



County of Ottawa

Board of Commissioners

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Chairperson

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May 22, 2008

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, May 27, 2008 at 1:30 p.m.**, for the regular **May** 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 Ruiters
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 May 13, 2008 Board of Commissioners Meeting and Board of Commissioners Work Session Meeting.

2. Payroll

Suggested Motion:

To authorize the payroll of May 27, 2008 in the amount of \$ _____

Joyce E. Kortman Dennis W. Swartout Jane M. Ruiters Matthew M. Hehl Roger G. Rycenga
Gordon D. Schrottenboer Edward Berghorst James C. Holtrop James H. Holtvluwer

From the Finance and Administration Committee

3. Monthly Accounts Payable for May 1, 2008 through May 16, 2008

Suggested Motion:

To approve the general claims in the amount of \$3,150,924.42 as presented by the summary report for May 1, 2008 through May 16, 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 April 2008.

B. Action Items:

From the Planning and Policy Committee

1. County Financial Policies – (Second Reading)

Suggested Motion:

To adopt the following proposed Financial Policies (Information provided at the May 13, 2008 Board of Commissioner's meeting):

001 - Accounting, Auditing and Financial Reporting Policy

002 - Accounts Payable Audit Policy

003 - Automatic Clearing House (ACH) and Electronic Transactions of Public Funds Policy

004 - Capital Asset Policy

005 - County Equipment – Personal Use Policy

006 - Use of Credit Cards to Pay Bills and Purchase Goods and Services from Ottawa County and the Ottawa County Courts Policy

007 - Debt Management Policy

008 - Financial Goals Policy

009 - General Fund Budget Surplus Policy

010 - Grants and Third-Party Contract Revenue Policy

011 - Infrastructure Program Fund Policy

012 - Reimbursement for Livestock Losses Due to Stray Dogs Policy

013 - Millage Request Policy

014 - Operating Budget Policy

015 - Participating in Conferences and Conventions Policy

016 - Payment of Accounts Payable Prior to Board Authorization

017 - Per Diem Expense and Mileage Policy

018 - Performance Measurement Policy

019 - Revenue and Expenditure Policy

020 - Risk Management Policy

021 - Investment Policy

From the Finance and Administration Committee

2. General Fund Revenues Over Expenditures for 2007

Suggested Motion:

To approve that \$1,431,970 of the 2007 General Fund fund balance be designated for Buildings and Improvements and \$660,000 be reserved for the 2008 budget.

3. MERS Military Service Credits

Suggested Motion:

To approve and authorize purchase of military service credits for Robert M. Matyas (Community Mental Health)

County Cost:	\$57,300.00
Employee Cost:	<u>9,258.00</u>
Total Cost:	\$66,558.00

4. Ottawa County Central Dispatch Authority (OCCDA) Ballot Language Renewal – August 5, 2008 Primary

Suggested Motion:

To approve the proposed Ballot language for the Renewal of the Ottawa County Central Dispatch Authority (OCCDA) millage (911), and to place that ballot question on the August 5, 2008 Primary ballot.

5. Resolution to Approve the 2008 Millage Rate for Ottawa County

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk to sign the Resolution to Approve the 2008 Millage Rate for Ottawa County to 3.6 mills.

6. Resolution to Approve the 2008 Millage Rate for E-911

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk to sign the Resolution to Approve the 2008 Millage Rate for E-911 to .4407 mills.

7. Resolution to Approve the 2008 Millage Rate for Parks

Suggested Motion:

To approve and authorize the Board Chairperson and Clerk to sign the Resolution to Approve the 2008 Millage Rate for Parks to .3165 mills.

8. Yearly Subscription Fee to Access the County Clerk's Records for the 20th Circuit Court Through the "miOttawa.org Court Records Search"

Suggested Motion:

To approve a yearly subscription fee of \$240.00 to be charged to the media/newspapers to access the County Clerk's records for the 20th Circuit Court through the "miOttawa.org Court Records Search."

9. Expansion of the Ottawa County Sheriff's Department Senior Volunteer Program

Suggested Motion:

To approve the expansion of the Ottawa County Sheriff's Department Senior Volunteer Program at a cost of \$6,500, with funding to come from the 2008 Sheriff's Department budget.

C. Appointments:

From the Human Resources Committee

1. Ottawa County Officers' Compensation Commission – One (1) Unexpired Vacancy
Suggested Motion:

To nominate and appoint *John Field Reichardt to fill one (1) unexpired vacancy on the Ottawa County Officers' Compensation Commission, to begin immediately and ending December 31, 2010.

(*Indicates recommendation of the Human Resources Committee).

D. Discussion Items: None

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment