

CITY OF NORTON SHORES  
CITY COUNCIL WORK SESSION  
May 22, 2018

A regular work session of the Norton Shores City Council was held on Tuesday, May 22, 2018 at 5:30 p.m. at Norton Shores City Hall, 4814 Henry Street.

Present: Mayor Nelund, Council Members Beecham, Cross, Morgenstern, and Moulatsiotis; also, Mark Meyers, Doug Hughes, Jon Gale, Bob Gagnon, Anthony Chandler and Shelly Stibitz

Absent: Council Members Flanders, Hylland, Jurkas and Sladick

1. Muskegon County Airport Report

Assistant to the City Administrator, Anthony Chandler, introduced Muskegon County Airport Manager Jeff Tripp who gave a presentation on airport operations. Mr. Tripp described all aspects of running the airport stating that they are open 365 days a year where their 7½ person staff are responsible for conducting multiple airport inspections each day, managing daily arrivals and departures under contract with SkyWest along with charter trips, conducting public relations and outreach for flights and services, strategizing economic development projects, budgeting for and maintaining the buildings and grounds, tracking and upholding legislative issues and continually seeking avenues to attract new customers and business relationships. Mr. Tripp reported that the restaurant in the terminal may soon have a tenant whose contract includes a base lease amount that will cover their overhead expenses and a profit share percentage that would provide additional revenue to the Airport. One priority earmarked for operations is eliminating the need for the Essential Air Service (EAS) subsidy which will require increasing passengers and flights and offering improved schedules such as the new “early out - later in” concept they are rolling out in October. Muskegon County Airport earned the title of #1 United Airlines Tier 4 Station of the Year *worldwide* in the first quarter of 2017 and remained in the top five in quarters 2 – 4. Some of the criteria used for this designation were providing on-time service and excellent baggage handling. The runway will receive milling and overlay construction as well as lighting upgrades this year and the taxiway will see similar improvements in 2019. Airport management will continue advocating projects to support the budget with the understanding that it typically involves a long process, as with property negotiations for the cemetery expansion.

2. Rental Inspection Program Update

The City adopted a Rental Inspection Program two years ago and began property inspections in May 2017. Fire Chief Bob Gagnon asked the Rental Inspector, Toby Fredericksen, to give Council members an overview of the program to date. Mr. Fredericksen reported that he has completed 430 inspections of 1,425 rentals which is

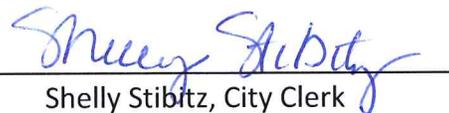
on track with the three-year inspection program plan. Of the properties inspected, over 1,000 violations were found in 283 of the properties with inoperable smoke detectors cited as the most common defect. Over the course of the year, eight furnaces were required to be certified as safe to operate by a licensed mechanical contractor. It is expected that these same trends will surface over the next two years as the first cycle of inspections is completed. Council Member Moulatsiotis wondered if any gross negligence had been discovered in Norton Shores and how our rental properties compare to other municipalities. Mr. Fredericksen responded that inspections differ between municipalities and a comparison would not be justified.

#### General Comments

Council Member Cross inquired about the protocol used in relaying information to the general public and our residents. Mayor Nelund suggested the upcoming strategic planning process as an opportune time to discuss this and, also, researching the MML website for tips regarding the use of social media by governmental organizations.

City Administrator Mark Meyers reminded Council members that there is an additional Tuesday in May this year and there will be no meeting next week.

Meeting adjourned at 6:46 p.m.

  
Shelly Stibitz, City Clerk