

**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS**

**Tuesday, August 9, 2005 1:30 PM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

The Ottawa County Board of Commissioners met on Tuesday, August 9, 2005, at 1:30 p.m. and was called to order by the Chair.

Mr. Rinck pronounced the invocation.

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

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiters, Messrs. Rinck, Rycenga, Schrotenboer, Disselkoe, Berghorst, Holtrop, Vander Kam. (11)

Presentation of Petitions and Communications

Mr. Krueger read a letter from Kari Beattie, Deputy Director of Constituent Services, expressing sincere appreciation for the resolution supporting the continuance of state funding for Michigan State University Extension. The Chair so noted and accepted.

Public Comments and Communications from County Staff

Suzanne Karpinski, 11549 Van Lopik, Robinson Township, addressed the Board on concerns of not having time to review the Ottawa County Health Department's "Policy on Wells and Septic Systems in Flood Affected Areas" on today's agenda.

The following residents expressed concerns and asked the Board of Commissioners for support regarding Community Mental Health not helping with funding for placement of their children at the Harbor House in Jenison, Michigan.

- Karen Hansen and son David, 2230 Valarie Dr., Zeeland.
- Judie Donaghey and daughter Tiffany, 12234 Rich St., Robinson Twp.
- Judy Land and daughter Rhonda, Ottawa County.
- Larry & Lenora DeHaan and daughter April, 7812 Durain Dr., Jenison.
- Michelle VanKlombenberg and daughter Nicole, 7334 Adams, Zeeland.
- Michelle Rawlings, 15881 – 32nd Ave., Hudsonville.
- Daniel Gryzen on behalf of daughter Sandy and her son Scotty, 4737 Crescent Dr., Hudsonville.
- Gary Oom, 13442 – 56th Ave., Allendale.
- Kathy Schipper, 8552 Beretta Ct., Jenison.
- Gordon Petroelje, Ottawa County.
- Robert Brown, 287 Greenwood, Park Township.

The Chair thanked the public for coming and a Special Work Session will be scheduled to discuss these concerns.

A recess was taken from 2:15 p.m. – 2:25 p.m.

B/C 05-184 Mr. Disselkoe moved to approve the agenda of today as presented. The motion passed.

B/C 05-185 Mr. Disselkoe moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 12, 2005, Board of Commissioners Meeting.
2. To receive as information Correspondence Log 348.
3. To authorize the payroll of August 9, 2005, in the amount of \$552.59.
4. To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of June 2005.
5. To approve the general claims in the amount of \$4,165,759.78 as presented by the summary report for July 1 through July 15, 2005.
6. To approve the general claims in the amount of \$2,998,186.63 as presented by the summary report for July 18 through July 31, 2005.
7. To receive as information the Ottawa County Drain Commissioner's Annual Financial Statements for the year ended December 31, 2004.
8. To receive as information the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2004.
9. 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, 2004.
10. To receive as information the County of Ottawa's Single Audit Report for the year ended December 31, 2004.
11. To accept the resignation of Vito Palazzolo as Ottawa County Health Officer, effective August 9, 2005, and approve and authorize the County Administrator to sign the "Employment Departure Agreement" between Vito Palazzolo and the County of Ottawa.
12. To receive for information the County of Ottawa Office of Corporation Counsel 2004 Annual Report.
13. To receive for information the County of Ottawa Management Information Services Department's 2005 Annual Report.
14. To receive for information the County of Ottawa Planning and Grants Department's 2004 Annual Report.

The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Rinck, Berghorst, Swartout, Vander Kam, Disselkoen, Holtrop, Kuyers, Schrotenboer, Rycenga. (11)

- B/C 05-186 Mr. Kuyers moved to approve the proposal of the American Legion-Charles A. Conklin Post No. 28 to relocate the WWI Monument from the Ottawa County Courthouse grounds in the City of Grand Haven to Central Park in the City of Grand Haven; and to further recommend that, after the Grand Haven Courthouse project budget is established and funded, Ottawa County reimburse the cost of moving the Monument, in an amount not to exceed the estimated actual cost of moving the Monument from its current location to another location on the Ottawa County Courthouse grounds. The motion passed as shown by the following votes: Yeas: Messrs. Rinck, Disselkoen, Schrotenboer, Kuyers, Vander Kam, Mrs. Kortman, Messrs. Holtrop, Swartout, Berghorst, Mrs. Ruiter, Mr. Rycenga. (11)
- B/C 05-187 Mr. Kuyers moved to approve and authorize the Board Chairperson and Clerk to sign the Sixth Amendment to the North Ottawa "Ambulance Service Agreement," retroactive to August 1, 2005. The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Vander Kam, Mrs. Kortman, Messrs. Holtrop, Berghorst, Kuyers, Schrotenboer, Disselkoen, Rinck, Mrs. Ruiter, Mr. Rycenga. (11)
- B/C 05-188 Mr. Kuyers moved to approve and authorize the Board Chairperson and Clerk to sign a resolution supporting the West Michigan Regional Planning Commission's 2005 Comprehensive Economic Development Study (CEDS). The motion passed as shown by the following votes: Yeas: Mr. Vander Kam, Mrs. Ruiter, Messrs. Holtrop, Disselkoen, Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Rinck, Swartout, Rycenga. (11)

- B/C 05-189 Mr. Kuyers moved to approve the Exercise of Option for purchase of the Lohman Equities property to expand the Upper Macatawa Conservation Area with funding in the amount of \$213,240 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoe, Rinck, Berghorst, Mrs. Ruiter, Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Vander Kam, Kuyers, Holtrop, Rycenga. (11)
- B/C 05-190 Mr. Kuyers moved to approve the Exercise of Option for purchase of the VanKoevering property to expand the Upper Macatawa Conservation Area with funding in the amount of \$107,200 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Vander Kam, Swartout, Schrotenboer, Mrs. Kortman, Messrs. Kuyers, Berghorst, Mrs. Ruiter, Messrs. Disselkoe, Rinck, Rycenga. (11)
- B/C 05-191 Mr. Kuyers moved to approve the Exercise of Option for purchase of the Van Loo property to expand the Upper Macatawa Conservation Area with funding in the amount of \$104,320 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Kuyers, Holtrop, Mrs. Kortman, Messrs. Vander Kam, Schrotenboer, Mrs. Ruiter, Messrs. Swartout, Disselkoe, Rinck, Rycenga. (11)
- B/C 05-192 Mr. Kuyers moved to approve the amended "Ottawa County Environmental Health regulations".
- B/C 05-193 Mr. Vander Kam moved to postpone Motion B/C 05-192 for consideration to the second meeting in September for public comments. The motion was defeated as shown by the following votes: Yeas: Messrs. Holtrop, Vander Kam, Schrotenboer. (3)
- Nays: Messrs. Kuyers, Berghorst, Rinck, Mrs. Kortman, Mr. Swartout, Mrs. Ruiter, Messrs. Disselkoe, Rycenga. (8)
- B/C 05-194 Mr. Swartout moved to table Motion B/C 05-192. The motion passed as shown by the following votes: Yeas: Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Vander Kam, Kuyers, Rinck, Holtrop, Berghorst, Disselkoe, Rycenga. (10)
- Nays: Mrs. Ruiter. (1)
- B/C 05-195 Mr. Kuyers moved to approve the "Ottawa County Health Department: Real Estate Transfer Evaluation Policy".
- B/C 05-196 Mr. Swartout moved to table Motion B/C 05-195. The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Vander Kam, Kuyers, Holtrop, Mrs. Ruiter, Messrs. Berghorst, Rinck, Disselkoe, Swartout, Schrotenboer, Rycenga. (11)
- B/C 05-197 Mr. Kuyers moved to approve the Ottawa County Health Department "Policy on Wells and Septic Systems in Flood Affected Areas".
- B/C 05-198 Mr. Swartout moved to table Motion B/C 05-197. The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Rinck, Berghorst, Swartout, Vander Kam, Disselkoe, Holtrop, Kuyers, Schrotenboer, Rycenga. (11)
- B/C 05-199 Mr. Swartout moved to nominate and appoint Richard Schurkamp as Officer Delegate, Travis Parsons as Alternate Officer Delegate, Gail Marod as Employee Delegate, and Kathy Kuck as Alternate Employee Delegate to the MERS 59th Annual Meeting held September 20-22, 2005. The motion passed.
- B/C 05-200 Mr. Swartout moved to approve the purchase of one year and seven months of MERS generic service credits for Judith Mulder.

Total Cost:	\$18,420.00
Employer Cost:	\$0.00
Employee Cost:	\$18,420.00

The motion passed as shown by the following votes: Yeas: Messrs. Rinck, Disselkoe, Schrotenboer, Kuyers, Vander Kam, Mrs. Kortman, Messrs. Holtrop, Swartout, Berghorst, Mrs. Ruiter, Mr. Rycenga. (11)

- B/C 05-201 Mr. Swartout moved to approve the cost allocation proposal from the Ottawa County, Michigan Insurance Authority for the Southwest Ottawa County Landfill, as follows:
- Insurance Authority = \$2,374,000 for recapping
Ottawa County = \$1,715,000 for treatment system improvements
- The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Vander Kam, Mrs. Kortman, Messrs. Holtrop, Berghorst, Kuyers, Schrotenboer, Disselkoen, Rinck, Mrs. Ruiter, Mr. Rycenga. (11)
- B/C 05-202 Mr. Swartout moved to approve budget adjustment #537 with \$13,848 to come from Contingency. The motion passed as shown by the following votes: Yeas: Mr. Vander Kam, Mrs. Ruiter, Messrs. Holtrop, Disselkoen, Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Rinck, Swartout, Rycenga. (11)
- B/C 05-203 Mr. Swartout moved to approve an increase in hours from .6 FTE to 1.0 FTE (24 to 40 hours per week) for one Child Support Investigator in the Prosecuting Attorney's Office. Approximate annual cost: \$24,748. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoen, Rinck, Berghorst, Mrs. Ruiter, Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Vander Kam, Kuyers, Holtrop, Rycenga. (11)
- B/C 05-204 Mrs. Kortman moved to appoint Lisa Stefanovsky as Interim Health Officer of Ottawa County effective August 9, 2005. The motion passed.
- B/C 05-205 Mr. Vander Kam moved to establish the "Purchase of Development Rights Study Committee" as a Special Committee of the Board, composed of three members of the Ottawa County Board of Commissioners, and to appoint Commissioners Disselkoen, Vander Kam, and Kuyers as the members of the Committee. The purchase of Development Rights Study Committee shall continue its existence through, and report back to the Board, not later than July 31, 2006. The motion passed.
- B/C 05-206 Mr. Schrotenboer moved to continue the authorization for payment of a fee of \$250 per meeting to the Macatawa Area Community Media Center ("MacMedia, Inc.") for the broadcast of Ottawa County meetings, provided that (1) a review of services and fees will occur during July, 2006, (2) MacMedia, Inc. will provide free tapes of Ottawa County meetings to all cable providers for broadcast to the public at County request, and (3) the Ottawa County Business Improvement/ Communications Coordinator will be the primary contact person for these services. This Agreement may be canceled by Ottawa County at any time on thirty (30) days prior written notice. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Swartout, Schrotenboer, Mrs. Kortman, Messrs. Kuyers, Berghorst, Disselkoen, Rinck, Rycenga. (9)
- Nays: Mr. Vander Kam, Mrs. Ruiter. (2)
- B/C 05-207 Mr. Schrotenboer moved to appoint Chair Rycenga, Vice-Chair Disselkoen, and Finance and Administration Chair Swartout to a special Administrator's Contract Review Committee. The motion passed.

Discussion Items

1. The Office of Corporation Counsel's 2004 Annual Report was presented by Gregory Rappleye.
2. The Management Information Services Department's 2004 Annual Report was presented by David Hulst.
3. The Planning and Grants Department's 2004 Annual Report was presented by Mark Knudsen.

The Administrator's report was presented.

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

- B/C 05-208 Mr. Disselkoen moved to adjourn at 3:55 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

ROGER RYCENGA, Chairman
Of the Board of Commissioner

Agenda

August 03, 2005

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, August 9, 2005 at 1:30 p.m.** for the regular **August** 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 Rinck
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 July 12, 2005 Board of Commissioners meeting.
2. Correspondence Log 348
Suggested Motion:
To receive as information Correspondence Log 348.
3. Payroll
Suggested Motion:
To authorize the payroll of August 9, 2005 in the amount of \$_____.

From the Finance and Administration Committee

4. Monthly Budget Adjustments
Suggested Motion:
To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of June 2005.
5. Monthly Accounts Payable for July 1, 2005 to July 15, 2005
Suggested Motion:
To approve the general claims in the amount of \$4,165,759.78 as presented by the summary report for July 1 through July 15, 2005.

6. Monthly Accounts Payable for July 18, 2005 to July 31, 2005
Suggested Motion:
To approve the general claims in the amount of \$2,998,186.63 as presented by the summary report for July 18 through July 31, 2005.
7. 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, 2004.
8. 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, 2004.
9. 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, 2004.
10. County of Ottawa's Single Audit Report
Suggested Motion:
To receive as information the County of Ottawa's Single Audit Report for the year ended December 31, 2004.

From Administration

11. Employment Departure Agreement - Ottawa County Health Officer
Suggested Motion:
To accept the resignation of Vito Palazzolo as Ottawa County Health Officer, effective August 9, 2005, and approve and authorize the County Administrator to sign the "Employment Departure Agreement" between Vito Palazzolo and the County of Ottawa.
12. County of Ottawa Office of Corporation Counsel 2004 Annual Report
Suggested Motion:
To receive for information the County of Ottawa Office of Corporation Counsel 2004 Annual Report.
13. County of Ottawa Management Information Services Department's 2004 Annual Report
Suggested Motion:
To receive for information the County of Ottawa Management Information Services Department's 2005 Annual Report.
14. County of Ottawa Planning and Grants Department's 2004 Annual Report
Suggested Motion:
To receive for information the County of Ottawa Planning and Grants Department's 2004 Annual Report.

B. Action Items:

From the Planning and Policy Committee

1. Relocation of the WWI Monument Currently Located on the Ottawa County Courthouse Grounds – Grand Haven
Suggested Motion:
To approve the proposal of the American Legion-Charles A. Conklin Post No. 28 to relocate the WWI Monument from the Ottawa County Courthouse grounds in the City of Grand Haven to Central Park in the City of Grand Haven; and to further recommend that, after the Grand Haven Courthouse project budget is established and funded, Ottawa County reimburse the cost of moving the Monument, in an amount not to exceed the estimated actual cost of moving the Monument from its current location to another location on the Ottawa County Courthouse grounds.
2. Ambulance Service Agreement
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Sixth Amendment to the North Ottawa "Ambulance Service Agreement," retroactive to August 1, 2005.

3. West Michigan Regional Planning Commission's 2005 Comprehensive Economic Development Study (CEDS)
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign a resolution supporting the West Michigan Regional Planning Commission's 2005 Comprehensive Economic Development Study (CEDS).
4. Exercise of Option for Purchase of the Lohman Equities Property
Suggested Motion:
To approve the Exercise of Option for purchase of the Lohman Equities property to expand the Upper Macatawa Conservation Area with funding in the amount of \$213,240 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction.
5. Exercise of Option for Purchase of the VanKoevering Property
Suggested Motion:
To approve the Exercise of Option for purchase of the VanKoevering property to expand the Upper Macatawa Conservation Area with funding in the amount of \$107,200 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction.
6. Exercise of Option for Purchase of the Van Loo Property
Suggested Motion:
To approve the Exercise of Option for purchase of the Van Loo property to expand the Upper Macatawa Conservation Area with funding in the amount of \$104,320 from the county parks millage and to authorize the Parks and Recreation Director to sign the documents required for this transaction.
7. Ottawa County Environmental Health Regulations (Amended)
Suggested Motion:
To approve the amended "Ottawa County Environmental Health Regulations".
8. Ottawa County Health Department: Real Estate Transfer Evaluation Policy
Suggested Motion:
To approve the "Ottawa County Health Department: Real Estate Transfer Evaluation Policy".
9. Ottawa County Health Department – "Policy on Wells and Septic Systems in Flood Affected Areas"
Suggested Motion:
To approve the Ottawa County Health Department "Policy on Wells and Septic Systems in Flood Affected Areas".

