

**APPROVED  
PROCEEDINGS OF THE OTTAWA COUNTY  
BOARD OF COMMISSIONERS  
SEPTEMBER SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Tuesday, September 25, 2007, at 1:30 p.m. and was called to order by the Chair.

Commissioner Berghorst pronounced the invocation.

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

Present at roll call: Mrs. Kortman, Mrs. Ruiten, Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Berghorst, Holtrop, Holtvluwer. (9)

Absent: Messrs. Kuyers, Swartout. (2)

Presentation of Petitions and Communications

The Clerk read a note of thanks from the Ron Elzinga family for the flowers and prayers. The Chair so noted and accepted.

B/C 07-200 Mr. Schrotenboer moved to approve the agenda of today as presented and amended adding Action Item #25 – Resolution Regarding State of Michigan Budget Crisis. The motion passed.

B/C 07-201 Mr. Holtrop moved to approve the following Consent Resolution:

1. To approve the Minutes of the September 11, 2007, Board of Commissioners Meeting.
2. To authorize the payroll of September 25, 2007, in the amount of \$483.67.
3. To approve the general claims in the amount of \$10,929,295.08 as presented by the summary report for September 1, 2007, through September 14, 2007.
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 August 2007.

The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Schrotenboer, Mrs. Kortman, Mr. Berghorst, Mrs. Ruiten, Messrs. Rycenga, Hehl, Disselkoen. (9)

- B/C 07-202 Mr. Rycenga moved to approve the Ottawa County Traditional Probation and Intensive Supervision Probation (ISP) Evaluation. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Holtrop, Mrs. Kortman, Messrs. Holtvluwer, Schrottenboer, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (9)
- B/C 07-203 Mr. Rycenga moved to approve the Ottawa County Parenting Plus Program Evaluation. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Hehl, Holtrop, Mrs. Kortman, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrottenboer, Disselkoen. (9)
- B/C 07-204 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Memorandum of Agreement with the U.S Fish and Wildlife Service regarding assistance with native grassland restoration at Hagar Park. The motion passed as shown by the following votes: Yeas: Mr. Schrottenboer, Mrs. Kortman, Mr. Holtvluwer, Mrs. Ruiter, Messrs. Hehl, Holtrop, Berghorst, Rycenga, Disselkoen. (9)
- B/C 07-205 Mr. Rycenga moved to approve the Declaration of Restriction on Land Use required for receipt of \$10,000 in grant funds for wetland and grassland habitat improvements at Hemlock Crossing. The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer, Holtrop, Mrs. Ruiter, Messrs. Berghorst, Hehl, Rycenga, Schrottenboer, Disselkoen. (9)
- B/C 07-206 Mr. Rycenga moved to receive bids for the Riverside Park Improvements Project and accept the low bid from Rivertown Contractors in the amount of \$239,000 with funding from the Parks and Recreation Department budget. The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Berghorst, Holtvluwer, Rycenga, Holtrop, Schrottenboer, Disselkoen. (9)
- B/C 07-207 Mr. Rycenga moved to receive bids for the Kirk Park Dune Trail Improvements Project and accept the low bid from Rivertown Contractors in the amount of \$55,715 with funding from the Parks and Recreation Department budget. The motion passed as shown by the following votes: Yeas: Messrs. Hehl, Rycenga, Schrottenboer, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Berghorst, Mrs. Ruiter, Mr. Disselkoen. (9)
- B/C 07-208 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution to continue Ottawa County's participation in the H.E.R.O. Program of the Harbor Humane Society, through December 31, 2008. The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Berghorst, Schrottenboer, Rycenga, Hehl, Mrs. Ruiter, Disselkoen. (9)

B/C 07-209 Mr. Rycenga moved to approve the recommendation to allow per diem pay to CMHOC Board members for participation in the CMHOC Community Relations Committee and to allow per diem pay to one (1) CMHOC Board member per meeting of the Michigan Association of Community Mental Health Board (MACMHB) committees. The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiten, Messrs. Holtrop, Rycenga, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Hehl, Disselkoen. (9)

B/C 07-210 Mr. Rycenga moved to approve the following wage and benefit adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2008:

- a. Wages: Effective January 1, 2008, increase the existing salary schedule by 3%.
- b. Increase Health Plan employee co-pay to eight percent (8%) of the current actuarial determined amount.

|                   | <u>2008 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage   | \$16.84 bi-weekly  |
| 2-Person Coverage | \$36.30 bi-weekly  |
| Family Coverage   | \$50.45 bi-weekly  |

- c. Deferred Compensation: To approve and forward to the full Board the change in terms and conditions of the plan to allow all final payoffs upon retirement to be placed in the plan, subject to IRS guidelines for maximum annual contribution. There will be no Employer match on these final contributions. This change will be effective January 1, 2008 (Unclassified, Group T), or upon subsequent date of ratification by collective bargaining groups (POAM Non-312, POAM 312, COAM Non-312, COAM 312, Juvenile Court [OCJCEA], Friend of the Court [FOCEA], District Court [OCEA], Michigan Nurses Association).

