



# County of Ottawa

## Board of Commissioners

**Roger Rycenga**  
*Chairperson*

**Donald G. Disselkoen**  
*Vice-Chairperson*

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July 17, 2006

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, July 25, 2006 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 Rycenga
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. Public Hearing to Review the 2002 CDBG Block Grant Project-Riley Street Improvements/  
Request Foods, Sordal & Great Lake Woods Expansions in the Amount of \$331,350 (1:30 p.m.)
  - a. Suggested Motion:  
To open the public hearing to review the 2002 CDBG Block Grant Project-Riley Street Improvements/Request Foods, Sordal & Great Lakes Woods Expansions.
  - b. Suggested Motion:  
To close the Public Hearing.

Joyce Kortman      Philip Kuyers      Dennis W. Swartout      Jane M. Ruiter      Robert J. Rinck  
Gordon Schrotenboer      Edward Berghorst      Jim Holtrop      Cornelius Vander Kam

9. Actions and Reports

A. Consent Resolutions:

From the County Clerk

1. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the Minutes of the July 11, 2006 Board of Commissioners Meeting and Board of Commissioners Work Session.

2. Payroll

Suggested Motion:

To authorize the payroll of July 25, 2006 in the amount of \$\_\_\_\_\_.

From the Finance and Administration Committee

3. Monthly Accounts Payable for July 1, 2006 through July 14, 2006.

Suggested Motion:

To approve the general claims in the amount of \$3,347,422.91 as presented by The summary report for July 1, 2006 through July 14, 2006.

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 2006.

B. Action Items:

From the Finance and Administrative Committee

1. New Records Processing Clerk II (RPC II) Position in the Prosecutor's Office

Suggested Motion:

To approve the addition of one full-time (1 FTE) Records Processing Clerk II in the Prosecuting Attorney's Office at an annual cost of approximately \$38,873.

2. Ottawa County Drain Commissioner's Annual Financial Statements

Suggested Motion:

To receive for information the Ottawa County Drain Commissioner's Annual Financial Statements for the year ended December 31, 2005.

3. County of Ottawa Annual Financial Report

Suggested Motion:

To receive for information the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2005.

4. County of Ottawa's Single Audit Report

Suggested Motion:

To receive for information the County of Ottawa's Single Audit Report for the year ended December 31, 2005.

5. Letter from Auditors Regarding Auditor Responsibility  
Suggested Motion:  
To receive for information the auditors' communication letter from Rehmann Robson regarding their responsibility on the County's audit for the year ended December 31, 2005.
6. Appointment of 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 Nancy Bryant as Alternate Employee Delegate to the MERS 60<sup>th</sup> Annual Meeting held September 19-21, 2006, in Grand Rapids, Michigan.

From the Planning & Policy Committee

7. Ottawa County PA 2 (Convention Facility Tax) Funding Report  
Suggested Motion:  
To receive and approve the Ottawa County PA 2 (Convention Facility Tax) Funding Report and implement the accompanying recommendations.
8. Ottawa County Gatekeeper Evaluation  
Suggested Motion:  
To receive and approve the Ottawa County Gatekeeper Evaluation and implement the accompanying recommendations.
9. Ottawa County Sobriety/Drug Courts Evaluation (District, Circuit, and Juvenile)  
Suggested Motion:  
To receive and approve the Ottawa County Sobriety/Drug Courts Evaluation (District, Circuit, and Juvenile), and direct county administration to work with program managers to implement the accompanying recommendations.
10. Ottawa County Sentenced Work Abatement Program (SWAP) Evaluation  
Suggested Motion:  
To receive and approve the Ottawa County Sentenced Work Abatement Program (SWAP) Evaluation and implement the accompanying recommendations.
11. Resolution Restructuring Soldiers and Sailors Relief  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to create a Department of Veterans Affairs and a Veterans Affairs Committee, and to abolish the current Ottawa County Soldiers and Sailors Relief Commission, effective August 1, 2006.
12. Ottawa County Local Emergency Planning Committee Changes in Membership  
Suggested Motion:  
To approve and forward to the Governor of the State of Michigan the recommendation of the following changes to the Membership of the Ottawa County Local Emergency Planning Committee: the addition of Blain D. Beckett, Gerri Dawson, Ken Porter, and Ken Walits; and, the resignation of Jim Hancock.

13. Revised Bur Oak Landing Acquisition Grant Proposal  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution Authorizing submittal of the revised Bur Oak Landing Acquisition grant proposal to the Michigan Natural Resources Trust Fund.
14. Upper Macatawa Phase II Restorative Project  
Suggested Motion:  
To receive bids for the Upper Macatawa Phase II Restorative Project and accept the low bid from Katerberg-Verhage, Inc. of \$280,706 with funding from the Parks and Recreation Department budget.

From the Health and Human Services Committee

15. Resolution to Endorse Continuation of Lakeshore Coordinating Council Through September 30, 2007  
Suggested Motion:  
To approve and authorize the Board Chairperson and Clerk to sign the Resolution endorsing the continuation of the Lakeshore Coordinating Council through September 30, 2007.
16. West Michigan's Senior Resources' FY 2007-2009 Multi-Year Area Plan and FY 2007 Annual Implementation Plan  
Suggested Motion:  
To approve the West Michigan's Senior Resources' FY 2007-2009 Multi-Year Area Plan and FY 2007 Annual Implementation Plan (Presentation by Pat VerDuin to Discuss Position of Ottawa County Human Services Coordinating Council).

From the Personnel Committee

17. Proposed Amendments to Personnel Policy: Addition of #22.165-  
"Verification of Items on Resume"  
Suggested Motion:  
To approve the addition of Personnel Policy #22.165.
18. Proposed Amendments to Personnel Policy: Revision of #22.180-  
"Background Investigation" Procedure  
Suggested Motion:  
To approve the proposed amendments to existing Personnel Policy #22.180.

C. Appointments: None

D. Discussion Items: None

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

10. Public Comments

11. Adjournment