

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

The Ottawa County Board of Commissioners met on Tuesday, February 13, 2024, at 9:02 a.m. and was called to order by the Chairperson.

The prayer was pronounced by Reverend Dr. Jared Cramer.

Chairperson Moss led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Gretchen Cosby, Lucy Ebel, Doug Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, Rebekah Curran, Sylvia Rhodea, Roger Belknap, Roger Bergman, Allison Miedema. (11)

Correspondence

None.

Public Comments

Public comments were made by the following:

1. Karen Obits-Spring Lake Village
2. Adrea Hill-Holland Township
3. Rebecca Patrick-Allendale Township
4. Dan Zimmer-Port Sheldon Township
5. Joel Studebaker-Jamestown Township
6. Marla Walters-Holland Township

Approval of Agenda

B/C 24-035 Gretchen Cosby moved to approve the agenda with the following amendments: to move Consent Items 7D through 7N to Action Items 8C through 8M.

The motion passed by the following votes: Yeas: Doug Zylstra, Roger Bergman, Lucy Ebel, Roger Belknap, Gretchen Cosby, Allison Miedema, Jacob Bonnema, Sylvia Rhodea, Rebekah Curran, Kendra Wenzel, Joe Moss. (11)

B/C 24-036 Doug Zylstra moved to amend the agenda to include the contract with Lakeshore Regional Entity (LRE) for substance use disorder prevention at a cost of \$8,810.

The motion failed by the following votes: Nays: Roger Belknap, Rebekah Curran, Gretchen Cosby, Jacob Bonnema, Sylvia Rhodea, Kendra Wenzel, Allison Miedema, Lucy Ebel, Joe Moss. (9)

Yeas: Doug Zylstra and Roger Bergman. (2)

B/C 24-037 Doug Zylstra moved to amend the agenda to include the request from Public Health to add one 1.0 FTE Administrative Assistant II position at a cost of \$85,602.

The motion failed by the following votes: Nays: Gretchen Cosby, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Rebekah Curran, Lucy Ebel, Roger Belknap, Sylvia Rhodea, Joe Moss. (9)

Yeas: Roger Bergman and Doug Zylstra. (2)

B/C 24-038 Doug Zylstra moved to amend the agenda to include the request from Public Health to increase the general fund contribution to Health Education (22129584) for a Health Educator to work in the Ottawa Food Coordinator role for the remainder of fiscal year 2024 at a cost of approximately \$75,796 for the remaining seven and a half months.

The motion failed by the following votes: Nays: Lucy Ebel, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Sylvia Rhodea, Roger Belknap, Joe Moss. (7)

Yeas: Jacob Bonnema, Roger Bergman, Rebekah Curran, Doug Zylstra. (4)

B/C 24-039 Doug Zylstra moved to amend the agenda to place the request for ARPA internal audit at the Finance Committee on the agenda.

The motion failed by the following votes: Nays: Roger Belknap, Rebekah Curran, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Roger Bergman, Jacob Bonnema, Sylvia Rhodea, Lucy Ebel, Joe Moss. (10)

Yeas: Doug Zylstra. (1)

B/C 24-040 Doug Zylstra moved to amend the agenda to place the request for the cost of service report approved at the Finance Committee on the agenda.

The motion failed by the following votes: Nays: Roger Bergman, Roger Belknap, Gretchen Cosby, Rebekah Curran, Lucy Ebel, Sylvia Rhodea, Allison Miedema, Jacob Bonnema, Kendra Wenzel, Joe Moss. (10)

Yeas: Doug Zylstra. (1)

#### Consent Resolutions

B/C 24-041 Rebekah Curran moved to approve the following Consent Resolutions.

- A. To approve the minutes of the January 30, 2024 Board of Commissioners meeting and the December 8, 2023 Board of Commissioner Special Meeting.
- B. To receive for information the Community Mental Health 2023 Annual Report.
- C. To receive for information the Department of Public Health 2023 Annual Report.

The motion passed by the following votes: Yeas: Lucy Ebel, Gretchen Cosby, Allison Miedema, Rebekah Curran, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Roger Belknap, Jacob Bonnema, Roger Bergman, Joe Moss. (11)

Agenda and Action Requests

B/C 24-042 Allison Miedema moved to authorize the Board of Commissioners to retain Brook Bisonet and his firm, Guinan Bisonet, PLLC, to provide legal services in connection with the January 15, 2024 letter to the board from Butzel regarding Administrator John Gibbs.

