



Ottawa County
Board of Commissioners

Joe Moss
Chairperson

Sylvia Rhodea
Vice-Chairperson

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, February 13, 2024 at 9:00 AM** for the regular February 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 [January 30, 2024](#) Board of Commissioners meeting and the [December 8, 2023](#) Board of Commissioners Special Meeting.

From Administration

B. [Community Mental Health 2023 Annual Report](#)

Suggested Motion:

To receive for information the Community Mental Health 2023 Annual Report.

C. [Department Public Health 2023 Annual Report](#)

Suggested Motion:

To receive for information the Department of Public Health 2023 Annual Report.

From the Finance and Administration Committee

D. [Accounts Payable for December 22, 2023 through January 25, 2024](#)

Suggested Motion:

To approve the general claims in the amount of \$17,740,481.57 as presented by the summary report for December 22, 2023 through January 25, 2024

E. [Quarterly Financial Status Report](#)

Suggested Motion:

To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher level summary for the Special Revenue Funds, through the end of the 1st quarter of Fiscal Year 2024.

F. [2025 Budget Calendar](#)

Suggested Motion:

To approve the 2025 Budget Calendar.

G. [Strategic Plan Funds Request](#)

Suggested Motion:

To approve a request from Administration to issue an RFP for up to \$100,000 to procure vendor options for the county's strategic plan, with vendor review and approval to be done at the Strategic Planning Committee.

H. [Public Health FTE Request](#)

Suggested Motion:

To approve the request from Public Health to increase the FTE for a Community Health Nurse from 0.5 FTE to 0.6 FTE at a cost of \$9,130.

I. [Seasonal Employee Wages](#)

Suggested Motion:

To approve the request from Parks to modify the pay rates for seasonal employees and to be annually adjusted by the cost-of-living provided to general Group T employees.

J. [Full Faith and Credit Pledges for Drain Notes and Bonds](#)

Suggested Motion:

To approve a resolution pledging the county's full faith and credit to a drain note or bonds.

K. [Sheriff's Office Vehicle Upfitting Contract](#)

Suggested Motion:

To approve the contract for vehicle upfitting services.

L. [FY2024 Budget Adjustments](#)

Suggested Motion:

To approve the FY2024 budget adjustments per the attached schedule.

From the Planning and Policy Committee

M. [Ottawa Sands Lake Loop Construction](#)

Suggested Motion:

To accept the bid from McCormick Sand, Inc, in the amount of \$788,314.25 for construction of the Lake Loop project at Ottawa Sands. Furthermore, the Parks Commission requests that the Fiscal Services Department transfers \$150,000 from CP2208 Ottawa Sands Development Phase I {Parks contribution) to CP2302 Ottawa Sands Lake Loop, to fully fund this project with contingency for a total project amount of \$891,844.

N. [Ottawa Sands Day Use Restroom Construction](#)

Suggested Motion:

To approve the bid from Denny's Excavating in the amount of \$510,000 for construction of the day use restroom at Ottawa Sands. Furthermore, the Parks Commission requests that the Fiscal Services Department transfers \$100,000 from CP2208 Ottawa Sands Development Phase I (Parks contribution) to CP2301 Ottawa Sands Restroom, to fully fund this project with contingency for a total project amount of \$585,000.

8. Agenda and Action Requests:

A. Authorization to Retain Legal Services

Suggested Motion:

To authorize the Board of Commissioners to retain Brook Bisonet and his firm, Guinan Bisonet, PLLC, to provide legal services in connection with the January 15, 2024 letter to the board from Butzel regarding Administrator John Gibbs.

B. Hiring and Transfer Freeze

Suggested Motion:

To implement a hiring freeze and transfer freeze that applies to proposed hires and transfers by the Ottawa County Administrator, effective immediately, until further notice.

9. Committee Reports

A. [Community Mental Health 2023 Annual Report](#)

Presented by Lynne Doyle, CMH Director

B. [Department of Public Health 2023 Annual Report](#)

Presented by Adeline Hambley, Health Officer

C. [Department of Veterans Affairs Assessment Presentation](#)

Presented by Jason Schenkel, Director of Veterans Affairs

10. Public Comment

11. Additional Business

From the County Administrator

A. Report from the County Administrator

From the County Commissioners

B. Update from National Association of Counties Legislative Conference

12. Adjournment at Call of the Chairperson