

PLANNING & POLICY COMMITTEE

Approved Minutes

DATE: February 12, 2003

TIME: 1:00 p.m.

PLACE: Fillmore Street Complex

PRESENT: PRESENT: Gordon Schrottenboer, Roger Rycenga, Edward Berghorst, Robert Rinck

ABSENT: ABSENT: Frederick VanderLaan

STAFF & GUESTS: June Hagan, Accounting Director; John Scholtz, Parks & Recreation Director; Jim Mankoski, MIS Director; Mark Scheerhorn, Administrative Services Director; Bob Oosterbaan, Administrator; Ken Rizzio, Economic Development; Rosemary Zink, Finance Director; Greg Rappleye, Corporation Counsel; Steve Nameneye, Telecommunication Specialist; Craig Jones, ACS; John Lockwood, ACS; Doug Van Essen, Attorney; Gary Scholton, Register of Deeds; Daniel Krueger, County Clerk; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

PP 03-015 Motion: To approve the Minutes of the January 15, 2003, meeting as presented and to approve the agenda of today as presented and amended to add Action Item #5 - Closed Session - Opinion of Counsel and move Discussion Item #1 before Action Items.

Moved by: Rinck Supported by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Ottawa County Economic Development Office (OCEDO) - Ken Rizzio, Economic Development Executive Director, presented the Economic Development Activity Report for CY2002.

SUBJECT: RATIONALE FOR DEMOLITION OF COMMUNITY HAVEN

PP 03-016 Motion: To authorize the solicitation of proposals to demolish the Community Haven assisted living facility.

Moved by: Rinck Supported by: Rycenga UNANIMOUS

SUBJECT: HAGAR CREEK RESTORATION CONTRACT #1

PP 03-017 Motion: To receive the bids for the Hagar Creek Restoration Project - Contract #1/Storm Sewer Diversion - and to recommend to the full Board to award the contract to the low bidder, Kentwood Excavating, in the amount of \$130,238 with funding from a State Clean Michigan Initiative grant and county parks millage.

Moved by: Rycenga Supported by: Schrottenboer UNANIMOUS

SUBJECT: HAGAR CREEK RESTORATION CONTRACT #2

PP 03-018 Motion: To receive the bids for the Hagar Creek Restoration Project - Contract #2/Creek Rehabilitation - and to recommend to the full Board to award the contract to the low bidder, Lyonnois, Inc., in the amount of \$58,605 with funding from a State Clean Michigan Initiative grant and county parks millage.

Moved by: Rycenga Supported by: Schrottenboer UNANIMOUS

SUBJECT: CLOSED SESSIONS

PP 03-019 Motion: To go into Closed Session at 1:20 p.m. to discuss property issues.

Moved by: Rycenga Supported by: Rinck UNANIMOUS

Roll call votes: Yeas: Schrottenboer, Rycenga, Rinck, Berghorst. (4)

PP 03-020 Motion: To rise from Closed Session at 1:38 p.m.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

PP 03-021 Motion: To go into Closed Session at 1:39 p.m. to discuss Opinion of Counsel.

Moved by: Schrottenboer Supported by: Rycenga UNANIMOUS

Roll call votes: Yeas: Schrottenboer, Rycenga, Rinck, Berghorst. (4)

PP 03-022 Motion: To rise from Closed Session at 2:14 p.m.

Moved by: Schrottenboer Supported by: Rycenga UNANIMOUS

SUBJECT: DISCUSSION ITEMS

2. Register of Deeds Software Proposal - Gary Scholten reported he met with Mark Scheerhorn, Jim Mankowski, Mary Richardson and Greg Rappleye. Mark reported the time table for the project would be the fourth quarter of this year, possibly the third quarter. Gary was present with two representatives from ACS to answer any questions. Going towards the turnkey operation. The county would have a five year contract with ACS. Any special customization for Ottawa County would be the county's responsibility. Economics should be available at the next Planning & Policy meeting. Looking at interface with the Treasurer's Office and GIS Department. John Lockwood, ACS, explained the company's security protections. Jim Mankoski would like to see a contract that covers just Ottawa County and not a general contract. Action Item at March meeting.

3. Per Diem Reimbursement Policy - Discussion on the Board of Commissioners Approved Committees and Rates. Authorization of per diem must go through Finance Committee and then to the full Board. Mark Scheerhorn to look at the number of committees and the number of volunteers on each. Information to be presented at next meeting.

4. Building Projects Update - The building projects update was presented by Mark Scheerhorn. Steven Nameneye explained the comparisons of the communications network replacement.

SUBJECT: ADJOURNMENT

PP 03-023

Motion: To adjourn at 3:50 p.m.

Moved by: Rycenga Supported by: Rinck UNANIMOUS