



Roger A. Bergman
Chairperson

Matthew R. Fenske
Vice-Chairperson

Ottawa County

Board of Commissioners

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, October 12, 2021 at 1:30 PM** for the regular October meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Invocation – Commissioner DeJong
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
6. Public Comments
7. Approval of Agenda
8. Actions and Reports

A. Consent Resolutions:

From the County Clerk/Register

1. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the Minutes of the [September 30, 2021](#) Board of Commissioners meeting.

Francisco C. Garcia Joseph S. Baumann Douglas R. Zylstra Allen Dannenberg Randall J. Meppelink
Kyle J. Terpstra James H. Holtvluwer Philip D. Kuyers Gregory J. DeJong

12220 Fillmore Street | West Olive, Michigan 49460 | 616-738-4898 | miOttawa.org

From Administration

2. [Accounts Payable for September 20 to October 1, 2021](#)

Suggested Motion:

To approve the general claims in the amount of \$6,564,964.98 as presented by the summary report for September 20 to October 1, 2021.

3. [Post-Execution Ratification of Contracts under Section IV\(D\)\(2\) of the Ottawa County Contracting Authorization and Form Policy](#)

Suggested Motion:

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.

B. Public Hearings: None

C. Action Items:

From Planning and Policy Committee

1. [Email Retention and Archiving Rule Policy](#)

Suggested Motion:

To approve the revised Email Retention and Archiving Rule Policy (second reading).

2. [HIPAA Compliance Policy](#)

Suggested Motion:

To approve the revised HIPAA Compliance Policy (second reading).

3. [Drone Purchase and Usage Policy](#)

Suggested Motion:

To approve the Drone Purchase and Usage Policy (second reading).

4. [Photography in County Buildings Policy](#)

Suggested Motion:

To approve the Photography in County Buildings Policy (second reading).

D. *Appointments:*

From the County Clerk/Register

1. *Appointment to Board of County Canvassers*

Suggested Motion:

*To place into nomination the name(s) of (*indicates recommendation from the County Clerk/Register):*

**James Searls*

Jan Gwadacus

Joan Deters

and to select one (1) to fill one (1) Democratic Party Appointment vacancy on the Board of County Canvassers beginning November 1, 2021 and ending October 31, 2025 (four (4) year term).

2. *Appointment to Board of County Canvassers*

Suggested Motion:

*To place into nomination the name(s) of (*indicates recommendation from the County Clerk/Register):*

**Laurie Breuker*

Cynthia Davis

Laurette DeBoer

and to select one (1) to fill one (1) Republican Party Appointment vacancy on the Board of County Canvassers beginning November 1, 2021 and ending October 31, 2025 (four (4) year term).

3. *Appointment to the Ottawa County Jury Board*

Suggested Motion:

To nominate and appoint Kim Nagy to the Ottawa County Jury Board representing the Democratic Party for a six (6) year term, beginning immediately and ending April 30, 2027.

E. *Discussion Items: None*

9. *Report of the County Administrator*

A. *2020-2021 Strategic Business Plan Update*

10. *General Information, Comments, and Meetings Attended*

11. *Public Comments*

12. *Adjournment*