From the Finance and Administration Committee

10. 59th Annual MERS Meeting
Suggested Motion:
To nominate and appoint Richard Schurkamp as Officer Delegate, Travis Parsons as Alternate Officer Delegate, Gail Marod as Employee Delegate, and Kathy Kuck as Alternate Employee Delegate to the MERS 59th Annual Meeting held September 20-22, 2005.
 11. Purchase of MERS (Municipal Employees Retirement System) Generic Service Credits for Judith Mulder
Suggested Motion:
To approve the purchase of one year and seven months of MERS generic service credits for Judith Mulder.
- | | |
|----------------|-------------|
| Total Cost: | \$18,420.00 |
| Employer Cost: | \$0.00 |
| Employee Cost: | \$18,420.00 |

12. Southwest Ottawa County Landfill – Cost Allocation
Suggested Motion:
To approve the cost allocation proposal from the Ottawa County, Michigan Insurance Authority for the Southwest Ottawa County Landfill, as follows:

Insurance Authority = \$2,374,000 for recapping
Ottawa County = \$1,715,000 for treatment system improvements

13. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustment #537 with \$13,848 to come from Contingency.
14. Increase in Hours for One Child Support Investigator in the Prosecuting Attorney's Office
Suggested Motion:
To approve an increase in hours from .6 FTE to 1.0 FTE (24 to 40 hours per week) for one Child Support Investigator in the Prosecuting Attorney's Office. Approximate annual cost: \$24,748.

From Administration

15. Appointment of Interim Health Officer
Suggested Motion:
To appoint Lisa Stefanovsky as Interim Health Officer of Ottawa County effective August 9, 2005.
16. Purchase of Development Rights Study Committee
Suggested Motion:
To establish the "Purchase of Development Rights Study Committee" as a Special Committee of the Board, composed of three members of the Ottawa County Board of Commissioners, and to appoint Commissioners Disselkoen, Vander Kam, and Kuyers as the members of the Committee. The Purchase of Development Rights Study Committee shall continue its existence through, and report back to the Board, not later than July 31, 2006.
17. Agreement with MacMedia for Broadcast of Meetings of the Ottawa County Board of Commissioners
Suggested Motion:
To continue the authorization for payment of a fee of \$250 per meeting to the Macatowa Area Community Media Center ("MacMedia, Inc.") for the broadcast of Ottawa County meetings, provided that (1) a review of services and fees will occur during July, 2006, (2) MacMedia, Inc. will provide free tapes of Ottawa County meetings to all cable providers for broadcast to the public at County request, and (3) the Ottawa County Business Improvement/Communications Coordinator will be the primary contact person for these services. This Agreement may be canceled by Ottawa County at any time on thirty (30) days prior written notice.
18. Administrator's Contract Review Committee
Suggested Motion:
To appoint Chair Rycenga, Vice-Chair Disselkoen, and Finance and Administration Chair Swartout to a special Administrator's Contract Review Committee.

C. Appointments: None

D. Discussion Items:

1. Office of Corporation Counsel's 2004 Annual Report (Gregory J. Rappleye)
2. Management Information Services Department's 2004 Annual Report (Dave Hulst, Director)
3. Planning and Grants Department's 2004 Annual Report (Mark Knudsen, Director)

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment