

**APPROVED**  
**PROCEEDINGS OF THE OTTAWA COUNTY**  
**BOARD OF COMMISSIONERS**  
**FEBRUARY SESSION – FIRST DAY**

The Ottawa County Board of Commissioners met on Tuesday, February 9, 2021, at t 1:30 p.m. and was called to order by the Chair.

Commissioner Douglas Zylstra pronounced the invocation.

The Chief Deputy Clerk led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Joseph Baumann, Douglas Zylstra (by zoom), Allen Dannenberg, Randall Meppelink (by zoom), Kyle Terpstra (by zoom), James Holtvluwer (by zoom), Gregory DeJong, Philip Kuyers, Roger Bergman, Matthew Fenske. (10)

Absent: Francisco Garcia. (1)

Presentation of Petitions and Communications

- A. Outstanding Customer Service Award Recipients
1. Chairman Roger Bergman presented Kelly Chapman, Community Mental Health, with the Outstanding Customer Service Award.
  2. Chairman Roger Bergman presented Marshall Boyd, Innovation and Technology, was the Outstanding Customer Service Award.

Francisco Garcia arrived at 1:34 p.m.

- B. Public Health Update – Lisa Stefanovsky, Health Officer, and Derel Glashower, Senior Epidemiologist, presented a COVID-19 update.

B/C 21-035 Joseph Baumann moved to approve the agenda of today as presented. 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 21-036 Matthew Fenske moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 26, 2021 Board of Commissioners meeting.
2. To approve the general claims in the amount of \$8,570,665.96 as presented by the summary report for January 18 – 29, 2021.

3. To ratify all contracts currently pending on the post-execution ratification list as authorized under Section IV (D)(2) of the Ottawa County Contracting Authorization and Form Policy that was adopted on April 14, 2020.

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 21-037 Allen Dannenberg moved to receive for information the Ottawa County Facilities Maintenance Department 2020 Annual Report. 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 21-038 Allen Dannenberg moved to receive for information the Ottawa County Equalization Department 2020 Annual Report. 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 21-039 Allen Dannenberg moved to receive for information the Ottawa County Community Mental Health 2020 Annual Report. 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)

B/C 21-040 Francisco Garcia moved to place into nomination the names of (\*indicates recommendation from the Interview Subcommittee):

\*Rebecca Hop

and to select one (1) to fill one (1) Director vacancy on the Ottawa County Economic Development Corporation/Brownfield Redevelopment Authority beginning immediately and ending December 31, 2026.

\*Garry Post

and to select one (1) to fill one (1) Director vacancy on the Lakeshore Region Entity Substance Abuse Oversight Board beginning immediately and ending December 31, 2021.

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 21-041 Francisco Garcia moved to place into nomination the names of (\*indicates recommendation from the Interview Subcommittee):

\*Richard Kanten

\*David Parnin

and to select two (2) to fill two (2) Lakeshore Regional Entity Substance Abuse Oversight Policy Board vacancies beginning immediately and ending December 31, 2023.

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)

Discussion Items

1. Ottawa County Facilities Maintenance Department 2020 Annual Report – John Shay, Deputy County Administrator, presented the Ottawa County Facilities Maintenance Department 2020 Annual Report.
2. Ottawa County Equalization Department 2020 Annual Report – Michael Galligan, Equalization Director, presented the Ottawa County Equalization Department 2020 Annual Report.
3. Ottawa County Community Mental Health 2020 Annual Report – Lynne Doyle, Community Mental Health Director, presented the Ottawa County Community Mental Health 2020 Annual Report.
4. First Quarterly Update to 2020-2021 Business Plan – Alan Vanderberg, County Administrator, presented the First Quarter Update to the 2020-2021 Business Plan.

Report of the County Administrator – The Administrator had nothing more to add after the above presentation.

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

B/C 21-042 Kyle Terpstra moved that the Board waive the attorney/client privileges from the opinion by Corporate Counsel dated January 11, 2021 regarding the fiduciary duties of the Commissioners.

Chairman Bergman stated motions were already made and were on the agenda and that Commissioner Terpstra could forward his requested motion to Planning and Policy if he would like.

B/C 21-043     Joseph Baumann moved to adjourn at 3:07 p.m. subject to the call of the Chair. The motion passed.

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

ROGER A. BERGMAN, Chairman  
Of the Board of Commissioners