

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Wednesday, October 16 at 6:30 PM** for a special 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: None
8. Agenda and Action Requests:
 - A. [Resolution to Appoint Interim County Administrator](#)
Suggested Motion:
To approve a resolution appointing Ben Wetmore as the Interim County Administrator.
9. Committee Reports
10. Public Comment
11. Additional Business
12. Adjournment at Call of the Chairperson

**COUNTY OF OTTAWA
STATE OF MICHIGAN
RESOLUTION**

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the 16th day of October, 2024 at 6:30 PM local time.

PRESENT: Commissioners:

ABSENT: Commissioners: _____

It was moved by Commissioner _____ and supported by Commissioner _____ that the following Resolution be adopted:

WHEREAS, the Ottawa County Board of Commissioners created the Executive Transition Committee on September 24, 2024, to facilitate the search for a permanent County Administrator, and

WHEREAS, the County of Ottawa is currently without a County Administrator, and

WHEREAS, the County Administrator serves as the Chief Administrative Officer of the County of Ottawa and is responsible for the management of all County operations, programs, and activities, and

WHEREAS, the County Administrator acts as a coordinator and performs executive management level leadership in directing the overall management of the County government to provide mandated services to the citizens of Ottawa County, and

WHEREAS, the County Administrator upholds the United States and Michigan Constitutions to preserve and protect the individual rights of the citizens, and

WHEREAS, the County of Ottawa has essential operations to continue under the direction of an Interim County Administrator, and

WHEREAS, the current Deputy County Administrator is Benjamin Wetmore, and

WHEREAS, Benjamin Wetmore is willing to serve as Interim County Administrator while the search for a permanent County Administrator is conducted, and

WHEREAS, the salary range of the County Administrator is \$185,000 to \$220,000 per year;

NOW, THEREFORE BE IT RESOLVED, Benjamin Wetmore is appointed as Interim County Administrator, to continue until the employment of a permanent replacement or further action by the Board of Commissioners, and

BE IT FURTHER RESOLVED, Benjamin Wetmore shall be paid at the rate of \$175,000 per year while appointed as the Interim County Administrator, and

BE IT FURTHER RESOLVED, Benjamin Wetmore shall return to the position and pay of Deputy County Administrator after a permanent County Administrator is appointed, and

BE IT FURTHER RESOLVED, the Interim County Administrator position is a full-time, benefited position working at the Fillmore Complex in West Olive, Michigan, and

BE IT FURTHER RESOLVED, the Interim County Administrator shall be responsible for all day-to-day administration of the County of Ottawa, and

BE IT FURTHER RESOLVED, the Interim County Administrator shall direct the operations and supervise the performance of all County departments and department heads, and is the final authority for decisions related to employee behavior, discipline, selection, appointment, removal, and policy enforcement, however, this authority shall not apply to elected officials or officials that have been appointed by the Board of Commissioners, and

BE IT FURTHER RESOLVED, the Interim County Administrator shall attend and/or have department heads attend all Board of Commissioners meetings and supervise the preparations and filling, or submission, of all reports required of the County by law, and

BE IT FURTHER RESOLVED, the Interim County Administrator serves as an official representative on a variety of boards and with the public, and

BE IT FURTHER RESOLVED, the Interim County Administrator shall assist the Executive Transition Committee with the search for a permanent County Administrator, and

BE IT FURTHER RESOLVED, the Interim County Administrator shall perform such other duties as is customary or the Board may assign.

YEAS: Commissioners: _____

NAYS: Commissioners: _____

ABSTENTIONS: Commissioners: _____

RESOLUTION ADOPTED