



County of Ottawa

Board of Commissioners

Philip D. Kuyers
Chairperson

James C. Holtrop
Vice-Chairperson

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

West Olive (616) 738-4898

Fax (616) 738-4888

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Website: www.miOttawa.org

November 3, 2011

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, November 8, 2011 at 1:30 p.m.**, for the regular **November** 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 Baumann
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 October 25, 2011 Board of Commissioners Meeting.
2. Payroll
Suggested Motion:
To authorize the payroll of November 8, 2011 in the amount of \$_____.
3. Correspondence Log 421
Suggested Motion:
To receive for information the Correspondence Log.

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

From Administration

4. Monthly Accounts Payable for October 17, 2011 through October 28, 2011
Suggested Motion:
To approve the general claims in the amount of \$4,807,032.74 as presented by the summary report for October 17, 2011 through October 28, 2011.

B. Action Items:

From Administration

5. Ratification of Lease Agreement – CMH Training Facility 305 Main Street, Coopersville
Suggested Motion:
To ratify and authorize the Board Chair and Clerks execution of the Lease Agreement between Ottawa County (CMH) and 305 Main Street LLC in Coopersville, Michigan for use of the premises as a training facility.

C. Appointments: None

D. Discussion Items:

6. Closed Session
Suggested Motion:
To go into closed session for the purpose of discussing labor negotiations.
(2/3 roll call vote required)
9. Report of the County Administrator
10. General Information, Comments, and Meetings Attended
11. Public Comments
12. Adjournment

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
OCTOBER SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Tuesday, October 25, 2011, at 1:30 p.m. and was called to order by the Chair.

Mr. Rycenga pronounced the invocation.

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

Present at roll call: Messrs. Visser, Kuyers, Swartout, DeJong, Rycenga, Baumann, Disselkoen, Karsten, Holtrop, Holtvluwer. (10)

Absent: Mrs. Ruiter. (1)

Presentation and Communications from County Staff

Brett Laughlin, Road Commission, reported funding for both the 8th Ave. bridge in Marne and the Luce St. bridge in Tallmadge Township were approved yesterday by the Regional Bridge Commission.

B/C 11-228 Mr. Karsten moved to approve the agenda of today as presented and amended adding Action Item #14 – Closed Session to Discuss Labor Negotiations. The motion passed.

B/C 11-229 Mr. Holtrop moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 11, 2011 Board of Commissioners Meeting.
2. To authorize the payroll of October 25, 2011 in the amount of \$520.36.
3. To approve the general claims in the amount of \$33,184,579.70 as presented by the summary report for October 1, 2011 through October 14, 2011.
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 September 2011.

The motion passed as shown by the following votes: Yeas: Messrs. Visser, Holtvluwer, Disselkoen, Holtrop, Karsten, DeJong, Rycenga, Swartout, Baumann, Kuyers. (10)

B/C 11-230 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution confirming that the Chair of the Board of

Commissioners, Philip D. Kuyers, and the County Clerk, Daniel C. Krueger, are the Officials authorized to enter into agreements with the Michigan Department of Transportation (MDOT) on behalf of Ottawa County. The motion passed as shown by the following votes: Yeas: Messrs. Baumann, DeJong, Karsten, Swartout, Holtvluwer, Rycenga, Holtrop, Disselkoe, Visser, Kuyers. (10)

B/C 11-231 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the 2012 Budget Resolution and 2012 Budget. The motion passed as shown by the following votes: Yeas: Messrs. DeJong, Rycenga, Baumann, Disselkoe, Holtvluwer, Visser, Holtrop, Swartout, Karsten, Kuyers. (10)

B/C 11-232 Mr. Swartout moved to receive for information the Ottawa County, Michigan Insurance Authority Budget for fiscal year 2012. The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Holtvluwer, Visser, Holtrop, Karsten, Disselkoe, Baumann, Rycenga, DeJong, Kuyers. (10)

B/C 11-233 Mr. Swartout moved to approve fund balance commitments per the attached schedule. (see yellow section) The motion passed as shown by the following votes: Yeas: Messrs. Holtvluwer, Holtrop, Rycenga, Disselkoe, Baumann, Visser, Karsten, DeJong, Swartout, Kuyers. (10)

B/C 11-234 Mr. Swartout moved to approve the 2011 Apportionment Report. The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, DeJong, Karsten, Baumann, Visser, Swartout, Holtvluwer, Disselkoe, Holtrop, Kuyers. (10)

B/C 11-235 Mr. Swartout moved to approve the request from Community Mental Health to create one (1) FTE Peer Specialist – MI Services (Group T, Paygrade 06C) at a cost of \$43,890.00. Funding to come from a Community Mental Health Block Grant. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Swartout, Baumann, Visser, Disselkoe, Karsten, Rycenga, DeJong, Kuyers. (10)

B/C 11-236 Mr. Swartout moved to approve the purchase of two (2) years of MERS generic service credit for \$14,838.00 (total cost to be paid by employee, Ronald Cramblet).

Total Cost:	\$14,838.00
Employer Cost:	\$0
Employee Cost:	\$14,838.00

The motion passed as shown by the following votes: Yeas: Messrs. Disselkoe, Holtrop, Visser, Holtvluwer, DeJong, Swartout, Rycenga, Baumann, Kuyers. (9)

Nays: Mr. Karsten. (1)

- B/C 11-237 Mr. Swartout moved to approve the 2011 SWAP (Sentenced Work Abatement Program) Cost Analysis. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoen, Karsten, DeJong, Holtrop, Visser, Swartout, Rycenga, Holtvluwer, Baumann, Kuyers. (10)
- B/C 11-238 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution authorizing the request of Municipal Employees' Retirement Act (MERS) to reallocate the total market value of assets of \$489,524 of Employer Assets from Division 1 General Employer Reserve to Division 60 Mental Health Unclassified Employer Reserve to enable the actuary to prepare the 2011 actuarial valuation with the transferred assets. The motion passed as shown by the following votes: Yeas: Messrs. DeJong, Visser, Swartout, Holtvluwer, Disselkoen, Baumann, Holtrop, Karsten, Rycenga, Kuyers. (10)
- B/C 11-239 Mr. Swartout moved to go into Closed Session at 1:36 p.m. for the purpose of discussing labor negotiations. (2/3 roll call vote required) The motion passed as shown by the following votes: Yeas: Messrs. Visser, Holtvluwer, Disselkoen, Holtrop, Karsten, DeJong, Rycenga, Swartout, Baumann, Kuyers. (10)
- B/C 11-240 Mr. Disselkoen moved to rise from Closed Session at 1:41 p.m. The motion passed.
- B/C 11-241 Mr. Swartout moved to approve the Administration to finalize contract language for negotiation between Ottawa County, 20th Circuit Court and the Friend of the Court Employees Association, effective until December 31, 2012. The motion passed as shown by the following votes: Yeas: Messrs. Baumann, DeJong, Karsten, Swartout, Holtvluwer, Rycenga, Holtrop, Disselkoen, Visser, Kuyers. (10)

Several Commissioners commented on meetings attended and future meetings to be held.

- B/C 11-242 Mr. Disselkoen moved to adjourn at 1:43 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

PHILIP KUYERS, CHAIRMAN
Of the Board of Commissioners

Action Request



Committee: Board of Commissioners

Meeting Date: 11/08/2011

Requesting Department: County Clerk

Submitted By: Bob Spaman

Agenda Item: Payroll

SUGGESTED MOTION:

To authorize the payroll of November 8, 2011 in the amount of \$_____.

SUMMARY OF REQUEST:

To pay the current payroll of the members of the Ottawa County Board of Commissioners. Pursuant to MCL 46.11, the Board of Commissioners is authorized to provide for and manage the ongoing business affairs of the County.

FINANCIAL INFORMATION:

Total Cost: _____ General Fund Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source: _____

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

- 1: To Maintain and Improve the Strong Financial Position of the County.
- 2: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.
- 3: To Contribute to a Healthy Physical, Economic, & Community Environment.
- 4: To Continually Improve the County's Organization and Services.

Objective: _____

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator: _____

Committee/Governing/Advisory Board Approval Date: _____

Action Request



Committee: Board of Commissioners

Meeting Date: 11/8/2011

Requesting Department: County Clerk

Submitted By: Keith Van Beek

Agenda Item: Correspondence Log 421

SUGGESTED MOTION:

To receive for information the Correspondence Log.

SUMMARY OF REQUEST:

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

Objective:

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

CORRESPONDENCE LOG 421

Date	Correspondent	Content	Referred To
10/26/2011	MICHAEL DALMAN, HOLLAND TWP CLERK	NOTICE OF HEARING	ADMINISTRATOR, KUYERS, BAUMANN, KARSTE
10/24/2011	WEXFORD CO BD OF COMMISSIONERS	RESOLUTION - STORMWATER RUNOFF	ADMINISTRATOR, COMMISSIONERS
10/21/2011	FAMILY OF FRED VANDERLAAN	THANK YOU	ADMINISTRATOR, COMMISSIONERS
10/20/2011	DEPT OF TREASURY	REVOKE TAX EXEMPT	ADMINISTRATOR, KUYERS, BAUMANN, KARSTEN
10/14/2011	LINDA NIOTIS, GH CITY CLERK	NOTICE OF HEARING	ADMINISTRATOR, SWARTOUT, RUITER
10/13/2011	VANBUREN CO BD OF COMMISSIONERS	RESOLUTION - PERSONAL PROPERTY TAX	ADMINISTRATOR, COMMISSIONERS
10/12/2011	MICHAEL DALMAN, HOLLAND TWP CLERK	NOTICE OF HEARINGS	ADMINISTRATOR, KUYERS, BAUMANN, KARSTEN
10/12/2011	LINDA NIOTIS, GH CITY CLERK	NOTICE OF HEARING	ADMINISTRATOR, SWARTOUT, RUITER
10/4/2011	CAROLYN BOERSMA, SPRING LAKE TWP CLERK	NOTICE OF HEARING	ADMINISTRATOR, RUITER, SWARTOUT

From: 10/1/2011

To: 10/31/2011

Action Request



Committee: Board of Commissioners

Meeting Date: 11/8/2011

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: Monthly Accounts Payable for October 17, 2011 through October 28, 2011

SUGGESTED MOTION:

To approve the general claims in the amount of \$4,807,032.74 as presented by the summary report for October 17, 2011 through October 28, 2011.

SUMMARY OF REQUEST:

Approve vendor payments in accordance with the Ottawa County Purchasing Policy.

FINANCIAL INFORMATION:

Total Cost: \$4,807,032.74 | General Fund Cost: \$4,807,032.74 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

- 1: Advocate on legislative issues to maintain and improve the financial position of the County.
- 2: Implement processes and strategies to deal with operational budget deficits.
- 3: Reduce the negative impact of rising employee benefit costs on the budget.
- 4: Maintain or improve bond ratings.

ADMINISTRATION RECOMMENDATION: Recommended | Not Recommended | Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



County of Ottawa

Fiscal Services Department

Robert Spaman
Fiscal Services Director

Marvin Hinga
Fiscal Services Assistant Director

12220 Fillmore Street • Room 331 • West Olive, Michigan 49460

West Olive (616) 738-4847
Fax (616) 738-4098
e-mail: rspaman@miottawa.org
mhinga@miottawa.org

To: Board of Commissioners
From: Robert Spaman, Fiscal Services Director
Subject: Accounts Payable Listing – October 17, 2011 to October 28, 2011
Date: October 28, 2011

I have reviewed the Accounts Payable Listing for October 17 through October 28, 2011. The following information will give you the detail of some of the purchases made in specific funds during this period:

Fund 2450 – Public Improvement Fund

Management Fee – Manley Street Tower	\$1,336.74
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Fund 6641 – Equipment Pool Fund

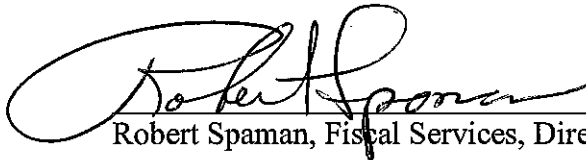
2012 Dodge Van – Mental Health	\$21,581.00
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If you have any additional questions, please feel free to contact me.

Total Checks/Automated Clearing House (ACH) 10/17/2011 through 10/28/2011

I hereby certify that to the best of my knowledge the List of Audit Claims, a summary of which is attached, constitutes all claims received and audited for payment. The List of Claims shows the name of claimant, amount of claim, check number, ACH number, check date and ACH date. The net amount of checks/ACH written during the period was \$4,802,064.05. The amount of claims to be approved totals \$4,807,032.74.

*Adjustments are voided checks or ACH.


Robert Spaman, Fiscal Services, Director

Date

We hereby certify that the Board of Commissioners has approved the claims on this 8th day of November, 2011.

Philip Kuyers, Chairperson
Board of Commissioners

Daniel Krueger, Clerk

ACCOUNTS PAYABLE CHECKS/ACH 10/17/2011 THROUGH 10/28/2011

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
1010	GENERAL FUND	442,825.28	(2,568.00)	440,257.28
1500	CEMETERY TRUST	0.00	0.00	0.00
2081	PARKS & RECREATION	256,264.23	(881.48)	255,382.75
2082	PARK 12	0.00	0.00	0.00
2160	FRIEND OF COURT	2,546.25	0.00	2,546.25
2170	9/30 JUDICIAL GRANTS	1,197.27	(92.77)	1,104.50
2210	HEALTH	94,542.57	(184.80)	94,357.77
2220	MENTAL HEALTH	999,987.79	0.00	999,987.79
2271	SOLID WASTE CLEAN-UP	0.00	0.00	0.00
2272	LANDFILL TIPPING FEES	2,843.01	0.00	2,843.01
2320	TRANSPORTATION SYSTEM	0.00	0.00	0.00
2420	PLANNING COMMISSION	0.00	0.00	0.00
2430	BROWNFIELD REDEVELOPMENT	0.00	0.00	0.00
2444	INFRASTRUCTURE FUND	0.00	0.00	0.00
2450	PUBLIC IMPROVEMENT	1,336.74	0.00	1,336.74
2550	HOMESTEAD PROPERTY TAX	0.00	0.00	0.00
2560	REGISTER OF DEEDS AUTOMATION FUND	2,892.48	0.00	2,892.48
2590	LIPPERT GRANT	0.00	0.00	0.00
2601	PROSECUTING ATTORNEY GRANTS	0.00	0.00	0.00
2602	WEMET	70,399.22	0.00	70,399.22
2603	WEED AND SEED	0.00	0.00	0.00
2605	COPS-AHEAD-GEORGETOWN	0.00	0.00	0.00
2606	COPS-FAST-GEORGETOWN	0.00	0.00	0.00
2608	COPS-FAST-ALLENDALE	0.00	0.00	0.00
2609	SHERIFF GRANT PROGRAMS	0.00	0.00	0.00

ACCOUNTS PAYABLE CHECKS/ACH 10/17/2011 THROUGH 10/28/2011

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
2610	COPS-UNIVERSAL	18,035.83	0.00	18,035.83
2640	EMT HOLLAND-PARK	0.00	0.00	0.00
2650	EMT GEORGETOWN TOWNSHIP	0.00	0.00	0.00
2661	SHERIFF ROAD PATROL	970.34	0.00	970.34
2690	LAW LIBRARY	0.00	0.00	0.00
2740	WIA-ADMIN. COST POOL	5,964.25	0.00	5,964.25
2741	WIA-YOUTH	2,987.33	0.00	2,987.33
2742	WIA-ADULT	1,288.20	0.00	1,288.20
2743	WIA-6/30 GRANT PROGRAMS	8,562.91	0.00	8,562.91
2744	WIA-12/31 GRANT PROGRAMS	0.00	0.00	0.00
2747	WIA-WORK FIRST YOUTH	0.00	0.00	0.00
2748	WIA-9/30 GRANT PROGRAMS	147,402.22	0.00	147,402.22
2749	WIA-3/31 GRANT PROGRAMS	0.00	0.00	0.00
2750	GRANT PROGRAMS-PASS THRU	10,000.00	0.00	10,000.00
2800	EMERGENCY FEEDING	1,005.50	0.00	1,005.50
2810	FEMA	2,200.00	0.00	2,200.00
2850	COMMUNITY CORRECTIONS PROG. GRANT	1,251.60	(283.33)	968.27
2870	COMMUNITY ACTION AGENCY (CAA)	10,707.44	0.00	10,707.44
2890	WEATHERIZATION	49,760.47	0.00	49,760.47
2900	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2901	DEPT OF HUMAN SERVICES	2,799.00	0.00	2,799.00
2920	CHILD CARE - PROBATE	377,989.74	0.00	377,989.74
2921	CHILD CARE - SOCIAL SERVICES	0.00	0.00	0.00
2930	SOLDIER & SAILORS RELIEF	0.00	0.00	0.00

ACCOUNTS PAYABLE CHECKS/ACH 10/17/2011 THROUGH 10/28/2011

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
2940	VETERANS TRUST	0.00	0.00	0.00
2941	VETERANS TRUST	1,518.00	0.00	1,518.00
2970	DB/DC CONVERSION	7,600.00	0.00	7,600.00
5160	DELINQUENT TAXES	3,754.15	0.00	3,754.15
6360	INFORMATION TECHNOLOGY	99,996.48	0.00	99,996.48
6410	WATER & SEWER REVOLVING	0.00	0.00	0.00
6450	DUPLICATING	979.43	0.00	979.43
6550	TELECOMMUNICATIONS	34,164.49	0.00	34,164.49
6641	EQUIPMENT POOL	21,581.00	0.00	21,581.00
6770	PROTECTED SELF-FUNDED INSURANCE	6,980.63	0.00	6,980.63
6771	PROTECTED SELF-FUNDED HEALTH INS.	654,593.07	0.00	654,593.07
6772	PROTECTED SELF-FUNDED UNEMPL INS.	14,512.99	0.00	14,512.99
6775	LONG-TERM DISABILITY INSURANCE	0.00	0.00	0.00
6776	PROTECTED SELF-FUNDED DENTAL INS.	0.00	0.00	0.00
6777	PROTECTED SELF-FUNDED VISION	0.00	0.00	0.00
6782	PROTECTED SELF-FUNDED INS PROG M.H.	0.00	0.00	0.00
7010	AGENCY	1,390,255.16	(958.31)	1,389,296.85
7040	IMPREST PAYROLL	19,787.22	0.00	19,787.22
7210	LIBRARY PENAL FINE	0.00	0.00	0.00
7300	EMPLOYEE SICK PAY BANK	0.00	0.00	0.00
7360	OPEB TRUST	35,550.45	0.00	35,550.45
		<u>\$4,807,032.74</u>	<u>(\$4,968.69)</u>	<u>\$4,802,064.05</u>

Action Request



Committee: Board of Commissioners

Meeting Date: 11/8/2011

Requesting Department: Community Mental Health

Submitted By: Greg Rappleye

Agenda Item: Ratification of Lease Agreement – CMH Training Facility 305 Main Street, Coopersville

SUGGESTED MOTION:

To ratify and authorize the Board Chair and Clerks execution of the Lease Agreement between Ottawa County (CMH) and 305 Main Street LLC in Coopersville, Michigan for use of the premises as a training facility.

SUMMARY OF REQUEST:

This lease agreement was signed under pursuant to the Expedited Contracting Policy so that it could go into effect on November 1, 2011. Because it is a lease, the agreement must be ratified by the Board under MCL 46.11.

FINANCIAL INFORMATION:

Total Cost: \$5,310.00 | General Fund Cost: \$5,310.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 5: Provide quality County facilities throughout the County.

ADMINISTRATION RECOMMENDATION: Recommended | Not Recommended | Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Date: October 24, 2011

EMERGENCY CONTRACT APPROVAL FORM

Approval of the attached contract as an emergency contract has been requested under paragraph 11 of the Ottawa County Contracting Policy.

REQUESTING AGENCY: COMMUNITY MENTAL HEALTH

CONTACT PERSON: KRISTA HARLAN

CONTRACT NAME: 305 MAIN STREET, LLC

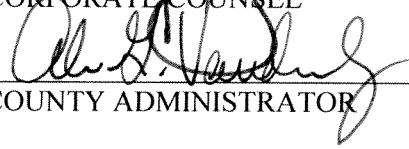
PURPOSE: TO AUTHORIZE THE LEASE AGREEMENT BETWEEN 305 MAIN STREET, LLC AND OTTAWA COUNTY COMMUNITY MENTAL HEALTH GOVERNING THE OPERATION OF PROPERTY FOR THE USE OF A TRAINING FACILITY. EFFECTIVE NOVEMBER 1, 2011 THROUGH APRIL 30, 2012.

ACTION DATE: IMMEDIATELY

REVIEWED AND APPROVED:


CORPORATE COUNSEL


FISCAL SERVICES DIRECTOR


COUNTY ADMINISTRATOR


COUNTY CLERK

TO BE PROCESSED THROUGH CONTRACT PROCEDURES BY ASAP

COMMENTS: _____

IS CONTRACT AMOUNT INCLUDED IN YOUR BUDGET? YES

PURCHASE ORDER NEEDED? YES NO

IF YES, PLEASE IDENTIFY:

<u>FUND</u>	<u>DEPT</u>	<u>SUB-DEPT</u>	<u>ACCOUNT</u>	<u>11/12 BUDGET AMOUNT</u>	<u>ANNUAL CONTRACT AMOUNT</u>
<u>2220</u>	<u>6491</u>	<u>1349</u>	<u>9390.0000</u>	<u>\$82,470.00</u>	<u>\$5,310.00</u>

LEASE

This Lease Agreement is made the 18th day of October, 2011, between:

Lessor: 305 Main Street, LLC

Address: 492 Greenfield, Coopersville MI 49404

Lessee: Ottawa County

Address: 12265 James Street Holland MI 49424

1. PREMISES. Lessor leases to Lessee the premises situated in the city of Coopersville, County of Ottawa, State of Michigan, known as 309 Main Street, Coopersville, Michigan, and described as:
Property located at 309 Main Street, Coopersville.
2. TERM. The term hereof shall commence on the 1st day of November, 2011, and continue for a period of six (6) months through April 30, 2012.
3. RENT. The total rent shall be \$5,310.00. The rent is payable at the rate of \$885.00 per month in advance due on the 1st day of each month. The rent includes the rate of \$750.00 monthly payment in addition to \$135.00 monthly payment for changes required by the lessee prior to occupancy.
4. USE. The premises are to be used for the operation of an Ottawa County training facility, and for no other purpose, without the prior written consent of the Lessor.
5. USES PROHIBITED. Lessee shall not use any portion of the premises for any use which will increase the Lessor's insurance premiums on the building.
6. ASSIGNMENT AND SUBLETTING. ~~Lessee shall not assign or sublet any~~ portion of the premises without prior written consent of the Lessor. Any such assigning or subletting without the written consent of the Lessor shall be void and, at the option of the Lessor, may terminate this Lease.
7. ORDINANCES AND STATUTES. Lessee shall comply with all statutes, ordinances and requirements of all municipal, state, and federal authorities now in force, or which may hereafter be in force, pertaining to the premises, occasioned by or affecting the use thereof by Lessee.
8. MAINTENANCE, REPAIRS, ALTERATIONS. Lessor shall at its own expense maintain the electrical wiring, plumbing and heating installations and any other system or equipment upon the premises. Lessor shall maintain the roof and

exterior of the building. NO improvement or alteration of the premises shall be made without the prior written consent of the Lessor.

9. *PREMATURE TERMINATION. Funding for this lease is directly contingent on the funding available to Lessee through the State of Michigan and the Federal Government. In the event that this funding is terminated, Lessee has the right to terminate this lease without obligation for payment for the remainder of the lease. Lessee shall give a minimum of ninety (90) days notice of its intent to terminate.
10. ENTRY AND INSPECTION. Lessee shall permit Lessor or Lessor's agent to enter upon the premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same.
11. PUBLIC LIABILITY AND INDEMNIFICATION. Lessee shall indemnify and save harmless the Lessor from any liability for loss, damage, injury or other casualty to persons or property caused or occasioned by or arising from any act; use or occupancy or negligence by or of the Lessee or any of its agents, servants, visitors, licensees or employees occurring during the leased term or any extended term; and in case any action or proceeding be brought against the Lessor by reason of any such claim, the Lessee on timely notice from the Lessor shall resist or defend such action or proceeding by counsel employed by the Lessee, which shall include the taking of all permissible appeals, unless full release of the Lessor is obtained by way of settlement or compromise at the expense of the Lessee or its insurance carrier.

Lessee shall furnish to the Lessor a certificate or other evidence indicating that Lessee has had issued to it a policy or policies of insurance insuring against bodily injury (including death) in the minimum amount of \$500,000.00 for injury to one person and \$500,000.00 for injury of more than one person, in one accident or occurrence, naming Lessor as additional insured, and the Lessee shall pay all premiums thereon and furnish evidence of such payment to the Lessor, if requested to do so.

12. UTILITIES. Lessee agrees that he shall be responsible for payment of all utility bills including natural gas, electricity, water/sewer, and phone if needed. Water bill will be provided to lessee after use has been calculated approximately every two months. Lessor agrees that he shall be responsible for property taxes and garbage dumpster use.
13. SIGNS. Lessee shall not construct any sign without the prior written consent of the Lessor, which consent shall not be unreasonably withheld.
14. ABANDONMENT OF PREMISES. Lessee shall not vacate or abandon the premises at any time during the term hereof, and if Lessee shall abandon or vacate the premises, or be dispossessed by process of law, or otherwise, any

personal property belonging to Lessee left upon the premises shall be deemed to be abandoned at the option of the Lessor.

15. FIXTURES. Any and all improvements made to the premises during the term hereof shall belong to the Lessor, except trade fixtures of the Lessee. Lessee may, upon termination hereof, remove all her trade fixtures, but shall repair or pay for all repairs necessary for damages to the premises occasioned by removal.
16. TAXES. Lessee shall pay all personal property taxes assessed against the personal property owned by the Lessee and located on the leased premises and on any personal property brought into the leased premises or produced thereon by Lessee and which is assessable for personal property tax purposes.

Lessor shall be responsible for the payment of the real estate taxes on the property.

17. DEFAULT. The following events shall be deemed to be events of default by Lessee under this Lease.
 - a) Failure by Lessee to pay when due any installment of rent, insurance or taxes when due as set forth herein, when such failure shall continue for a period of fourteen (14) days after due date;
 - b) Failure by Lessee to comply with any term, provision or covenant of this Lease other than payment of rent, taxes, and insurance, and not curing such failure within fourteen (14) days after written notice thereof to Lessee;

Upon the occurrence of any such events of default, Lessor shall have the right to:

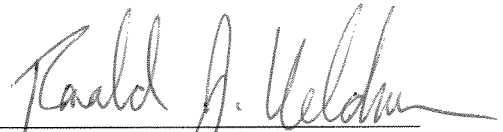
1. Terminate this Lease, in which event Lessee shall immediately surrender the leased premises to the Lessor.
2. Enter upon and take possession of the leased premises and relet ~~the leased premises and to receive rent therefore. Lessee agrees~~ to pay to Lessor on demand any deficiency that may arise by reason of such reletting.

Pursuit of any of the foregoing remedies shall not preclude pursuit of any other remedies herein provided, or any other remedies provided by law, nor shall pursuit of any such remedy herein provided constitute a forfeiture of waiver of any rent due to Lessor hereunder, or of any damages accruing to Lessor by reason of the violation of any of the terms, provisions and covenants herein contained.

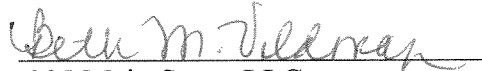
18. WAIVER. No failure of Lessor to enforce any term hereof shall be deemed to be a waiver.

19. TIME. Time is of the essence of this Lease.
20. HEIRS, ASSIGNS, SUCCESSORS. This Lease is binding upon and inures to the benefit of the heirs, assigns, and successors in interest to the parties.
21. QUIET ENJOYMENT. If the Lessee shall pay the rents due herewith and shall perform all of the covenants and agreements on its part to be performed hereunder, Lessor covenants and agrees that Lessee shall have peaceful and quiet enjoyment of the leased premises.

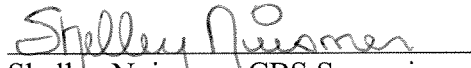
Witnessed By:



305 Main Street LLC
Ronald J. Veldman Lessor



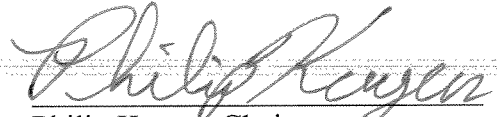
305 Main Street LLC
Beth M. Veldman Lessor



Shelley Nuismer - CBS Supervisor,
Ottawa County Lessee



Lynne Doyle - Deputy Director
CMH, Ottawa County Lessee



Philip Kuyers - Chairperson,
Ottawa County Lessee

Daniel Krueger - Clerk,
Ottawa County Lessee