

**APPROVED  
PROCEEDINGS OF THE OTTAWA COUNTY  
BOARD OF COMMISSIONERS**

**Tuesday, May 25, 2004 1:30 PM  
Fillmore Administration Building - Board Room  
12220 Fillmore Street, West Olive**

The Ottawa County Board of Commissioners met on Tuesday, May 25, 2004, at 1:30 p.m. and was called to order by the Chair.

Mr. Berghorst pronounced the invocation.

The Clerk led in the Pledge of Allegiance to the Flag.

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiten, Messrs. Rinck, Rycenga, Schrotenboer, Ms. Visscher, Messrs. Berghorst, VanderLaan, Vander Kam. (11)

Public Comments and Communications from County Staff

Roger Cotner, 411 Woodlawn, Grand Haven, introduced himself as a candidate for the new Circuit Court Judge position.

Janie Hernandez, 547 Maple Avenue, Holland, asked for the Boards support for the position representing the general public on the Community Mental Health Board.

Daniel Krueger, County Clerk, announced the start of accepting e-filings in the Ottawa County Circuit Court. Ottawa County is the first in the state and looking forward to serving the community.

B/C 04-133 Mr. VanderLaan moved to approve the agenda of today as presented. Mr. Schrotenboer supported the motion.

B/C 04-134 Mr. Schrotenboer moved to amend the agenda of today adding Action Item 13A - Agreement with Western Tel-Com, Inc. for Fiber Optic Cable System, changing Discussion Item #15 from Contract Negotiations to Property Matters and placing Annual Reports before Closed Session. Mr. Rinck supported the motion and the motion passed.

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

B/C 04-135 Mr. VanderLaan moved to approve the following Consent Resolutions:

1. To approve and Minutes of the May 11, 2004, Board of Commissioners Meeting.
2. To authorize the payroll of May 25, 2004, in the amount of \$549.50.
3. To approve the general claims in the amount of \$3,383,682.65 as presented by the summary report for May 1, 2004 through May 14, 2004.
4. To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Finance Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of April 2004.
5. To receive for information the Comprehensive Annual Financial Report of Ottawa County, Michigan Insurance Authority for the year ended December 31, 2003.

6. To receive for information the Ottawa County Administrative Services 2003 Annual Report.
7. To receive for information the Ottawa County Parks and Recreation 2003 Annual Report.
8. To receive for information the Ottawa County Register of Deeds 2003 Annual Report.
9. To receive for information the Ottawa County Human Resources 2003 Annual Report.
10. To receive for information the Ottawa County MSU Extension 2003 Annual Report.
11. To receive for information the Ottawa County Family Independence Agency 2003 Annual Report.
12. To receive for information the West Michigan Enforcement Team (WEMET) 2003 Annual Report.

Mr. Schrotenboer supported the motion and the motion passed as shown by the following votes: Yeas: Mr. Schrotenboer, Mrs. Kortman, Messrs. Rycenga, Vander Kam, Mrs. Ruiter, Messrs. Kuyers, Rinck, VanderLaan, Berghorst, Ms. Visscher, Mr. Swartout. (11)

- B/C 04-136 Mr. Rycenga moved to approve the *Letter of Understanding Between OCJCEA, Ottawa Family Court and Ottawa County* (May 6, 2004) reclassifying one (1) Youth Specialist in Detention to Court Unclassified Grade 08B. Annual cost of the reclassification to be approximately \$13,965. Mr. VanderLaan supported the motion and the motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Vander Kam, Kuyers, VanderLaan, Mrs. Ruiter, Messrs. Berghorst, Rinck, Ms. Visscher, Messrs. Rycenga, Schrotenboer, Swartout. (11)
- B/C 04-137 Mr. Rycenga moved to approve and authorize the Board and Chairperson and Clerk to sign the "Agreement for Installation of Technology System(s)" (Fiber Optic Cable) with Western Tel-Com, Inc. Mr. VanderLaan supported the motion and the motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Rinck, Berghorst, Rycenga, Vander Kam, Ms. Visscher, Messrs. VanderLaan, Kuyers, Schrotenboer, Swartout. (11)
- B/C 04-138 Mrs. Ruiter moved to place into nomination the applications of Scott M. Blease, Robert L. Brown, Janie Hernandez, and Robert E. Byrd and appoint one (1) to the Ottawa County Community Mental Health Board to complete a three-year term that began April 1, 2002, and expired on March 31, 2005, representing the general public. Mr. VanderLaan supported the motion.

Roll call vote was as follows:

Mr. Rinck - Byrd  
 Mr. VanderLaan - Hernandez  
 Ms. Visscher - Hernandez  
 Mr. Rycenga - Byrd  
 Mr. Schrotenboer - Hernandez  
 Mr. Berghorst - Hernandez  
 Mr. Kuyers - Byrd  
 Mrs. Ruiter - Hernandez  
 Mr. Vander Kam - Byrd  
 Mr. Swartout - Hernandez  
 Mrs. Kortman - Hernandez

Results of the roll call vote were as follows: Mr. Blease - 0, Mr. Brown - 0, Ms. Hernandez - 7, Mr. Byrd - 4.

The Chair declared Janie Hernandez appointed to the Ottawa County Community Mental Health Board representing the general public.

#### Discussion Items

The Administrative Services 2003 Annual Report was presented by Mark Scheerhorn, Administrative Services Director.

The Parks and Recreation 2003 Annual Report was presented by John Scholtz, Parks and Recreation Director; Dave Mazurek, Maintenance and Operation of the Parks; Chip Francke, Park Naturalist; and Jonathan Nagel, Park Planner.

