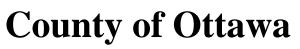
Chairperson



Board of Commissioners

Philip D. Kuyers
Vice-Chairperson

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April 2, 2008

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, April 8, 2008 at 1:30 p.m.**, for the regular **April** 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 Kuyers
- 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 25, 2008 Board of Commissioners Meeting.

2. Payroll

Suggested Motion:

To authorize the payroll of April 8, 2008 in the amount of \$_____

3. Correspondence Log 380

Suggested Motion:

To receive as information Correspondence Log 380.

From the Finance and Administration Committee

4. Monthly Accounts Payable for March 17, 2008 through March 31, 2008 Suggested Motion:

To approve the general claims in the amount of \$2,736,746.18 as presented by the summary report for March 17, 2008 through March 31, 2008.

From Administration

5. Ottawa County Clerk's Office 2007 Annual Report

Suggested Motion:

To receive for information the Ottawa County Clerk's Office 2007 Annual Report.

6. County of Ottawa Drain Commission's 2007 Annual Report

Suggested Motion:

To receive for information the Ottawa County Drain Commissioner's 2007 Annual Report.

7. 20th Circuit Court and Ottawa County Probate Court's 2007 Annual Report Suggested Motion:

To receive for information the 20th Circuit Court and Ottawa County Probate Court's 2007 Annual Report. (*Report will be distributed at the meeting.*)

B. Action Items:

From the Planning and Policy Committee

1. Human Resources Policies (Second Reading)

Suggested Motion:

To adopt the following proposed Human Resources policies (Second Reading): (Information provided at the March 25, 2008 Board of Commissioners meeting.)

- 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 (Second Reading) Suggested Motion:

To adopt the proposed "Administrative Policy – Closure of County Buildings and Facilities" (Second Reading).

(Information provided at the March 25, 2008 Board of Commissioners meeting.)

- C. Appointments: None
- D. Discussion Items:
 - 1. Ottawa County Clerk's Office 2007 Annual Report (Presented by Daniel C. Krueger, County Clerk)
 - 2. County of Ottawa Drain Commission's 2007 Annual Report (Presented by Paul M. Geerlings, Drain Commissioner)
 - 3. 20th Circuit Court and Ottawa County Probate Court's 2007 Annual Report (Presented by Kevin J. Bowling, Circuit Court Administrator)
- E. Report of the County Administrator
- F. General Information, Comments, and Meetings Attended
- 9. Public Comments
- 10. Adjournment