



Ottawa County

Clerk | Register of Deeds

Justin F. Roebuck

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County Clerk | Register of Deeds

Renee E. Kuiper  
Chief Deputy County Clerk

Rachel A. Sanchez  
Chief Deputy Register of Deeds

December 29, 2023

TO ALL COUNTY COMMISSIONERS:

The Ottawa County Board of Commissioners will meet on Tuesday, January 2, 2024, at 9:00 a.m. in the Board of Commissioners Room, Fillmore Street Complex, West Olive, Michigan and via Zoom and YouTube for the purpose of Organization of the Board for the year 2024.

The Agenda is as follows:

1. Call to order by the Clerk
2. Invocation
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Correspondence
  - a. Introduction of new Veteran's Affairs Director, Jason Schenkel
6. Public Comment
7. [Resolution Adopting a One \(1\) Year Term for the Board Chairperson](#)  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution setting a one (1) year term for the position of Ottawa County Board Chairperson.
8. Elect Temporary Chairperson
9. Elect Chairperson
10. Elect Vice-Chairperson

○ Circuit Court Records

414 Washington Avenue Room 320  
Grand Haven, MI 49417  
616-846-8315

○ CCR - Family Division

12120 Fillmore Street  
West Olive, MI 49460  
616-786-4108

○ Elections Division

12220 Fillmore Street Room 130  
West Olive, MI 49460  
616-994-4535

○ Register of Deeds

12220 Fillmore Street Room 146  
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616-994-4510

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## 11. Oath of Office for Chairperson and Vice-Chairperson

## 12. Action Items

### A. [2024 Rules of the Ottawa County Board of Commissioners](#)

Suggested Motion:

To amend the Rules of the Ottawa County Board of Commissioners.

### B. [Standing Committee Meeting Times](#)

Suggested Motion:

To approve the Standing Committee meeting times.

### C. [2024 Board of Commissioner Committee Appointments](#)

Suggested Motion:

To approve the Board of Commissioner Committee appointments for 2024.

### D. [Re-institution of the Mediation Committee](#)

Suggested Motion:

To approve the re-institution of the special committee of five members to participate in mediation in the Hambley v. Ottawa County matter pursuant to Board Rule 5.2 upon the following terms:

- a. The special committee is only advisory in nature and has no authority to effectuate or formulate public policy;
- b. The special committee has not been delegated any decision-making authority;
- c. The special committee may make recommendations for the full Board to review;
- d. Any final decision relating to mediation, or the Hambley v. Ottawa County litigation shall be made by the full Board; and
- e. The Chairman hereby appoints, and the Board approves, the following commissioners to be members of the special committee:
  - i. Joe Moss, Chair
  - ii. Sylvia Rhodea
  - iii. Gretchen Cosby
  - iv. Allison Miedema
  - v. Doug Zylstra

### E. [Resolution to Provide for Deposit of Public Monies](#)

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution enabling the Ottawa County Treasurer to deposit all public funds in approved financial institutions, and execute any necessary contracts for the same, for the benefit of Ottawa County.

### F. [Resolution to Provide for Deposit of Drainage District Funds](#)

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to deposit and invest drain funds



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in identified financial institutions and execute necessary related contracts for the benefit of the Ottawa County Water Resources Commissioner.

G. Resolution to Provide for Deposit of Road Commission Funds

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to deposit and invest Road Commission funds in identified financial institutions and execute related necessary contracts for the benefit of the Ottawa County Road Commission.

H. Resolution to Establish Policy Regarding Tax Credits for Qualified Individuals

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to waive administration fees and interest for real property taxes paid prior to May 1 by qualified persons, as set forth in the Resolution.

I. Report of the County Administrator

J. Public Comment

K. Adjournment

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