

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

**Wednesday, April 13, 2005 8:30 AM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

DATE: April 13, 2005

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Edward Berghorst, Dennis Swartout, Gordon Schrotenboer, Donald Disselkoen, Phillip Kuyers

STAFF & GUEST: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; Kevin Bowling, Circuit Court Administrator; Mark Scheerhorn, Administrative Services Director; John Scholtz, Park & Recreation Director; Aaron Bos, GIS Director; Erika Rosebrook-Dibble, Business Improvement/Communications Coordinator; Dave Hulst, Interim MIS Director; Ken Rizzo, Ottawa County Economic Development; Jennifer Milanowski, GIS; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the March 9, 2005, meeting as presents

PP 05-029 Motion: To approve the agenda of today as presented and amended pulling Action Item #4 – Jury Board Vacancy, revising Action Item #3 – adding “and forward to the Finance Committee, and adding Discussion Items #3 – Proposed Amendments to Policy on Internet Use and #4 – Alger County Correspondence – PILT Payments.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: WEAVER HOUSE IMPROVEMENTS AND ADDITIONS PROJECT

PP 05-030 Motion: To receive bids for the Weaver House Improvements and Additions Project (bids are due April 7 and will be distributed at the meeting).
Moved by: Swartout

PP 05-031 Motion: To amend motion PP 05-030 to: To receive and forward to the Board bids for the Weaver House Improvements and Additions Project and to accept the low bid of Bauer Construction in the amount of \$144,979.00, with funding to come from the restricted account for Park Improvements.
Moved by: Swartout
UNANIMOUS

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

SUBJECT: PARKS OPERATION CENTER EXPANSION PROJECT

PP 05-032 Motion: To receive bids for he Parks Operation Center Expansion Project (bids are due April 7 and will be distributed at the meeting).
Moved by: Berghorst

PP 05-033 Motion: To amend motion PP 05-032 to: To receive and forward to the Board bids for the Parks Operation Center Expansion Project and to accept the low bid of Apex Construction in the amount of \$121,000.00, with funding to come from the Building Improvement Fund.

Moved by: Swartout
UNANIMOUS

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

SUBJECT: REVISED GIS PRICING POLICY

PP 05-034 Motion: To approve and forward to the Finance Committee the proposed revised GIS Pricing Schedule.
Moved by: Swartout
UNANIMOUS

SUBJECT: RESOLUTION REGARDING STATE OF MICHIGAN FUNDING AND SUPPORT FOR THE MICSSES CHILD SUPPORT SYSTEM

PP 05-035 Motion: To approve and forward to the Board of Commissioners the Resolution urging the State of Michigan to fully fund and support the MiCSES child support system.
Moved by: Swartout
UNANIMOUS

SUBJECT: OTTAWA COUNTY/HOLLAND GATEWAY PROJECT

PP 05-036 Motion: To approve and forward to the Board of Commissioners the Notice of Intent to the Michigan Economic Development Corporation for the Ottawa County/Holland Gateway Project.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Building Projects Update – Mark Scheerhorn presented the building projects update.
2. Closed Session to Discuss Property Acquisition

PP 05-037 Motion: To go into a Closed Session at 9:40 p.m. to discuss property acquisition.
Moved by: Schrotenboer
UNANIMOUS

Results of the roll call vote: Yeas: Messrs. Berghorst, Swartout, Disselkoen, Schrotenboer, Kuyers.

PP 05-038 Motion: To rise from Closed Session at 9:55 a.m.
Moved by: Schrotenboer
UNANIMOUS

3. Alger County Correspondence – PILT Payments - Discussion on the letter received from Alger County Board of Commissioners regarding promoting legislation that will prevent the State from acquiring any additional land until the freeze on PILT payments is lifted. The Administrator will have Mark Knudsen look into and bring back to next month's Planning and Policy Committee Meeting.

4. Proposed Amendments to Policy on Internet Use - Dave Hulst summarized the current Internet Use Policy and the proposed amendments to the policy. Currently, department heads have to request internet access for employees. The amended policy will open internet usage up to all county employees, expanded unacceptable use, and added "Exceptions" for all County computers accessing the internet via the County's network. The amended policy needs to be implemented by May 15th due to the new network. Will go to the next Board meeting as an Administrative Rule.

SUBJECT: INFORMATION ITEMS

1. The amended Administrative Rule #004-02; Administrative Rule for Grants, Revised March 23, 2005. – Greg Rappleye explained the only change is how the Planning and Grants Department interacts with Corporation Counsel.

PP 05-039 **SUBJECT: ADJOURNMENT**
Motion: To adjourn at 9:57 a.m.
Moved by: Swartout

Agenda

Consent Items:

Agenda of April 12, 2005

Approval of March 9, 2005 Planning and Policy Committee Minutes

Action Items:

1. Weaver House Improvements and Additions Project
Suggested Motion:
To receive bids for the Weaver House Improvements and Additions Project (bids are due April 7 and will be distributed at the meeting).
2. Parks Operation Center Expansion Project
Suggested Motion:
To receive bids for the Parks Operation Center Expansion Project (bids are due April 7 and will be distributed at the meeting).
3. Revised GIS Pricing Schedule
Suggested Motion:
To approve and forward to the Board of Commissioners the revised GIS Pricing Schedule.
4. Jury Board Vacancy
Suggested Motion:
To approve and forward to the Board of Commissioners the nomination of Sharon Smeyers to fill one (1) vacancy on the Jury Board for a term beginning May 1, 2005 and ending April 30, 2011.
5. Resolution Regarding State of Michigan Funding and Support for the MiCSES Child Support System
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution urging the State of Michigan to fully fund and support the MiCSES child support system.
6. Ottawa County / Holland Gateway Project
Suggested Motion:
To approve and forward to the Board of Commissioners the Notice of Intent to the Michigan Economic Development Corporation for the Ottawa County / Holland Gateway Project.

Discussion Items:

1. Building Projects Update – Mark Scheerhorn
2. Closed Session to Discuss Property Acquisition – John Scholtz

Information Items:

1. The amended Administrative Rule #004-02; Administrative Rule for Grants, Revised March 23, 2005.

Adjournment