

PLANNING & POLICY COMMITTEE

Approved Minutes

DATE: December 8, 2011

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Stu Visser, James Holtvluwer, Jane Ruiter, Dennis Swartout, Roger Rycenga

STAFF & GUESTS: Keith VanBeek, Assistant Administrator; Alan Vanderberg, Administrator; Sherri Sayles, Deputy Clerk; Mark Knudsen, Planning & Performance Improvements Director; John Scholtz, Parks & Recreation Director; Nate Lisenbee, Planning & Performance Improvements; Greg Rappleye, Corporation Counsel; Holly Johnson, Coopersville Area Community Foundation; Janet DeYoung, Community Foundation of the Holland/Zeeland Area

SUBJECT: CONSENT ITEMS

PP 11-056 Motion: To approve the agenda of today as presented.
Moved by: Holtvluwer UNANIMOUS

PP 11-057 Motion: To approve the minutes of the November 10, 2011 meeting as presented.
Moved by: Ruiter UNANIMOUS

SUBJECT: 2012 BOARD OF COMMISSIONERS APPROVED COMMITTEES AND RATES

PP 11-058 Motion: To approve and forward to the organizational meeting of the Board of Commissioners the 2012 Board of Commissioners Approved Committees and Rates.
Moved by: Swartout UNANIMOUS

Mrs. Ruiter noted the Labor Management Committee needs to be added to the list.

SUBJECT: 11-HIPAA COMPLIANCE POLICY

PP 11-059 Motion: To approve and forward to the Board of Commissioners the following proposed policy for review and comment: 11-HIPAA Compliance Policy.

Moved by: Swartout

UNANIMOUS

SUBJECT: 16-HONORARY RESOLUTION PROCEDURE
(formerly named Recognition Program Procedure)

PP 11-060 Motion: To approve and forward to the Board of Commissioners the following proposed policy for review and comment: 16-Honorary Resolution Procedure (formerly named Recognition Program Procedure).
Moved by: Holtvluwer UNANIMOUS

SUBJECT: ESTABLISHMENT OF ENDOWED AND NON-ENDOWED FUNDS WITH THE COMMUNITY FOUNDATION OF THE HOLLAND/ZEELAND AREA

PP 11-061 Motion: To approve and forward to the Board of Commissioners the establishment of endowed and non-endowed funds with the Community Foundation of the Holland/Zeeland Area for the Ottawa County Purchase of Development Rights (PDR) Program, and to authorize the County Administrator to sign the agreement on behalf of Ottawa County.
Moved by: Swartout UNANIMOUS

SUBJECT: ESTABLISHMENT OF A NON-ENDOWED FUND WITH THE COOPERSVILLE AREA COMMUNITY FOUNDATION

PP 11-062 Motion: To approve and forward to the Board of Commissioners the establishment of a non-endowed fund with the Coopersville Area Community Foundation for the Ottawa County Purchase of Development Rights (PDR) Program, and to authorize the County Administrator to sign the agreement of behalf of Ottawa County.
Moved by: Swartout UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Procedural Updates to Policies – A brief overview of how policies are reviewed was presented by Keith VanBeek.
2. Closed Session to Discuss Property Acquisition

PP 11-063 Motion: To go into Closed Session at 9:49 a.m. for the purpose of discussing property acquisition. (2/3 roll call vote required)
Moved by: Swartout UNANIMOUS

Roll call: Yeas: Visser, Holtvluwer, Ruiters, Swartout, Rycenga. (5)

PP 11-064 Motion: To rise from Closed Session at 10:01 a.m.
Moved by: Swartout UNANIMOUS

SUBJECT: ADJOURNMENT

PP 11-065 Motion: To adjourn at 10:04 a.m.
Moved by: Holtvluwer UNANIMOUS