

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

**Tuesday, July 27, 2004 1:30 PM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

The Ottawa County Board of Commissioners met on Tuesday, July 27, 2004 at 1:30 p.m. and was called to order by the Chair.

Mr. Kuyers pronounced the invocation.

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

Present to roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiters, Messrs. Rinck, Rycenga, Schrotenboer, Berghorst, VanderLaan, Vander Kam. (10)

Absent: Ms. Visscher

Presentation of Petitions and Communications

The Clerk read a letter from Marian Postema asking the Board to reinstate the Health Screening Program.

The Chair so noted and accepted.

Public Comments and Communications from County Staff

Derek Minter, 260 E. 16th St., Holland, introduced himself to the Board as a candidate for the Ottawa County Board of Commissioners District 8.

Al Vanderberg introduced Erika Rosebrook Dibble the new Business Improvement Communications Coordinator.

The Chair presented Connie VanderSchaaf, Finance Department, with the Distinguished Budget Award.

B/C 04-168 Mr. VanderLaan moved to approve the agenda of today as presented. Mr. Schrotenboer supported the motion.

B/C 04-169 Mr. Schrotenboer moved to amend the agenda of today adding Action Item #18 - Resolution Accepting the Resignation of Commissioner Cynthia Visscher and Establishing a Procedure for Appointment of a Successor as 8th District Commissioner on the Ottawa County Board of Commissioners, #19 - Resolution Regarding Proposed Alternatives to State Revenue Sharing with Michigan Counties, #21 - Appointment of Alan Vanderberg to the Grand Valley Metro Council and striking Discussion Item #18 - State Revenue Sharing. Mr. VanderLaan supported the amendment and the amendment passed.

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

B/C 04-170 Mr. VanderLaan moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 22, 2004, Board of Commissioners Meeting.
2. To receive as information Correspondence Log 335.

3. To authorize the payroll of June 28, 2004 and July 13, 2004, in the amount of \$944.50.
4. To approve the general claims in the amount of \$4,226,567.96 as presented by the summary report for June 14, 2004 through June 30, 2004.
5. To approve the general claims in the amount of \$3,202,754.58 as presented by the summary report for July 1, 2004, through July 16, 2004.
6. To receive as information the Ottawa County Drain Commissioner's Annual Financial Statements for the year ended December 31, 2003.
7. To receive as information the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2003.
8. To receive as information the auditors' communication letter from Rehmann Robson regarding their responsibility on the County's audit for the year ended December 31, 2003.
9. 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 June 2004.

Mr. Schrottenboer supported the motion and the motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Vander Kam, Mrs. Kortman, Messrs. VanderLaan, Berghorst, Kuyers, Schrottenboer, Rinck, Mrs. Ruiter, Mr. Swartout. (10)

B/C 04-171 Mr. Kuyers moved to approve a Rye Study Oversight Committee with the following proposed membership:

- Ron Frantz - Prosecuting Attorney
- Roger Rycenga - County Commissioner/Finance Committee Chair
- Phil Kuyers - County Commissioner/Planning & Policy Chair
- Jane Ruiter - County Commissioner/Health & Human Services Chair
- Cathy Simons - Michigan Works! Director
- Al Vanderberg - Administrator
- Rich Schurkamp - Human Resources Director
- Kevin Bowling - Circuit Court Administrator
- Gary Rosema - Sheriff
- Gerry Cyranowski, CMH Director
- Vito Palazzolo - Health Officer

Mr. VanderLaan supported the motion and the motion passed as shown by the following votes: Yeas: Mr. Vander Kam, Mrs. Ruiter, Messrs. VanderLaan, Kuyers, Schrottenboer, Mrs. Kortman, Messrs. Berghorst, Rinck, Rycenga, Swartout. (10)

B/C 04-172 Mr. Kuyers moved to receive for information the amended "Travel Regulations Policy" (first reading). Mr. VanderLaan supported the motion and the motion passed as shown by the following votes: Yeas: Messrs. Rinck, Berghorst, Mrs. Ruiter, Mr. Schrottenboer, Mrs. Kortman, Messrs. Rycenga, Vander Kam, Kuyers, VanderLaan, Swartout. (10)

B/C 04-173 Mr. Kuyers moved to adopt and authorize the Board Chairperson and Clerk to sign the Resolution waiving enforcement of paragraph 9(e) of the Manley Street Tower Lease between Ottawa County and the Ottawa County Central Dispatch Authority. Mr. Rinck supported the motion and the motion passed as shown by the following votes: Messrs. VanderLaan, Vander Kam, Rycenga, Schrottenboer, Mrs. Kortman, Messrs. Kuyers, Berghorst, Mrs. Ruiter, Messrs. Rinck, Swartout. (10)

B/C 04-174 Mr. Rycenga moved to nominate and appoint Richard Schurkamp as Officer Delegate, Travis Parsons as Alternate Officer Delegate, Gail Marod as Employee Delegate, and Julie Siemen as Alternate Employee Delegate to the MERS 58th Annual Meeting held September 21 - 23, 2004. Mr. Rinck supported the motion and the motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Kuyers, VanderLaan, Mrs. Kortman, Messrs. Vander Kam, Schrottenboer, Mrs. Ruiter, Messrs. Rycenga, Rinck, Swartout. (10)

B/C 04-175 Mr. Rycenga moved to approve the 2003 Cost Allocation Plan for implementation in the 2005 budget. Mr.

Schrotenboer supported the motion and the motion passed as shown by the following votes: Messrs. Kuyers, Berghorst, Rinck, VanderLaan, Mrs. Kortman, Mr. Rycenga, Mrs. Ruiter, Messrs. Vander Kam, Schrotenboer, Swartout. (10)

B/C 04-176 Mr. Rycenga moved to approve the Management Information Services Billing Rate Study for 2005 for implementation in the 2005 budget. 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, Swartout. (10)

B/C 04-177 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the agreement with Plante & Moran to conduct the Management Information Systems Organization Review at a cost of \$46,500. Funding to come from the Management Information Systems fund. 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, Rycenga, Schrotenboer, Swartout. (10)

B/C 04-178 Mr. Rycenga moved to ratify the designation of the Early Childhood Interagency Coordinating Committee as the eligible Local Council for purposes of the Early Learning Opportunities Act (ELOA) discretionary grant program. Mr. Kuyers supported the motion and the motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Rinck, Berghorst, Rycenga, Vander Kam, VanderLaan, Kuyers, Schrotenboer, Swartout. (10)

B/C 04-179 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution accepting the Resignation of Commissioner Cynthia Visscher, effective Tuesday, July 27, 2004, and to provide that the winner of the Tuesday, August 3, 2004, Primary Election will be appointed by the Ottawa County Board of Commissioners to fill the 8th District Commissioner vacancy for the duration of that term, (through December 31, 2004), all as provided in the Resolution. Mr. Schrotenboer supported the motion.

B/C 04-180 Mr. VanderLaan moved to amend Motion B/C 04-179 adding "with regrets" between "accepting (with regrets) the Resignation". Mr. Schrotenboer supported the amendment and the amendment passed.

A vote was than taken on the amended motion and the amended motion passed as shown by the following votes: Yeas: Messrs. Rinck, Schrotenboer, Kuyers, Vander Kam, Mrs. Kortman, Messrs. VanderLaan, Rycenga, Berghorst, Mrs. Ruiter, Mr. Swartout. (10)

B/C 04-181 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution regarding proposed alternatives to state revenue sharing with Michigan Counties. Mr. Schrotenboer supported the motion and the motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Vander Kam, Mrs. Kortman, Messrs. VanderLaan, Berghorst, Kuyers, Schrotenboer, Rinck, Mrs. Ruiter, Mr. Swartout. (10)

Discussion Items

Closed Session - Pending Litigation - postponed until next meeting.

B/C 04-182 Mr. Schrotenboer moved to appoint Alan Vanderberg, Ottawa County Administrator, as an Ottawa County representative on the Grand Valley Metro Council (appointment through December 31, 2004). Mr. Berghorst supported the motion and the motion passed as shown by the following votes: Yeas: Mr. Vander Kam, Mrs. Ruiter, Messrs. VanderLaan, Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Rinck, Rycenga, Swartout. (10)

Philip Kuyers left at 2:35 p.m.