The motion passed by the following votes: Yeas: Kendra Wenzel, Rebekah Curran, Doug Zylstra, Roger Belknap, Sylvia Rhodea, Allison Miedema, Lucy Ebel, Roger Bergman, Jacob Bonnema, Gretchen Cosby, Joe Moss. (11)

B/C 24-043 Roger Bergman moved to implement a hiring freeze and transfer freeze that applies to proposed hires and transfer by the Ottawa County Administrator, effective immediately, until further notice.

The motion passed by the following votes: Yeas: Roger Belknap, Rebekah Curran, Gretchen Cosby, Jacob Bonnema, Sylvia Rhodea, Kendra Wenzel, Allison Miedema, Lucy Ebel, Roger Bergman, Joe Moss. (10)

Nays: Doug Zylstra. (1)

B/C 24-044 Gretchen Cosby moved to approve the general claims in the amount of \$17,740,481.57 as presented by the summary report for December 22, 2023 through January 25, 2024.

The motion passed by the following votes: Yeas: Gretchen Cosby, Roger Bergman, Doug Zylstra, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Rebekah Curran, Lucy Ebel, Roger Belknap, Sylvia Rhodea, Joe Moss. (11)

B/C 24-045 Roger Bergman moved to receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher level summary for the Special Revenue Funds, through the end of the 1st quarter of Fiscal Year 2024.

The motion passed by the following votes: Yeas: Jacob Bonnema, Lucy Ebel, Roger Bergman, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Sylvia Rhodea, Rebekah Curran, Doug Zylstra, Roger Belknap, Joe Moss. (11)

B/C 24-046 Roger Belknap moved to approve the 2025 Budget Calendar as amended.

The motion passed.

B/C 24-047 Doug Zylstra moved to amend the 2025 Budget calendar by changing the Capital Improvement Plan (CIP) presented to Planning and Policy Committee meeting, and both Finance Committee work sessions, all in August, to be Board Work Sessions.

The motion passed.

- B/C 24-048 Sylvia Rhodea moved to amend the amendment to make all three meetings in August, that currently have no dates set, Board Works Sessions.
- The motion passed.
- B/C 24-049 Doug Zylstra moved to amend the Budget calendar by changing the September 17, 2024 Special Finance Meeting to a Board Work Session.
- The motion failed by the following votes: Nays: Roger Belknap, Rebekah Curran, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Sylvia Rhodea, Lucy Ebel, Joe Moss. (8)
- Yeas: Doug Zylstra, Roger Bergman, Jacob Bonnema. (3)
- B/C 24-050 Kendra Wenzel moved to approve a request from Administration to issue an RFP for up to \$100,000 to procure vendor options for the county's strategic plan, with vendor review and approval to be done at the Strategic Planning Committee.
- The motion passed by the following votes: Yeas: Gretchen Cosby, Rebekah Curran, Lucy Ebel, Sylvia Rhodea, Allison Miedema, Kendra Wenzel, Joe Moss. (7)
- Nays: Roger Bergman, Doug Zylstra, Roger Belknap, Jacob Bonnema. (4)
- B/C 24-051 Jacob Bonnema moved to table the vote on the Strategic Plan Funds Request.
- The motion failed by the following votes: Nays: Lucy Ebel, Gretchen Cosby, Allison Miedema, Sylvia Rhodea, Kendra Wenzel, Joe Moss. (6)
- Yeas: Doug Zylstra, Roger Bergman, Roger Belknap, Jacob Bonnema, Rebekah Curran. (5)
- B/C 24-052 Gretchen Cosby moved to approve the request from Public Health to increase the FTE for a Community Health Nurse from 0.5 FTE to 0.6 FTE at a cost of \$9,130.
- The motion passed by the following votes: Yeas: Lucy Ebel, Gretchen Cosby, Allison Miedema, Rebekah Curran, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Roger Belknap, Jacob Bonnema, Roger Bergman, Joe Moss. (11)
- B/C 24-053 Roger Belknap moved to approve the request from Parks to modify the pay rates for seasonal employees and to be annually adjusted by the cost-of-living provided to general Group T employees.
- The motion passed by the following votes: Yeas: Kendra Wenzel, Rebekah Curran, Doug Zylstra, Roger Belknap, Sylvia Rhodea, Allison Miedema, Lucy Ebel, Roger Bergman, Jacob Bonnema, Gretchen Cosby, Joe Moss. (11)
- B/C 24-054 Roger Bergman moved to approve a resolution pledging the county's full faith and credit to a drain note or bonds.

