

PLANNING AND POLICY COMMITTEE

Approved Minutes

DATE: May 8, 2008

TIME: 9:30 a.m.

PRESENT: Roger Rycenga, Matthew Hehl, Philip Kuyers, Dennis Swartout, Edward Berghorst

STAFF & GUESTS: Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Dave Bee, West MI Regional Planning Commission; Greg Rappleye, Corporation Counsel; Mark Knudsen, Planning and Grants Director; Sherri Sayles, Deputy Clerk; Erika Rosebrook, Assistant Administrator; John Scholtz, Parks and Recreation Director; Media

SUBJECT: CONSENT ITEMS

PP 08-042 Motion: To approve the agenda of today as presented and amended adding Action Items #4 – County Financial Policies (First Reading), #5 – Receive Bids for the Mount Pisgah Dune Protection Project, and #6 – Closed Session – Property Acquisition.
Moved by: Swartout UNANIMOUS

PP 08-043 Motion: To approve the minutes of the April 10, 2008, Planning and Policy Committee.
Moved by: Hehl UNANIMOUS

SUBJECT: AMENDED RESOLUTION OF INTENT TO ESTABLISH THE OTTAWA COUNTY BROWN-FIELD REDEVELOPMENT AUTHORITY

PP 08-044 Motion: To approve and forward to the Board of Commissioners the Amended Resolution of Intent to establish the Ottawa County Brownfield Redevelopment Authority.
Moved by: Berghorst UNANIMOUS

SUBJECT: LEASE WITH THE CITY OF FERRYSBURG FOR COMMUNITY MENTAL HEALTH USE OF FERRYSBURG SCHOOL FACILITY

PP 08-045 Motion: To approve and forward to the Board of Commissioners the Lease with the City of Ferrysburg for Community Mental Health Use of the Ferrysburg School Facility.
Moved by: Swartout UNANIMOUS

SUBJECT: RESOLUTION TO ESTABLISH JULY 13-19,
2008 AS "ROAD RAGE AWARENESS WEEK"
WITHIN OTTAWA COUNTY

PP 08-046 Motion: To approve and forward to the Board of Commissioners the Resolution to establish July 13-19, 2008, as "Road Rage Awareness Week" within Ottawa County.
Moved by: Berghorst UNANIMOUS

SUBJECT: COUNTY FINANCIAL POLICIES – (FIRST
READING)

PP 08-047 Motion: To approve and forward to the Board of Commissioners the following proposed policies for review and comment:

- 001 – Accounting, Auditing and Financial Reporting Policy
- 002 – Account, 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 Millage Policy
- 018 – Performance Measurement Policy
- 019 – Revenue and Expenditure Policy
- 020 – Risk Management Policy
- 021 – Investment Policy

Moved by: Hehl UNANIMOUS

SUBJECT: RECEIVE BIDS FOR MOUNT PISGAH DUNE
PROTECTION PROJECT

PP 08-048 Motion: To receive bids for the Mount Pisgah Dune Protection Project and recommend acceptance of the low bid from Rockford Construction Company in the amount of \$317,641.63, with funding from a State grant and the Parks and Recreation Department budget.
Moved by: Kuyers UNANIMOUS

SUBJECT: CLOSED SESSION – PROPERTY ACQUISITION

PP 08-049 Motion: To go into a closed session at 10:02 a.m. with the purpose of discussing property acquisition. Two-thirds (2/3) roll-call vote required.
Moved by: Swartout UNANIMOUS

Result of roll call: Yeas: Messrs. Hehl, Berghorst, Kuyers, Swartout, Rycenga. (5)

PP 08-050 Motion: To rise from Closed Session at 10:10 a.m.
Moved by: Swartout UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Economic Development Activity Update from West Michigan Regional Planning Commission – The Economic Development Update was presented by Dave Bee, AICP. Research is being done on a revolving fund for Ottawa County.
2. Building Update – A building projects update was presented by June Hagan.

SUBJECT: ADJOURNMENT

PP 08-051 Motion: The meeting adjourned at 10:26 a.m.
Moved by: Berghorst UNANIMOUS