

**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS
PLANNING & POLICY COMMITTEE**

**Wednesday, May 5, 2004 8:30 AM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: May 5, 2004

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Joyce Kortman, Gordon Schrotenboer, Robert Rinck, Roger Rycenga, Philip Kuyers

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporate Counsel; Mark Scheerhorn, Administrative Services Director; Mark Knudsen, Planning & Grants Director; Rosemary Zink, Finance Director; Gary Rosema, Sheriff; Sherry Cole, CMH; Cora Visscher; Darcy Komejan; Doug Van Essen, Attorney; William Smith, Emergency Management Director; Sherri Sayles Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the April 7, 2004, meeting as presented and approve the agenda of today as presented.

SUBJECT: ROSY MOUND NATURAL AREA - RECOGNITION PLAQUE

PP 04-030 Motion: To concur with the recommendation by the Parks and Recreation Commission to name a trail at the Rosy Mound Natural Area in honor of a past Parks and Recreation Commission member and install a plaque of recognition.

Moved by: Schrotenboer Supported by: Kortman

UNANIMOUS

SUBJECT: PARK 12 MASTER PLAN

PP 04-031 Motion: To recommend approval of the Park 12 Master Plan.

Moved by: Rinck Supported by: Kortman

UNANIMOUS

SUBJECT: CLOSED SESSION

PP 04-032 Motion: To go into a Closed Session at 8:44 a.m. to discuss property matters (2/3 roll call vote required).

Moved by: Schrotenboer Supported by: Kortman

UNANIMOUS

Results of the roll call vote: Yeas: Mr. Rinck, Mrs. Kortman, Messrs. Rycenga Schrotenboer, Kuyers. (5)

PP 04-033 Motion: To rise from Closed Session at 9:30 a.m.

Moved by: Kortman Supported by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION TO ELIMINATE ELECTED POSITION OF COUNTY SURVEYOR

PP 04-034 Motion: To approve and forward to the Board the resolution to eliminate the elected position of County Surveyor, effective January 1, 2005.

Moved by: Kortman Supported by: Schrotenboer

UNANIMOUS

SUBJECT: NOMINATIONS FOR MEMBERSHIP ON OTTAWA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

PP 04-035

Motion: To approve and forward to the Board the nominations of the following persons for membership on the Ottawa County Local Emergency Planning Committee (LEPC):

- Darwin Baas - OC Environmental Health
- Tom Bosscher - Radio Station WCSG (Cornerstone University)
- Eileen Florea - Senior Resources
- Jack Hankiewicz - Sasakat Consulting
- Dr. Paul Heidel - OC Health Department
- Chief Dan Henderson - Holland Fire Department
- Don Hutchens - Sara Lee Foods
- George Keefe - Mirant Zeeland
- Lt. Steve Kempker - OC Sheriff's Office
- Dr. David E. Klingensmith - GVSU
- Chief Jason Ling - Georgetown Township Fire
- Elisabeth McNeil - OC Health Department
- Vito Palazzolo - OC Health Department
- Ken Porter - Pfizer-Holland Chemical
- Mark Tans - Hudsonville Emergency Management
- Jaff VanderWerf - Royster Clark
- Beth Thomas - Red Cross Emergency Coordinator
- Steve Vander Hill - Citizen

Moved by: Schrotenboer Supported by: Rycenga

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Revised Edition of the 2001 Health Section of the Ottawa County Data Book - Mark Knudsen stated the Health Section of the Data Book has been updated with colored graphs, new templates, etc. making the cost of the book \$40. He passed out CDs of the Health Section 2001 edition and Demographics 2003 edition. These can be purchased by the public for \$5. The Data Book is also available on the Planning and Grants web site.
2. Jail Gatekeeper / Cognitive Behavior Therapy Program - Mark Knudsen gave an overview of the new Jail Gatekeeper position. A committee was formed and strategic planning took place to form the Cognitive Behavior Therapy Program which provides community-based, in-kind services for in-jail and post-jail treatment programs for inmates. Sherry Cole reported the target population are inmates with mental illness, sex related charges, anger/violence related charges and substance abuse charges.
3. Appointment of Community Corrections Advisory Board - Greg Rappleye explained that everyone on the Community Corrections Advisory Board with the exception of Joyce Kortman and the Communication Media position are expired. A list was received from the County Clerk's office listing the appointment and expiration dates that should be used. Greg will be drafting a resolution reappointing everyone with terms of office listed.

PP 04-036

Motion: To have Corporate Counsel draft a resolution reappointing everyone on the Community Corrections Advisory Board with terms of office and forward to the full Board.

Moved by: Schrotenboer Supported by: Kortman

UNANIMOUS

4. Children's Advocacy Center - Mark Scheerhorn was approached by the Children's Advocacy Center to purchase a parcel of county owned land to build a new facility. The property is located at the James Street Campus and they would like to purchase one to two acres of a corner site on a ten acre parcel. Mark is looking into a buy/sell agreement. The County wants to maintain some control in case the Advocacy Center would sell the property in the future. Mark asked for authorization to work out the details and than forward to the Board as the Center has a time frame. Consensus of the Committee was to move ahead.
5. Manley Street Tower - Mark Scheerhorn is working on developing a lease agreement and rented rates for Nextel to use the Manley Street Tower Consensus of the Committee was to move ahead and bring back next month as an Action Item.

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

7. Meeting Dates - The Planning and Policy Committee Meetings have been changed to the second Wednesday of each month at 8:00 a.m.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:40 a.m.

Agenda

Consent Items:

1. Agenda of May 5, 2004
2. Approval of April 7, 2004 Planning and Policy Committee Minutes

Action Items:

1. Rosy Mound Natural Area – Recognition Plaque
Suggested Motion:
To concur with the recommendation by the Parks and Recreation Commission to name a trail at the Rosy Mound Natural Area in honor of a past Parks and Recreation Commission member and install a plaque of recognition.
2. Park 12 Master Plan
Suggested Motion:
To recommend approval of the Park 12 Master Plan.
3. Closed Session
Suggested Motion:
To discuss property matters (2/3 roll-call vote required)
4. Resolution to Eliminate Elected Position of County Surveyor
Suggested Motion:
To approve and forward to the Board the resolution to eliminate the elected position of County Surveyor, effective January 1, 2005.
5. Nominations for membership on Ottawa County Local Emergency Planning Committee (LEPC)
Suggested Motion:
To approve and forward to the board the nominations of the following persons for membership on the Ottawa County Local Emergency Planning Committee (LEPC):
Darwin Baas – OC Environmental Health
Tom Bosscher – Radio Station WCSG (Cornerstone University)
Eileen Florea – Senior Resources
Jack Hankiewicz – Sasakat Consulting
Dr. Paul Heidel – OC Health Department
Chief Dan Henderson – Holland Fire Department
Don Hutchens – Sara Lee Foods
George Keefe – Mirant Zeeland
Lt. Steve Kempker – OC Sheriff's Office
Dr. David E. Klingensmith - GVSU
Chief Jason Ling – Georgetown Township Fire
Elisabeth McNeil – OC Health Department
Vito Palazzolo – OC Health Department
Ken Porter – Pfizer-Holland Chemical
Mark Tans – Hudsonville Emergency Management

Discussion Items:

1. Revised Edition of the 2001 Health Section of the Ottawa County Data Book (Mark Knudsen)
2. Jail Gatekeeper / Cognitive Behavior Therapy Program (Mark Knudsen)
3. Appointment of Community Corrections Advisory Board (Greg Rappleeye)
4. Children's Advocacy Center (Mark Scheerhorn)
5. Manley Street Tower (Mark Scheerhorn)
6. Building Projects Update (Mark Scheerhorn)

Adjournment