The motion passed as shown by the following votes: Yeas: Messes. Rycenga, Hehl, Berghorst, Mrs. Ruiten, Mr. Schrotenboer, Mrs. Kortman, Messrs. Holtvluwer, Holtrop, Disselkoen. (9)

B/C 07-211 Mr. Rycenga moved to approve the following wage and benefit adjustments for Group T Employees for 2008:

- a. Wages: Effective January 1, 2008, increase the existing salary schedule by 3%.

- b. Increase Health Plan employee co-pay to eight percent (8%) of the current actuarial determined amount.

|                   | <u>2008 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage   | \$16.84 bi-weekly  |
| 2-Person Coverage | \$36.30 bi-weekly  |
| Family Coverage   | \$50.45 bi-weekly  |

- c. Deferred Compensation: To approve and forward to the full Board the change in terms and conditions of the plan to allow all final payoffs upon retirement to be placed in the plan, subject to IRS guidelines for maximum annual contribution. There will be no Employer match on these final contributions. This change will be effective January 1, 2008 (Unclassified, Group T), or upon subsequent date of ratification by collective bargaining groups (POAM Non-312, POAM 312, COAM Non-312, COAM 312, Juvenile Court [OCJCEA], Friend of the Court [FOCEA], District Court [OCEA], Michigan Nurses Association).
- d. Vacation Accrual for Part-time Employees: Regular part-time employees shall be credited with paid vacation time equal to their hours worked based upon the full-time vacation schedule. As used in this Section, the term “paid hour of work” shall include all of an employee’s paid hours, up to but not exceeding 2,080 paid hours per vacation year.

Maximum Accumulation/No Prepayment. Part-time Employees shall not accumulate beyond the pro-ration of the two hundred twenty four (224) hour maximum based on the full-time equivalent of their current position.

The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Schrottenboer, Mrs. Kortman, Mr. Berghorst, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (9)

B/C 07-212 Mr. Rycenga moved to approve the following benefit adjustments for Ottawa County Judges for 2008:

- a. Increase Health Plan employee co-pay to eight percent (8%) of the current actuarial determined amount.

|                   | <u>2008 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage   | \$16.84 bi-weekly  |
| 2-Person Coverage | \$36.30 bi-weekly  |
| Family Coverage   | \$50.45 bi-weekly  |

The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Holtrop, Mrs. Kortman, Messrs. Holtvluwer, Schrottenboer, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (9)

B/C 07-213 Mr. Rycenga moved to approve the following benefit adjustments for Elected Officials (excluding Judges and the Board of Commissioners) for 2008:

- a. Increase Health Plan employee co-pay to eight percent (8%) of the current actuarial determined amount.

|                   | <u>2008 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage   | \$16.84 bi-weekly  |
| 2-Person Coverage | \$36.30 bi-weekly  |
| Family Coverage   | \$50.45 bi-weekly  |

The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Hehl, Holtrop, Mrs. Kortman, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrottenboer, Disselkoen. (9)

B/C 07-214 Mr. Rycenga moved to approve the following benefit adjustments for Commissioners for 2008:

- a. Increase Health Plan employee co-pay to eight percent (8%) of the current actuarial determined amount.

|                   | <u>2008 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage   | \$16.84 bi-weekly  |
| 2-Person Coverage | \$36.30 bi-weekly  |
| Family Coverage   | \$50.45 bi-weekly  |

- b. Amend the Health Plan to reflect the following: Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover on approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.

The motion passed as shown by the following votes: Yeas: Mr. Schrottenboer, Mrs. Kortman, Mr. Holtvluwer, Mrs. Ruiter, Messrs. Hehl, Holtrop, Berghorst, Rycenga, Disselkoen. (9)

B/C 07-215 Mr. Rycenga moved to approve the following benefit adjustments for Retirees for 2008:

- a. Amend the Health Plan to reflect the following: Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover on approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
- b. Increase the retiree co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.

