

**APPROVED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
JANUARY SESSION – ORGANIZATIONAL MEETING**

The Ottawa County Board of Commissioners met on Monday, January 4, 2021, at 1:00 p.m. and was called to order by the Clerk/Register.

Commissioner Zylstra pronounced the invocation.

The Clerk/Register led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Frank Garcia, Joseph Baumann, Douglas Zylstra, Allen Dannenberg, Randall Meppelink, Kyle Terpstra, James Holtvluwer, Gregory DeJong, Philip Kuyers, Roger Bergman, Matthew Fenske. (11)

The Honorable Juanita Bocanegra administered the Oath of Office to the Commissioners.

B/C 21-001 Douglas Zylstra moved to approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution setting a one (1) year term for the position of Ottawa County Board Chairperson. The motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Frank Garcia, Allen Dannenberg, Gregory DeJong, Douglas Zylstra, Kyle Terpstra, Randall Meppelink, Joseph Baumann, Matthew Fenske, Roger Bergman. (11)

The Clerk/Register opened the floor for nominations for Temporary Chairperson.

B/C 21-002 Matthew Fenske moved to nominate Joseph Baumann as Temporary Chairperson. The motion passed.

B/C 19-003 Matthew Fenske moved that the nominations be closed and the Clerk/Register cast a unanimous ballot for Joseph Baumann. The motion passed.

Joseph Baumann, as Temporary Chair, opened the floor for nominations for the Chairperson of the Board of Commissioners.

B/C 21-004 Philip Kuyers moved to nominate Roger Bergman as Chairperson of the Board of Commissioners. The motion passed.

B/C 21-005 James Holtvluwer moved that nominations be closed and the Clerk/Register cast a unanimous ballot for Roger Bergman. The motion passed.

Chair Bergman called for nominations for the office of Vice-Chair of the Board of Commissioners.

B/C 21-006 Gregory DeJong moved to nominate Matthew Fenske as Vice-Chair of the Board of Commissioners. The motion passed.

B/C 21-007 Philip Kuyers moved that the nominations be closed and the Clerk/Register cast a unanimous ballot for Mr. Fenske. The motion passed.

The Honorable Juanita Bocanegra administered the Oath of Office to Chair Bergman and Vice-Chair Fenske.

The following 2021 Committee Appointments were presented:

2021 Board of Commissioner and Committee Meetings Schedule	
Board of Commissioner Meetings	2nd and 4th Tuesday of each month at 1:30 pm
Planning and Policy Committee	3rd Tuesday of each month at 8:30 am
Health and Human Services Committee	2nd Wednesday of each month at 9:00 am
Finance and Administration Committee	3rd Tuesday of each month at 10:30 am
Talent and Recruitment Committee	Quarterly 3/16, 6/29, 9/7 & 12/7 at 1:30 pm and as needed on the 2nd or 4th Tuesday preceding the regular BOC meeting (2021 schedule)
2021 Standing Committee Assignments	
Health and Human Services	Planning and Policy
Al Dannenberg, Chair	Greg DeJong, Chair
Joe Baumann	Matt Fenske
Jim Holtvluwer	Frank Garcia
Kyle Terpstra	Al Dannenberg
Randy Meppelink	Phil Kuyers
Finance and Administration	Talent and Recruitment
Joe Baumann, Chair	Frank Garcia, Chair
Greg DeJong	Doug Zylstra
Matt Fenske	Jim Holtvluwer
Doug Zylstra	Randy Meppelink
Phil Kuyers	Kyle Terpstra
2021 Board and Commission Assignments	
Chair Bergman	Meppelink
Area Community Services Employment & Training Council (ACSET)	Kent Ottawa Muskegon Foreign Trade Zone Authority
Lloyd's Bayou Lake Board	Land Bank Authority (LBA)

Ottawa County Insurance Authority	Ottawa County Central Dispatch Authority Policy Board
Plat Board	Veteran's Affairs Committee
Spring Lake Lake Board	
Vice-Chair Fenske	Kuyers
Agriculture Preservation Board	Parks and Recreation Commission
Community Corrections Advisory Board	
Lakeshore Regional Entity Oversight Policy Board	Terpstra
MSU Extension Advisory Board	Comprehensive Economic Development Strategy Committee (CEDs)
Ottawa County Community Mental Health Board	Local Emergency Planning Commission (LEPC)
West Michigan Shoreline Regional Development Commission	MSU Extension Advisory Board
Garcia	Holtvluwer
Area Community Services Employment & Training Council (ACSET)	Grand Valley Metropolitan Council (GVMC)
West Michigan Airport Authority (Tulip City Airport)	Ottawa County Community Mental Health Board
West Michigan Regional Planning Commission	Parks and Recreation Commission
DeJong	Dannenberg
Brownfield Redevelopment Authority	Food Services Appeals Board
Ottawa County Economic Development Corporation	Ottawa County Community Mental Health Board
Ottawa County Insurance Authority	Solid Waste Planning Committee
Parks and Recreation Commission	West Michigan Enforcement Team Policy Board (WEMET)
Baumann	Zylstra
Drain Board	Holland SmartZone Local Development Authority
Macatawa Area Coordinating Council Policy Board (MACC)	Ottawa County Community Mental Health Board
Ottawa County Insurance Authority	Lakeshore Regional Entity Oversight Policy Board (SUD)

2021 Board and Commission Assignments	
Agriculture Preservation Board	Matt Fenske
Area Community Services Employment & Training Council (ACSET)	Roger Bergman, Frank Garcia
Brownfield Redevelopment Authority	Greg DeJong
Community Corrections Advisory Board	Matt Fenske
Comprehensive Economic Development Strategy Committee (CEDS)	Kyle Terpstra
Drain Board	Joe Baumann
Food Services Appeals Board	Al Dannenberg
Grand Valley Metropolitan Council (GVMC)	Jim Holtvluwer
Holland SmartZone Local Development Authority	Doug Zylstra
Kent Ottawa Muskegon Foreign Trade Zone Authority	Randy Meppelink
Lakeshore Regional Entity (LRE) Oversight Policy Board	Matt Fenske
Lakeshore Regional Entity (LRE) Oversight Policy Board (SUD)	Doug Zylstra
Land Bank Authority (LBA)	Randy Meppelink
Lloyd's Bayou Lake Board	Roger Bergman
Local Emergency Planning Commission (LEPC)	Kyle Terpstra
Macatawa Area Coordinating Council Policy Board (MACC)	Joe Baumann
MSU Extension Advisory Board	Kyle Terpstra, Matt Fenske
Ottawa County Central Dispatch Authority Policy Board	Randy Meppelink
Ottawa County Economic Development Corporation	Greg DeJong,
Ottawa County Insurance Authority	Joe Baumann, Roger Bergman, Greg DeJong
Ottawa County Community Mental Health Board	Al Dannenberg, Doug Zylstra, Jim Holtvluwer, Matt Fenske
Parks and Recreation Commission	Jim Holtvluwer, Phil Kuyers, Greg DeJong
Solid Waste Planning Committee	Al Dannenberg
Spring Lake, Lake Board	Roger Bergman
Veteran's Affairs Committee	Randy Meppelink
West Michigan Airport Authority (Tulip City Airport)	Frank Garcia
West Michigan Enforcement Team Policy Board (WEMET)	Al Dannenberg
West Michigan Regional Planning Commission	Frank Garcia
West Michigan Shoreline Regional Development Commission	Matt Fenske

Commissioner Zylstra requested the Boards and Commissions be contacted to inform them of the new appointments for 2021. Administration will contact them.