The Register of Deeds 2003 Annual Report was presented by Gary Scholten, Register of Deeds.

The Human Resources 2003 Annual Report was presented by Rich Schurkamp, Human Resources Director.

The MSU Extension 2003 Annual Report was presented by Chuck Pistis, MSU Director.

The Family Independence Agency 2003 Annual Report was presented by Loren Snippe, FIA Director.

The West Michigan Enforcement Team (WEMET) 2003 Annual Report was presented by John Porter, Section Commander.

Mrs. Ruitter, Mr. VanderLaan, and Mr. Vander Kam left at 3:15 p.m.

A recess was taken from 3:15 p.m. - 3:20 p.m.

- B/C 04-139 Mr. Rycenga moved to go into a Closed Session at 3:20 p.m. to discuss property matters (2/3 roll call vote required). Mr. Berghorst supported the motion and the motion passed as shown by the following votes: Yeas: Mr. Rycenga, Mrs. Kortman, Messrs. Berghorst, Kuyers, Schrotenboer, Ms. Visscher, Messrs. Rinck, Swartout. (8)
- B/C 04-140 Ms. Visscher moved to rise from Closed Session at 3:25 p.m. Mr. Rinck supported the motion and the motion passed.
- B/C 04-141 Mr. Kuyers moved to purchase approximately 10.7 acres on the Grand River in Tallmadge Township from Daniel Morrow at a cost of \$42,800 plus closing costs to expand the Ripps Bayou site with funding from the Parks and Recreation budget and to authorize the Parks and Recreation Manager to sign any required documents to finalize this transaction. Mr. Schrotenboer supported the motion and the motion passed as shown by the following votes: Yeas: Ms. Visscher, Messrs. Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Rinck, Rycenga, Swartout. (8)
- B/C 04-142 Ms. Visscher moved to adjourn at 3:25 p.m. subject to the call of the Chair. Mr. Rycenga supported the motion and the motion passed.

DANIEL C. KRUEGER, Clerk  
Of the Board of Commissioners

DENNIS W. SWARTOUT, Chairman  
Of the Board of Commissioner

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## Agenda

May 17, 2004

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, May 25, 2004 at 1:30 p.m.**, for the regular May meeting of the Board at the Ottawa County Fillmore Street Complex, West Olive, Michigan.

The Agenda is as follows:

1. Call to Order by the Chairperson

2. Invocation - Commissioner Berghorst
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
6. Public Comments and Communications from County Staff
7. Approval of Agenda
8. Actions and Reports

A. Consent Resolutions:

1. Suggested Motion:  
To approve the Minutes of the May 11, 2004 Board of Commissioners Meeting.

From the Finance and Administration Committee

2. Payroll  
Suggested Motion:  
To authorize the payroll of May 25, 2004 in the amount of \$\_\_\_\_\_.
3. Monthly Accounts Payable for May 1 to May 14, 2004  
Suggested Motion:  
To approve the general claims in the amount of \$3,383,682.65 as presented by the summary report for May 1, 2004 through May 14, 2004.
4. Monthly Budget Adjustments  
Suggested Motion:  
To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Finance Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of April 2004.
5. Ottawa County, Michigan Insurance Authority Annual Financial Report  
Suggested Motion:  
To receive for information the Comprehensive Annual Financial Report of Ottawa County, Michigan Insurance Authority for the year ended December 31, 2003.
6. Ottawa County Administrative Services 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Administrative Services 2003 Annual Report.
7. Ottawa County Parks and Recreation 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Parks and Recreation 2003 Annual Report.
8. Ottawa County Register of Deeds 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Register of Deeds 2003 Annual Report.
9. Ottawa County Human Resources 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Human Resources 2003 Annual Report.
10. Ottawa County MSU Extension 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County MSU Extension 2003 Annual Report.

11. Ottawa County Family Independence Agency 2003 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Family Independence Agency 2003 Annual Report.
12. West Michigan Enforcement Team (WEMET) 2003 Annual Report  
Suggested Motion:  
To receive for information the West Michigan Enforcement Team (WEMET) 2003 Annual Report.

B. Action Items:

From the Finance and Administration Committee

13. Reclassification of Youth Specialist in Juvenile Detention to Shift Supervisor  
Suggested Motion:  
To approve the *Letter of Understanding Between OCJCEA, Ottawa Family Court and Ottawa County* (May 6, 2004) reclassifying one (1) Youth Specialist in Detention to Court Unclassified Grade 08B. Annual cost of the reclassification to be approximately \$13,965.

C. Appointments:

From the Health and Human Services Committee

14. Appointment to the Ottawa County Community Mental Health Board  
Suggested Motion:  
To place into nomination the applications of Scott M. Blease, Robert L. Brown, Janie Hernandez, and Robert E. Byrd and appoint one (1) to the Ottawa County Community Mental Health Board to complete a three-year term that began April 1, 2002 and expires on March 31, 2005, representing the general public.

D. Discussion Items:

15. Closed Session - Labor Contract Negotiations  
Suggested Motion:  
To go into a Closed Session for an update on labor contract negotiations. Two-thirds roll call vote required.

- Administrative Services Annual Report (Mark Scheerhorn)
- Parks and Recreation Annual Report (John Scholtz)
- Register of Deeds Annual Report (Gary Scholten)
- Human Resources Annual Report (Rich Schurkamp)
- MSU Extension Annual Report (Chuck Pistis)
- Family Independence Agency Annual Report (Loren Snippe)
- West Michigan Enforcement Team (WEMET) Annual Report (John Porter)

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment