

**Muskegon County
Transportation Committee**

Board of Commissioners Room
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

January 25, 2018

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:11 pm.

ROLL CALL

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

Excused: None

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Nash, supported by Commissioner Engle, to approve the minutes of the December 14, 2017, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ACTION ITEMS

TR18/01-01 It was moved by Commissioner Engle, supported by Commissioner Hughes, to approve Motion TR18/01-01; Move to approve adding airport janitorial and cleaning services to County Contract RFB 15-2170 with Reliant to provide janitorial and cleaning services for the Muskegon County Airport in the amount of \$26,445.00. No – Nash
MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

Commissioner Scolnik moved to pass a resolution recognizing Boy Scout Mason Shafler on setting a national Boy Scout popcorn sales record for the second year in a row.

PUBLIC COMMENT (on a new topic)

County Clerk Nancy A. Waters informed the Board of Commissioners that the Clerks' Association is hosting its annual meeting at the MATS Louis A. McMurray Conference Center on February 20, 2018.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:32 pm.

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

February 22, 2018

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:13 pm.

ROLL CALL

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

Excused: Susie Hughes

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Cross, to approve the minutes of the January 25, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

- TR18/02-03 It was moved by Commissioner Cross, supported by Commissioner Mahoney, to approve acquisition of a surplus Airport Rescue and Firefighting vehicle, at no charge, from the Michigan Department of Natural Resources for the Muskegon County Airport. MOTION CARRIED
- TR18/02-04 It was moved by Commissioner Snider, supported by Commissioner Scolnik, to approve an Easement for Electrical Facilities between the County of Muskegon and Consumers Energy in the amount of \$1.00 and other good and valuable consideration. MOTION CARRIED
- TR18/02-05 It was moved by Commissioner Mahoney, supported by Commissioner Engle, to approve a contract with ARFF Specialists to provide Airport Rescue and Firefighting "Live Burn" training in the amount of \$9,150.00 and authorize the Airport to request an MDOT ARFF grant in the amount of \$2,000. MOTION CARRIED
- TR18/02-06 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve the MATS February 2018 Title VI Plan Update and the included MATS Service Standards and Service Policies. MOTION CARRIED
- TR18/02-07 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the Muskegon Area Transit System's FY2019 application to the State of Michigan for operating and capital assistance, to authorize the Resolution of Intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

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

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

March 15, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: None

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the February 22, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

- TR18/03-08 It was moved by Commissioner Engle, supported by Commissioner Mahoney to approve the Charter Operator Rates and Fees and modify the Airport Rates and Fees Schedule. MOTION CARRIED
- TR18/03-09 It was moved by Commissioner Snider, supported by Commissioner Foster, to approve, and authorize the Chairman to sign, Contract No. 2018-0308 between the County and MDOT Aeronautics, providing \$2,000 in funds to offset Aircraft Rescue and Fire Fighting personnel training costs, and further authorize the Clerk to execute the required resolution. MOTION CARRIED
- TR18/03-10 It was moved by Commissioner Cross, supported by Commissioner Snider to submit an application for grant funding to the Federal Highway Administration to fund a Regional Multi-Modal Collaboration Study. MOTION CARRIED
- TR18/03-11 It was moved by Commissioner Cross, supported by Commissioner Snider to approve the award of RFP 18-2287 for a Two-Year Period of Ad-Hoc Engine-Related Diagnostic and Repair Services on Diesel and CNG Vehicles with Cummins Engines to Cummins Sales and Service. MOTION CARRIED
- TR18/03-12 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to authorize MATS to purchase six (6) small buses from Hoekstra Transportation through the State of Michigan Extended Purchasing Program for a price not to exceed \$482,410, with grant funding to cover 100% of the cost of the purchase. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

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

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

April 19, 2018

CALL TO ORDER

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

ROLL CALL

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, Charles Nash, Rillastine R. Wilkins

Excused: Robert Scolnik, John Snider

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Cross, to approve the minutes of the March 15, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/04-13 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve, and authorize the Chairman to sign, Amendment No. 1 to MDOT Contract 2016-0457 (AIP Project #3-26-0041-4016) between the County and MDOT Aeronautics, for project close-out items in the amount of \$27,236.00, and further authorize the Clerk to execute the required resolution. MOTION CARRIED

TR18/04-14 It was moved by Commissioner Engle, supported by Commissioner Foster, to authorize MATS to reject all proposals for RFP 18-2285 for a Technology Evaluation and Implementation Plan and to resolicit the procurement. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:09 pm.

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

May 17, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: Robert Scolnik

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Cross, to approve the minutes of the April 19, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

- TR18/05-15 Transit It was moved by Commissioner Engle, supported by Commissioner Cross to approve the award of RFP 18-2282 for a diesel storage tank replacement and fuel dispensing and fuel management system upgrade to Oscar W. Larson, Co. MOTION CARRIED

- TR18/05-16 Transit It was moved by Commissioner Engle, supported by Commissioner Hughes, to authorize MATS to publish the public notice regarding the FY2018 Federal Operating and Capital assistance application. MOTION CARRIED

- TR18/05-17 Transit It was moved by Commissioner Engle, supported by Commissioner Snider to authorize staff to discontinue operation of seasonal trolley route services and authorize operation of a series of downtown-focused trolley transportation dates. MOTION CARRIED

- TR18/05-18 Transit It was moved by Commissioner Engle, supported by Commissioner Snider, to approve the April 2018 Memorandum of Understanding between the West Michigan Shoreline Regional Development Commission and MATS regarding the federal transportation planning process. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:16 pm.

**Muskegon County
Transportation Committee**

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

June 21, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: None

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Cross, to approve the minutes of the May 17, 2018, Transportation meeting. **MOTION CARRIED**

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/06-19 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve and authorize the Chairman to sign an amendment to MDOT Capital Improvement and Equipment Project Grant Contract No. 2017-0482 to extend the term of the grant through June 4, 2019 and further, authorize the Clerk to execute the required resolution.

MOTION CARRIED

TR18/06-20 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to approve and authorize the Chairman to sign MDOT 2018 Capital Improvement and Equipment Projects Grant Contract providing \$10,000 of State Aviation Funds for terminal facility security enhancements and requiring a local match of \$1,112 and further, authorize the Clerk to execute the required resolution.

MOTION CARRIED

TR18/06-21 It was moved by Commissioner Cross, supported by Commissioner Engle, to approve and authorize the Chairman to sign MDOT 2018 Air Service Awareness Grant Contract, providing \$10,000 of State Aviation Funds for Airport marketing and promotional efforts and requiring a local match of \$1,112 and further, authorize the Clerk to execute the required resolution.

MOTION CARRIED

TR18/06-22 It was moved by Commissioner Engle, supported by Commissioner Cross, to approve the Non-Aeronautical Use of Airport T-Hangars Policy, Agreement, and Rates with an effective date of July 1, 2018.

MOTION CARRIED

TR18/06-23 It was moved by Commissioner Engle, supported by Commissioner Cross, to approve the Letter of Intent with TerraNavigator, LLC to grant the rights to inspect and assess 7.5 acres of non-aeronautical use land at the Muskegon County Airport for a potential solar development project.

MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:07 pm.

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

July 26, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: Kenneth Mahoney

Also

Present: Beth Dick, Director of Finance/Assistant County Administrator, Zeneta Adams, William Hughes, PLLC, Rita Bierman, Airport Administrative Analyst.

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Cross, to approve the minutes of the June 21, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/07-24 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve a lease between the County and Safelite Fulfillment, Inc., d/b/a Safelite AutoGlass, in the amount of \$695.20 per month, plus utilities, for the facility located at 102 Sinclair Drive. MOTION CARRIED

TR18/07-25 It was moved by Commissioner Engle, supported by Commissioner Cross, to authorize the Muskegon Area Transit System to operate a Marquette Express bus route during the 2018/19 Academic Year in partnership with Muskegon Community College and Baker College. MOTION CARRIED

TR18/07-26 It was moved by Commissioner Engle, supported by Commissioner Cross, to authorize staff to proceed with project planning, grant application, and environmental documentation steps necessary to secure federal and state funding partner participation in a MATS Muskegon Heights Passenger Facility capital project. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:45 pm.

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

August 23, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: Benjamin E. Cross

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the July 26, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/08-27 It was moved by Commissioner Engle, supported by Commissioner Foster to approve authorizing the Clerk to execute any necessary resolutions required for the Federal and State Grant Offers associated with the FY2018 Runway 6-24 Pavement and Lighting Rehabilitation Project.

MOTION CARRIED

TR18/08-28 It was moved by Commissioner Foster, supported by Commissioner Snider, to approve the release of a Request for Proposals for the purchase of Airport Terminal Snow Removal Equipment subject to final approval of the Airport's Fiscal Year 2019 Capital budget.

MOTION CARRIED

TR18/08-29 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve the Airport Rates, Charges and Fees Schedule for Fiscal Year 2019 effective October 1, 2018.

MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

ADJOURNMENT

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

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

September 20, 2018

CALL TO ORDER

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

ROLL CALL

Present: Marvin R. Engle, Gary Foster, Susie Hughes, Kenneth Mahoney, John Snider, Rillastine R. Wilkins

Excused: Benjamin E. Cross, Charles Nash, Robert Scolnik

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Hughes, to approve the minutes of the August 23, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/09-30 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve the Muskegon Area Transit System Written Policy for Public Comment on Fare and Service Changes as revised August 2018.
MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT (on a new topic)

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:41 pm.

**Muskegon County
Transportation Committee**

Hall of Justice
990 Terrace Street
Muskegon, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

October 25, 2018

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:19 pm.

ROLL CALL

Present: Benjamin E. Cross, Marvin R. Engle, Gary Foster, Charles Nash, Robert Scolnik, John Snider, Rillastine R. Wilkins

Excused: Susie Hughes, Kenneth Mahoney

Also

Present: Mark Eisenbarth, County Administrator, Doug Hughes, William Hughes, PLLC, Lisa Chalko, Admin Coordinator

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Foster, to approve the minutes of the September 20, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None.

ITEMS FOR CONSIDERATION

- TR18/10-31 It was moved by Commissioner Foster, supported by Commissioner Engle, to authorize the Airport to submit supplemental grant funding request to FAA, subject to final approval and award by FAA in either fiscal year 2019 and/or 2020, for Development of an Airport Master Plan; Acquisition of an airport sweeper; Design & construction of a Snow Removal Equipment facility; and Design and construction of terminal expansion and modernization subject to receipt of federal and state grant funding in fiscal years 2019 and/or 2020.
MOTION CARRIED
- TR18/10-32 It was moved by Commissioner Engle, supported by Commissioner Foster, to approve Contract #16-2236 Year 3 Scope of Services with Mead & Hunt for Air Service Consulting services in the amount of \$17,560.00.
MOTION CARRIED
- TR18/10-33 It was moved by Commissioner Engle, supported by Commissioner Nash, to approve and authorize the Chair to sign Amendment No. 1 to a contract for professional engineering services with C & S Engineers, Inc. for construction observation and administration services associated with the FY2019 Runway 6-24 Pavement and Lighting Rehabilitation Construction Project for a lump sum fee of \$299,126.00 with the County's 2.5% share of the amendment to be \$7,478.15.
MOTION CARRIED
- TR18/20-34 It was moved by Commissioner Foster, supported by Commissioner Nash, to authorize MATS to write off the past due account of Solutions Unlimited Too in the amount of \$2,729.36, plus any accrued interest at the time of write-off.
MOTION CARRIED

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Scolnik reminded Commissioners of the Innovative Hub Annual Community Open House beginning at 4:30 on Thursday, October 25th.

Commissioner Foster requested an update on the MATS ride share contribution.

Mr. Jim Koens, Transit Manager, apprised those present that there has been some success with the community partnership and meetings have been held with the cities of Whitehall, Montague, Norton Shores, Roosevelt Park, Muskegon Heights and the Township of Muskegon.

TR18/20-35 It was moved by Commissioner Wilkins, supported by Commissioner Foster, to approve the location change of the November 15, 2018 Transportation Committee meeting to Blue Lake Township Hall, 1491 Owasippe Road, Twin Lake, Michigan. MOTION CARRIED

PUBLIC COMMENT (on a new topic)

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:35 pm.

**Muskegon County
Transportation Committee**

Blue Lake Township Hall
1491 Owasippe Road
Twin Lake, MI

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

November 15, 2018

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine Wilkins, at 4:02 pm.

