



County of Ottawa

Board of Commissioners

Donald G. Disselkoen
Chairperson

Philip D. Kuyers
Vice-Chairperson

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July 15, 2008

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, July 22, 2008 at 1:30 p.m.**, for the regular **July** 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 Holtrop
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
 - A. Teacher of the Year – Jennifer Haberling
 - B. NACo 2008 Achievement Award Winner – Road Salt Management Program
 - C. NACo Digital Counties Award – miOttawa.org
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 July 8, 2008 Board of Commissioners Meeting and Board of Commissioners Work Session Meeting.

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

2. Payroll
Suggested Motion:
To authorize the payroll of July 22, 2008 in the amount of \$_____.

From the Finance and Administration Committee

3. Monthly Accounts Payable for July 1, 2008 through July 11, 2008
Suggested Motion:
To approve the general claims in the amount of \$2,376,487.83 as presented by the summary report for July 1, 2008 through July 11, 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 June, 2008.
5. Letter from Auditors Regarding Auditor Responsibility
Suggested Motion:
To receive for information the auditors' communication letter from Vredeveld Haefner LLC regarding their responsibility on the County's audit for the year ended December 31, 2007.
6. Letter from Auditors Regarding Auditor Responsibility
Suggested Motion:
To receive for information the auditors' communication letter from Vredeveld Haefner LLC regarding their responsibility on the County's Drain Commission audit for the year ended December 31, 2007.
7. Ottawa County Drain Commissioner's Annual Financial Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information the Ottawa County Drain Commissioner's Annual Financial Report for the year ended December 31, 2007.
8. County of Ottawa Annual Financial Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2007.
9. County of Ottawa's Single Audit Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information the County of Ottawa's Single Audit Report for the year ended December 31, 2007.

B. Public Hearing

1. Public Hearing: Edward Byrne Memorial Justice Assistance Grant
Suggested Motions:
 - a. To open the Public Hearing.
 - b. To close the Public Hearing.

C. Action Items:

From the Health and Human Services Committee

1. Senior Resources' FY '2009 Annual Implementation Plan
Suggested Motion:
To approve the Senior Resources' FY '2009 Annual Implementation Plan.

From the Planning and Policy Committee

2. Receive Bids for the Hemlock Crossing Wetland Project
Suggested Motion:
To receive bids for the Hemlock Crossing Wetland Project and recommend approval of the low bid from Ron Meyer Associates Excavating, Inc., at a cost of \$7,800.00 with funding from the Parks and Recreation budget and a Corps of Engineers grant.
3. Lease Agreement with the City of Ferrysburg
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the lease agreement with the City of Ferrysburg for use of a portion of Coast Guard Park for the North Ottawa Dunes Trailhead Project. Cost is \$1 per year for 25 years.
4. Receive Bids for the Black Lake Boardwalk Phase II Project
Suggested Motion:
To receive bids for the Black Lake Boardwalk Phase II Project and recommend approval of the low bid from De Sal Excavating including Alternates 1-4 at a cost of \$118,258.60 with funding from the Parks and Recreation budget.
5. Receive Bids for the North Ottawa Dunes Trailhead Project
Suggested Motion:
To receive bids for the North Ottawa Dunes Trailhead Project and recommend approval of the low bid from De Sal Excavating at a cost of \$51,246.70 with funding from the Parks and Recreation budget.
6. Lease Agreement with the Michigan Department of Natural Resources
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the lease agreement with the Michigan Department of Natural Resources for use of a portion of the Bass River Recreation Area to expand the trail system at Riverside Park.
Cost is \$0 per year for 25 years.

From the Finance and Administration Committee

7. MERS Military Service Credits
Suggested Motion:
To approve the purchase of military service credits for Robert Melamed (County Clerk's Office – Group T). Funding to come from contingency.

County Cost:	\$20,106.38
Employee Cost:	<u>5,824.62</u>
Total Cost	\$25,931.00

8. Approval of the Ottawa County Redevelopment Authority Bylaws in accordance with the Brownfield Redevelopment Authority Financing Act, PA 381 of 1996, as amended. The Bylaws were adopted by the Ottawa County Brownfield Redevelopment Authority at its organizational meeting held July 2, 2008
Suggested Motion:
To approve the Ottawa County Brownfield Redevelopment Authority Bylaws.
9. Resolution: Ottawa County Board of Road Commissioners' Millage Proposal Ballot Language
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Resolution for the Ballot Language for the Ottawa County Board of Road Commissioners' on Millage Proposal for the November General Election.
10. Red Pine Timber Sales
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the revision of the Timber Sales Contract with Rothig Forest Products for the Port Sheldon Natural Area dated July 23, 2007 to reduce the per cord price from \$68 per cord to \$55 per cord to reflect a change in market conditions.
11. Residential Survey
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign a contract with EPIC – MRA to conduct the 2008 Resident Survey at an estimated cost of \$20,000. Funding is included in the 2008 Budget.
12. Reclassification of Two (2) Mental Health Specialists to Two (2) Mental Health Clinicians
Suggested Motion:
To approve the proposal from Mental Health to reclassify two (2) Mental Health Specialists – ACT Program (Group T paygrade 12) to two (2) Mental Health Clinicians (Group T paygrade 14) for a cost of \$12,771. Funds to come from the elimination of the CMH Program Director position.
13. Reducing Mental Health Program Coordinator 1.0 FTE to .6 FTE
Suggested Motion:
To approve the proposal from Mental Health to reduce the full-time equivalent of a Mental Health Program Coordinator (Unclassified paygrade 07) from 1.0 FTE to .6 FTE for a dollar savings of \$37,840.00.
14. Creation of a Mental Health Program Supervisor
Suggested Motion:
To approve the proposal from Mental Health to create a Program Coordinator (Unclassified paygrade 08) for a cost of \$102,485.00. Funds to come from the elimination of the CMH Program Director position.

15. County Remonumentation Representative Position (.5 FTE)

Suggested Motion:

To approve the proposal from Planning and Grants Department to create the position of County Remonumentation Representative (.5 FTE, Unclassified paygrade 14B) with a sunset date of December 31, 2009, for a cost of \$22,713 for 2008 and \$54,000 for 2009. (Funds for this position are reimbursed to Ottawa County by the State of Michigan.)

D. Appointments: None

E. Discussion Items: None

F. Report of the County Administrator

G. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment