

**APPROVED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
MARCH SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Tuesday, March 25, 2008, at 1:30 p.m. and was called to order by the Chair.

Mrs. Ruiter pronounced the invocation.

The Clerk led in the Pledge of Allegiance to the Flag.

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiter, Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Berghorst, Holtrop, Holtvluwer. (11)

B/C 08-065 Mr. Schrotenboer moved to approve the agenda of today as presented and amended removing Appointment C2 – Ottawa County Officers' Compensation Commission. The motion passed.

B/C 08-066 Mr. Kuyers moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 11, 2008, Board of Commissioners Meeting.
2. To authorize the payroll of March 25, 2008, in the amount of \$582.91.
3. 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. 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.
5. To receive for information the Ottawa County Corporation Counsel's 2007 Annual Report.

The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiter, Messrs. Holtrop, Rycenga, Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Hehl, Swartout, Disselkoen. (11)

B/C 08-067 Mr. Rycenga moved 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 – Introduction 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

The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Hehl, Berghorst, Mrs. Ruiter, Mr. Schrottenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Kuyers, Holtrop, Disselkoen. (11)

B/C 08-068 Mr. Rycenga moved to receive for comment the proposed “Administrative Policy – Closure of County Buildings and Facilities” (First Reading). The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Swartout Schrottenboer, Mrs. Kortman, Messrs. Kuyers, Berghorst, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (11)

B/C 08-069 Mr. Rycenga moved to receive and approve implementation of the findings of the Ottawa County Cognitive Behavioral Therapy (CBT) Interim Administrative Evaluation. The motion passed as shown by the following votes: Yeas: Messrs. Berghorst, Kuyers, Holtrop, Mrs. Kortman. Messrs. Holtvluwer, Schrottenboer, Mrs. Ruiter, Messrs. Swartout, Rycenga, Hehl, Disselkoen. (11)

B/C 08-070 Mr. Rycenga moved 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 and Evolution Data Optimized (EVDO) wireless network that will provide high-speed broadband service to a minimum of 95% of the County’s population. The motion passed as shown by the following votes: Yeas: Messrs. Kuyers, Berghorst, Hehl, Holtrop, Mrs. Kortman, Mr. Swartout, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrottenboer, Disselkoen. (11)

B/C 08-071 Mr. Rycenga moved to approve the amendments to *Chapter 5 – Tier B Policies of the County Development Plan*. The motion passed as shown by the following votes: Yeas: Mr. Schrottenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Mrs. Ruiter, Messrs. Kuyers, Hehl, Holtrop, Berghorst, Rycenga, Disselkoen. (11)

- B/C 08-072 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Lease of Farmland with Luke Meerman at Eastmanville Farm (previously Community Haven). The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer, Kuyers, Holtrop, Mrs. Ruiter, Messrs. Berghorst, Hehl, Rycenga, Swartout, Schrotenboer, Disselkoen. (11)
- B/C 08-073 Mr. Rycenga moved 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. The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Berghorst, Swartout, Holtvluwer, Rycenga, Holtrop, Kuyers, Schrotenboer, Disselkoen. (11)
- B/C 08-074 Mr. Rycenga moved 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. The motion passed as shown by the following votes: Yeas: Messrs. Hehl, Rycenga, Schrotenboer, Kuyers, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Swartout, Berghorst, Mrs. Ruiter, Mr. Disselkoen. (11)
- B/C 08-075 Mr. Rycenga moved to approve and authorize the Board Chairperson and Clerk to sign the Resolution of Intent to establish the Ottawa County Brownfield Redevelopment Authority. The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Berghorst, Kuyers, Schrotenboer, Rycenga, Hehl, Mrs. Ruiter, Mr. Disselkoen. (11)
- B/C 08-076 Mr. Swartout moved 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.
- The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiter, Messrs. Holtrop, Rycenga, Kuyers, Schrotenboer, Mrs. Kortman, Messrs. Berghorst, Hehl, Swartout, Disselkoen. (11)

- B/C 08-077 Mr. Swartout moved to approve the recommendation to support imaging hosting for Ottawa County Local Government Units (LGU's) on a chargeback basis. The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Hehl, Berghorst, Mrs. Ruiter, Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Kuyers, Holtrop, Disselkoen. (11)
- B/C 08-078 Mr. Swartout moved 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. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Swartout, Schrotenboer, Mrs. Kortman, Messrs. Kuyers, Berghorst, Mrs. Ruiter, Messrs. Rycenga, Hehl, Disselkoen. (11)
- B/C 08-079 Mr. Holtrop moved 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. (*Recommended by Committee.) The motion passed.
- B/C 08-080 Mr. Swartout moved to nominate and appoint Roger Cotner to the Ottawa County Tax Allocation Board, pursuant to MCL 211.205(e). The motion passed.

Discussion Items:

1. Ottawa County Corporation Counsel's 2007 Annual Report – Gregory Rappleye, Corporation Counsel, presented the Ottawa County Corporation Counsel's 2007 Annual Report.

The Administrator's report was presented.

- B/C 08-081 Mr. Holtrop moved to adjourn at 2:12 p.m. subject to the call of the Chair. The motion passed.

Daniel C. Krueger, County Clerk
Of the Board of Commissioners

Donald Disselkoen, Chairman
Of the Board of Commissioners