



County of Ottawa

Board of Commissioners

Philip D. Kuyers
Chairperson

James C. Holtrop
Vice-Chairperson

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April 5, 2012

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, April 24, 2012 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 Holtvluwer
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 10, 2012 Board of Commissioners Meeting and Board of Commissioners Work Session.

2. [Payroll](#)

Suggested Motion:

To authorize the payroll of April 24, 2012 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 Administration

3. [Monthly Accounts Payable for April 2, 2012 through April 13, 2012](#)
Suggested Motion:
To approve the general claims in the amount of \$12,192,390.43 as presented by the summary report for April 2, 2012 through April 13, 2012.
4. [Ottawa County Sheriff's Office 2011 Annual Report](#)
Suggested Motion:
To receive for information the Ottawa County Sheriff's Office 2011 Annual Report.
5. [Ottawa County Prosecuting Attorney's 2011 Annual Report](#)
Suggested Motion:
To receive for information the Ottawa County Prosecuting Attorney's 2011 Annual Report.
6. [20th Judicial Circuit and Ottawa County Probate Courts 2011 Annual Report](#)
Suggested Motion:
To receive for information the 20th Judicial Circuit and Ottawa County Probate Courts 2011 Annual Report.

From the Finance and Administration Committee

7. [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 2012.

B. Action Items:

From Administration:

1. [Ottawa County Strategic Plan and 2012 Business Plan](#)
Suggested Motion:
To receive and approve the Ottawa County Strategic Plan and 2012 Business Plan.

From the Planning and Policy Committee

2. [Bid Tabulation – Macatawa Greenspace Phase II Improvements](#)
Suggested Motion:
To receive bids for Macatawa Greenspace Phase II Improvements and accept the low bid from Plaggemars Construction in the amount of \$85,280.00 with funding to come from the Parks and Recreation budget.
3. [Acceptable Use Policy \(First Reading\)](#)
Suggested Motion:
To receive for review and comment the Acceptable Use Policy (first reading).
4. [Electronic Mail and Privacy Policy \(First Reading\)](#)
Suggested Motion:
To receive for review and comment the Electronic Mail and Privacy Policy (first reading).
5. [Internet Use Policy \(First Reading\)](#)
Suggested Motion:
To receive for review and comment the Internet Use Policy (first reading).

From the Finance and Administration Committee

6. [Equalization Report](#)
Suggested Motion:
To approve the 2012 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
7. [Extension of the Contract for Auditing Services for 2013 with Vredeveld Haefner LLC](#)
Suggested Motion:
To approve the recommendation of extension to the County contract with Vredeveld Haefner LLC for one additional year for Ottawa County, Ottawa County Drain Commission, and the Ottawa County Insurance Authority.
8. [Allocation of the 2011 Unreserved Undesignated Fund Balance](#)
Suggested Motion:
To approve the recommendation to designate \$1,250,000 of the 2011 General Fund year-end unreserved undesignated fund balance for the 2013 budget.
9. [Resolution to Confirm the \\$10 Notary Fee of the Ottawa County Sheriff's Office Pertaining to the Issuance of Hand Gun Purchase Permits](#)
Suggested Motion:
To approve and authorize the Board Chair and Clerk to sign the Resolution to confirm the \$10 notary fee for the Ottawa County Sheriff's Office pertaining to the issuance of hand gun purchase permits.
10. [Michigan Works/Fiscal Services Personnel Request to Create a Senior Accountant \(Michigan Works\)](#)
Suggested Motion:
To approve the request from Michigan Works to create One (1) FTE Senior Accountant (Unclassified Paygrade 6, C Step) at a cost of \$79,442.00. Funding for this position to come from Workforce Development Funds.
11. [Michigan Works Personnel Request to Create a Team Supervisor](#)
Suggested Motion:
To approve the request from Michigan Works to create One (1) FTE Team Supervisor (Unclassified Paygrade 5, C Step) at a cost of \$73,426.00. Funding for this position to come from Workforce Development Funds.

C. Appointments: None

D. Discussion Items:

From Administration

1. [Ottawa County Sheriff's Office 2011 Annual Report](#)
(Presented by: Gary Rosema, Sheriff)
 2. [Ottawa County Prosecuting Attorney's 2011 Annual Report](#)
(Presented by: Ron Frantz, Prosecuting Attorney)
 3. [20th Judicial Circuit and Ottawa County Probate Courts 2011 Annual Report](#)
(Presented by: Kevin Bowling, 20th Circuit Court Administrator)
9. Report of the County Administrator

10. General Information, Comments, and Meetings Attended
11. Public Comments
12. Adjournment

OTTAWA COUNTY BOARD OF COMMISSIONERS
ADDITION TO AGENDA

Tuesday, April 24, 2012

1:30 PM

B. Action Items:

12. [Ottawa County Officers' Compensation Commission Resolution](#)

Suggested Motion:

To approve in whole or in part and authorize the Board Chair and Clerk to sign the Resolution regarding the recommendations of the Ottawa County Officers' Compensation Commission for 2013 and 2014