



County of Ottawa

Board of Commissioners

Donald G. Disselkoen
Chairperson

Philip D. Kuyers
Vice-Chairperson

12220 Fillmore Street, Room 310, West Olive, Michigan 49460

West Olive (616) 738-4898

Fax (616) 738-4888

Grand Haven (616) 846-8295

Grand Rapids (616) 662-3100

Website: www.miOttawa.org

April 23, 2009

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, April 28, 2009 at 1:30 p.m.**, for the regular **April** meeting of the Board at the Ottawa County Fillmore Street Complex 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 April 14, 2009 Board of Commissioners Meeting.

From the Finance and Administration Committee

2. Payroll

Suggested Motion:

To authorize the payroll of April 28, 2009 in the amount of \$_____.

Joyce E. Kortman Dennis W. Swartout Jane M. Ruiten Matthew M. Hehl Roger G. Rycenga
Gordon D. Schrottenboer Robert Karsten James C. Holtrop James H. Holtvluwer

3. Monthly Accounts Payable for April 1, 2009 through April 17, 2009.
Suggested Motion:
To approve the general claims in the amount of \$15,124,549.08 as presented by the summary report for April 1, 2009 through April 17, 2009.
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 March 2009.

From Administration

5. Ottawa County Sheriff's Department/Office of Emergency Management's 2008 Annual Report
Suggested Motion:
To receive for information the Ottawa County Sheriff's Department/Office of Emergency Management's 2008 Annual Report.
6. Ottawa County Prosecuting Attorney's 2008 Annual Report
Suggested Motion:
To receive for information the Ottawa County Prosecuting Attorney's Annual Report.

B. Action Items:

From the Finance and Administration Committee

1. Equalization Report
Suggested Motion:
To approve the 2009 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
2. Resolution to Authorize "Qualifying Statements" for Bonding Purposes
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Resolution to authorize Certification of a "Qualifying Statement" for bonding purposes.
3. MiWorks! Personnel Requests
Suggested Motion:
To approve the proposal from Michigan Works/CAA to create eight (8) positions as listed below at a cost of \$357,930. All eight (8) positions will sunset when the Recovery Act and Stimulus grant funding ends.
 - a. **Two (2) Weatherization Inspectors**
To create 2 FTE Weatherization Inspectors (Group T paygrade 11C) at a cost of \$112,524. Funding to come from the U.S. Department of Energy Regular Weatherization Grant and the U.S. Department of Energy Recovery Act Weatherization Grant.

- b. **One (1) Assessment & Eligibility Specialist**
To create 1 FTE Assessment & Eligibility Specialist (Group T paygrade 9B) at a cost of \$49,684. Funding to come from the U. S. Department of Energy Regular Weatherization Grant and the U.S. Department of Energy Recovery Act Weatherization Grant and the Community Services Block Grant Recovery Act Grant.
 - c. **One (1) Records Processing Clerk II**
To create 1 FTE Records Processing Clerk II (Group T paygrade 6C) at a cost of \$45,182. Funding to come from the U.S. Department of Energy Regular Weatherization Grant and the U.S. Department of Energy Recovery Act Weatherization Grant.
 - d. **One (1) Secretary**
To create 1 FTE Secretary (Group T paygrade 7C) at a cost of \$47,011. Funding to come from Workforce Investment Act Adult, Dislocated Worker & Youth Stimulus Grants.
 - e. **One (1) Procurement Contract Coordinator**
To create a .6 FTE Procurement Contract Coordinator (Group T paygrade 12C) at a cost of \$34,821. Funding to come from Workforce Investment Act Adult, Dislocated Worker and Youth funds through June 30, 2009, and then a combination of the Workforce Investment Act program and American Recovery and Reinvestment Act funding.
 - f. **One (1) Emergency Services Coordinator**
To create 1 FTE Emergency Services Coordinator (CAA) (Unclassified paygrade 3C) at a cost of \$62,711. Funding to come from Community Services Block Grant Recovery Act Grant and American Recovery and Reinvestment Act funding.
 - g. **Reclassification of One (1) Assessment & Eligibility Specialist to One (1) Weatherization Assistance Program Coordinator**
To reclassify 1 FTE Assessment & Eligibility Specialist (Group T paygrade 9) to 1 FTE Weatherization Assistance Program Coordinator (Group T paygrade 14B) at a cost of \$5,997. Funding to come from U.S. Department of Energy Recovery Act Weatherization Grant.
4. **Reclassification of One (1) Corrections Officer to One (1) Court Services Officer**
Suggested Motion:
To approve the proposal from the Sheriff's Office to reclassify 1 FTE Corrections Officer (POAM Non-312 E-Step) to 1 FTE Court Services Officer (POAM Non-312 E-Step) at a cost of \$3,612. Funding to come from Sheriff's Office existing budget.

