

**Muskegon County
Ways & Means Committee
January 11, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Marcia Wilkes, Chief Deputy County Clerk; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Snider, supported by Commissioner Wilkins, to approve the minutes of December 19, 2017, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/01 - 01 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve payment of the accounts payable of \$5,783,328.27, covering the period of December 8, 2017 through December 22, 2017 for checks and November 1, 2017 through November 30, 2017 for P-Card payments, as presented by the County Clerk. Motion carried.

WM18/01 – 02 It was moved by Commissioner Snider, supported by Commissioner Engle, to authorize the release of a Request for Proposal for temporary staffing services. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

CLOSED SESSION: Corporate Counsel Legal Opinion

It was moved by Commissioner Engle, supported by Commissioner Snider, to go into closed session for the purpose of discussing Corporate Counsel legal opinion.

Roll Call Vote:

Yes: Cross, Engle, Foster, Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins

No: None. Motion carried.

The Ways & Means Committee went into closed session at 4:08 p.m.

The Ways & Means Committee returned to open session at 4:44 p.m.

RETURN TO OPEN SESSION

Ms. Beth Dick, Finance & Management Supervisor/Assistant County Administrator, noted after review of the accounts payable pertaining to Saxe Drain Project, the Drain Commissioner went out for Drain notes which are paid back through assessments.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:44 p.m.

**Muskegon County
Ways & Means Committee
January 23, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Nancy A. Waters, County Clerk; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Chairman Cross, to approve the regular and closed session minutes of January 11, 2018, as written. Motion carried.

AGENDA REVIEW

Commissioner Mahoney noted he was removing the following motion for consideration from the agenda at this time:

WM18/01 – 09 To authorize Muskegon County court administrative staff to provide the Muskegon County Clerk with the following Problem Solving Court Millage language to be included on the _____ election ballot:
 “Shall the County of Muskegon be authorized to levy against all property, an increase in the tax limitation imposed by Article IX, Section 6 of the Michigan Constitution, not to exceed .25 mills(\$0.25 per \$1,000 of taxable value) for a period of ten (10) years, 2018 through 2028 inclusive, the sole purpose of such levy being to fund, equip, operate, maintain, and provide support and assistance services for the Muskegon County Veterans Treatment Court, Mental Health Treatment Courts, Sobriety Treatment Courts, Swift & Sure Sanctions Probation Program, and to create, fund, equip, operate, maintain and provide support and assistance services for a Muskegon County Opiate/Substance Abuse

Treatment Court, resulting in annual estimated revenue of \$957,000 for 2018?”

Also move, provided it is necessary, for the Board of Commissioners to appropriate necessary funds, not to exceed \$110,000, for this question to appear on the ballot at all polling locations in each of Muskegon County’s voting precincts.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/01 - 03 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$18,161,797.13, covering the period of December 23, 2017 through January 11, 2018 for checks and December 1, 2017 through December 31, 2017 for EFT payments, as presented by the County Clerk. Motion carried.

WM18/01 – 04 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve a one-time transfer of \$1.7 million from the Senior Millage Fund (1060) to Brookhaven Medical Care Facility (2900) as of September 30, 2017, for services provided to seniors during FY2017 and further authorize the General Fund to transfer any remaining funds needed in FY2017 to cover the deficit.

ROLL CALL

Yes: Cross, Engle, Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins
No: Foster
Motion carried.

WM18/01 – 05 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize Sale of Property agreement between Muskegon County and Erika Piotrowski for 4752 Airline Road for a sale price of \$80,000 with the proceeds from the sale being deposited in the Public Improvement Fund, and for the Board Chair to sign appropriate documents. Motion carried.

WM18/01 – 06 It was moved by Commissioner Engle, supported by Commissioner Wilkins, to authorize to award the bid to Bowen Heating and Cooling in the amount of \$12,350.00 and authorize the Chairman of the County Board of Commissioners to sign the contract. Motion carried.

WM18/01 – 07 It was moved by Commissioner Engle, supported by Chairman Cross, to authorize to award the bid to Midwest Builders in the amount of \$116,295.00 and authorize the Chairman of the County Board of Commissioners to sign the contract. Motion carried.

WM18/01 – 08 It was moved by Commissioner Engle, supported by Commissioner Hughes, to waive the purchasing policy requirement to seek proposals and authorize entering into an agreement with Kent Records Management, Inc. for Brookhaven records storage and retrieval through December 31, 2018 and further authorize the Board Chair to sign the agreement. Motion carried.

WM18/01 – 10 It was moved by Commissioner Snider, supported by Chairman Cross, to approve the resolution pledging the county's full faith and credit for the Pierson Swamp Drainage District Bonds, Series 2018 (General Obligation, Limited Tax) for an amount not to exceed \$3,259,000 for the purposes of executing the Pierson Swamp Drainage District Plans.

ROLL CALL

Yes: Cross, Foster, Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins
No: Engle
Motion carried.

WM18/01 – 11 It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve the resolution pledging the county's full faith and credit for the Kuis Drainage District Bonds, Series 2018 (General Obligation Limited Tax) for an amount not to exceed \$3,000,000 for the purpose of executing the Kuis Drainage District plans.

ROLL CALL

Yes: Scolnik, Snider, Wilkins
No: Cross, Engle, Foster, Hughes, Mahoney, Nash
Motion defeated.

WM18/01 – 12 It was moved by Commissioner Snider, supported by Commissioner Engle, to award the Dental Operatory Construction bid, IFB 18-2278, to Clifford Buck Construction, Inc. in the amount of \$472,499 with \$243,999 of the cost covered by HealthWest's Equipment Revolving Fund reserves (6660-0000-349.222), with the remaining balance (\$228,500) to be paid by a loan from the general Equipment Revolving fund (6660) and the total cost to be paid back to the respective funds over 25 years. Motion carried.

WM18/01 – 13 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the Resolution in Support of HealthWest submitting a response to the 298 Pilot. Motion carried.

WM18/01 – 14 It was moved by Commissioner Engle, supported by Chairman Cross, to authorize the County Treasurer to finalize the Subrecipient Agreement, Project #752417 provided by the Commission not to exceed \$15,000. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Eisenbarth, County Administrator, informed the Board a Board Work Session would be held on Tuesday, January 30th at 3:00 p.m. to discuss HealthWest.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:28 p.m.

**Muskegon County
Ways & Means Committee
February 8, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Bob Scolnik, Rillastine Wilkins

Excused: Gary Foster, I. John Snider, II

Also

Present: Doug Hughes, Corporate Counsel; Nancy A. Waters, County Clerk; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of January 23, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

Mr. Brad Laventure addressed the Board and asked for reconsideration of motion #WM18/02 – 19, and asked that they not approve to waive the bidding process.

PRESENTATION: Veterans' Park Restored Bridges

Dr. Dennis Cobler presented information to the Board regarding the work on the Veterans' Park bridges. He noted donations and funding were provided in part by the Muskegon Community Foundation, Muskegon Rotary and the Northside Lions. He also noted the Northside Lions provided over 700 donated man hours.

Dr. Cobler as well as Mr. Lupe Alviar were thanked by the Commission for their continued support of the Veterans' Park.

Mr. Alviar noted his next venture is to replace the aging flag pole at the Park with a 70 foot stainless steel pole.

Discussion ensued and it was noted this is an extension to a current five-year agreement with Applied Imaging and that after the expiration of this contract, the bidding process will be utilized for copiers as well as printers and supplies.

ROLL CALL

Yes: Cross, Engle, Hughes, Mahoney, Scolnik

No: Nash, Wilkins

Excused: Foster, Snider

Motion carried.

WM18/02 – 20 It was moved by Commissioner Nash, supported by Commissioner Hughes, to authorize the adoption of the resolution to waive the monthly interest charge of 1% and the administrative fee of 4% for the period March 1st to April 30th for 2017 delinquent taxes (first year of delinquency) for a senior citizen, paraplegic, hemiplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person in accordance with sections 211.59 and 211.51 of the General Property Tax Act 206 of 1893, as amended. Motion carried.

WM18/02 – 21 It was moved by Commissioner Nash, supported by Commissioner Hughes, to authorize the adoption of the resolution allowing the County of Muskegon Treasurer to borrow up to twelve million dollars (\$12,000,000) against the anticipated 2017 delinquent real property taxes. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Mahoney noted the Muskegon County Airport has added an additional Saturday morning flight to Chicago.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:32 p.m.

**Muskegon County
Ways & Means Committee
February 20, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Susan Franklin, Corporate Counsel; Marcia Wilkes, Chief Deputy County Clerk; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Foster, to approve the minutes of February 8, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/02 - 22 It was moved by Commissioner Snider, supported by Commissioner Foster, to approve payment of the accounts payable of \$12,820,355.38, covering the period of January 26, 2018 through February 8, 2018 for checks and January 1, 2018 through January 31, 2018 for EFT payments, as presented by the County Clerk. [Abstain on MOKA and Pioneer Resources payments – Hughes] Motion carried.

WM18/02 – 23 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the change order for electrical costs for the NSP3 project at 907 Mangin to Bowen Heating and Cooling to increase the contract by \$12,000 bringing the new total to \$24,350.

ROLL CALL

Yes: Cross, Engle, Foster, Mahoney, Nash, Snider
No: Hughes, Scolnik, Wilkins
Motion carried.

WM18/02 – 24 It was moved by Chairman Cross, supported by Commissioner Snider, to authorize the disposal of a 2000 ½ ton truck VIN# 1GCEK14V6YE290528 and a 2000 Chevy 2500 Truck VIN# 1GCGK23R2YF479562 as scrap metal. Motion carried.

WM18/02 – 25 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize the sale of a 2002 Chevy Silverado truck VIN# 1GCHK24U32E245578 on Biddergy. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

Ms. Tamara Ropp addressed the Board and noted she had not yet heard back on her complaint regarding a Family Court employee. Chairman Cross informed her that the complaint was being reviewed by the County Administrator and Corporate Counsel. Ms. Ropp noted she was still getting correspondence from staff claiming they are too afraid to talk or share information. Chairman Cross noted a memo was sent to all staff from the County Board of Commissioners and County Administrator regarding the anti-harassment policy and the steps that can be taken to report it.

Commissioner Foster noted the Board of Determination regarding the Wilsie Drain voted no to the request and did not approve it.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:18 p.m.

**Muskegon County
Ways & Means Committee
March 1, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Nash at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Gary Foster, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins

Excused: Marvin Engle, Susie Hughes, Kenneth Mahoney

Also

Present: Susan Franklin, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Wilkins, supported by Chairman Cross, to approve the minutes of February 20, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/03 - 26 It was moved by Chairman Cross, supported by Commissioner Foster, to approve payment of the accounts payable of \$5,373,746.57, covering the period of February 9, 2018 through February 15, 2018 for checks and January 1, 2018 through January 31, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.

- WM18/03 – 27 It was moved by Chairman Cross, supported by Commissioner Snider, to approve the Resolution Declaring Intent to Remediate Bonds and Authorizing the Selection of an Escrow Agent and Execution of an Escrow Agreement, including the authorization to execute and circulate a preliminary official statement and final official statement on behalf of the County to market the Building Authority Bonds. Motion carried.
- WM18/03 – 28 It was moved by Chairman Cross, supported by Commissioner Foster, to authorize a six (6) month extension of a Development Agreement between Muskegon County and Grand Trunk LLC for the Grand Trunk Depot (parcel #61-24-205-318-0001-10) located at 683 West Western Avenue, and for the Board Chair to sign appropriate documents. Motion carried.
- WM18/03 – 29 It was moved by Chairman Cross, supported by Commissioner Wilkins, to approve the Intergovernmental Contract with the Lakeshore Regional Entity for Substance Abuse Treatment and Service through December 31, 2020 and authorize County Administrator to sign. Motion carried.
- WM18/03 – 30 It was moved by Commissioner Snider, supported by Commissioner Foster, to amend listing agreement between Muskegon County and Jones Lang LaSalle to include the Brookhaven Facility with an exception clause to include county government utilization. Motion carried.
- WM18/03 – 31 It was moved by Commissioner Snider, supported by Commissioner Foster, to authorize the Treasurer's Office submission of the Michigan Department of Health and Human Services, Child Lead Exposure Elimination: Innovations Grant application, in the amount of \$75,000 and authorize the Assistant County Administrator to sign the relevant application documents on behalf of the County. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

Ms. Beth Dick, Director of Finance/Assistant County Administrator, apprised the Board that the bond rating call for the Jail and Juvenile Transition Center and CMH refunding bonds would take place on Monday, March 5th. Ms. Dick indicated that given the economic development activity that is going on in the County now and the positive 2017 financial results that she is confident the County will be able to maintain or perhaps even improve its current bond rating. She noted in years past the bond rating was accomplished through a question and answer period through a conference call but this year a PowerPoint presentation will be used. The goal is to have these bonds closed by the end of March.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:34 p.m.

**Muskegon County
Ways & Means Committee
March 20, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Kathy Tharp, Executive Assistant to the County Administrator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Snider, to approve the minutes of March 1, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

- WM18/03 - 32 It was moved by Commissioner Engle, supported by Commissioner Wilkins, to approve payment of the accounts payable of \$13,483,772.36, covering the period of February 16, 2018 through March 8 15, 2018 for checks and February 1, 2018 through February 28, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.
- WM18/03 – 33 It was moved by Commissioner Snider, supported by Chairman Cross, to Exercise a one year optional renewal of the Enterprise Fleet Management contract and authorize the Board Chair to sign the renewal agreement. Motion carried.
- WM18/03 – 34 It was moved by Chairman Cross, supported by Commissioner Nash, to authorize the leasing of vehicles for Public Health, Office

Services and Parks as outlined in the FY2018 Approved Capital Improvement Plan through the Enterprise Fleet Management Agreement. Motion carried.

WM18/03 – 35 It was moved by Chairman Cross, supported by Commissioner Hughes, to approve the immediate creation of an additional Payroll Specialist position (GU-00240 \$16.68-\$24.06/hr) and deletion of the Payroll Specialist position G57701 upon the retirement of the incumbent in June 2018. Motion carried.

WM18/03 – 36 It was moved by Commissioner Snider, supported by Commissioner Nash, to authorize the Temporary Staffing Services RFP 18-2290 be awarded to GoodTemps for a one (1) year contract, with the option of two (2) subsequent one (1) year extensions. [No-Hughes] Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Mark Eisenbarth, Administrator, informed the Board that Mr. Mike Baauw, Veterans Services/Program Coordinator, will address the Board at Full Board on March 22, 2018, regarding an update on the Veteran's Office. Mr. Eisenbarth also reminded the Board that the Michigan Association of Counties (MAC) conference is next week and that there will be no Board meetings held; however, review meetings will be held the afternoon of March 29, 2018.

PUBLIC COMMENT

Commissioner Nash commented on how it is refreshing that the Administrator has implemented checks and balances and that it makes a big difference. He offered a kudos to Administration and the staff.

Commissioner Foster asked Human Resources Director Kristen Wade how the EEO staff is working out. Ms. Wade indicated that she has received nothing but good comments, and that she will provide statistics at the work session to be held on April 10, 2018.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:34 p.m.

**Muskegon County
Ways & Means Committee
April 5, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Beth Dick, Finance Director/Assistant County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Snider, supported by Commissioner Engle, to approve the minutes of March 20, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

PRESENTATION

Commissioner Scolnik introduced Mason Schlafer and apprised those present on the successful Boy Scout popcorn sales Mason achieved. He noted Mason sold \$57,250 worth of popcorn during the 2017 campaign and was recognized by Trails End Popcorn on a national level. Commissioner Scolnik discussed the friendship made with Mason and Mason's father, Matt, during these past two years. Commissioner Scolnik then presented Mason with a Resolution from the County Board of Commissioners.

ITEMS FOR CONSIDERATION

WM18/04 - 37 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve payment of the accounts payable of \$3,718,076.73, covering the period of March 9, 2018 through March 22, 2018 for checks and February 1, 2018 through February 28, 2018 for P-Card payments, as presented by the County Clerk. motion carried.

WM18/04 – 38 It was moved by Chairman Cross, supported by Commissioner Snider, to approve the collection of the local 911 surcharge at the maximum rate of \$0.42 as allowed by Michigan Public Service Commission U-15489 for the time period July 1, 2018 through June 30, 2019, and to provide proper notification of this to the State 911 Committee. Motion carried.

WM18/04 – 39 It was moved by Chairman Cross, supported by Commissioner Nash, to approve the following changes effective April 1, 2018:

1. Create an Interim Elections Coordinator position (NO-00245 \$19.557-\$24.624/hr).
2. Appoint the incumbent in the Administrative Secretary position (N04008) to the Interim Election Coordinator position at step 5 and leave the Administrative Secretary position vacant
3. Unfund the County Clerk Deputy – Hourly position G27101
4. Adjust the salary table of the County Clerk Deputy from GU-00170 (\$12.76-\$18.37/hr) to GU-00173 (\$13.37-19.10/hr)
5. Place the incumbent in County Clerk Deputy position G27102 on step 3 (\$14.61/hr) of GU-00173
6. Place the incumbent in County Clerk Deputy position G27103 on step 5 (\$15.98/hr) of GU-00173
7. Place the incumbent in County Clerk Deputy position G27104 on step 9 (\$19.10/hr) of GU-00173
8. Adjust the salary table of the CPL/Jury Clerk from GU-00170 (\$12.76-18.37/hr) to GU-00200 (\$14.69-\$20.82/hr) and place the incumbent in position G27901 at step 5 (\$17.52/hr)

Motion carried.

OLD BUSINESS

Ms. Beth Dick, Finance Director/Assistant County Administrator, addressed the Board and noted they have all now received the County of Muskegon Comprehensive Annual Financial Report for year-end September 30, 2017 as well as the Single Audit Report as prepared by Rehmann Robson, LLC. She noted the auditors will be presenting on these reports at the Ways & Means Committee meeting of April 17th.

Ms. Beth also apprised the Board that the Jail and Juvenile Transition Center (JTC) and CMH refunding bond issues are now complete. She reported that the County was able to obtain a 3.93% average interest rate on the Jail/JTC bonds which is significantly less than the previous 4.75% rate.

Commissioner Hughes inquired as to the deadline for the 9-1-1 request for the August ballot. It was noted the ballot language would be due to the County Clerk by 4:00 p.m. on May 15th.

NEW BUSINESS

Commissioner Scolnik shared a photo with those present of the north side of the Hall of Justice and discussed the need for outside cleaning of the building on that side. It was noted Mr. Eisenbarth, County Administrator, was currently working with Mr. Matt Farrar, Public Works Director, to obtain information on the process for getting this accomplished.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:23 p.m.

**Muskegon County
Ways & Means Committee
April 17, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Excused: Bob Scolnik

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Nancy A. Waters, County Clerk; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Chairman Cross, to approve the minutes of April 5, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

PRESENTATION – 2017 Comprehensive Annual Financial Report

Mr. Paul Matz, Principal, Rehmann, presented the 2017 audit report to the Board of Commissioners. He gave thanks and appreciation to Ms. Beth Dick, Finance Director/Assistant County Administrator; and the Accounting/Budget staff during this process. He noted this was a very positive report with zero audit findings.

ITEMS FOR CONSIDERATION

WM18/04 - 40 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$13,486,901.37, covering the period of March 23, 2018 through April 5, 2018 for checks and March 1, 2018 through March 31, 2018

for EFT payments, as presented by the County Clerk. Motion carried.

- WM18/04 – 41 It was moved by Commissioner Snider, supported by Chairman Cross, to authorize staff to issue a Request for Proposal for the sale of surplus county items including but not limited to vehicles and equipment. Motion carried.
- WM18/04 – 42 It was moved by Commissioner Engle, supported by Commissioner Hughes, to add two (2) Building Maintenance Mechanic I positions pay grade GU-00150 (\$12.44 – \$17.52), appoint the incumbent in the Housekeeping Supervisor position (N39001) to one of the Building Maintenance Mechanic I positions, delete the Housekeeping Supervisor position pay grade NO-00105 (\$13.984 – \$16.749), and make a salary range adjustment to the Housekeeper (G42007) position from pay grade GU-00010 (\$9.12 – \$12.16) to pay grade GU-00020 (\$11.27 - \$13.74) effective April 30, 2018. Motion carried.
- WM18/04 – 43 It was moved by Commissioner Nash, supported by Chairman Cross, to approve reversing the deletion of the Administrative Analyst position X04001 currently filled by Karen Smith and instead change the labor distribution of the position from 100% 2900-0050 to 50% 2220-7706 and 50% 1010-0201 effective April 30, 2018 and amend the budget accordingly. Motion carried.
- WM18/04 – 44 It was moved by Commissioner Nash, supported by Chairman Cross, to authorize the funding for Position N61801, Recruitment Coordinator, be reinstated to 40hrs/wk effective April 30, 2018 and that the required funding be taken from labor distribution 6770-0203. Motion carried.
- WM18/04 – 45 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize Lisa Olson, Muskegon County Sheriff Deputy, to purchase 1 year and 2 months of MERS generic service credit at a cost of \$23,139.00 as provided by the MERS Plan Document and in keeping with the County policy regarding purchase of generic service credit with 100 percent of the total actuarial cost being paid by the employee. Motion carried.
- WM18/04 – 46 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize James Christiansen, Muskegon County Captain, to purchase 3 years and 11 months of MERS generic service credit at a cost of \$100,976.00 as provided by the MERS Plan Document and in keeping with the County policy

regarding purchase of generic service credit with 100 percent of the total actuarial cost being paid by the employee. Motion carried.

Commissioner Snider directed staff to review the Purchase of Generic Service Credit Policy and request a recommendation from MERS on this policy.

WM18/04 – 47 It was moved by Commissioner Hughes, supported by Commissioner Engle, to approve the issuance of Requests for Proposals for surveyor and remonumentation services covering the time period of October 1, 2018 to September 30, 2021. Motion carried.

Commissioner Mahoney inquired if the remonumentation and surveying services is an ongoing service required of the county. Mr. Eisenbarth noted he is currently investigating that issue and will provide further clarification.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Hughes inquired of Matt Farrar, Public Works Director, if he was aware of local oak wilt disease. Mr. Farrar noted he was not but noted he would further investigate. He reported the State of Michigan is continuing to work on the hemlock woolly adelgid disease in trying to save the healthiest hemlock trees.

PUBLIC COMMENT

Sheriff Michael Poulin recognized Muskegon County Sheriff's Department Captain Jim Christiansen on his years of service to the County of Muskegon.

Sheriff Poulin also extended an invitation to Commissioners for the open house/dedication of the new jail chapel. The open house will be held on Sunday, April 22nd at 2:30 p.m. He directed those attending to the HOJ entrance, through screening and into the jail lobby.

Sheriff Poulin provided further clarification on a recent social media discussion regarding abuse to a cat. He noted an injured cat was reported to Central Dispatch and due to the location of the complaint, Norton Shores Police responded. The incident is believed to have happened in Lakewood Club. The Animal Control Officer has taken the complaint and has been instructed on how to handle that complaint. He noted the Muskegon County Animal Control does not investigate criminal cases. That would be a law enforcement function.

Complaints of these types are investigated via the local municipality and it is ultimately the decision of the Prosecutor's Office on whether to press criminal charges.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:30 p.m.

**Muskegon County
Ways & Means Committee
May 3, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the minutes of April 17, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

- WM18/05 - 48 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve payment of the accounts payable of \$3,417,672.82, covering the period of April 9, 2018 through April 5, 2018 for checks and March 1, 2018 through March 31, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.
- WM18/05 – 49 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the extension of the agreement with Hilltop Securities, Inc. to include the pension consulting services for a cost of \$12,500 plus expenses and authorize the County Administrator to sign the engagement letter. Motion carried.

OLD BUSINESS

Commissioner Hughes distributed the Michigan Association of Counties 2018-2019 Health & Human Services Platform information.

NEW BUSINESS

Mr. Mark Eisenbarth, County Administrator, reminded Commissioners of upcoming meetings/Work Sessions:

- Tuesday, May 8th – 3:00 PM - Board Work Session – Drain Commission Presentation
- Friday, May 11th – 8:00 AM – Annual Kick-Off – To the Rescue Training Exercise – Farmers Market
- Monday, May 14th – 3:00 PM – MATS Strategic Planning – Muskegon Area Transit Board Room (Louis McMurray Conference Center)
- Tuesday, May 15th – 2:30 PM – Board Work Session – Pension Bonds

PUBLIC COMMENT

Mr. Jon Wilson, Economic Development Manager, distributed current marketing information.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:13 p.m.

**Muskegon County
Ways & Means Committee
May 15, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:01 p.m.

ROLL CALL

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

Excused: Bob Scolnik

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of May 3, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

- WM18/05 - 50 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$8,691,505.03, covering the period of April 20, 2018 through May 3, 2018 for checks and April 1, 2018 through April 30, 2018 for EFT payments, as presented by the County Clerk. Motion carried.
- WM18/05 – 51 It was moved by Chairman Cross, supported by Commissioner Foster, to approve the creation of a County Clerk Deputy Seasonal position pay grade TS-00450 (\$19.10/hr) to assist during elections for a maximum of 800 hours per fiscal year and to appoint Lynne Fuller to the position effective May 23, 2018; and further to approve the creation of a Circuit Court Records Supervisor pay grade GU-00280 (\$21.11-\$26.56/hr) effective May 29, 2018. Motion carried.

- WM18/05 – 52 It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve the attached Truth In Taxation public hearing schedule and to adopt the resolution setting June 12, 2018 as the date for the Truth In Taxation public hearing for the purpose of discussing and receiving testimony regarding the proposed tentative levy of 5.6984 mills for Muskegon County general operating in July 2018, the proposed tentative levy of 0.3221 mills for Lakeshore Museum Center operating in December 2018, the proposed tentative levy of 0.0752 mills for Department of Veterans Affairs operating in December 2018, the proposed tentative levy of 0.3000 mills for Muskegon County Central Dispatch operating in December 2018 and the proposed tentative levy of .5000 mills for PA 39 of 1976 (Activities or Services for Older Persons Act) in December 2018. Motion carried.
- WM18/05 – 53 It was moved by Commissioner Engle, supported by Chairman Cross, to authorize staff to issue a Request for Bid for a Third Party Administrator for the County's Self Insured Worker's Compensation Program. Motion carried.
- WM18/05 – 54 It was moved by Commissioner Engle, supported by Chairman Cross, to approve the revisions to the Muskegon County Board of Commissioners' Personnel Rules as recommended by the Personnel Rules Committee. Motion carried.
- WM18/05 – 55 It was moved by Commissioner Snider, supported by Commissioner Wilkins, to approve the addition of two (2) PT Sheriff Marine Deputy positions at the pay grade of TS-00315 (\$9.25/hr). Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Donna VanderVries, Equalization Director, addressed the Board concerning a legislative proposal that could make significant changes to local unit assessing. She will provide the Commissioners with a copy of the proposal language which she noted was in its fifth draft currently.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

MUSKEGON COUNTY BOARD OF COMMISSIONERS
FY2018
TRUTH-IN-TAXATION HEARING SCHEDULE

DATE	MEETING	
May 15	Ways & Means	Request authorization for Truth-in-Taxation Public Hearing
May 22	Full Board	Approve authorization for Truth-in-Taxation Public Hearing
June 6		Deadline for the public hearing notice to be published in the Muskegon Chronicle
June 7	Ways & Means	Request authorization to approve the 2018 millage rates
June 12	Full Board	Truth-in-Taxation Public Hearing Board approves 2018 millage rates

**Muskegon County
Ways & Means Committee
June 7, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the minutes of May 15, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/06 - 56 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve payment of the accounts payable of \$8,339,537.26, covering the period of May 4, 2018 through May 24, 2018 for checks and April 1, 2018 through April 30, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.

WM18/06 – 57 It was moved by Commissioner Snider, supported by Chairman Cross, to approve the operating levy of 5.6984 mills for Muskegon County to be levied in July 2018, the operating levy of 0.3221 mills for the Lakeshore Museum Center to be levied in December 2018, the operating levy of 0.0752 mills for the Department of Veteran's Affairs to be levied in December 2018, the operating levy of 0.3000 mills for Muskegon County Central Dispatch to be levied in December 2018 and the operating levy of 0.5000 mills for PA 39 of 1976 (Activities or Services for Older Persons Act) to be levied

December 2018 and to authorize the Muskegon County Clerk and the Chair of the Muskegon County Board of Commissioners to sign the associated forms required by the State of Michigan which will be submitted to the State of Michigan by the Muskegon County Equalization Department. Motion carried.

WM18/06 – 58 It was moved by Commissioner Engle, supported by Commissioner Wilkins, to approve authorizing the Airport to solicit proposals for the FY2018 Runway 6-24 Pavement and Lighting Rehabilitation Project; and move to approve authorizing the Chair to execute, upon receipt, Federal and State Grant Offers, providing funding of the project, to the lowest responsive bidder; and further authorize the Board Chair to execute any necessary resolution for said Grant Offers. Motion carried.

WM18/06 – 59 It was moved by Commissioner Hughes, supported by Commissioner Engle, to approve the following changes effective April 1, 2018: Create a new Senior Appraiser position and appoint Robin LeMaire to the position at Step 2 (\$23.13 per hour); adjust the salary range for the Senior Appraiser position from GU- 00250 (\$18.18-\$25.85 per hour) to GU-00290 (\$22.10-\$27.83 per hour); and adjust the salary range of the Certified General Appraiser from GU-00300 (\$23.13 to \$29.17 per hour) to GU-00310 (\$24.55 to \$31.39 per hour). Motion carried.

WM18/06 – 60 It was moved by Commissioner Snider, supported by Commissioner Wilkins, to authorize renewing the contract with All Shred Services to provide shredding services at \$0.15 per pound for a term of one (1) year starting March 10, 2018 per the terms stated in the contract. Motion carried.

WM18/06 – 61 It was moved by Commissioner Hughes, supported by Commissioner Engle, to allow the Finance Department to release a Request for Proposal for actuarial services for the preparation of the OPEB valuation for fiscal years 2018-2019 and 2019-2020. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

WM18/06 – 62 It was moved by Commissioner Scolnik, supported by Commissioner Nash, to approve a Resolution recognizing Mr. John Noling for his recent 2018 Governor’s Service Award as “Mentor of the Year” for Michigan. Motion carried.

WM18/06 – 63 It was moved by Commissioner Scolnik, supported by Commissioner Nash, to approve a Resolution recognizing Ms. Mary Payne for her recent 2018 Governor’s Service Award as “Senior Volunteer of the Year” for Michigan. Motion carried.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

**Muskegon County
Ways & Means Committee
June 19, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Chairman Cross, to approve the minutes of June 7, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

Mr. Dennis Nauss, Business Agent Local 214, addressed the Board regarding motion #WM18/06 – 65 regarding the request to unfund a position that will instead become a contracted position.

Ms. Nancy Waters, County Clerk, addressed the Board on behalf of Mr. Tony Moulatsiotis, County Treasurer, regarding motion #WM18/06 – 66 and asked the Board not to approve.

ITEMS FOR CONSIDERATION

WM18/06 - 64 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$16,258,567.90, covering the period of May 25, 2018 through June 7, 2018 for checks and May 1, 2018 through May 31, 2018 for EFT payments, as presented by the County Clerk. Motion carried.

WM18/06 – 65 It was moved by Commissioner Snider, supported by Commissioner Engle, to authorize Pound Buddies to assume responsibilities assigned to an “Animal Control Officer” through the Muskegon County Sheriff’s Office effective June 23, 2018 which includes compensation for the additional responsibility of \$7,500 per year per FTE and animal control vehicle; and to delete the Animal Control Officer position (#G06001).

Discussion ensued regarding the Animal Control Officer currently in that position and it was noted this person will be retiring on June 22nd. Mr. Eisenbarth, County Administrator, noted the Sheriff was in support of this action.

It was moved by Commissioner Hughes, supported by Commissioner Foster, to postpone motion #WM18/06 – 65. [No-Scolnik] Motion carried.

WM18/06 – 66 It was moved by Commissioner Snider, supported by Chairman Cross, to authorize Administration to submit a request to extend the County's amortization period for its pension liabilities with the Municipal Employees Retirement System. Motion carried.

WM18/06 – 67 It was moved by Commissioner Snider, supported by Chairman Cross, to authorize a one (1) year contract extension with Arthur J. Gallagher, to expire on April 30, 2019, with compensation solely from benefit vendor's standard commissions. Motion carried.

WM18/06 – 68 It was moved by Commissioner Snider, supported by Commissioner Foster, to authorize the Prosecutor's Office to apply for funds under the MDHHS PRVNT grant. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Wilkins inquired if the County had a fund to be utilized for the burial of indigent individuals? Mr. Eisenbarth responded that he would further investigate and report back to the Board.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:27 p.m.

**Muskegon County
Ways & Means Committee
July 12, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Excused: Charles Nash

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Kathy Tharp, Executive Assistant to the County Administrator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the minutes of June 19, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

ITEMS FOR CONSIDERATION

WM18/07 – 69 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$8,933,831.08, covering the period of June 8, 2018 through June 29, 2018 for checks and May 1, 2018 through May 31, 2018, for P-card payments, as presented by the County Clerk. Motion carried.

WM18/07 – 70 It was moved by Commissioner Engle, supported by Chairman Cross, to approve ballot language for 9-1-1 Muskegon Central Dispatch Surcharge Increase. Motion carried.

WM18/07 – 71 It was moved by Chairman Cross, supported by Commissioner Wilkins, to approve the Equalization Department to upgrade and fill vacant hourly Assessment Administration Clerk to Full-Time. Motion carried.

WM18/07 – 72 It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve Assessment Administration Services to be provided by Equalization to the Township of

Whitehall and Authorize Board Chair to Execute Agreement.
Motion carried.

WM18/07 – 73 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve renewal of Assessment Administration Services by Equalization to the Township of Moorland and Authorize Board Chair to Execute Agreement. Motion carried.

WM18/07 – 74 It was moved by Commissioner Hughes, supported by Commissioner Wilkins, to approve renewal of Assessment Administration Services by Equalization to the City of Whitehall and Authorize Board Chair to Execute Agreement. Motion carried.

WM18/07 – 75 It was moved by Commissioner Engle, supported by Chairman Cross, to authorize the Liquidation of Surplus Items Located at the Brookhaven Building. Motion carried.

WM18/07 – 76 It was moved by Commissioner Cross, supported by Commissioner Engle, to approve continued appointment of Julia Rupp as Executive Director of HealthWest and Authorize HealthWest Board Chair to Sign Employment Agreement. [No-Hughes] Motion carried.

WM18/07 – 77 It was moved by Chairman Cross, supported by Commissioner Snider, to authorize staff to solicit proposals for the Operation of the Food Service in the Hall of Justice. Motion carried.

WM18/07 – 78 It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve the Prosecutor to apply for and accept the FY2019 Crime Victim Rights Grant. Motion carried.

WM18/07 – 79 It was moved by Commissioner Engle, supported by Commissioner Foster, to adopt the agreement with Harbor House Publishers to develop, design, produce, provide advertising sales and services, store and deliver 70,000 copies of the Official FY2019-FY2021 Muskegon County Visitors Guide. Motion carried.

OLD BUSINESS

Commissioner Mahoney was happy to report that the airport has been having full flights and had added flights during Electric Forest that were also full.

Commissioner Hughes gave an update that all of the municipalities she has spoken to are very happy with all of the roads that are being worked on.

Commissioner Hughes stated concerns regarding BMX racing on roads and the possibility of bikes not being licensed.

NEW BUSINESS

None.

PUBLIC COMMENT

Ms. Heidi Tice wanted the Board to be aware that there was a problem with filings on appeal regarding Kuis Drain as the appeals were filed in Probate Court and not Circuit Court and that the 10-day deadline was missed.

Ms. Tammy Barnhard reiterated what Ms. Heidi Tice said and added that she hopes that the Board would be able to help them out with this situation. She also thought it would be appropriate to bring criminal charges if this was done on purpose.

Commissioner Foster asked Ms. Shawn Grabinski of Central Dispatch what exactly should be expected regarding how information will be getting out to the public regarding 9-1-1. Ms. Grabinski replied that a public relations firm was hired and that they will begin as soon as next week.

Commissioner Hughes asked Ms. Shawn Grabinski if she would please keep the Commissioners informed so that they may keep their municipalities informed. Ms. Grabinski stated that she absolutely would comply with that request.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:20 p.m.

**Muskegon County
Ways & Means Committee
July 24, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II

Excused: Rillastine Wilkins

Also

Present: Zaneta Adams, Corporate Counsel; Beth Dick, Finance & Management Services Director/Assistant County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Chairman Cross, to approve the minutes of July 12, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/07 - 80 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve payment of the accounts payable of \$14,919,089.46, covering the period of June 30, 2018 through July 12, 2018 for checks and June 1, 2018 through June 30, 2018 for EFT payments, as presented by the County Clerk. Motion carried.

WM18/07 – 81 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve salary range adjustments for the Human Resources Analyst position (N39502) from pay table/grade NO-00290, \$22.089/hr - \$27.836/hr, to pay table/grade NO-00310, \$23.12/hr - \$29.182/hr, and the incumbent be placed at step 4; and the Human Resources Director position (Y23001) from pay table/grade ND-00030, \$37.13/hr-\$47.144/hr, to pay table/grade ND-00037, \$40.794/hr - \$51.925/hr and the incumbent be placed at step 6, effective January 1, 2018, in recognition of additional job responsibilities.

Roll Call

Yes: Cross, Engle, Mahoney, Snider
No: Foster, Hughes, Scolnik
Abstain: Nash
Excused: Wilkins

Motion carried.

WM18/07 – 82 It was moved by Chairman Cross, supported by Commissioner Engle, to approve new contract Assessment Administration Services to be provided by the Equalization Department to the Township of White River and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services. Motion carried.

WM18/07 – 83 It was moved by Commissioner Engle, supported by Commissioner Hughes, to authorize the application of the 2018 Great Urban Parks Campaign Grant with funding from the National Recreation and Park Association and authorize the Board Chair to Execute. Motion carried.

WM18/07 – 84 It was moved by Commissioner Engle, supported by Commissioner Hughes, to appoint Sara Hough as employer delegate to the 2018 Municipal Employees Retirement System (MERS) annual meeting and for the cost of attending for the employer and employee delegate and alternate be paid from the Risk Management Fund. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Scolnik inquired about the number of designated parking spots in the Hall of Justice parking lot, i.e., handicapped, judicial, etc.

WM18/07 – 85 It was moved by Commissioner Scolnik, supported by Commissioner Nash, to request additional information from the County Administrator regarding the Hall of Justice parking lot and the designated parking spaces. Motion carried.

WM18/07 – 86 It was moved by Commissioner Scolnik, supported by Chairman Cross, to request to cancel the Community Development/Strategic Planning Committee meeting of Thursday, July 26, 2018 due to lack of action items. Motion carried.

PUBLIC COMMENT

Ms. Kristen Wade, Human Resources Director, invited those present to the 2nd Annual Health and Wellbeing Fair being held on Thursday, July 26th from 11 a.m. to 2 p.m. at South Campus. She noted there would be cooking demonstrations, yoga, health screens to include skin cancer screenings as well as free giveaways.

Commissioner Mahoney invited those present to the Cruz'In Classic Car Show held in Montague on Friday, July 27th at 7:00 p.m.

Commissioner Engle noted the County Fair is in full swing. He also reminded Commissioners of the Sheriff's Mounted Unit Steak Fry on Thursday, July 26th, beginning at 4:00 p.m.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

**Muskegon County
Ways & Means Committee
August 9, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins

Excused: Marvin Engle

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Foster, to approve the minutes of July 24, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/08 - 87 It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve payment of the accounts payable of \$3,175,099.17, covering the period of July 13, 2018 through July 26, 2018 for checks and June 1, 2018 through June 30, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.

WM18/08 - 88 It was moved by Chairman Cross, supported by Commissioner Wilkins, to amend the FY2018 budget as presented. Motion carried.

WM18/08 - 89 It was moved by Chairman Cross, supported by Commissioner Hughes, to approve the FY2019 Budget Hearing Schedule as presented. Motion carried.

WM18/08 - 90 It was moved by Commissioner Nash, supported by Commissioner Snider, to approve setting the Public Hearing date for the FY2019 Proposed Muskegon County Budget for Thursday, September 6, 2017 at 4:00 P.M. at the Board of Commissioners room on the 4th floor of the Michael E. Kobza Hall of Justice and to authorize the publication of a

Notice of Public Hearing in a newspaper of general circulation on or before August 26, 2018. Motion carried.

WM18/08 – 91 It was moved by Commissioner Foster, supported by Commissioner Snider, to award the Surplus Equipment Auction Services bid to Miedema Auctioneering Inc. and authorize staff to negotiate a one-year contract with option for two (2) one-year renewals pursuant to the terms in the RFP and authorize the Chair sign the same contingent upon approval of Corporate Counsel. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Snider noted the West Michigan Tourist Association Travel Guide did not mention Muskegon in their public beaches section. Mr. Bob Lukens, Community Development Director, noted he will investigate that.

Commissioner Mahoney reminded Commissioners and staff of the upcoming Muskegon County Employee Picnic on Saturday, August 11th.

Commissioner Hughes thanked the Muskegon County Clerk Nancy A. Waters and staff on the recent election in receiving very timely results. Clerk Waters noted she continues to work to obtain individual information on those precincts who have not yet reported.

PUBLIC COMMENT

Clerk Waters discussed the issue of an individual who was printed on the ballot for County Commissioner and who later provided a letter to withdraw his name. She noted once the name was already printed, there were no provisions to remove that name from the ballot. She also informed those present that, that same individual, Sean Mullally, will appear on the ballot in November but not for County Commissioner position but rather for re-election to the Muskegon Community College Board.

It was noted the Board of Canvassers began work on counting write-ins the day after the primary.

Clerk Waters informed the Board Marcia Wilkes, Deputy County Clerk, will be leaving the County of Muskegon employment after working ten years in the Circuit Court Records office. She thanked Ms. Wilkes for her service to the County. The Commissioners also congratulated and wished her well.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:30 p.m.

**Muskegon County
Ways & Means Committee
August 23, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:05 p.m.

ROLL CALL

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

Excused: Benjamin Cross

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Kathy Tharp, Executive Assistant to the Administrator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Foster, to approve the minutes of August 9, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

PRESENTATION: FY2019 Proposed Budget

It was moved by Commissioner Snider, supported by Commissioner Hughes, to change the order of the agenda moving the FY2019 Proposed Budget presentation to the end of the meeting. Motion Carried.

ITEMS FOR CONSIDERATION

WM18/08 - 92 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve payment of the accounts payable of \$11,629,049.63, covering the period of July 27, 2018 through August 9, 2018 for checks and July 1, 2018 through July 31, 2018 for EFT payments, as presented by the County Clerk. Motion carried.

WM18/08 - 93 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve the Certificates of Consistency for the local agencies submitting funds under the Continuum of Care Program and authorize the Chairman of the County Board of Commissioners to sign HUD Form 2991, Certificate of Consistency with the Muskegon County 2017-2022 Housing and Community Development Plan. Motion carried.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:45 p.m.

**Muskegon County
Ways & Means Committee
September 6, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Wilkins, to approve the minutes of August 23, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

PUBLIC HEARING: FY 2019 Proposed Muskegon County Budget

It was moved by Chairman Cross, supported by Commissioner Snider, to open the public hearing on the FY 2019 Proposed Muskegon County budget. Motion carried.

It was noted there was no public in attendance.

Ms. Dick, Finance Director/Assistant County Administrator, reviewed the FY2019 Proposed budget, specifically the Lakeshore Museum and Central Dispatch budgets and millage levies.

It was moved by Commissioner Hughes, supported by Chairman Cross, to close the public hearing. Motion carried.

ITEMS FOR CONSIDERATION

- WM18/09 - 98 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$7,780,414.35, covering the period of August 10, 2018 through August 23, 2018 for checks and July 1, 2018 through July 31, 2018 for P-Card payments, as presented by the County Clerk. [Hughes – abstain on MOKA and Pioneer Resources payments] Motion carried.
- WM18/09 - 99 It was moved by Commissioner Engle, supported by Chairman Cross, to amend the FY2018 budget as presented. Motion carried.
- WM18/09 - 100 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve the Procurement Policy and Procedure Manual Sections 1-10 to be effective October 1, 2018. Motion carried.

Ms. Dick provided a hand-out to Commissioners noting language change in section 7.2 to further discuss change orders within the intended scope of the original contract.

- WM18/09 - 101 It was moved by Commissioner Snider, supported by Chairman Cross, to award the work for remonumentation and remonumentation maintenance services equally to Moore & Bruggink, Driesenga & Associates, and Westshore Consulting and direct the County Surveyor to oversee the work pursuant to the terms and conditions of the grant. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

CLOSED SESSION

It was moved by Commissioner Hughes, supported by Chairman Cross, to go into closed session for the purpose of discussing a legal opinion and collective bargaining.

Roll Call Vote:

Yes: Cross, Engle, Foster, Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins
Motion carried.

The Ways & Means Committee went into closed session at 4:15 p.m.

The Ways & Means Committee returned to open session at 5:36 p.m.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:36 p.m.

**Muskegon County
Ways & Means Committee
September 18, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Excused: Benjamin Cross

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Wilkins, to approve the minutes of September 6, 2018, regular and closed sessions as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

Ms. Beth Dick, Finance Director/Assistant County Administrator, addressed the Board and noted there was a typo in the Appropriation Ordinance in that the Veterans Affairs FY2019 operations: to levy on December 1, 2017 should read to levy on December 1, 2018.

ITEMS FOR CONSIDERATION

- WM18/09 - 102** It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve payment of the accounts payable of \$8,153,234.54, covering the period of August 24, 2018 through September 7, 2018 for checks and August 1, 2018 through August 31, 2018 for EFT payments, as presented by the County Clerk. Motion carried.
- WM18/09 – 103** It was moved by Commissioner Engle, supported by Commissioner Foster, to adopt the FY2019 County of Muskegon Appropriation Ordinance including the Budget Amendments, position changes, FY2019 Equipment Items and FY2019 Capital Projects, which collectively represent the implementation of the County of Muskegon's FY2019 Operating Budget. Motion carried.

- WM18/09 - 104 It was moved by Commissioner Engle, supported by Commissioner Foster, to authorize the liquidation of surplus items located from Child Haven. Motion carried.
- WM18/09 - 105 It was moved by Commissioner Engle, supported by Commissioner Snider, to amend the FY2018 Sheriff Jail budget (1010-0351) for an increase of \$109,000 from \$7,601,411 to \$7,710,411 resulting in a corresponding increase to total General Fund expenditures from \$51,177,249 to \$51,286,249. Motion carried.
- WM18/09 - 106 It was moved by Commissioner Engle, supported by Commissioner Hughes, to authorize that the vendor and contractor relationships outlined on the attached schedule be approved to continue under existing arrangements for the time period from October 1, 2018 through September 30, 2019. Motion carried.
- WM18/09 - 107 It was moved by Commissioner Nash, supported by Commissioner Engle, to authorize The ASU Group, as Muskegon County's Third Party Administrator for Workers' Compensation, for the three (3) year period of 1/1/2019 to 12/31/2021 at a fixed rate of \$8,500.00 paid annually and a per claim fee of \$140.00 for New/Take over Medical only claims and \$725.00 for New/Take over Indemnity claims, option to renew for two (2) subsequent, one (1) year extensions, based on mutual agreement between both parties at a fixed rate of \$8,500.00 paid annually with a per claim fee of \$150.00 for New/Take over Medical only claims and \$750.00 for New/Take over Indemnity claims each year. Motion carried.
- WM18/09 - 108 It was moved by Commissioner Engle, supported by Commissioner Wilkins, to authorize a contract with United Health Care to provide the Medicare Advantage Plan to Muskegon County post-65 retirees from January 1, 2019 through December 31, 2020 for a 2019 monthly premium rate of \$201.20 per retiree. Motion carried.
- WM18/09 - 109 It was moved by Commissioner Snider, supported by Commissioner Hughes, to approve creating a new position, Land Bank Specialist (NO-00195, \$16.749/hr. - \$21.102/hr.), filling the position through County standard procedures and authorize deletion of the Land Bank Secretary, Hourly position number N47401. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Mahoney shared the *MiBiz* publication front page noting the County of Muskegon was referenced on that front page in two separate articles; one regarding the renewable energy projects and one regarding the repurposing of the prison for industrial use. He also discussed

two issues recently acted upon by the State of Michigan, minors “vaping” and the Move the Box initiative both of which were acted upon by the Muskegon County Board previously. He noted this shows that Muskegon County is in front of a lot of these issues being discussed at the state level.

PUBLIC COMMENT

None.

CLOSED SESSION

It was moved by Commissioner Engle, supported by Commissioner Wilkins, to go into closed session for the purpose of discussing collective bargaining.

Roll Call Vote:

Yes: Engle, Foster, Hughes, Mahoney, Nash, Scolnik, Snider, Wilkins
Excused: Cross
Motion carried.

The Ways & Means Committee went into closed session at 4:24 p.m.

The Ways & Means Committee returned to open session at 4:58 p.m.

WM18/09 – 110 It was moved by Commissioner Hughes, supported by Commissioner Foster, to approve the collective bargaining agreements for the General Employees Unit, Circuit/Probate Court Unit, District Court Unit, CMH Aide Unit, Sheriff Deputy Unit and Corrections Officer Unit and authorize the County Board Chair and County Clerk to sign.

Roll Call Vote:

Yes: Engle, Foster, Hughes, Mahoney, Nash, Scolnik, Wilkins
Excused: Cross, Snider (excused at 4:59 p.m.)
Motion carried.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:01 p.m.

County of Muskegon
Fiscal Year 2019 Service Agreements submitted for County Board approval
County-wide Services Providers

VENDOR NAME/ADDRESS	VENDOR SERVICE	PROJECTED EXPENDITURES
Accountemps 38 Commerce Ave SW Grand Rapids, MI 49503	Temporary Financial Staffing Services Based on experience/skills of temp workers (e.g., \$18.85/hr clerical, \$25.50 bookkeeper, \$28.28 specialist)	\$ 2,500
Vredeveld Haefner, LLC 4001 Granada CT Grand Rapids MI 49534	Professional Accounting Support for FYE 2016 & 2017	\$ 25,000
Knight Consulting Inc 115 W. Allegan, Ste 200 Lansing, MI 48933-1314	Legislative Consulting	\$ 36,010
West Michigan Shoreline Regional Dev Comm 316 Morris Ave Ste 340 Muskegon MI 49440	Annual Dues	\$ 39,500
DexMedia (Frontier Yellow Pages) PO Box 130 Middleton, MA 01949	Community Mental Health listing	\$ 4,200
Herald Publishing Company LLC Mlive Media Group 3102 Walker Ridge Dr Grand Rapids, MI 49544	Local Advertising Service used by across County Departments	\$ 40,000
State of Michigan Supreme Court Finance Office PO Box 30052 Lansing, MI 48909	Software Support for: Circuit Court	\$ 55,900
	District Court	\$ 55,150
	Probate Court	\$ 33,780
State Bar of Michigan PO Box 1406 Grand Rapids, MI 49501-1406	Annual Bar Dues	\$ 17,500
Muskegon Area First 900 Third St Ste 200 Muskegon MI 49440	Membership Dues	\$ 10,000
White Lake Chamber of Commerce 124 W Hanson St Whitehall MI 49461	Membership Dues	\$ 100,000
Reliance Standard PO Box 3124 Southern PA 19398	Life & LTD Insurance	\$ 174,000
GovernmentJobs.com Inc. NeoGov 222 N. Sepulveda Ste 2000 El Segundo CA 90245	Software License & Support	\$ 10,000
Gillig LLC 25800 Clawitter Rd Hayward CA 94545	Bus Parts & Supplies	\$ 55,000
Pitney Bowes -Global Financial Service 1 Elmcroft Rd Stamford CT 06929	Mail Equipment Lease	\$ 15,000
Reserve Account - Pitney Bowes PO Box 223648 Pittsburgh PA 15250	Fiscal Year 2019 Postage for Meter	\$ 250,000

County of Muskegon
Fiscal Year 2019 Service Agreements submitted for County Board approval
County-wide Services Providers

VENDOR NAME/ADDRESS	VENDOR SERVICE	PROJECTED EXPENDITURES
DeLage Landen Public Finance 1111 Old Eagle School Rd PO Box 6608 Wayne, PA 19087	Copier Leases across County Departments	\$ 6,600
Brinks 1583 Momentum Place Chicago, IL 60689	Treasurer/Family Court Armored Transportation	\$ 10,000
Kohley's Superior Water & Propane 2404 Glade St Muskegon Hts, MI 49444	Water Services across County Departments	\$ 35,000
US Bank 1310 Madrid St Ste 101 Marshall MN 56258	Copier Leases across County Departments	\$ 33,700
Williams Hughes Law Offices PLLC 120 W Apple Ave PO Box 599 Muskegon, MI 49443	Corporate Counsel Services across County Departments	\$ 460,000
Workplace Health 40 E Norton Ave Muskegon, MI 49444	Local Sole Source for Drug Screening & Work Physicals across County Departments	\$ 30,000
BS&A Software 14965 Abbey Ln Bath, MI 48808	Financial Software annual Service/Support Fees by Module: Assessing Personal Residence Exemption (PRE) Audit Delinquent Tax Property Tax Drain Assessment Human Resources Payroll Timesheets General Ledger/Budget Accounts Payable Purchase Order Cash Receipting Fixed Assets Misc Receivables Utility Billing Animal License Employee Web Portal	\$ 110,000
Moorland Township Treasurer PO Box 368 Ravenna MI 49451	Moorland Impact fees based on waste disposal	\$ 40,000
State of Michigan Mich Dept Environmental Quality Cashiers Office WB-SINV PO Box 3065 Lansing, MI 48909	Fiscal Year 2019 Surcharge fee based on waste disposal	\$ 46,000
Consumers Energy PO Box 740309 Cincinnati, OH 45274	Electrical Services County-Wide	\$ 3,000,000
DTE Energy PO Box 740786 Cincinnati OH 45274	Natural gas service County-Wide	\$ 400,000

County of Muskegon
 Fiscal Year 2019 Service Agreements submitted for County Board approval
 County-wide Services Providers

VENDOR NAME/ADDRESS	VENDOR SERVICE	PROJECTED EXPENDITURES
Republic Services Inc. 2471 Wilshire Jenison, MI 49429	Trash removal services	\$ 41,850
Great Lakes Energy PO Box 232 Hart MI 4920	Electrical Service for Meinert Park	\$ 6,000
Dish Network DEPT 0063 Palatine, IL 60055	Cable Service across departments	\$ 3,000
Comcast PO Box 3002 Southeastern PA 19398	Cable Service and Advertising across departments	\$ 31,650
Frontier Communications PO Box 1804 Marion, OH 43301	Telephone Services (Included DSL for Parks, Greyhound terminal, Airport, and HealthWest TTY lines)	\$ 20,000
TelNet WorldWide 1175 W Long Lake Rd, Ste 1010 Troy, MI 48098	Telephone Services across dedpartments	\$ 214,100
Verizon Wireless PO Box 15062 Albany, NY 12212	Wireless cell pone service and equipment: State Plan Federal Plan Prosecutor/ Sheriff account	\$ 267,000
City of Montague 8778 Ferry St Montague MI 49437	Retail water service across departments	\$ 1,450
City of Muskegon Heights 2724 Peck St Muskegon Hts, MI 49444	Retail water service MATS	\$ 9,000
City of Muskegon 933 Terrace St Muskegon, MI 49442	Retail and wholesale water service across departments	\$ 1,554,000
City of North Muskegon 1502 Ruddiman North Muskegon, MI 49445	Retail water service Waste Water	\$ 250
City of Norton Shores 2743 Henry St Ste 302 Muskegon, MI 49441	Retail water service across departments	\$ 19,000
Muskegon County Water/Sewer 131 E Apple Ave Muskegon, MI 49442	Retail water service across departments	\$ 20,000
Federal Express PO Box 371464 Pittsburg PA 15250	Postage for various Departments	\$ 5,000
Nichols Paper 29060 Network Place Chicago IL 60673	Janitorial Supplies	\$ 78,000
Apparel Master-Muskegon Inc 341 E Apple Ave Muskegon MI 49442	Uniforms and Floor Mats	\$ 20,000
Lewis Reed & Allen, PC 136 E Michigan Ave Ste 800 PO Box 5110 Kalamazoo MI 49005	Legal Services	\$ 25,000

**Muskegon County
Ways & Means Committee
October 11, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

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

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Chairman Cross, to approve the minutes of September 18, 2018, regular and closed sessions as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

Ms. Judy Cohen, HealthWest employee of 41 years, addressed the Board regarding motion #WM18/10 – 119 asking for reconsideration of the .25% MERS defined benefit plan multiplier reduction.

Mr. DJ Hilson, Muskegon County Prosecutor, addressed the Board regarding motion #WM18/10 – 116 in support of the 2% increase for Muskegon County elected officials.

PRESENTATION: MERS Update

Mr. Ben McGuire, Hilltop Securities Director, presented information to the Board of Commissioners regarding strategies for addressing the County's pension funding. The multi-step strategy presented included amortization extension from MERS; a lump sum contribution from its public works enterprise fund; a .25% reduction to the pension benefit multiplier; and issuance of a Pension Obligation Bond (POB). Mr. McGuire also outlined the next steps and time frame in accomplishing issuance of a POB.

ITEMS FOR CONSIDERATION

WM18/10 - 110 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve payment of the accounts payable of \$16,002,628.62, covering the period of September 8, 2018 through September 28, 2018 for checks and August 1, 2018 through August

31, 2018 for P-Card payments, as presented by the County Clerk.
Motion carried.

- WM18/10 – 111 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize procurement of a new Facilities Management truck utilizing MiDeal. Motion carried.
- WM18/10 - 112 It was moved by Commissioner Snider, supported by Chairman Cross, to authorize the sale of the attached list of surplus items through Miedema Auctioneering, Inc. Motion carried.
- WM18/10 - 113 It was moved by Commissioner Snider, supported by Commissioner Foster, to authorize to solicit bids for document shredding services. Motion carried.
- WM18/10 - 114 It was moved by Commissioner Nash, supported by Chairman Cross, to authorize staff to solicit bids for the roof replacement and repair/replacement of skylights for Building A, 97 E. Apple Avenue and Building D, 209 E. Apple Avenue on South Campus. Motion carried.
- WM18/10 - 115 It was moved by Chairman Cross, supported by Commissioner Snider, to authorize settlement of the Michigan Nurses Association Unit collective bargaining agreement and authorize the County Board Chair and County Clerk to sign the agreement subsequent to signatures being obtained from union representatives. Motion carried.
- WM18/10 - 116 It was moved by Commissioner Nash, supported by Commissioner Engle, to approve a salary increase of 2.0% for the Sheriff, County Clerk, County Treasurer, Register of Deeds, Prosecutor and Drain Commissioner above their current salary to be effective the first pay in January 2019 and all changes in benefits consistent with those in the General Employees collective bargaining unit to be effective October 1, 2018 with applicable changes to medical insurance benefits taking effect January 1, 2019. Motion carried.
- WM18/10 – 117 It was moved by Commissioner Hughes, supported by Commissioner Foster, to separate the motion below into two parts, one part dealing with a salary increase and one part dealing with medical insurance benefit changes: To approve a salary increase of 2.0% for the Commissioners and Commissioner – Chair above their current salary to be effective the first pay in January 2019 and an additional 2% the first pay in January 2020 and all changes in benefits consistent with those in the General Employees collective

bargaining unit to be effective October 1, 2018 with applicable changes to medical insurance benefits taking place January 1, 2019, for all employees.

ROLL CALL:

Yes: Cross, Foster, Hughes, Scolnik, Snider, Wilkins

No: Engle, Mahoney, Nash Motion carried.

WM18/10 – 117a It was moved by Commissioner Hughes, supported by Commissioner Foster, to approve a salary increase of 2.0% for the Commissioners and Commissioner-Chair above their current salary to be effective the first pay in January 2019 and an additional 2% the first pay in January 2020.

ROLL CALL:

Yes: Cross, Engle, Mahoney, Nash, Scolnik

No: Foster, Hughes, Snider, Wilkins Motion carried.

WM18/10 – 117b It was moved by Commissioner Hughes, supported by Commissioner Foster, to approve all changes in benefits consistent with those in the General Employees collective bargaining unit to be effective October 1, 2018 with applicable changes to medical insurance benefits taking place January 1, 2019, for all employees including the Muskegon County Board of Commissioners. Motion carried.

ROLL CALL:

Yes: Cross, Engle, Foster, Hughes, Mahoney, Nash, Scolnik, Wilkins

No: Snider Motion carried.

WM18/10 - 118 It was moved by Chairman Cross, supported by Commissioner Engle, to approve the benefits negotiated for the General Employees collective bargaining unit for the non-bargaining employee class designations DH, JF, MH, NC, ND, NF, NH, NO, NR, NS, NT, NU, NV, NW, NX, SH, WH, XF, XH, XS, XT, XU, XV, and XW and exempt HealthWest non-bargaining positions and Judges from the across the board wage increases, effective October 1, 2018. Applicable changes to medical insurance benefits will take effect January 1, 2019, for all employees. Motion carried.

WM18/10 - 119 It was moved by Commissioner Snider, supported by Commissioner Engle, to approve a .25% MERS' defined benefit plan multiplier reduction, with the frozen FAC methodology, with no change to current employee contributions, effective October 1, 2018, for benefit eligible non-bargaining employees, which includes General Non-Union – Division 11; Judges – Division 15; and

Commissioners/Elected Officials/Administrator/ Directors – Division 17; hired prior to August 1, 2009. Motion carried.

WM18/10 - 120 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize the selection of EyeMed as the vision insurance benefit provider from January 1, 2019 through December 31, 2022. Motion carried.

WM18/10 - 121 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize Blue Cross Blue Shield of Michigan (BCBSM) as the medical insurance benefit provider from January 1, 2019 through December 31, 2019 for active employees and pre-65 retirees. Motion carried.

WM18/10 - 122 It was moved by Commissioner Snider, supported by Chairman Cross, to authorize the selection of Reliance Standard as the basic life/AD&D and long term disability provider from January 1, 2019 through December 31, 2020. Motion carried.

WM18/10 - 123 It was moved by Chairman Cross, supported by Commissioner Hughes, to authorize Aflac as the voluntary insurance benefit provider from January 1, 2019 through December 31, 2021. Motion carried.

WM18/10 - 124 It was moved by Chairman Cross, supported by Commissioner Snider, to authorize Delta Dental as the provider on a self-insured basis for active employees and a fully-insured basis for retirees, effective January 1, 2019 through December 31, 2019. Motion carried.

WM18/10 - 125 It was moved by Commissioner Nash, supported by Commissioner Engle, to approve the vendor relationships for annual maintenance for hardware, software and internet services to continue under existing arrangements through September 30, 2019 as budgeted. Motion carried.

WM18/10 - 126 It was moved by Commissioner Hughes, supported by Commissioner Snider, to authorize the creation of a "Tier 1 I.T." position with pay table/grade NO-00200 \$16.749-\$22.089 / hr. and to appoint Nathan Hollenbeck at step 1 to the position effective November 1, 2018, contingent upon a successful pre-employment physical. Motion carried.

WM18/10 - 127 It was moved by Commissioner Hughes, supported by Commissioner Engle, to authorize the purchase of MAAS360 Mobile Device Control Software. Motion carried.

OLD BUSINESS

Commissioner Scolnik inquired as to what effect the .25% multiplier reduction for defined benefits employees would be. Ms. Kristen Wade, Human Resources Director, noted that because of the reduced multiplier, some folks may have to work a little longer to reach their 80% of pension. She directed staff to contact the Human Resources Department with further inquiries and noted they would be able to help navigate the MERS discussions.

NEW BUSINESS

Chairman Cross directed the County Administrator to bring forth a Pension Obligation Bond Resolution from bond counsel and a Comprehensive Financial Plan from our financial advisors to next Full Board meeting of October 16th.

Commissioner Mahoney informed those present that the Montague “pumpkin roll” would be taking place on Saturday, October 13th.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:07 p.m.

**Muskegon County
Ways & Means Committee
October 23, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Bob Scolnik, Rillastine Wilkins

Excused: I. John Snider, II

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Wilkins, supported by Chairman Cross, to approve the minutes of October 11, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/10 - 128 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve payment of the accounts payable of \$17,227,432.92, covering the period of September 30, 2018 through October 12, 2018 for checks and September 1, 2018 through September 30, 2018 for EFT payments, as presented by the County Clerk. Motion carried.

WM18/10 – 129 It was moved by Commissioner Nash, supported by Chairman Cross, to approve a one year renewal option for the Memorandum of Understanding with the State of Michigan Department of Health and Human Services for the processing of County Child Care Fund foster care payments out of the Lansing Accounting Service Center for the period from October 1, 2018 to September 30, 2019 and authorize the County Administrator to sign the agreement, subsequent to receiving the agreement. Motion carried.

- WM18/10 - 130 It was moved by Chairman Cross, supported by Commissioner Foster, to authorize the Muskegon County 14th Circuit Court to delete 3 hourly Youth Specialist positions (QU-00180, \$13.77-\$20.33/hr); specifically, deletion of vacant position #s Q97003, Q97009, & Q97013, and request for the addition of 1 full-time Youth Specialist position (QU-000180, \$13.77-\$20.33/hr). [No-Nash] Motion carried.
- WM18/10 - 131 It was moved by Commissioner Hughes, supported by Chairman Cross, to accept the bids for food services for the Juvenile Transition Center with Lake Effect Kitchen and Mona Shore Public Schools, both effective November 1, 2018 through June 30, 2019, and authorize the Chief Judge to sign both Food Service Agreements, subject to Corporate Counsel's review and approval. Motion carried.
- WM18/10 - 132 It was moved by Commissioner Nash, supported by Chairman Cross, to approve the following vendors for immediate release of payment in FY2019 for County Clerk Vital Records, Jury Commission, Concealed Pistol Licensing, Circuit Court Records and Elections: AllShred Recycling Services, Campaign Finance US, LLC, Hart Intercivic, Inc., EBCO, Government Business Systems, Herald Publishing, Jury Systems, Inc., Kent Record Management, PSI Printing Systems, Inc. and Whitewater Valley Publishing. Motion carried.
- WM18/10 - 133 It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve adoption of the 2018 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department. Motion carried.
- WM18/10 - 134 It was moved by Commissioner Hughes, supported by Commissioner Foster, to authorize to solicit bids for janitorial and cleaning services for Hall of Justice, South Campus, HealthWest, and Heritage Landing bathroom. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Foster requested a Board Work session be scheduled regarding the Juvenile Transition Center.

PUBLIC COMMENT

Ms. Kristen Wade, Human Resources Director, informed Commissioners that to date no funds have been expended to CUP-Health for non-EEO cases as there have been no referrals made.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

**Muskegon County
Ways & Means Committee
November 1, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Nash at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Charles Nash, I. John Snider, II, Rillastine Wilkins

Excused: Kenneth Mahoney, Bob Scolnik

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of October 23, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/11 - 135 It was moved by Chairman Cross, supported by Commissioner Engle, to approve payment of the accounts payable of \$2,939,450.99, covering the period of October 13, 2017 through October 18, 2017 for checks and September 1, 2018 through September 30, 2018 for P-Card payments, as presented by the County Clerk. Motion carried.

WM18/11 – 136 It was moved by Commissioner Foster, supported by Commissioner Engle, to authorize awarding the Food and Vending Services contract, as specified in County RFP18-2315 to Morat's Bakery. Motion carried.

OLD BUSINESS

Commissioner Snider requested an update on the status of pending litigation to include the opiate litigation. Mr. Mark Eisenbarth, County Administrator, noted an update will be provided in the near future.

NEW BUSINESS

WM18/11 – 137 It was moved by Commissioner Engle, supported by Chairman Cross, to tentatively approve to allow the Liberty Music Festival at the Muskegon County Fairgrounds, during the July 4th 2019 holiday, contingent upon Sullivan Township approval of the plan.

ROLL CALL

Yes: Cross, Engle, Foster, Hughes, Nash, Wilkins

Excused: Mahoney, Scolnik

Abstain: I. John Snider, II Motion carried.

WM18/11 – 138 It was moved by Commissioner Hughes, supported by Commissioner Snider, to unanimously approve a Resolution in Recognition of the Honorable Gregory C. Pittman for his recent Jurist of the Year 2018 Award received from the Michigan Court Appointed Special Advocate Association. Motion carried.

Commissioner Foster invited Commissioners to attend the mock jury trial being held in Judge Smedley's courtroom on Friday, November 2nd at 2:00 p.m., with Girl Scouts from Egelston Township who are working toward earning their Government badge.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:17 p.m.

**Muskegon County
Ways & Means Committee
November 13, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Ken Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

AGENDA APPROVAL

Mr. Matt Farrar, Public Works Director, addressed the Board and requested to remove agenda item #WM18/11 – 142, as additional building information was being requested.

It was moved by Commissioner Hughes, supported by Commissioner Snider, to remove motion #WM18/11 – 142 from the agenda of November 13th, 2018, and place it on the Ways & Means agenda of December 6, 2018. Motion carried.

WM18/11 – 142 To award Board and Care of Impounded Dogs and Animal Control services, Alternate # _____ to _____ pursuant to RFP 19-2318; authorize Corporate Counsel to finalize the contract and authorize the Board Chair to sign contract.

Removed from agenda prior to action.

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of November 1, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

- WM18/11 - 139 It was moved by Commissioner Snider, supported by Commissioner Foster, to approve payment of the accounts payable of \$7,929,087.54, covering the period of October 19, 2018 through November 2, 2018 for checks as presented by the County Clerk. Motion carried.
- WM18/11 – 140 It was moved by Chairman Cross, supported by Commissioner Snider, to approve the amended Financial Policies as attached. Motion carried.
- WM18/11 – 141 It was moved by Commissioner Snider, supported by Commissioner Wilkins, to authorize Muskegon County to continue membership with the Michigan Transit Pool for MATS General Liability and Auto Liability Insurance coverage for policy period 12/1/2018 through 11/30/2019 with an annual contribution of \$134,396.00 paid in quarterly installments. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

- WM18/11 – 143 It was moved by Commissioner Scolnik, supported by Commissioner Hughes, to approve to cancel the Community Development/Strategic Planning Committee meeting for Thursday, November 15th, 2018, due to lack of action items. Motion carried.

PUBLIC COMMENT

Mr. Steve Holke, Muskegon County retiree, addressed the Board regarding recent correspondence from the Human Resources Department to retirees regarding open enrollment. He noted the paperwork he received was illegible and he received only two of three pages. He asked Commissioners to look into the matter. Commissioner Mahoney noted follow up would occur.

The following individuals addressed the Board in support of Pound Buddies: Douglas Wood, Athena Bordeaux, Gerry Whitliff, Judy Sanderson, Amy Brewer, Cindy Mahan and Lynn Jazdyk. [Apologies for spelling errors]

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:22 p.m.

**Muskegon County
Ways & Means Committee
December 6, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 4:00 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Ken Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II, Rillastine Wilkins

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Wilkins, to approve the minutes of November 13, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/12 - 144 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve payment of the accounts payable of \$12,105,048.24, covering the period of November 3, 2018 through November 16, 2018 for checks and October 1, 2018 through October 31, 2018 for P-Card and EFT payments, as presented by the County Clerk. Motion carried.

WM18/12 – 145 It was moved by Commissioner Engle, supported by Chairman Cross, to approve that the County's Equalization Director Ms. Donna VanderVries be allowed to attend the meetings of the International Association of Assessing Officers Board of Directors in fulfilling her role on the board for the calendar year 2019 without the usage of annual leave. Motion carried.

- WM18/12 – 146 It was moved by Commissioner Foster, supported by Commissioner Hughes, to appoint Matthew Farrar, Public Works Director, as Grant Administrator for the County Remonumentation Program for the 2019 through 2021 contracts with the State of Michigan. Motion carried.
- WM18/12 – 147 It was moved by Chairman Cross, supported by Commissioner Engle, to approve the payment of the PSI Printing Systems invoices #205517, #205518 and #205611 totaling \$37,995.93. Motion carried.
- WM18/12 – 148 It was moved by Commissioner Engle, supported by Chairman Cross, to authorize the sale of surplus items through Miedema Auctioneering, Inc. Motion carried.
- WM18/12 – 149 It was moved by Chairman Cross, supported by Commissioner Nash, to approve, pursuant to Section 8 of the Publicly Funded Health Insurance Contribution Act (State of Michigan Public Act 152 of 2011), the Board of Commissioners of the County of Muskegon hereby extends the County's exemption from the requirements of said act for an additional year through the end of calendar 2019. Motion carried.
- WM18/12 – 150 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve the payment of \$10,000 to Bremer Law Firm per the statement of billing. Motion carried.
- WM18/12 – 151 It was moved by Commissioner Engle, supported by Commissioner Snider, to award the Board and Care of Impounded Dogs and Animal Control Services, Proposal Alternate #1, three-year contract with a County option to renew, to Volunteers of Muskegon County Animal Control, DBA "Pound Buddies", pursuant to RFP 19-2318 and authorize the Chair and Clerk to execute the contracts. Motion carried.

OLD BUSINESS

Commissioner Engle noted the Sullivan Township Board approved, by a vote of 3-2, for the Freedom Festival to be held at the Muskegon County Fairgrounds.

NEW BUSINESS

- WM18/12 – 152 It was moved by Commissioner Mahoney, supported by Commissioner Nash, to authorize a Resolution in Recognition of

JoyAnn Lehman, White River Township Clerk upon her retirement.
Motion carried.

WM18/12 – 153 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize a Resolution in Support of the Draft Environmental Impact Statement for the Little River Band of Ottawa Indians – Trust Acquisition and Casino Project, November 2018.
Motion carried.

PUBLIC COMMENT

Ms. Lynn Jazdyk, Pound Buddies Board Chair, addressed the Board and thanked them for their support and approval of the contract renewal.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 4:14 p.m.

**Muskegon County
Ways & Means Committee
December 18, 2018
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Kenneth Mahoney, Chair

Charles Nash, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Mahoney at 5:29 p.m.

ROLL CALL

Present: Benjamin Cross, Marvin Engle, Gary Foster, Susie Hughes, Ken Mahoney, Charles Nash, Bob Scolnik, I. John Snider, II

Excused: Rillastine Wilkins

Also

Present: Doug Hughes, Corporate Counsel; Mark Eisenbarth, County Administrator; Lisa Chalko, Administrative Coordinator

APPROVAL OF MINUTES

It was moved by Chairman Cross, supported by Commissioner Engle, to approve the minutes of December 6, 2018, as written. Motion carried.

PUBLIC COMMENT (On an agenda item.)

None.

ITEMS FOR CONSIDERATION

WM18/12 - 154 It was moved by Chairman Cross, supported by Commissioner Snider, to approve payment of the accounts payable of \$5,615,730.91, covering the period of November 17, 2018 through December 7, 2018 for checks as presented by the County Clerk. Motion carried.

WM18/12 – 155 It was moved by Commissioner Engle, supported by Commissioner Snider, to approve revisions made to the Muskegon County Donated Leave Policy, #2011-472 as presented. Motion carried.

WM18/12 – 156 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve a change order of \$5,000 for the FY2018 audit

and \$3,500 for subsequent year audits to the Rehmann Robson contract for them to issue a separate audit report to include the stand-alone financial statements of the Muskegon County Drainage Districts. Motion carried.

WM18/12 – 157 It was moved by Commissioner Nash, supported by Commissioner Hughes, to approve the removal of the 59 ½ age requirement from the Health Care Savings Plan document and further approve the restoration of the 15 former employees Health Care Savings Plan account balances that had previously achieved 6 years of service without having achieved 59 ½ years of age to their forfeited amount. Motion carried.

WM18/12 – 158 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the transition of the County's payroll functions to the Human Resources Department to include the transfer of the Payroll Specialist position, G57702, creation of new Administrative Analyst position NX-00220 (\$22.531/hr – \$28.393/hr) with a labor distribution of 50% 1010-0226 and 50% 6770-0203, and a salary range adjustment for the Human Resources Manager, position X42502, from NX-00330 (\$30.207/hr - \$38.061/hr) to NX-00362 (\$31.579/hr - \$39.796/hr), effective January 7, 2019 and amend the budget accordingly. [No – Hughes] Motion carried.

WM18/12 – 159 It was moved by Commissioner Snider, supported by Commissioner Engle, to amend Personnel Rule 9, Section III, D. I. to read: "Possession of a concealed weapon without written authorization in the course of employment with the County. For the Hall of Justice, the Jail or a Sheriff's Department vehicle, advance written authorization must be obtained from the Sheriff. Within all other County buildings and vehicles the County Administrator makes all written authorization decisions. 'In the course of employment with the County' includes without limitation employee possession of a concealed weapon within County buildings or in a County vehicle." Motion carried.

WM18/12 – 160 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the proposal for Excess Workers' Compensation insurance with Midwest Employers Casualty for the period of 1/1/19 to 12/31/20 with a \$600,000 self-insured retention, a premium rate of \$0.1339 per \$100 payroll, and an annual deposit premium is \$69,867. Motion carried.

WM18/12 – 161 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve the request for the Information Systems

department to go out for Requests for Proposals for servers and storage capacity. Motion carried.

WM18/12 – 162 It was moved by Commissioner Snider, supported by Commissioner Hughes, to authorize the Muskegon County Information Systems department to enter into a contract with Pictometry International Corporation for acquisition of Spring 2019 oblique aerial photography and associated deliverables for enhancement into the County GIS System and associated systems at a price not to exceed \$243,326.00; and to further authorize the Board Chair to sign. Motion carried.

WM18/12 – 163 It was moved by Commissioner Foster, supported by Commissioner Snider, to authorize the Public Defender's Office to apply for the Conduct Research on Improving Pretrial Court Appearance grant through the Laura and John Arnold Foundation. Motion carried.

WM18/12 – 164 It was moved by Chairman Cross, supported by Commissioner Engle, to authorize the reclassification of the budgeted vacant Deeds Record Technician position G31203 with the pay table/grade of GU-00160 (\$14.57-\$17.97) to a Microfilm Records Technician with the identical pay table/grade of GU-00160 (\$14.57-\$17.97), to be funded by an 80% General Fund and 20% Deeds Automation Fund. Motion carried.

WM18/12 – 165 It was moved by Commissioner Snider, supported by Chairman Cross, to accept the FY19 Snowmobile Law Enforcement Grant in the amount of \$2,000.00 from the Michigan Department of Natural Resources, authorize the Sheriff sign the agreement and amend the budget accordingly. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

WM18/12 – 166 It was moved by Commissioner Nash, supported by Commissioner Foster, to approve a Resolution for Muskegon County Board of Commissioner Chairman Benjamin Cross in recognition of his years of service to the citizens of Muskegon County. Motion carried.

WM18/12 – 167 It was moved by Commissioner Scolnik, supported by Commissioner Foster, to approve a Resolution upon the retirement of Muskegon County Board of Commissioner Marvin Engle in recognition of his years of service to the citizens of Muskegon County. [Abstain – Engle] Motion carried.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Ways & Means Committee, the meeting adjourned at 5:47 p.m.