- B/C 21-008 Francisco Garcia moved to approve the 2021 Board Rules as presented and to create a Board Rules Committee consisting of Chair Roger Bergman, Vice-Chair Matthew Fenske, Past-Chair Gregory DeJong, and two other Board Committee Chairs to be appointed by Chair Roger Bergman. The Board Rules Committee shall be tasked with creation of an annual Board Rules review and update process for Board of Commissioners consideration and approval no later than March 23, 2021.
- B/C 21-009 Douglas Zylstra moved to table Motion B/C 21-008. The motion failed as shown by the following votes: Nays: Francisco Garcia, Matthew Fenske, Allen Dannenberg, Randall Meppelink, James Holtvluwer, Joseph Baumann, Philip Kuyers, Gregory DeJong, Roger Bergman. (9)
- Yeas: Douglas Zylstra, Kyle Terpstra. (2)
- A vote was then taken on Motion B/C 21-008 as presented and the motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Randall Meppelink, Francisco Garcia, Matthew Fenske, Allen Dannenberg, Gregory DeJong, Joseph Baumann, Roger Bergman. (9)
- Nays: Kyle Terpstra, Douglas Zylstra. (2)
- B/C 21-010 Randall Meppelink moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution enabling the Ottawa County Treasurer to deposit all public funds in approved financial institutions, and execute any necessary contracts for the same, for the benefit of Ottawa County. The motion passed as shown by the following votes: Yeas: Matthew Fenske, Douglas Zylstra, Philip Kuyers, Francisco Garcia, James Holtvluwer, Joseph Baumann, Gregory DeJong, Randall Meppelink, Allen Dannenberg, Kyle Terpstra, Roger Bergman. (11)
- B/C 21-011 Kyle Terpstra moved to approve and authorize the Board Chairperson and Clerk/Register to sign the Indemnification Resolution for Ottawa County officers, employees, and volunteers, for losses and claims arising out of their conduct while acting within the scope of their authority. The motion passed as shown by the following votes: Yeas: Douglas Zylstra, Matthew Fenske, Joseph Baumann, Philip Kuyers, Francisco Garcia, Randall Meppelink, Allen Dannenberg, Gregory DeJong, James Holtvluwer, Kyle Terpstra, Roger Bergman. (11)
- B/C 21-012 Allen Dannenberg moved to approve and authorize the Board Chairperson and Clerk/Register to sign the Resolution to establish the list of banks that are available for the County Treasurer to deposit public funds. The motion passed as shown by the following votes: Yeas: Joseph Baumann, Francisco Garcia, Randall Meppelink, James Holtvluwer, Gregory DeJong, Douglas Zylstra, Kyle Terpstra, Philip Kuyers, Allen Dannenberg, Matthew Fenske, Roger Bergman. (11)

- B/C 21-013 Philip Kuyers moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution enabling the Ottawa County Treasurer to invest and reinvest surplus funds in compliance with the current Ottawa County Investment Policy and to execute any necessary contracts for the same. The motion passed as shown by the following votes: Yeas: Kyle Terpstra, James Holtvluwer, Douglas Zylstra, Philip Kuyers, Gregory DeJong, Randall Meppelink, Joseph Baumann, Matthew Fenske, Allen Dannenberg, Francisco Garcia, Roger Bergman. (11)
- B/C 21-014 James Holtvluwer moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to deposit and invest Road Commission funds in identified financial institutions and execute related necessary contracts for the benefit for the Ottawa County Road Commission. The motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Francisco Garcia, Allen Dannenberg, Gregory DeJong, Douglas Zylstra, Kyle Terpstra, Randall Meppelink, Joseph Baumann, Matthew Fenske, Roger Bergman. (11)
- B/C 21-015 Douglas Zylstra moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to deposit and invest drain funds in identified financial institutions and execute necessary related contracts for the benefit of the Ottawa County Water Resources Commissioner. The motion passed as shown by the following votes: Yeas: Francisco Garcia, Matthew Fenske, Douglas Zylstra, Allen Dannenberg, Kyle Terpstra, Randall Meppelink, James Holtvluwer, Joseph Baumann, Philip Kuyers, Gregory DeJong, Roger Bergman. (11)
- B/C 21-016 Kyle Terpstra moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the Ottawa County Treasurer to waive administration fees and interest for real property taxes paid prior to May 1 by qualified persons, as set forth in the Resolution. The motion passed as shown by the following votes: Yeas: Allen Dannenberg, Joseph Baumann, Matthew Fenske, Randall Meppelink, Kyle Terpstra, Francisco Garcia, Gregory DeJong, James Holtvluwer, Douglas Zylstra, Philip Kuyers, Roger Bergman. (11)
- B/C 21-017 Francisco Garcia moved to approve and authorize the Board Chairperson and Clerk/Register to sign a Resolution authorizing the certification of a “Qualifying Statement” for bonding purposes. The motion passed as shown by the following votes: Yeas: Philip Kuyers, James Holtvluwer, Randall Meppelink, Kyle Terpstra, Francisco Garcia, Douglas Zylstra, Matthew Fenske, Allen Dannenberg, Gregory DeJong, Joseph Baumann, Roger Bergman. (11)

The Chair adjourned the meeting at 1:47 p.m.

JUSTIN F. ROEBUCK, Clerk/Register
Of the Board of Commissioners

Roger A. Bergman, Chairman
Of the Board of Commissioners