5. Purchase of MERS (Municipal Employees Retirement System) Generic Service - Credits for David J. Knoll
Suggested Motion:
To approve the purchase of MERS generic service credits for David J. Knoll.

Total Cost: \$34,408.00
Employer Cost: \$0
Employee Cost: \$34,408.00
6. Community Mental Health – Personnel Request
Suggested Motion:
To approve the proposal from Community Mental Health to create 1 FTE Mental Health Program Director (Unclassified paygrade 10) at a cost of \$110,920. Funding to come from positions that are currently vacant and fund balance.
7. Resolution to Affirm the Board of Commissioners Support for the Restoration of Revenue Sharing of Michigan Counties
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Resolution of support for the restoration of revenue sharing to Michigan counties, as required by MCL 141.911(6).
8. Storage Building Construction
Suggested Motion:
To accept low bid by Lamar Construction to construct a storage building at the Fillmore Complex. Total cost of the project is \$411,500. Funding will come from the unspent funds from the Grand Haven Courthouse and Fillmore Street addition projects.
9. Request for Conference Travel Approval
Suggested Motion:
To approve reimbursement for all conference and travel costs incurred by the Administrator to attend the International City/County Management Association (ICMA) 2009 Annual Conference, September 13-16, in Montreal, Quebec, Canada.
10. BizStream 2009 Enhancements Agreement to Web-Based Collaborative Case Management System (Phase III)
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the 2009 Enhancements Agreement with BizStream for the web based collaborative case management system in Juvenile Court (Phase III), with funding to come from the Child Care Fund fund balance.
11. Elimination of General Fund Reserve for Grants
Suggested Motion:
To approve the elimination of the General Fund Reserve for Grants – JTPA - (MiWorks) in the amount of \$122,505.20 as of 1/1/2009.

12. Elimination of Future Reserves of Map Royalties Revenues for Arial Surveys
Suggested Motion:
To approve the elimination of future reserves of Map Royalties Revenues for Arial Surveys effective 12/31/2008.
13. Planning and Performance Department Position Request
Suggested Motion:
To approve the use of \$25,000 included in the 2009 budget for economic development attraction to fund either a part time position or contractual position to administer the American grants that will be received under the Recovery and Reinvestment Act.
14. Lease for Additional Space for Ottawa County Michigan Works!
Suggested Motion:
To approve and authorize the Board Chairperson and Clerk to sign the Lease between Huntington National Bank and the County of Ottawa for additional space for Ottawa County Michigan Works!, at 115 Clover Avenue, Holland, Michigan, with funding to come from State of Michigan grant fund (Federal Stimulus package).

C. Appointments: None

D. Discussion Items:

1. Ottawa County Sheriff's Department/Office of Emergency Management's 2008 Annual Report
(Presented by Gary Rosema, Sheriff)
2. Ottawa County Prosecuting Attorney's 2008 Annual Report
(Presented by Ronald Frantz, Prosecutor)
3. Closed Session: Labor Negotiations
To go into closed session for the purpose of discussing labor negotiations.
(2/3 roll call vote required)

E. Report of the County Administrator

F. General Information, Comments, and Meetings Attended

9. Public Comments

10. Adjournment