



County of Ottawa

Board of Commissioners

Donald G. Disselkoen
Chairperson

Philip D. Kuyers
Vice-Chairperson

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September 16, 2008

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, September 23, 2008 at 1:30 p.m.**, for the regular **September** 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 Swartout
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 September 9, 2008 Board of Commissioners' Meeting and Work Session Meeting.

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

2. Payroll
Suggested Motion:
To authorize the payroll of September 23, 2008 in the amount of \$_____.

From the Finance and Administration Committee

3. Monthly Accounts Payable for September 1, 2008 through September 12, 2008
Suggested Motion:
To approve the general claims in the amount of \$7,245,449.17 as presented by the summary report for September 1, 2008 through September 12, 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 August 2008.

B. Action Items:

From the Planning and Policy Committee

1. Human Resource Policy – Purchase of Military Service Credits (1st Reading)
Suggested Motion:
To receive for review and consideration the proposed revised Policy on the Purchase of Military Service Credits (Human Resource Policy #16).
2. Fiscal Policy – Purchasing Policy (1st Reading)
Suggested Motion:
To receive for review and consideration the proposed revised Purchasing Policy (Fiscal Policy #22).

From the Finance and Administration Committee

3. Benefit Adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2009
Suggested Motion:
To approve the following benefit adjustment for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2009:
 - a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

| | <u>2009 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage | \$20.22 bi-weekly |
| 2-Person Coverage | \$43.59 bi-weekly |
| Family Coverage | \$60.58 bi-weekly |

4. Benefit Adjustments for 2009 for the Group T Employees

Suggested Motion:

To approve the following benefit adjustment for Group T Employees for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

| | <u>2009 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage | \$20.22 bi-weekly |
| 2-Person Coverage | \$43.59 bi-weekly |
| Family Coverage | \$60.58 bi-weekly |

5. Benefit Adjustments for Ottawa County Judges for 2009

Suggested Motion:

To approve the following benefit adjustment for Ottawa County Judges for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

| | <u>2009 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage | \$20.22 bi-weekly |
| 2-Person Coverage | \$43.59 bi-weekly |
| Family Coverage | \$60.58 bi-weekly |

6. Benefit Adjustments for Elected Officials, (excluding Judges and the Board of Commissioners) for 2009

Suggested Motion:

To approve the following benefit adjustment for Elected Officials (excluding Judges and the Board of Commissioners) for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

| | <u>2009 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage | \$20.22 bi-weekly |
| 2-Person Coverage | \$43.59 bi-weekly |
| Family Coverage | \$60.58 bi-weekly |

7. Benefit Adjustments for 2009 for Commissioners

Suggested Motion:

To approve the following benefit adjustment for Commissioners for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

| | <u>2009 Co-pay</u> |
|-------------------|--------------------|
| Single Coverage | \$20.22 bi-weekly |
| 2-Person Coverage | \$43.59 bi-weekly |
| Family Coverage | \$60.58 bi-weekly |

8. Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985
Suggested Motion:
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.
9. Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987
Suggested Motion:
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.
10. Setting of Public Hearing on the 2009 Ottawa County Budget
Suggested Motion:
To set a public hearing on the 2009 Ottawa County Budget for Tuesday, October 14, 2008, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.
11. OPEB Trust Resolution
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the proposed Resolution to establish the “Ottawa County Retiree Health Care Fund Trust” (The OPEB Trust Resolution”), and to authorize the execution of all necessary contracts therefore.
12. 58th District Court/Deputy Court Clerk I Positions
Suggested Motion:
To approve an increase in hours of a Deputy Court Clerk I position from part-time (.75 FTE) to full-time (1.0 FTE) and an increase in hours of a Deputy Court Clerk I position from part-time (.5 FTE) to full-time (1.0 FTE) with funding to come from current District Court budget effective upon Board approval.
13. Northwest Ottawa Water System Reimbursement Resolution
Suggested Motion:
To approve the Resolution Declaring Official Intent to Reimburse Project Expenditures with Bond Proceeds. (Reference to Bond Resolution: Reimbursement Resolution – Northwest Ottawa Water Treatment Plant Improvement and Expansion.).
14. Resolution Regarding “Family Day—A Day to Eat Dinner With Your Children”
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to Designate Monday, September 22, 2008 as “Family Day—A Day to Eat Dinner With Your Children” within Ottawa County.

C. Appointments:

From the Human Resources Committee

1. Ottawa County Veteran Affairs Committee – One (1) Member Vacancy
Suggested Motion:
To place into nomination the names of Robin Bailey, *Robert Piper, Paul Scalf, and Richard Overway, and appoint one (1) to fill a one (1) member vacancy on the Ottawa County Veteran Affairs Committee to serve a four (4) year term beginning October 1, 2008, and ending September 30, 2012. (*Indicates recommendation of the Human Resources Committee).

2. Ottawa County Parks and Recreation Commission – One (1) Member Vacancy
Suggested Motion:
To place into nomination the names of *Ted Bosgraaf, Paul Scalf, John Burmeister, Renee Cross, Chris Larson, Dan Van Ommen, W. Robert Huff, Gregory J. De Jong, David Van Ginhoven, James C. Key, Russell V. Brown, Jr., and James Marek, and appoint one (1) to fill a one (1) member vacancy on the Ottawa County Parks and Recreation Commission to serve a three (3) year term beginning January 1, 2009, and ending December 31, 2011. (*Indicates recommendation of the Human Resources Committee).

3. Ottawa County Workforce Development Board – One (1) Business Sector Unexpired Vacancy
Suggested Motion:
To place into nomination and appoint *James Holtrop to fill a one (1) Business Sector unexpired vacancy on the Ottawa County Workforce Development Board to begin immediately and ending December 31, 2008. (*Indicates recommendation of the Human Resources Committee).

4. Ottawa County Community Action Agency Advisory Board – Five (5) Public Sector Vacancies
Suggested Motion:
To place into nomination the names of *Allen Ora Morningstar and *Char Seise, and appoint two (2) to fill two (2) of five (5) Public Sector vacancies on the Ottawa County Community Action Agency Advisory Board, each to serve a two (2) year term beginning October 1, 2008, and ending September 30, 2010. (*Indicates recommendation of the Human Resources Committee).

5. Ottawa County Community Action Agency Advisory Board – Three (3) Private Sector Vacancies
Suggested Motion:
To place into nomination the names of Paul Scalf, *Maureen Van Hoven, *Renee Cross, and *John Burmeister, and appoint three (3) to fill three (3) Private Sector vacancies on the Ottawa County Community Action Agency Advisory Board, each to serve a two (2) year term beginning October 1, 2008, and ending September 30, 2010. (*Indicates recommendation of the Human Resources Committee).

D. Discussion Items:

1. Closed Session: Property Matters

Suggested Motion:

To go into a Closed Session to discuss property matters.

Two-thirds (2/3) roll-call vote required.

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment