

PLANNING & POLICY COMMITTEE

Approved Minutes

- DATE: January 15, 2003
TIME: 9:00 a.m.
PLACE: Fillmore Street Complex
PRESENT: Gordon Schrottenboer, Roger Rycenga, frederick VanderLaan, Edward Berghorst
ABSENT: Robert Rinck
STAFF & GUESTS: James Mankoski, MIS Director; Mark Scheerhorn, Administrative Services Director; Gary Scholten, Register of Deeds; Greg Rappleye, Corporate Counsel; Chuck Pistis, MSU Extension; Harold Walcott, MI Turkey Growers; Rosemary Zink, Finance Director; Mary Richardson, Treasurer; John Scholtz, Parks & Recreation Director; Karen Youngs-Hartley, Lakeshore Coordinating Council; Sherri Sayles, Deputy Clerk; Media
SUBJECT: CONSENT ITEMS
- PP 03-001 Motion: To approve the Minutes of the December 18, 2002, meeting as presented and to approve the agenda of today as presented.
Moved by: VanderLaan Supported by: Schrottenboer
- PP 03-002 Motion: To amend Motion PP 03-001 adding to the agenda "Election of Vice-Chair", "Dates and Times of Planning and Policy Committee Meetings" and to move Discussion Items before Action Items.
Moved by: Rycenga Supported by: VanderLaan UNANIMOUS
- A vote was than taken on the motion as amended and the amended motion passed.
SUBJECT: DATES AND TIMES OF FUTURE MEETINGS
The Planning and Policy Committee will be meeting the second Wednesday of each month at 1:00 p.m.
SUBJECT: ELECTION OF COMMITTEE VICE-CHAIR
- PP 03-003 Motion: To nominate and elect Gordon Schrottenboer as Vice-Chair of the Planning and Policy Committee.
Moved by: Rycenga
- Mr. Schrottenboer declined the nomination.
- PP 03-004 Motion: To nominate and elect Roger Rycenga as Vice-Chair of the Planning and Policy Committee.
Moved by: Schrottenboer Supported by: VanderLaan UNANIMOUS
SUBJECT: DISCUSSION ITEMS
1. County Electrical Co-Generation Plan - Chuck Pistis and Harold Walcott explained Ottawa County is a major poultry producer which results in enormous tonnages of waste every year. Because of its fertilizer value, turkey litter has been land applied. Because of high phosphorus levels in the County, land application is less practical and a potential threat to water quality. Agricultural producers have been successful in obtaining a \$30,000 grant from the State of Michigan to explore possibility of converting this waste to energy. The grant requirements are contingent on obtaining local match.
- PP 03-005 Motion: To move the Biomass Energy Conversion Project to an Action Item.
Moved by: Rycenga Supported by: VanderLaan UNANIMOUS
- PP 03-006 Motion: To recommend the Biomass Energy Conversion Project for funding on the basis of its potential for pollution control and forward it to the Finance Committee for funding in the amount of \$15,000 contingent upon their securing the balance of the match.
Moved by: VanderLaan Supported by: Rycenga UNANIMOUS
2. Senate Bill/HB6490 - Gary Scholten, Register of Deeds, explained to the Committee at the end of 2002 the State of Michigan passed a new law that goes into effect March 31, 2003, and runs through December 31, 2006, which has a specific purpose to accomplish: 1) timely processing of recordable instruments and 2) make the records computer accessible by internet websites or other on-line media. Gary reported the Register of Deeds Office has already gone through the bidding process and the selection of a vendor in 2002. ACS Corporation was selected out of the seven proposals. The ACS product will rent out at approximately \$2.50 per document and include all hardware and software. The

new State law provides \$5.00 per document to cover the cost of accomplishing the new law. Jim Mankoski reported it was on the MIS list to be accomplished this year. He questioned where the funding was coming from and whether to rent or MIS can produce the hardware in-house.

Gordon Schrottenboer left at 10:08 a.m.

Mark Scheerhorn reported everyone is on track with Gary. The County MIS Department has resources internally here and Administration recommends going in-house. Mark Scheerhorn, Gary Scholten, Jim Mankowski, Mary Richardson and Greg Rappleye to meet and bring back on the agenda as a possible Action Item next month.

Break 10:25 a.m. - 10:33 a.m.

SUBJECT: ADMINISTRATOR'S SUCCESSION PLANNING GUIDE

PP 03-007

Motion: To recommend to the Board the attached County Administrator succession planning guide.

Moved by: VanderLaan Supported by: Rycenga

PP 03-008 Motion: To amend Motion PP 03-007 changing point one to read, "It is the desire of the Board that at least **nine (9)** months notice be given" instead of "six (6) months" and point two, "The Board of Commissioners, **through the Personnel Committee, or the Ad Hoc Committee as appointed by the Chair**, will begin a search for the Administrator's...

Moved by: VanderLaan Supported by: Rycenga UNANIMOUS

A vote was than taken on the motion as amended and the amended motion passed.

SUBJECT: ANNUAL SUMMIT ON RACISM (USE OF COUNTY SEAL)

Motion: To allow use of the County Seal on posters in support of the Annual Summit on Racism.

In preliminary discussion of this matter, it was pointed out that use of the County Seal in this manner was contrary to the County Policy and no motion was made.

SUBJECT: PROSECUTION COST RECOVERY ORDINANCE

PP 03-009

Motion: To approve and forward to the Board the proposed "Prosecution Cost Recovery Ordinance".

Moved by: Rycenga Supported by: VanderLaan UNANIMOUS

SUBJECT: GRAND VALLEY METRO COUNCIL

PP 03-010

Motion: To approve and forward to the full board a Resolution to amend the Articles of Incorporation of the Grand Valley Metro Council allowing the withdrawal of Wayland Township as a member.

Moved by: VanderLaan Supported by: Rycenga UNANIMOUS

SUBJECT: REMONUMENTATION COMMITTEE

PP 03-011

Motion: To approve the following appointments to the Remonumentation Committee:

- Tom Palarz representing Road Commission (2 year term expiring January 2005)

- Rodney Unema representing Surveyors (2 year term expiring January 2005)

- Ryan Cotton representing Assessors (2 year term expiring January 2005)

- Joanne Marcetti representing Realtors (2 year term expiring January 2005)

Moved by: VanderLaan Supported by: Rycenga UNANIMOUS

SUBJECT: PIGEON RIVER GREENWAY

PP 03-012

Motion: To approve granting the easement for overhead and underground electric lines to Consumers Energy for the purpose of providing electrical service to the Pigeon River Greenway property on West Olive Road.

Moved by: Rycenga Supported by: VanderLaan UNANIMOUS

SUBJECT: DISCUSSION ITEMS

3. Lakeshore Coordinating Council - resolution regarding substance abuse - Karen Youngs-Hartley, LCC Executive Director, explained briefly the resolution regarding substance abuse. This resolution will be going to the Health and Human Services Committee.

SUBJECT: CLOSED SESSION

PP 03-013

Motion: To go into Closed Session at 11:08 a.m. to discuss property issues.

Moved by: Rycenga Supported by: VanderLaan UNANIMOUS

Result of the roll call votes were as follows:

Yeas: Messrs. Rycenga, VanderLaan, Berghorst. (3)

PP 03-014

Motion: To rise from Closed Session at 11:29 a.m.

Moved by: VanderLaan Supported by: Rycenga UNANIMOUS

SUBJECT: DISCUSSION ITEMS

4. Building Projects Update - The building projects update was presented by Mark Scheerhorn.

SUBJECT: ADJOURNMENT

The meeting adjourned at 11:36 a.m.