The motion passed by the following votes: Yeas: Roger Belknap, Rebekah Curran, Gretchen Cosby, Jacob Bonnema, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Lucy Ebel, Roger Bergman, Joe Moss. (11)

B/C 24-055 Roger Belknap moved to approve the contract for vehicle uplifting services.

The motion passed by the following votes: Yeas: Gretchen Cosby, Roger Bergman, Doug Zylstra, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Rebekah Curran, Lucy Ebel, Roger Belknap, Sylvia Rhodea, Joe Moss. (11)

B/C 24-056 Gretchen Cosby moved to approve the FY2024 budget adjustments per the attached schedule.

The motion passed by the following votes: Yeas: Jacob Bonnema, Lucy Ebel, Roger Bergman, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Sylvia Rhodea, Rebekah Curran, Doug Zylstra, Roger Belknap, Joe Moss. (11)

B/C 24-057 Roger Bergman moved to accept the bid from McCormick Sand, Inc, in the amount of \$788,314.25 for construction of the Lake Loop project at Ottawa Sands. Furthermore, the Parks Commission requests that the Fiscal Services Department transfers \$150,000 from CP2208 Ottawa Sands Development Phase I (Parks contribution) to CP2302 Ottawa Sands Lake Loop, to fully fund this project with contingency for a total project amount of \$891,844.

The motion passed by the following votes: Yeas: Roger Belknap, Rebekah Curran, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Doug Zylstra, Roger Bergman, Jacob Bonnema, Sylvia Rhodea, Lucy Ebel, Joe Moss. (11)

B/C 24-058 Rebekah Curran moved to approve the bid from Denny's Excavating in the amount of \$510,000 for construction of the day use restroom at Ottawa Sands. Furthermore, the Parks Commission request that the Fiscal Services Department transfer \$100,000 from CP2208 Ottawa Sands Development Phase I (Parks contribution) to CP2301 Ottawa Sands Restroom, to fully fund this project with contingency for a total project amount of \$585,000.

Commissioner Curran left the meeting at 10:56 a.m.

The motion passed by the following votes: Yeas: Roger Bergman, Doug Zylstra, Roger Belknap, Gretchen Cosby, Lucy Ebel, Sylvia Rhodea, Allison Miedema, Jacob Bonnema, Kendra Wenzel, Joe Moss. (10)

Commissioner Curran returned to the meeting at 10:58 a.m.

B/C 24-059 Sylvia Rhodea moved to go into a break at 10:58 a.m.

The motion passed.

Chairperson Moss called the meeting back to order at 11:24 a.m.

Committee Reports

- A. Community Mental Health 2023 Annual report-Lynne Doyle, CMH Director, presented the Community Mental Health 2023 Annual Report.
- B. Department of Public Health 2023 Annual Report-Adeline Hambley, Health Office, presented the Department of Public Health 2023 Annual Report.
- C. Department of Veterans Affairs Assessment Presentation-Jason Schenkel, Director of Veterans Affairs, gave an Assessment Presentation.

Public Comment

- 1. Emily Hanson-Spring Lake
- 2. Rebecca Patrick-Allendale Township
- 3. Sheila Dettloff-Holland Township
- 4. Luke Sanner-Park Township
- 5. Karen Obits-Spring Lake
- 6. Heather Kors-Holland

Online Public Comment

- 1. Joe Spaulding-Holland Township
- 2. Nancy Pochron-Georgetown Township

Additional Business

- A. Report from the County Administrator-Administrator Gibbs was not present at the meeting to give his report.
- B. Update from National Association of Counties Legislative Conference-Several Commissioners commented on the conference.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 1:46 p.m.

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

JOE MOSS, Chairperson  
Of the Board of Commissioners