

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, September 12, 2023 at 9:00 AM** for the regular September meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom and YouTube.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Prayer and Pledge of Allegiance
3. Roll Call
4. Correspondence
5. Public Comment
6. Approval of Agenda
7. Consent Resolutions:

From the County Clerk/Register

A. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the minutes of the [August 22, 2023](#) Board of Commissioners meeting

From the Planning and Policy Committee

[For those viewing as PDF: Click here to see all supporting materials for the below items](#)

(*Link will open a new tab)

B. [Parks and Recreation Management Software System](#)

Suggested Motion:

To approve the 3-year contract for Parks and Recreation software system, Vermont Systems RecTrac system for a total contract amount of \$80,750.

C. [Ottawa Sands Fisheries Habitat Grant Project Agreement](#)

Suggested Motion:

To approve the Michigan Department of Natural Resources Fisheries Habitat Grant Program Project agreement for \$142,800 in funding for the Ottawa Sands Lake Nearshore Habitat Enhancements project.

D. [Bass River Michigan Department of Natural Resources Cooperative Agreement](#)

Suggested Motion:

To approve the cooperative agreement with the Michigan Department of Natural Resources to provide \$75,000 in funding for the Idema Explorers Trail through the Bass River Recreation Area.

E. [Hawthorn Pond Outdoor Discovery Center Network Easement](#)

Suggested Motion:

To approve the easement agreement with Outdoor Discovery Center Network to allow implementation of improvements to ODC Network property in the Middle Macatawa Area east of Hawthorn Pond.

F. [Ottawa Sands Lake Loop Michigan Natural Resources Trust Fund Project Agreement](#)

Suggested Motion:

To approve the Michigan Department of Natural Resources Development grant agreement for \$300,000 in funding for the Ottawa Sands Lake Loop project.

G. [Rosy Mound Expansion Phase I Michigan Natural Resources Trust Fund Project Agreement](#)

Suggested Motion:

To approve the Michigan Natural Resources Trust Fund Acquisition grant agreement for \$1,650,000 in funding for the Rosy Mound Expansion Project Phase I.

H. [Hawthorn Pond Holland Township License](#)

Suggested Motion:

To approve the license agreement with Holland Charter Township to allow implementation of improvements to Parks controlled property in the Middle Macatawa Area adjacent to Hawthorn Pond.

From the Finance and Administration Committee

[For those viewing as PDF: Click here to see all supporting materials for the below items](#)

(*Link will open a new tab)

- I. [Accounts Payable for July 24, 2023 through August 25, 2023](#)
Suggested Motion:
To approve the general claims in the amount of \$25,296,425.32 as presented by the summary report for July 24, 2023 through August 25, 2023.

- J. [Amendment to Resolution Establishing Depositories](#)
Suggested Motion:
To approve the amendment to the Resolution Establishing Depositories of Public Monies.

- K. [Contract for AS400 Support Services](#)
Suggested Motion:
To approve a contract to support aging software to ensure compatibility issues, or vulnerabilities are promptly addressed and resolved by the software vendor, helping to maintain the software's functionality and security.

- L. [Contract to provide Weatherization Services for the Ottawa County Community Action Agency](#)
Suggested Motion:
To approve the contract with Sale's Heating, Cooling, & Refrigeration, Inc. to provide weatherization services for Ottawa County Community Action Agency for the period October 1, 2023 through September 30, 2025.

- M. [Contractor Services for the Weatherization Programs for Ottawa County Community Action Agency](#)
Suggested Motion:
To approve the contract with Randy Scholma, Builder, to provide general contractor services for the Weatherization programs for the period October 1, 2023 through September 30, 2025.

- N. [Contractor Services for the Weatherization Programs for Ottawa County Community Action Agency](#)
Suggested Motion:
To approve a contract with Alan McCabe (d.b.a. A & S Construction) to provide general contracting services for the Weatherization programs.

- O. [Inmate Meal Service Agreement](#)
Suggested Motion:
To approve the contract with Canteen Services for inmate meal service.

P. [Request to Increase Pay for Nurse Prescriber for Retention Purposes](#)

Suggested Motion:

To approve the request from Community Mental Health to increase the pay for a Nurse Prescriber from step 4 to step 6 on the Prescriber pay scale for retention purposes.

Q. [Fiscal Services Personnel Request](#)

Suggested Motion:

To approve a proposal to add one, 1.0 FTE full-time, benefited Budget Manager position at universal paygrade 15 for a total cost of \$131,738.00 paid for by the general fund.

R. [Foam Concentrate Tote Trailers](#)

Suggested Motion:

To approve the purchase of foam concentrate tote trailers and foam.

S. [Facilities Work Order and Room Reservation Platform Contract](#)

Suggested Motion:

To approve a contract with Brightly Software Inc. for a computerized maintenance management system (CMMS) and conference room reservation platform, for a 3–4-year contract equaling \$94,662.43.

T. [Transcription Services Agreement](#)

Suggested Motion:

To approve the VIQ Solutions Contract in the amount of \$154,800 over 5 years.

U. [FY2023 Budget Adjustments](#)

Suggested Motion:

To approve the 2023 budget adjustments per the attached schedule.

From the Talent and Recruitment Committee

W. [Ottawa County Community Corrections Advisory Board - Workforce Investment](#)

Suggested Motion:

To approve the nomination of (*indicates recommendation from the Interview Subcommittee):

**Brooke Karl*

Angie Barksdale

and to select Brooke Karl to fill one (1) Community Corrections Advisory Board Workforce Investment seat vacancy beginning January 1, 2023 and ending December 31, 2024.

8. Public Hearings:

I. [FY 2024 Ottawa County Budget](#)

Suggested Motion:

- a. To open the Public Hearing to receive comments on the FY 2024 Ottawa County Budget
- b. To close the Public Hearing on the FY 2024 Ottawa County Budget

9. Agenda and Action Requests:

10. Committee Reports

11. Public Comment

12. Additional Business

From the County Administrator

A. Administrator's Report

B. Discussion of Early Voting Agreement

13. Adjournment at Call of the Chairperson