Report of the County Administrator - Alan Vanderberg had Rosemary Zink, Finance Director, make a power point presentation of the Annual Financial Report.

Several Commissioners reported on meetings attended and future meetings to be held.

The Chair adjourned the meeting at 3:05 p.m.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

DENNIS W. SWARTOUT, Chairman
Of the Board of Commissioner

Agenda

July 19, 2004

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, July 27, 2004 at 1:30 p.m.**, for the regular **July** 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 Kuyers
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. Board of Commissioners Meeting Minutes
Suggested Motion:
To approve the Minutes of the June 22, 2004 Board of Commissioners Meeting.
 2. Correspondence Log
Suggested Motion:
To receive as information Correspondence Log 335.
 3. Payroll
Suggested Motion:
To authorize the payroll of June 28, 2004 and July 13, 2004 in the amount of \$.
 4. Monthly Accounts Payable for June 14, 2004 to June 30, 2004
Suggested Motion:
To approve the general claims in the amount of \$4,226,567.96 as presented by the summary report for June 14, 2004 through June 30, 2004.
 5. Monthly Accounts Payable for July 1, 2004 to July 16, 2004
Suggested Motion:
To approve the general claims in the amount of \$3,202,754.58 as presented by the summary report for July 1, 2004 through July 16, 2004.

From the Finance and Administration Committee

6. Ottawa County Drain Commissioner's Annual Financial Statements
Suggested Motion:
To receive as information the Ottawa County Drain Commissioner's Annual Financial Statements for the year ended December 31, 2003.
7. County of Ottawa Annual Financial Report
Suggested Motion:
To receive as information the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2003.
8. Letter from Auditors Regarding Auditor Responsibility
Suggested Motion:
To receive as information the auditors' communication letter from Rehmann Robson regarding their responsibility on the County's audit for the year ended December 31, 2003.
9. 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 June 2004.

B. Action Items:

From the Planning and Policy Committee

10. Rye Study Oversight Committee
Suggested Motion:
To approve a Rye Study Oversight Committee with the following proposed membership:
 - Ron Frantz
 - Roger Rycenga
 - Phil Kuyers
 - Jane Ruitter
 - Cathy Simons
 - Al Vanderberg
 - Rich Schurkamp
 - Kevin Bowling
 - Gary Rosema
 - Gerry Cyranowski
 - Vito Palazzolo
11. Travel Regulations Policy
Suggested Motion:
To receive for information the amended "Travel Regulations Policy" (first reading).
12. Resolution Regarding Non-Enforcement of Manley Street Tower Lease Revision
Suggested Motion:
To adopt and authorize the Board Chairperson and Clerk to sign the Resolution waiving enforcement of paragraph 9(e) of the Manley Street Tower Lease between Ottawa County and the Ottawa County Central Dispatch Authority.

From the Finance and Administration Committee

13. Officer and Employee Delegate for MERS Annual Meeting
Suggested Motion:
To nominate and appoint Richard Schurkamp as Officer Delegate, Travis Parsons as Alternate Officer Delegate, Gail Marod as Employee Delegate, and Julie Siemen as Alternate Employee Delegate to the MERS 58th Annual Meeting held September 21 – 23, 2004.
14. 2003 Cost Allocation Plan
Suggested Motion:
To approve the 2003 Cost Allocation Plan for implementation in the 2005 budget.

15. MIS Billing Rate Study for 2005
Suggested Motion:
To approve the Management Information Services Billing Rate Study for 2005 for implementation in the 2005 budget.
16. Agreement for Management Information Systems Organization Review
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Agreement with Plante & Moran to conduct the Management Information Systems Organization Review at a cost of \$46,500. Funding to come from the Management Information Systems fund.
17. Ratification of Local Council Designation for Early Childhood Opportunities Grant
Suggested Motion:
To ratify the designation of the Early Childhood Interagency Coordinating Committee as the eligible Local Council for purposes of the Early Learning Opportunities Act (ELOA) discretionary grant program.

C. Discussion Items:

18. State Revenue Sharing

19. Closed Session – Pending Litigation

Suggested Motion:

To go into a Closed Session to discuss specific, pending litigation. Two-thirds roll call vote required.

D. Report of the County Administrator

E. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment