robert Scolnik*  
*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace

**JANUARY 26, 2017**

## **CALL TO ORDER**

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

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None

## **APPROVAL OF MINUTES**

Moved by Commissioner Cross, supported by Commissioner Hughes, to approve the minutes of the December 15, 2016, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

TR17/01-01 Approval of Modification No. 5 to MDOT Contract #61192-126324  
Airport recommends, moved by Commissioner Hughes, supported by Commissioner Mahoney, to approve Contract Modification No. 5 to MDOT Contract #61192-126324 (AIP Project #3-26-0071-3915) for project close-out items in the amount of \$2,086.85, with the County's 2.5% share to be \$52.17. MOTION CARRIED

TR17/01-02 Approval to Issue a Request for Qualifications for Professional Engineering Services

Airport recommends, moved by Commissioner Hughes, supported by Commissioner Mahoney, to approve staff issuing a *Request for Statement of Qualifications* and conducting a qualification based selection process to hire a consultant to perform airport engineering services for fiscal years 2017 through 2019 with two additional 1-year extensions possible. MOTION CARRIED

TR17/01-03 Authorize the Muskegon Trolley Company Program to Purchase a Trolley Bus  
Muskegon Trolley Company recommends, moved by Commissioner Engle, supported by Commissioner Mahoney, to authorize the Muskegon Trolley Company program to purchase a 2015 Supreme Trolley Bus from Specialty Vehicles, Inc. for the price of \$89,000 plus applicable fees and transportation costs and to add the vehicle to the existing fleet. MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

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

The Honorable Kathy Hoogstra shared an update of the Juvenile Mental Health Court program.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:58 pm.

# Muskegon County Transportation Committee

*Rillastine R. Wilkins, Chair*  
*Gary Foster, Vice-Chair*  
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Board of Commissioners Room  
990 Terrace

**FEBRUARY 23, 2017**

## **CALL TO ORDER**

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

## **ROLL CALL**

Present: Marvin R. Engle, Gary Foster, Kenneth Mahoney, Charles Nash, Rillastine R. Wilkins

Excused: Benjamin E. Cross, Susie Hughes, Robert Scolnik, I. John Snider, II

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the January 26, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

Mr. Steven Holke, Chief Union Steward Teamsters 214 GEU, said the union is in agreement with Motion Item TR17/02-06 – Approval of MATS Maintenance Staffing Reorganization Plan.

## **ACTION ITEMS**

### TR17/02-04 Approval of MATS FY2018 Application for State Assistance

Transit recommends, moved by Commissioner Nash, supported by Commissioner Mahoney, to approve the Muskegon Area Transit System's FY2018 application to the State of Michigan for \$1,780,568 in 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

TR17/02-05 Authorization of 2017 Trolley Route Program

Transit recommends, moved by Commissioner Nash, supported by Commissioner Mahoney, to approve operation of a 2017 Trolley Route Program as proposed. MOTION CARRIED

TR17/02-06 Approval of MATS Maintenance Staffing Reorganization Plan

Transit recommends, moved by Commissioner Mahoney, supported by Commissioner Nash, to approve the MATS maintenance operation reorganization as presented, adding one Transit Maintenance Mechanic position effective 3/1/2017, moving Transit Attendant positions G85701 and G85703 to deleted status effective 4/15/2017, and moving Bus Operator FT position G13036 to funded status effective 3/1/2017. MOTION CARRIED

TR17/02-07 Approval of MDOT Contract 2017-0364 for Aircraft Rescue and Fire Fighting (ARFF) Training Funds

Airport recommends, moved by Commissioner Nash, supported by Commissioner Mahoney, to approve, and authorize the Chairman to sign, Contract No. 2017-0364 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**

None.

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

None.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:35 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
*Charles Nash*  
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*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace

**MARCH 21, 2017**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:34 pm.

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the February 23, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

### TR17/03-08 Approval of MATS FY2017 Application for Federal Assistance

Transit recommends, moved by Commissioner Scolnik, supported by Commissioner Nash, to authorize the Muskegon Area Transit System to publish the public notice regarding the FY2017 Federal Operating and Capital application and to authorize staff to execute the electronic grant application if there is no request for public hearing. MOTION CARRIED

TR17/03-09 Authorization to Solicit Proposals for a Transit Technology Evaluation and Implementation Plan

Transit recommends, moved by Commissioner Cross, supported by Commissioner Engle, to authorize MATS to issue a solicitation for proposals for consulting services to conduct a Transit Technology Evaluation and Acquisition Plan. MOTION CARRIED