ROLL CALL

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

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

Also

Present: Mark Eisenbarth, County Administrator, Rita Bierman, Airport Administrative Analyst, Melonie Arbogast, Blue Lake Township Supervisor, Jeff Abram, Blue Lake Township Clerk, Amy VanLoon, Executive Director White Lake Chamber of Commerce

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Foster, to approve the minutes of the October 25, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

TR18/11-36 It was moved by Commissioner Foster, supported by Commissioner Engle, to recommend to the Board of Commissioners that it waive site plan review by the Architectural Review Committee for the Prein & Newhof project at the Airport Business Park, and to authorize the Board Chair to execute appropriate documents to implement waiver. MOTION CARRIED

TR18/11-37 It was moved by Commissioner Engle, supported by Commissioner Foster, to recommend to the Board of Commissioners that it authorize staff to issue a Request for Qualifications for hydrogeological environmental consultant services at the Muskegon County Airport. MOTION CARRIED

TR18/11-38 It was moved by Commissioner Engle, supported by Commissioner Foster, to authorize the Muskegon Area Transit System to offer for sale to the highest responsible bidder, as identified through County vehicle disposal procedures, one (1) 2010 small bus, four (4) 2011 small buses, and one (1) 1994 minivan that have met their useful life, and authorize the Muskegon Trolley Company to purchase Unit 1104 if the auction reserve value is not met. MOTION CARRIED

TR18/11-39 It was moved by Commissioner Engle, supported by Commissioner Foster, to authorize the Muskegon Area Transit System to conduct small purchase solicitations for up to 120 concrete bus stop benches and up to 18 bus shelters. MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

PUBLIC COMMENT (on a new topic)

Commissioner Foster asked fellow Commissioners if future meetings could occasionally be held at other locations in the Commissioners' districts beginning in January of 2019.

Blue Lake Township Supervisor Melonie Arbogast thanked the Commissioners for holding the meeting at Blue Lake Township Hall.

ADJOURNMENT

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

Muskegon County Transportation Committee

Hall of Justice
990 Terrace Street
Muskegon, Michigan

Rillastine R. Wilkins, Chair

Gary Foster, Vice-Chair

MINUTES

December 18, 2018

CALL TO ORDER

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

ROLL CALL

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

Excused: Rillastine R. Wilkins

Also

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

APPROVAL OF MINUTES

Moved by Commissioner Engle, supported by Commissioner Mahoney, to approve the minutes of the November 15, 2018, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

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

An Airport Rescue & Fire Fighting Staffing Options Presentation was given by Jeff Tripp, Airport Manager.

A Muskegon Area Transit System Presentation was given by Jim Koens, Transit System Manager.

PUBLIC COMMENT (on an agenda item)

None

ITEMS FOR CONSIDERATION

- TR18/12-40 It was moved by Commissioner Mahoney, supported by Commissioner Engle, to approve and authorize the Chair to sign Amendment No. 2 to a contract for professional engineering services with C & S Engineers, Inc. for assistance in administering the Airport's DOT-required Disadvantaged Business Enterprise (DBE) and Airport Concession Disadvantaged Business Enterprise (ACDBE) Programs in a lump sum fee of \$12,725.00.
MOTION CARRIED
- TR18/12-41 It was moved by Commissioner Hughes, supported by Commissioner Engle, to approve the award of RFP 18-2310 for a Transit Technology Implementation Plan to SRF Consulting Group for the sum of \$55,247.00 and to authorize the chair to sign contract documents.
MOTION CARRIED
- TR18/12-42 It was moved by Commissioner Engle, supported by Commissioner Cross, to authorize MATS to issue a solicitation for proposals for consulting services to conduct a Route Study and Comprehensive Operational Analysis.
MOTION CARRIED
- TR18/12-43 It was moved by Commissioner Engle, supported by Commissioner Mahoney, to authorize MATS to engage a brokerage firm and to offer for sale three (3) 1999 Chance AH-28 Trolley Replica Buses that have met their useful life by age criteria.
MOTION CARRIED
- TR18/12-44 It was moved by Commissioner Engle, supported by Commissioner Cross, to approve the disposal of Muskegon Trolley Company vehicles 8201, 8202, 8203, and 8401 and to allow the Muskegon Trolley Company to begin the search for a suitable trolley vehicle to be added to the program for the 2019 season.
MOTION CARRIED
- TR18/12-45 It was moved by Commissioner Cross, supported by Commissioner Engle, to authorize staff to waive the bid process and to negotiate procurement of a used trolley bus for a price not to exceed \$136,000 and to adopt new Muskegon Trolley Company rental rates effective January 1, 2019, as presented.
MOTION CARRIED
- TR18/12-46 It was moved by Commissioner Engle, supported by Commissioner Cross, to approve the professional services agreement between the County and Megan Latsch for airport marketing consulting services with an initial term of 6 months at a rate of \$20.00 per hour with an option to extend on monthly basis thereafter with a not to exceed amount of \$20,800 in the fiscal year.
MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

PUBLIC COMMENT (on a new topic)

None

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 5:28 pm.