



# County of Ottawa

## Board of Commissioners

**Roger Rycenga**  
*Chairperson*

**Donald G. Disselkoen**  
*Vice-Chairperson*

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September 18, 2006

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, September 26, 2006 at 1:30 p.m.**, for the regular **September** meeting of the Board at the Ottawa County Fillmore Street Complex, West Olive, Michigan.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Invocation – Commissioner Kortman
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
6. Public Comments and Communications from County Staff
7. Approval of Agenda
8. Actions and Reports

A. Consent Resolutions:

From the County Clerk

1. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the Minutes of the September 12, 2006 Board of Commissioners Meeting.

*Joyce Kortman*

*Philip Kuyers*

*Dennis W. Swartout*

*Jane M. Ruiter*

*Robert J. Rinck*

*Gordon Schrotenboer*

*Edward Berghorst*

*Jim Holtrop*

*Cornelius Vander Kam*

2. Payroll  
Suggested Motion:  
To authorize the payroll of September 26, 2006 in the amount of \$\_\_\_\_\_.

From the Finance and Administration Committee

3. Monthly Accounts Payable for September 1, 2006 through September 15, 2006  
Suggested Motion:  
To approve the general claims in the amount of \$12,295,451.10 as presented by the summary report for September 1, 2006 through September 15, 2006.

B. Public Hearing-Proposed Millage Levies (1:30 p.m.)

From the Finance and Administration Committee

1. Public Hearing on the Proposed 2006 Millage Rate for Ottawa County  
Suggested Motions:
  - a. To open the Public Hearing on the proposed 2006 millage rate for Ottawa County.
  - b. To close the Public Hearing on the proposed 2006 millage rate for Ottawa County.
2. Public Hearing on the Proposed 2006 Millage Rate for E-911  
Suggested Motions:
  - a. To open the Public Hearing on the proposed 2006 millage rate for E-911.
  - b. To close the Public Hearing on the proposed 2006 millage rate for E-911.
3. Public Hearing on the Proposed 2006 Millage Rate for Ottawa County Parks  
Suggested Motions:
  - a. To open the Public Hearing on the proposed 2006 millage rate for Ottawa County Parks.
  - b. To close the Public Hearing on the proposed 2006 millage rate for Ottawa County Parks.

C. Action Items:

From the Planning and Policy Committee

1. Resolution to Support Continuation of the "HERO Project" (Help Everyone Reduce Overpopulation) by the Harbor Humane Society  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to support continuation of the "HERO Project" (Help Everyone Reduce Overpopulation) by the Harbor Humane Society.
2. Amended Ottawa County Remonumentation Plan  
Suggested Motion:  
To approve the amended Ottawa County Remonumentation Plan.
3. Strategic Plan  
Suggested Motion:  
To approve the 2006-2007 Strategic Plan.

4. Drainage Easement on 84<sup>th</sup> Avenue in Zeeland Township  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Drainage Easement granting the Ottawa County Road Commission drainage rights on County land at the Upper Macatawa Conservation Area at the location of the new park entrance on 84<sup>th</sup> Avenue in Zeeland Township.
5. Drainage Easement on 76<sup>th</sup> Avenue in Zeeland Township  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Drainage Easement granting the Ottawa County Road Commission drainage rights on County land at the Upper Macatawa Conservation Area at the location of the new park entrance on 76<sup>th</sup> Avenue in Zeeland Township.
6. Resolution to Confirm Approval of the Multi-Hazard Mitigation Plan  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution confirming approval of Ottawa County's participation in the "Pre-Hazard Mitigation Plan of Kent County, Ottawa County, and the City of Grand Rapids, Michigan."
7. Resolution to Confirm Approval of Ottawa County's Participation in the Michigan Emergency Management Assistance Compact (MEMAC)  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution confirming approval of Ottawa County's participation in the Michigan Emergency Management Assistance Compact (MEMAC).

From the Finance and Administration Committee

8. Resolution Regarding One-Time Payment of \$100.00 to Listed, Living Retirees of Ottawa County  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution providing for Ottawa County to make a one-time payment of \$100.00 each to a maximum of 70 listed, living Ottawa County employees who retired from service with Ottawa County without and prior to the general availability of the MERS E-2 benefit, with funding in the maximum amount of \$7,000 to come from General Fund Contingency.
9. Setting a Public Hearing on the 2007 Ottawa County Budget  
Suggested Motion:  
To set a public hearing on the 2007 Ottawa County budget for Tuesday, October 10, 2006, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.