TR17/03-10 Approval of Federal and State Grant Offers for FY2017 Capital Improvement Project Funds

Airport recommends, moved by Commissioner Cross, supported by Commissioner Hughes, to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers, providing funding for the Airport's FY2017 capital improvement project, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers. MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

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

County Clerk Waters introduced Karen Clakeley from Hart InterCivic. Hart was one of three vendors that provided demonstrations for a new voting system and Election Management System software to Clerk Waters and the Clerks of the local municipalities. Hart InterCivic was selected as the vendor for this project.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:10 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
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*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace

**APRIL 20, 2017**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:35 pm.

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: I. John Snider, II

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the March 21, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

### TR17/04-11 Award MATS Procurements of Two Minivans and Two Pickup Trucks

Transit recommends, moved by Chairman Cross, supported by Commissioner Hughes, to approve the award of the MATS solicitation for two minivans to Deur-Speet Motors of Fremont, Michigan, in the amount of \$42,412.00 and to approve the award of the MATS solicitation for two pickup trucks with plow packages to Great Lakes Ford of Muskegon, Michigan, in the amount of \$64,061.44, with 100% of the cost of these purchases being grant funded. MOTION CARRIED

TR17/04-12 Approval to Publish Public Information Regarding Proposed MATS Fare Policy Changes

Transit recommends, moved by Commissioner Hughes, supported by Commissioner Mahoney, to authorize MATS to conduct a public comment period on proposed fare policy changes and to hold a public hearing regarding the changes before the Muskegon County Board of Commissioners Transportation Committee meeting at 3:30pm on Thursday, May 18, 2017.

MOTION CARRIED

TR17/04 - 13 Approve Michigan Air Service Program Grant Contract No. 2017-0461

Airport recommends, moved by Chairman Cross, supported by Commissioner Engle, to approve Michigan Air Service Program Grant Contract No. 2017-0461, providing \$10,000 of State Aviation Funds for Airport marketing and promotion projects and requiring a local match of \$1,111 as identified in the Airport's FY0217 approved budget. 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 3:57 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
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Board of Commissioners Room  
990 Terrace

**MAY 18, 2017**

## **CALL TO ORDER**

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

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: Charles Nash

## **APPROVAL OF MINUTES**

Moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of the April 20, 2017, Transportation meeting. MOTION CARRIED

## **PUBLIC HEARING – MATS Proposal to Adjust Fare Policies**

It was moved by Chairman Cross, supported by Commissioner Engle, to open Public Hearing.

Mr. Al Greene asked about the proposed changes to the Fare Policies and Service Eligibility age increase. He also mentioned that we have the lowest rates in Michigan and asked the County to research the possibility of adding service times for Saturday and Sunday. Ms. Karen Wynne from Disability Network thanked MATS for soliciting input from citizens before implementing new policies. County staff will follow up with Ms. Wynne and Disability Network on various questions and concerns they have regarding the policy changes.

It was moved by Chairman Cross, supported by Commissioner Engle to return to the Regular Meeting.

## **INFORMATIONAL ITEMS**

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

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

None.

**ACTION ITEMS**

TR17/05-14 Approval of Airport Advisory Committee Bylaws Update

Airport recommends, moved by Commissioner Mahoney, supported by Commissioner Engle, to approve the May 2, 2017, amendments to the Airport Advisory Committee Bylaws. MOTION CARRIED

TR17/05-15 Approval of MDOT #2017-0482 Capital Improvement Grant

Airport recommends, moved by Chairman Cross, supported by Commissioner Mahoney, to approve MDOT Capital Improvement and Equipment Project Grant Contract No. 2017-0482, providing \$10,000 of State Aviation Funds for terminal facility security enhancements and requiring a local match of \$1,112 as identified in the Airport's FY2017 approved budget. [Oppose – Snider] MOTION CARRIED

TR17/05-16 Approval of Master Contract RFQu17-2249 with C&S Engineers, Inc.

Airport recommends, moved by Commissioner Mahoney, supported by Commissioner Scolnik, to approve Master Contract No. RFQu 17-2249 with C&S Engineers, Inc. to provide professional airport engineering services for fiscal years 2017 through 2019 with two 1-year extensions. [Oppose – Snider] MOTION CARRIED

**OLD BUSINESS**

Jeff Tripp, Airport Manager, noted that the company name in TR17/05-16 should be C&S Engineers, Inc. instead of C&S Companies. The motion will be revised to reflect this change.

**NEW BUSINESS**

Jeff Tripp, Airport Manager, informed the Board that the air conditioning system in the terminal building has failed. It is the original system and has lasted many more years than expected. Because of its age, it has been recommended to replace the system rather than repair it. A temporary unit is available, at a cost, for use until a new system can be installed. A presentation by Airport staff is scheduled during the work session before the Full Board meeting on May 23. County Administrator Eisenbarth asked the Board if the work session could begin at 2:30 instead of 3:00 to allow more time for discussion.

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

None.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:59 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
*Charles Nash*  
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*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace

**JUNE 22, 2017**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:43 pm.

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Chairman Cross, to approve the minutes of the May 18, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

### TR17/06-17 Authorization to Implement MATS Fare Policy Changes

Transit recommends, moved by Commissioner Hughes, supported by Commissioner Mahoney, to authorize MATS to implement the Fare Policy changes presented in April, 2017, with revisions as presented and developed pursuant to the public comment process. MOTION CARRIED

### TR17/06-18 Authorization of Airport Terminal Air Condition System

Airport recommends, moved by Commissioner Engle, supported by Commissioner Foster, to waive the procurement/purchasing rules for emergency replacement of the Airport Terminal air conditioning system and to authorize C&S Engineers to review the submitted proposals to provide an unbiased opinion to the County on the preferred vendor. MOTION CARRIED

TR17/06-19 Approval of Contract No. 4117 with C&S Engineers, Inc.

Airport recommends, moved by Commissioner Engle, supported by Commissioner Mahoney, to approve Contract No. 4117 between the County and C&S Engineers, Inc. in the amount of \$255,242.00, contingent upon receipt of federal and state grant offers, for Professional Engineering Services for design and bidding of the Runway 6-24 Pavement and Lighting Rehabilitation Project.  
MOTION CARRIED

TR17/06-20 Authorization of the Muskegon County Cares Trolley Rental Program

Muskegon Trolley Company/Transit recommends, moved by Commissioner Engle, supported by Commissioner Foster, to authorize the Muskegon County Cares trolley rental program according to the rules outlined above and attached, with each Commissioner receiving two (2) one-hour trolley rental certificates per year, with funding for the program from the Muskegon Trolley Company fund.  
MOTION CARRIED

**OLD BUSINESS**

None.

**NEW BUSINESS**

Commissioner Nash asked how the new trolley is doing. Jim Koens, Transit Manager, said the new trolley has been operating for about a month. It is doing well and they are receiving many requests for this trolley.

Commissioner Wilkins noted that Hackley Community Care is celebrating their 25th anniversary and suggested a Resolution be made for them.

TR17/06-21 Moved by Chairman Cross, supported by Commissioner Hughes, to approve a Resolution congratulating Hackley Community Care on their 25th anniversary. MOTION CARRIED

Congratulations from Commissioners and Staff was given to Pam Homan on her upcoming retirement from the County after 15 years of service.

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

None.

**ADJOURNMENT**

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:10 pm.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
*Charles Nash*  
*Robert Scolnik*  
*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace  
Muskegon, MI 49442

**August 17, 2017**

## **CALL TO ORDER**

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:38 pm.

## **ROLL CALL**

Present: Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: Benjamin E. Cross

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Snider, to approve the minutes of the June 22, 2017, 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**

TR17/08-22 It was moved by Commissioner Snider, supported by Commissioner Mahoney, to authorize the Muskegon Area Transit System to offer for sale to the highest responsible bidder, as identified through County Sustainability Policy procedures, three (3) 15-passenger vans and one (1) minivan that have met their useful life. Motion carried.

- TR17/08-23 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve award of RFP 17-2227 for a Muskegon Heights Passenger Facility Siting and Conceptual Design Study to SRF Consulting for the sum of \$97,467, pending MDOT concurrence. Motion carried.
- TR17/08-24 It was moved by Commissioner Nash, supported by Commissioner Mahoney, to authorize the Muskegon Area Transit System to operate an additional bus route along the Marquette Corridor for the period September 5 to December 14 in partnership with Muskegon Community College. Motion carried.
- TR17/08-25 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve and adopt the Airport Lease Policy titled "A Policy To Govern Agreements Involving The Use Or Disposition Of Airport Property For Aeronautical Activities". Motion carried.
- TR17/08-26 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the revised Aircraft T-Hangar Storage Agreement with an effective date of October 1, 2017. Motion carried.
- TR17/08-27 It was moved by Commissioner Hughes, supported by Commissioner Engle, to approve the Agreement for Airport Law Enforcement Services between the County and the City of Norton Shores for law enforcement officer services at the airport terminal security. [Abstain – Nash] Motion carried.
- TR17/08-28 It was moved by Commissioner Hughes, supported by Commissioner Snider, to award contract to Northside Heating, Cooling & Refrigeration, Inc. in the amount of \$177,450.00 for the purchase and installation of the replacement air conditioning system for the Airport Terminal. Motion carried.
- TR17/08-29 It was moved by Commissioner Nash, supported by Commissioner Mahoney, to accept Federal Grant No. 3-26-0071-041-2017 in the amount of \$224,892.00 for the Runway 6-24 Pavement and Lighting Rehabilitation Project design phase, and further authorizing the Chair to execute, upon receipt, the matching State Grant Offer, and further authorize the Clerk to execute any necessary resolutions for said Grant Offers. [No-Snider] Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Mr. Mark Eisenbarth, County Administrator, informed those present of a "paint party" being held on Thursday, August 24<sup>th</sup> from 5:00 p.m. to 8:00 p.m., for the Veterans' Park bridge.

**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*  
*Gary Foster, Vice-Chair*  
*Benjamin E. Cross*  
*Marvin R. Engle*  
*Susie Hughes*

*Kenneth Mahoney*  
*Charles Nash*  
*Robert Scolnik*  
*I. John Snider, II*

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Board of Commissioners Room  
990 Terrace  
Muskegon, MI 49442

**September 19, 2017**

## **CALL TO ORDER**

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

## **ROLL CALL**

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None.

## **APPROVAL OF MINUTES**

Moved by Commissioner Scolnik, supported by Commissioner Mahoney, to approve the minutes of the August 17, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

TR17/09-30 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the Airport Rates and Fees Schedule for Fiscal Year 2018. MOTION CARRIED

TR17/09-31 It was moved by Commissioner Nash, supported by Commissioner Cross, to approve Contract #16-2236 Year 2 Scope of Services with Mead & Hunt for Air Service Consulting services in the amount of \$15,060.00. MOTION CARRIED

TR17/09-32 It was moved by Commissioner Mahoney, supported by Commissioner Hughes, to approve the location change of the Board of Commissioners Transportation Committee meeting of October 19, 2017, to Whitehall City Hall, 405 East Colby, Whitehall, Michigan. 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.

# Muskegon County Transportation Committee

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

*Kenneth Mahoney*  
*Charles Nash*  
*Robert Scolnik*  
*I. John Snider, II*

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Whitehall City Hall  
405 East Colby Street  
Whitehall, MI

**October 19, 2017**

## **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, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None.

## **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the September 19, 2017, Transportation meeting. MOTION CARRIED

## **INFORMATIONAL ITEMS**

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

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

None.

## **ACTION ITEMS**

TR17/10-33 It was moved by Commissioner Hughes, supported by Commissioner Snider to authorize MATS to conduct a public comment period on proposed service and fare changes and to hold a public hearing regarding the changes before the Muskegon County Board of Commissioners Transportation Committee meeting at 3:30 pm on Thursday, November 16, 2017.

**OLD BUSINESS**

None.

**NEW BUSINESS**

TR17/10-34 It was moved by Commissioner Hughes, supported by Commissioner Snider to approve Change Order #1 to contract with Northside Heating, Cooling & Refrigeration, Inc. in the amount of \$6,500.00 for the purchase and installation of the replacement air conditioning system for the Airport Terminal. 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 4:35 pm.

# **Muskegon County Transportation Committee**

Board of Commissioners Room  
990 Terrace Street  
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

## **MINUTES**

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**November 16, 2017**

### **CALL TO ORDER**

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

### **ROLL CALL**

Present: Marvin R. Engle, Gary Foster, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: Benjamin E. Cross, Susie Hughes

Also

Present: Mark Eisenbarth, County Administrator; Nancy A. Waters, County Clerk; Doug Hughes, William Hughes, PLLC, Corporate Counsel; Rita Bierman, Airport Administrative Analyst.

### **APPROVAL OF MINUTES**

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the October 19, 2017, Transportation meeting. MOTION CARRIED

### **PUBLIC HEARING**

Solicit Public Comment on MATS proposed service and fare changes. Moved by Commissioner Mahoney, supported by Commissioner Engle to open public hearing. MOTION CARRIED

Anita Verela, Community Engagement Manager with Muskegon Area District Library spoke regarding the proposed service changes affecting the patronage of the Holton, Ravenna and Egelston branches of the library.

David Strandberg spoke and suggested that if the Ravenna route is to be cancelled, the Sherman, East route should be extended.

Jim Koens, Transit Systems Manager, explained that the proposal would involve eliminating the Ravenna and Holton routes entirely. The Montague route would continue, however, there would be one morning, northbound departure that would be removed from that schedule.

Moved by Commissioner Mahoney, supported by Commissioner Engle to close the public hearing. MOTION CARRIED

### **INFORMATIONAL ITEMS**

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

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

None.

### **ACTION ITEMS**

TR17/11-35 It was moved by Commissioner Scolnik, supported by Commissioner Snider, to authorize MATS to issue a Request for Proposals for a Two-Year Period of Ad-Hoc Engine-Related Diagnostic and Maintenance Services on Diesel and CNG Buses with Cummins Engines. MOTION CARRIED

TR17/11-36 It was moved by Commissioner Mahoney, supported by Commissioner Scolnik, to authorize the Muskegon Area Transit System to operate a Winter/Spring season on the Marquette Express bus route for the period January 5, 2018, to May 3, 2018, in partnership with Muskegon Community College and Baker College. MOTION CARRIED

TR17/11-37 It was moved by Commissioner Nash, supported by Commissioner Scolnik, to approve an Agreement with SkyWest Airlines, effective February 1, 2018 through January 31, 2020 with estimated rates & fees for 2018-2019 of \$74,469.39 terminal rent, a landing fee of \$0.95 per 1,000 lbs. maximum gross landing weight, and a \$75.00 per flight Airport Rescue & Firefighting and Law Enforcement Officer fee. For 2019-2020, fees will be an \$86,345.70 terminal rent, landing fee of \$1.25 per 1,000 lbs. maximum gross landing weight, and a \$75.00 per flight ARFF & LEO fee. MOTION CARRIED

TR17/11-38 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve Contract No. 2017-0482 with C&S Engineers in the amount of \$4,038.24 for the design of terminal facility security enhancements. MOTION CARRIED

TR17/11-39 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve a lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, in the amount of \$676.26 per month, plus utilities, for the facility located at 102 Sinclair Drive. 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

Board of Commissioners Room  
990 Terrace Street  
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

## MINUTES

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December 14, 2017

### CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 3:46 pm.

### ROLL CALL

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Robert Scolnik, I. John Snider, II, Rillastine R. Wilkins

Excused: None

Also

Present: Mark Eisenbarth, County Administrator; Doug Hughes, William Hughes, PLLC, Corporate Counsel; Rita Bierman, Airport Administrative Analyst.

### APPROVAL OF MINUTES

Moved by Commissioner Cross, supported by Commissioner Mahoney, to approve the minutes of the November 16, 2017, Transportation meeting. MOTION CARRIED

### INFORMATIONAL ITEMS

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

### PUBLIC COMMENT (on an agenda item)

David S. spoke and suggested that if the Ravenna MATS route is to be cancelled, the Sherman, East route should be extended.

Jim Koens, Transit Systems Manager, explained that it would not be possible logistically to extend the Sherman bus, east.

**ACTION ITEMS**

TR17/12-40 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to authorize MATS to implement the Fare and Service Adjustments as presented in October 2017, with a revised implementation schedule for the proposed monthly bus pass price increase, as developed pursuant to the public comment process.

Roll Call:

Yes: Benjamin E. Cross, Marvin Engle, Gary Foster, Kenneth Mahoney, Charles Nash, Robert Scolnik, John Snider II, Rillastine Wilkins

No: Susie Hughes

**MOTION CARRIED**

TR17/12-41 It was moved by Commissioner Hughes, supported by Commissioner Cross, to postpone Motion TR17/12-40; move to authorize MATS to implement the Fare and Service Adjustments as presented in October 2017, with a revised implementation schedule for the proposed monthly bus pass price increase, as developed pursuant to the public comment process.

Roll Call:

Yes: Susie Hughes

No: Benjamin E. Cross, Marvin Engle, Gary Foster, Kenneth Mahoney, Charles Nash, Robert Scolnik, John Snider II, Rillastine Wilkins

**MOTION DEFEATED**

**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 4:23 pm.