



County of Ottawa

Board of Commissioners

Philip D. Kuyers
Chairperson

James C. Holtrop
Vice-Chairperson

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September 22, 2011

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, September 27, 2011 at 1:30 p.m.**, for the regular **September** 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 September 13, 2011 Board of Commissioners Meeting and the September 13, 2011 Board of Commissioner Work Session.
2. Payroll
Suggested Motion:
To authorize the payroll of September 27, 2011 in the amount of \$_____.

Stuart P. Visser Dennis W. Swartout Jane M. Ruiter Greg J. DeJong Roger G. Rycenga
Joseph S. Baumann Robert W. Karsten James H. Holtvluwer Donald G. Disselkoe

From the Finance and Administration Committee

3. Monthly Accounts Payable for September 1, 2011 through September 16, 2011
Suggested Motion:
To approve the general claims in the amount of \$13,087,278.85 as presented by the summary report for September 1, 2011 through September 16, 2011.
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, 2011.

B. Action Items:

From the Finance and Administration Committee

5. Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties
Suggested Motion:
To approve and authorize the Board Chair and Clerk to sign the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.
6. Setting of Public Hearing on the 2012 Ottawa County Budget
Suggested Motion:
To approve setting the public hearing on the 2012 Ottawa County budget for Tuesday, October 11, 2011, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.
7. Wage and Benefit Adjustments for County and Court Unclassified and Group T Employees for 2012
Suggested Motion:
To approve the following wage adjustments for County and Court Unclassified Employees (Excluding Elected Officials, Judges and the Board of Commissioners) and Group T Employees for 2012:
 - a. Wages: Effective January 1, 2012, increase the existing salary schedule by 1%.
8. Tuition Reimbursement
Suggested Motion:
To approve the recommendation to suspend Tuition Reimbursement for the year 2012 and to review this recommendation in 2012 for the 2013 budget year.
9. Approval of Moving Re-designated Monies Into the Defined Benefit/Defined Contribution Fund
Suggested Motion:
To approve moving re-designated monies in Funds 2320, 2601, 2850, 2901, 2920, and in the Compensated Absences Fund, Infrastructure Fund and General Fund Balance Designation/Substance Abuse, in the total amount of \$3,000,000.00, into the Defined Benefit/Defined Contribution Fund, to be used to facilitate the transition of new employees into a Defined Contribution Pension Plan, at a time to be determined by the Ottawa County Board of Commissioners.

10. Implementation of the Enterprise Resource Planning (ERP) System and Approval of the Agreement with Tyler Technologies, Inc.
Suggested Motion:
To approve and authorize the Board Chair and Clerk to sign the agreement with Tyler Technologies, Inc. for the implementation of the Munis ERP system at a total cost of \$1.6 million.
11. Lease Extension/Amendment for MiWorks! at 115 Clover Street
Suggested Motion:
To approve and authorize the Board Chair and Clerk to sign the extension and amendment of the current MiWorks! lease with Huntington Bank at 115 Clover Street from October 1, 2012 through September 30, 2014, with funding from MiWorks!

C. Appointments:

From Administration

12. Board Appointment to Ottawa County Jury Board
Suggested Motion:
To appoint Sharon Smeyers as a member of the Ottawa County Jury Board, for a six year term beginning immediately and continuing through March 31, 2017.

D. Discussion Items:

From the Finance and Administration Committee

13. Review of 2012 Budgets, Bob Spaman, Fiscal Services Director
9. Report of the County Administrator
10. General Information, Comments, and Meetings Attended
11. Public Comments
12. Adjournment