The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer, Holtrop, Mrs. Ruiter, Messrs. Berghorst, Hehl, Rycenga, Schrotenboer, Disselkoen. (9)

B/C 07-216 Mr. Rycenga moved to approve the proposed step system for wages for Seasonal Parks & Recreation Employees effective January 1, 2008.

**OTTAWA COUNTY  
2008 SEASONAL WAGE SCHEDULE**

| <u>CLASSIFICATION</u>  | <u>START</u> | <u>YEAR 2</u> | <u>YEAR 3</u> | <u>YEAR 4</u> |
|------------------------|--------------|---------------|---------------|---------------|
| 5499 Grounds Attendant | \$8.00       | \$8.80        | \$9.20        | \$9.35        |
| 5469 Park Attendant    | \$7.50       | \$8.30        | \$8.70        | \$8.85        |

The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Berghorst, Holtvluwer, Rycenga, Holtrop, Schrotenboer, Disselkoen. (9)

B/C 07-217 Mr. Rycenga moved to approve an increase in the hourly wages of the County's temporary, non-seasonal employees based on the attached wage schedule effective January 1, 2008. The motion passed as shown by the following votes: Yeas: Messrs. Hehl, Rycenga, Schrotenboer, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Berghorst, Mrs. Ruiter, Mr. Disselkoen. (9)

B/C 07-218 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution approving the 2006 Cost Allocation Plan for implementation in the 2008 budget. The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Berghorst, Schrotenboer, Rycenga, Hehl, Mrs. Ruiter, Mr. Disselkoen. (9)

B/C 07-219 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution approving the Information Technology Billing Rate Study for 2008 for implementation in the 2008 budget. The motion

passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiter, Messrs. Holtrop, Rycenga, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Hehl, Disselkoen. (9)

- B/C 07-220 Mr. Rycenga moved to approve the reclassification of the Administrative Assistant/Risk Analyst (paygrade Unclassified 03) to Accountant/Risk Analyst (paygrade Unclassified 05) in the Fiscal Services Department. The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Hehl, Berghorst, Mrs. Ruiter, Mr. Schrotenboer, Mrs. Kortman, Messrs. Holtvluwer, Holtrop, Disselkoen. (9)
- B/C 07-221 Mr. Rycenga moved to approve the addition of one (1) full-time Case Manager/Surveillance Officer in the 20<sup>th</sup> Circuit Court Adult Drug Treatment Court Program with grant funding to be provided through the Federally funded Byrne Grant for the fiscal year of October 1, 2007, through September 30, 2008, with an additional three (3) funding cycles with no match required. Position is grant funded and to be sunset with the expiration of the grant. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Schrotenboer Mrs. Kortman, Mr. Berghorst, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (9)
- B/C 07-222 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Holtrop, Mrs. Kortman, Messrs. Holtvluwer, Schrotenboer, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (9)
- B/C 07-223 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Hehl, Holtrop, Mrs. Kortman, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrotenboer, Disselkoen. (9)
- B/C 07-224 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution authorizing the County Equalization Director to audit "Homestead Exemptions" within Ottawa County from October 1, 2007 through September 30, 2009. The motion passed as shown by the following votes: Yeas: Mr. Schrotenboer, Mrs. Kortman, Mr. Holtvluwer, Mrs. Ruiter, Messrs. Hehl, Holtrop, Berghorst, Rycenga, Disselkoen. (9)
- B/C 07-225 Mr. Rycenga moved to set a public hearing on the 2008 Ottawa County budget for Tuesday, October 9, 2007, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m. The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer,

Holtrop, Mrs. Ruiter, Messrs. Berghorst, Hehl, Rycenga, Schrottenboer, Disselkoen. (9)

B/C 07-226 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution to provide a contingency plan for certain state-funded Ottawa County operations in the event the Michigan legislature fails to adopt a budget for the State of Michigan on or before September 30, 2007.

B/C 07-227 Mr. Schrottenboer moved to amend motion B/C 07-226 adding Option 4 of the County of Ottawa State Funded Expenditures Estimated October Expenditures Potential Options. The amendment passed.

A voter was than taken on the motion as amended and the amended motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Berghorst, Holtvluwer, Rycenga, Holtrop, Schrottenboer, Disselkoen. (9)

Jane Ruiter commented on a meeting to be held.

B/C 07-228 Mr. Holtrop moved to adjourn at 2:18 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk      DONALD DISSELKOEN, Chairman  
Of the Board of Commissioners      Of the Board of Commissioners