10. Wage and Benefit Adjustments for 2007 for the Parenting Plus Non-Supervisory Employees  
Suggested Motion:  
To approve the following wage and benefit adjustments for Parenting Plus  
Non-Supervisory Employees for 2007:

- a. Wages: Effective January 1, 2007, increase the existing salary schedule by 3.3%.
- b. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- c. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- d. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).
- e. "Floating" Holidays may be prorated in one-half day increments for the year for new employees hired during a calendar year and individuals who terminated their employment during the year.
  - (i) For employees who begin employment during the calendar year proration of Floating Holidays shall be according to the following example: Hire date is July 8<sup>th</sup>, leaving 5.75 months remaining in the year (July 8 to December 31). Floating Holiday time credited is 19.1475 hours (3.33 hours per month x 5.75 months). This employee will be credited with twenty (20) hours after rounding up to the nearest whole hour.
  - (ii) If such proration of Floating Holidays for employees who terminate during the calendar year results in an overuse of Floating Holidays the amount of overuse times the employee's hourly rate of pay will be deducted from their final paycheck. Example: Employee terminates on May 28<sup>th</sup> with a balance of ten (10) hours of Floating Holiday time remaining. Seven (7) months remain in the year, therefore the remaining balance should be 23.31 hours (3.33 hours per month x 7 months = 23.31). The balance remaining however is only ten (10) hours. This employee will have 13.31 hours of pay deducted from their final paycheck (23.31 – 10 = 13.31 hours).

- (iii) Finally, if such proration of Floating Holidays for employees who terminate during the calendar year results in an under use of Floating Holidays the amount of under use will be paid to the employee in his/her final paycheck. Example: Employee terminates on September 30 with a balance of twenty-five (25) hours of Floating Holiday time remaining. The employee has worked nine (9) months in the year and they were entitled to use 29.96 (30) hours of Floating Holiday. The employee only used fifteen (15) hours and therefore he/she will be paid fifteen (15) hours at his/her current hourly rate of pay.

11. Wage and Benefit Adjustments for 2007 for the Parenting Plus Supervisory Employees

Suggested Motion:

To approve the following wage and benefit adjustments for Parenting Plus Supervisory Employees for 2007:

- a. Wages: Effective January 1, 2007, increase the existing salary schedule by 3.3%.
- b. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- c. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- d. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).
- e. "Floating" Holidays may be prorated in one-half day increments for the year for new employees hired during a calendar year and individuals who terminated their employment during the year.
  - (i) For employees who begin employment during the calendar year proration of Floating Holidays shall be according to the following example: Hire date is July 8<sup>th</sup>, leaving 5.75 months remaining in the year (July 8 to December 31). Floating Holiday time credited is 19.1475 hours (3.33 hours per month x 5.75 months). This employee will be credited with twenty (20) hours after rounding up to the nearest whole hour.

- (ii) If such proration of Floating Holidays for employees who terminate during the calendar year results in an overuse of Floating Holidays the amount of overuse times the employee's hourly rate of pay will be deducted from their final paycheck. Example: Employee terminates on May 28<sup>th</sup> with a balance of ten (10) hours of Floating Holiday time remaining. Seven (7) months remain in the year, therefore the remaining balance should be 23.31 hours (3.33 hours per month x 7 months = 23.31). The balance remaining however is only ten (10) hours. This employee will have 13.31 hours of pay deducted from their final paycheck (23.31 – 10 = 13.31 hours).
- (iii) Finally, if such prorating of Floating Holidays for employees who terminate during the calendar year results in an under use of Floating Holidays the amount of under use will be paid to the employee in his/her final paycheck. Example: Employee terminates on September 30 with a balance of twenty-five (25) hours of Floating Holiday time remaining. The employee has worked nine (9) months in the year and they were entitled to use 29.96 (30) hours of Floating Holiday. The employee only used fifteen (15) hours and therefore he/she will be paid fifteen (15) hours at his/her current hourly rate of pay.

12. Wage and Benefit Adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2007  
Suggested Motion:

To approve the following wage and benefit adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2007:

- a. Wages: Effective January 1, 2007, increase the existing salary schedule by 3.3%.
- b. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- c. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- d. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).
- e. "Floating" Holidays may be prorated in one-half day increments for the year for new employees hired during a calendar year and individuals who terminated their employment during the year.

- (i) For employees who begin employment during the calendar year proration of Floating Holidays shall be according to the following example: Hire date is July 8<sup>th</sup>, leaving 5.75 months remaining in the year (July 8 to December 31). Floating Holiday time credited is 19.1475 hours (3.33 hours per month x 5.75 months). This employee will be credited with twenty (20) hours after rounding up to the nearest whole hour.
- (ii) If such proration of Floating Holidays for employees who terminate during the calendar year results in an overuse of Floating Holidays the amount of overuse times the employee's hourly rate of pay will be deducted from their final paycheck. Example: Employee terminates on May 28<sup>th</sup> with a balance of ten (10) hours of Floating Holiday time remaining. Seven (7) months remain in the year, therefore the remaining balance should be 23.31 hours (3.33 hours per month x 7 months = 23.31). The balance remaining however is only ten (10) hours. This employee will have 13.31 hours of pay deducted from their final paycheck (23.31 – 10 = 13.31 hours).
- (iii) Finally, if such proration of Floating Holidays for employees who terminate during the calendar year results in an under use of Floating Holidays the amount of under use will be paid to the employee in his/her final paycheck. Example: Employee terminates on September 30 with a balance of twenty-five (25) hours of Floating Holiday time remaining. The employee has worked nine (9) months in the year and they were entitled to use 29.96 (30) hours of Floating Holiday. The employee only used fifteen (15) hours and therefore he/she will be paid fifteen (15) hours at his/her current hourly rate of pay.

13. Benefit Adjustments for Ottawa County Judges for 2007

Suggested Motion:

To approve the following benefit adjustments for Ottawa County Judges for 2007:

- a. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- b. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- c. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).

14. Benefit Adjustments for Elected Officials, (excluding Judges and the Board of Commissioners) for 2007

Suggested Motion:

To approve the following benefit adjustment for Elected Officials (excluding Judges and the Board of Commissioners) for 2007:

- a. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- b. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- c. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).

15. Wage and Benefit Adjustments for 2007 for the Group T Employees

Suggested Motion:

To approve the following wage and benefit adjustments for Group T Employees for 2007:

- a. Wages: Effective January 1, 2007, increase the existing salary schedule by 3.3%.
- b. Increase Health Plan employee co-pay to seven percent (7%) of the current actuarial determined amount.

	<u>2007 Co-pay</u>
Single Coverage	\$14.26 bi-weekly
2-Person Coverage	\$30.74 bi-weekly
Family Coverage	\$42.73 bi-weekly

- c. Effective for 2007, implement the ICMA Vantage Care Retirement Health Savings Plan.
- d. Effective for 2007, implement interim benefits for exam and lenses in the County's current vision plan through VSP (Vision Service Plan).

16. Wage Adjustments for 2007 for the County's Temporary, Non-Seasonal Employees

Suggested Motion:

To approve an increase in the hourly wages of the County's temporary, non-seasonal employees (excluding Relief ISP Officer, Cadet, Part-time Road Patrol Deputy, Part-time Corrections Officer, Reserve/Marine Patrol Officer, Mounted/Reserve Officer, Gatekeeper, Bailiff, Scientific Support Unit Specialist, Park Attendant, Supported Worker) of 3.3% effective January 1, 2007.



17. Resolution to Approve the 2006 Millage Rate for Ottawa County  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to approve the 2006 Millage Rate for Ottawa County to 1.1666 mills for a total of 3.5 mills for 2006.
18. Resolution to Approve the 2006 Millage Rate for E-911  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to approve the 2006 Millage Rate for E-911 to .4407 mills.
19. Resolution to Approve the 2006 Millage Rate for Parks  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to approve the 2006 Millage Rate for Parks to .3165 mills.

D. Appointments:

From the Personnel Committee

1. Ottawa County Community Action Agency Advisory Board  
Suggested Motion:  
To nominate and appoint Char Seise to fill one (1) Public Sector Members vacancy to serve a two (2) year term from October 1, 2006 until September 30, 2008.
2. Ottawa County Veteran's Affairs Committee  
Suggested Motion:  
To nominate Randal J. Cope, Roger Jansen, James A. Forster, Robin Bailey, and Kenneth Kelly and appoint three (3) to fill one (1) year term from October 1, 2006 to September 30, 2007, a two (2) year term from October 1, 2006 to September 30, 2008, and a four (4) year term from October 1, 2006 to September 30, 2010.
3. Ottawa County Workforce Development Board  
Suggested Motion:  
To nominate Julie Kelley and Wendi Rudholm and appoint one (1) to fill one (1) Member vacancy representing the Private Sector, to serve an unexpired term from January 1, 2005 until December 31, 2007.

E. Discussion Items: None

F. Report of the County Administrator

G. General Information, Comments, and Meetings Attended

9. Public Comments
10. Adjournment