



County of Ottawa

Board of Commissioners

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March 18, 2008

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, March 25, 2008 at 1:30 p.m.**, for the regular **March** meeting of the Board at the Ottawa County Fillmore Complex Administration Building in West Olive, Michigan.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Invocation – Commissioner Ruitter
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:

From the County Clerk

1. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the Minutes of the March 11, 2008 Board of Commissioners Meeting.

2. Payroll

Suggested Motion:

To authorize the payroll of March 25, 2008 in the amount of \$_____

From the Finance and Administration Committee

3. Monthly Accounts Payable for March 1, 2008 through March 14, 2008
Suggested Motion:
To approve the general claims in the amount of \$3,216,546.23 as presented by the summary report for March 1, 2008 through March 14, 2008.
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 February 2008.

From Administration

5. Ottawa County Corporation Counsel's 2007 Annual Report
Suggested Motion:
To receive for information the Ottawa County Corporation Counsel's 2007 Annual Report.

B. Action Items:

From the Planning and Policy Committee

1. Human Resources Policies (First Reading)
Suggested Motion:
To receive for comment the following proposed Human Resources policies (First Reading):

001 - Employee Driver's License Validity Policy and Procedures
002 - Employee Behavior, Discipline and Rules of Conduct Policy and Procedures
003 - Employee Selection Policy and Procedures
004 - Equal Employment Opportunity Policy and Procedures
005 - Harassment Policy and Procedures
006 - Introductions to Policy and Procedures
007 - Job Descriptions Policy and Procedures
008 - Personnel Records Policy and Procedures
009 - Policy and Procedures on Reemployment of Retirees
010 - Policy and Procedures on Retirement
011 - Problem Solving Policy and Procedures
012 - Salary/Wage Continuation (STD) Policy and Procedures
013 - Smoking Policy and Procedures
2. Administrative Policy – Closure of County Buildings and Facilities (First Reading)
Suggested Motion:
To receive for comment the proposed “Administrative Policy – Closure of County Buildings and Facilities” (First Reading).
3. Ottawa County Cognitive Behavioral Therapy (CBT) Interim Administrative Evaluation
Suggested Motion:
To receive and approve implementation of the findings of the Ottawa County Cognitive Behavioral Therapy (CBT) Interim Administrative Evaluation.

4. Partnership Agreement with iPCS Wireless, Incorporated, to Deploy an Evolution Data Optimized (EVDO) Wireless Network
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Partnership Agreement with iPCS Wireless, Incorporated through which the company will invest approximately \$1,000,000 in 2008 to deploy an Evaluation Data Optimized (EVDO) wireless network that will provide high-speed broadband service to a minimum of 95% of the County's population.
5. Proposed Amendments to Chapter 5-Tier B Policies of the County Development Plan
Suggested Motion:
To approve the amendments to *Chapter 5 – Tier B Policies* of the *County Development Plan*.
6. Lease of Farmland with Luke Meerman at Eastmanville Farm
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Lease of Farmland with Luke Meerman at Eastmanville Farm (previously Community Haven).
7. Bur Oak Landing Building Demolition Project
Suggested Motion:
To receive bids for the Bur Oak Landing Demolition Project and accept the low bid from Smalley Construction in the amount of \$4,280.00 with funding from the Parks and Recreation Department budget.
8. Park 12 Parking Improvements Project
Suggested Motion:
To receive bids for the Park 12 Parking Improvements Project and accept the low bid from Al's Excavating in the amount of \$14,130.19 with funding from the Parks and Recreation budget.
9. Resolution of Intent to Establish the Ottawa County Brownfield Redevelopment Authority
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Resolution of Intent to establish the Ottawa County Brownfield Redevelopment Authority.

From the Finance and Administration Committee

10. ACS Contract Extension
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the one (1) year extension of the Contract with ACS Enterprise Solutions, Inc., to provide for the following:
 - a. That the Contract Administrator be changed to the IT Director;
 - b. That ACS to escrow the software with a third party;
 - c. That a project team be formed inclusive of the Register of Deeds, IT, Treasurer, Fiscal Services, Equalization, Administration and WebTecs with a charter to complete a recommendation on system replacement/system upgrade by September 1, 2008.

11. Recommendation Regarding Ottawa County Support of Imaging By Local Government Units (LGU'S)
Suggested Motion:
To approve the recommendation to support imaging hosting for Ottawa County Local Government Units (LGU's) on a chargeback basis.

12. 2008 Wage and Classification Study
Suggested Motion:
To approve the recommendation for the 2008 Wage and Classification Study to be conducted by West Michigan Compensation Consultants at a cost not to exceed \$60,000.

C. Appointments:

From the Human Resources Committee

1. Ottawa County Community Action Agency – One (1) Private Sector Unexpired Vacancy
Suggested Motion:
To nominate and appoint *Renee Cross to fill one (1) Private Sector unexpired vacancy on the Ottawa County Community Action Agency, to begin immediately and ending September 30, 2008.
(*Indicates recommendation of the Human Resources Committee).
2. Ottawa County Officers' Compensation Commission – One (1) Unexpired Vacancy
Suggested Motion:
To nominate and appoint *Carol Sheldon to fill one (1) unexpired term on the Ottawa County Officers' Compensation Commission, to begin immediately and ending December 31, 2010.
(*Indicates recommendation of the Human Resources Committee).

From the Finance and Administration Committee

3. Appointment to the Ottawa County Tax Allocation Board
Suggested Motion:
To nominate and appoint Roger Cotner to the Ottawa County Tax Allocation Board, pursuant to MCL 211.205(e).

D. Discussion Items:

1. Ottawa County Corporation Counsel's 2007 Annual Report
(Presented by Gregory J. Rapple, Corporation Counsel)

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment