

## ALLEGAN COUNTY BOARD OF COMMISSIONERS

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DECEMBER 8, 2022 SESSION

JOURNAL 70

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**MORNING SESSION****DECEMBER 8, 2022 SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on December 8, 2022 at 9:00 A.M. in accordance with the motion for adjournment of November 10, 2022, and rules of this board; Chairman Storey presiding.

The Deputy Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA	DIST #5	TOM JESSUP
DIST #2	JIM STOREY	DIST #6	GALE DUGAN
DIST #3	MAX THIELE	DIST #7	RICK CAIN
DIST #4	MARK DeYOUNG		

**PUBLIC PARTICIPATION - COMMENTS**

2/ Chairman Storey opened the meeting to public participation and the following individuals offered comments:

1. Allegan County Treasurer Sally Brooks thanked the board for the retention payments that were given to employees. Would like to see changes to the plan next year to have the total payments averaged out between all employees.
2. Allegan County Chief Deputy Treasurer Sheila Buckleitner addressed the board regarding the wages for the elected officials and their chief deputies and would like the wage schedule re-adjusted for 2023.

**AGENDA - ADOPTED AS PRESENTED**

3/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**CLOSED SESSION: TAX REVERSION - GRAINGER V. OTTAWA COUNTY**

4/ Moved by Commissioner Thiele, seconded by Commissioner DeYoung to recess to closed session to discuss tax reversion - Grainger vs. Ottawa County. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**RECONVENE/ROLL CALL**

5/ Upon reconvening at 9:55 A.M., the following Commissioners were present: Kapenga, Storey, Thiele, DeYoung, Jessup, Dugan and Cain.

**ADMINISTRATION AND CORPORATE COUNSEL APPROVAL OF SETTLEMENT AGREEMENT**

6/ During closed session there was discussion on approving a settlement agreement. Administrator Sarro noted to the board they received a resolution that was approved by counsel and recommends approval.

**RESOLUTION TO APPROVE SETTLEMENT AGREEMENT: WAYSIDE CHURCH, et al v VAN BUREN COUNTY, et al WESTERN DISTRICT OF MICHIGAN CASE NO. 1:14-CV-01274**

7/ **WHEREAS**, Wayside Church, et al, filed a class action complaint against a number of counties in the United States District Court for the Western District of Michigan in Civil Action No. 1:14-cv-01274 ("Complaint"); and

**WHEREAS**, Parties have been exploring and preparing defenses and participating in settlement negotiations under the oversight of the 6<sup>th</sup> Circuit Court of Appeals Mediation process; and

**WHEREAS**, the parties are desirous of avoiding future litigation and controversy and after extensive negotiations, have agreed to certain terms and conditions set forth in the Settlement and Release Agreement, subject to approval by the Court, and as outlined by counsel; and

**WHEREAS**, the County understands that the Settlement and Release Agreement is a compromise of a disputed claim and that payment(s) made and conditions state therein are not to be construed as an admission of liability on the part of the parties being released by who all liability is expressly denied; and

**WHEREAS**, after consultation with legal counsel, and the County Treasurer and upon the recommendation and endorsement of the Settlement by each, the County believes it is in the best interests of the citizens of ALLEGAN County to resolve the litigation in accordance with the Settlement and Release Agreement, subject to approval by the Court.

**THEREFORE BE IT RESOLVED** that the ALLEGAN County Board of Commissioners approves entering into the Settlement and Release Agreement in connection with Civil Action No. 1:14-cv-01274, subject to approval by the Court; and

**BE IT FURTHER RESOLVED** that the Chairperson of the Board of Commissioners and County Clerk are hereby authorized to sign the Settlement and Release Agreement on behalf of ALLEGAN County, and the County Treasurer is encouraged to execute the Settlement and Release, subject to approval by the Court, after approval as to form by the County Attorney.

Moved by Commissioner Thiele, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**ADMINISTRATIVE REPORTS**

8/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included the retention payments that were delivered to employees; employment opportunities; facility master planning; courthouse and county services building planning; Outlook email changes; MERS; Covid-19 updates; and public health programs.

**BREAK - 11:05 A.M.**

9/ Upon reconvening at 11:15 A.M., the following Commissioners were present: Commissioner Kapenga, Storey, Thiele, DeYoung, Jessup, Dugan and Cain. Absent: None.

**APPOINTMENTS**

9/

**AREA COMMUNITY SERVICES EMPLOYMENT & TRAINING COUNCIL**

Chairman Storey announced the appointment of the following individuals to the Area Community Services Employment & Training Council to fill a 1-year term; term to expire 12/31/2023.

Mark DeYoung, 4169 Hickory St, Dorr MI

Moved by Commissioner Dugan, seconded by Commissioner Cain to approve the appointment as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**BROWNFIELD REDEVELOPMENT AUTHORITY**

Chairman Storey announced the appointment of the following individuals to the Brownfield Redevelopment Authority to fill a 3-year term; term to expire 12/31/2025.

Suzanne Dixon, PO Box 442, Douglas MI  
 Nick Breedveld, 1101 Barton St, Otsego MI  
 Gale Dugan, 318 21<sup>st</sup> St, Otsego MI  
 Alexandra Gonzales, 849 Knollcrest Ave, Holland MI

Moved by Commissioner Kapenga, seconded by Commissioner Jessup to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**COMMUNITY ECONOMIC DEVELOPMENT STRATEGIES COMMITTEE**

Chairman Storey announced the appointment of the following individuals to the Community Economic Development Strategies Committee to fill a 1-year term; term to expire 12/31/2023.

Nora Balgoyen-Williams, 2188 36<sup>th</sup> St, Allegan MI

Moved by Commissioner Cain, seconded by Commissioner Dugan to approve the appointment as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**PARKS ADVISORY BOARD**

Chairman Storey announced the appointment of the following individuals to the Parks Advisory Board to fill a 3-year term; term to expire 12/31/2025.

Joshua Driscoll, 3081 53<sup>rd</sup> St, Hamilton MI  
 John Clark III, 3420 Bryans Way, Allegan MI  
 Mark DeYoung, 4169 Hickory St, Dorr MI  
 Pamela Brown, 2295 114<sup>th</sup> Ave, Allegan MI  
 Tom Jessup, 6717 108<sup>th</sup> Ave, South Haven MI

Moved by Commissioner Dugan, seconded by Commissioner Cain to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**LOCAL EMERGENCY PLANNING COMMITTEE**

Chairman Storey announced the appointment of the following individuals to the Local Emergency Planning Committee to fill a 3-year term; term to expire 12/31/2025.

Jim Storey, 344 W 35<sup>th</sup> St, Holland MI (Local Government)  
 Whitney Wisner, 3271 122<sup>nd</sup> Ave, Allegan MI (Communications/Dispatch)  
 Brant Mitchell, 2872 Mission Dr, Shelbyville MI (Tribal Government)  
 Randy Rapp, 3255 122<sup>nd</sup> Ave, Allegan MI (Health)  
 Brett Apelgren, 3271 122<sup>nd</sup> Ave, Allegan MI (Information Coordinator)  
 Ryan Cronk, 411 Naomi St, Plainwell MI (EMS)  
 Keith Disselkoen, 544 N. Main St, Wayland MI (Law Enforcement)  
 Mike Larsen, 640 River St, Allegan MI (Law Enforcement)  
 Heather Miller, 5900 Byron Center Ave, Wyoming MI (Training)  
 Brandon Weber, 1727 106<sup>th</sup> Ave, Otsego MI (Firefighter)  
 Jennifer Hamman, 3347 125<sup>th</sup> Ave, Allegan MI (Community Organization)  
 David Goyings, 1451 Timber Ridge Bay Dr, Allegan MI (Organized Labor)  
 John Sharpe, 1308 Lincoln Rd, Allegan MI (Transportation)  
 Mike VanDenBerg, 970 7th St, Plainwell MI (Agriculture)  
 Alexander Yared, 533 Columbia Ave #221, Holland MI (Member At Large)  
 Richard Koch, 303 Park St, Wayland MI (Environmental)  
 Shellie Ritsema, 1 LG Way, Holland MI (Facilities)

Moved by Commissioner DeYoung, seconded by Commissioner Dugan to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**MACATAWA AREA COORDINATING COUNCIL (MACC)**

Chairman Storey announced the appointment of the following individuals to the Macatawa Area Coordinating Council to fill a 1-year term; term to expire 12/31/2023.

Jim Storey, 344 W 35<sup>th</sup> St, Holland MI  
 Dean Kapenga, 5634 136<sup>th</sup> Ave, Hamilton MI

Moved by Commissioner Cain, seconded by Commissioner DeYoung to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**COMMUNITY ACTION OF ALLEGAN COUNTY**

Chairman Storey announced the appointment of the following individuals to the Community Action of Allegan County to fill a 1-year term; term to expire 12/31/2023.

Dean Kapenga, 5634 136<sup>th</sup> Ave, Hamilton MI  
 Jim Storey, 344 W 35<sup>th</sup> St, Holland MI

Moved by Commissioner Cain, seconded by Commissioner DeYoung to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**SOLID WASTE PLANNING COMMITTEE**

Chairman Storey announced the appointment of the following individuals to the Solid Waste Planning Committee to fill a 2-year term; term to expire 12/31/2024.

Denise Webster, 6546 Sanctuary Trail, Saugatuck MI (General Public)  
Gale Dugan, 318 21<sup>st</sup> St, Otsego MI (Commissioner)  
Randy Rapp, 3255 122<sup>nd</sup> Ave, Allegan MI (Environmental Int Group Rep)

Moved by Commissioner Jessup, seconded by Commissioner Thiele to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**TOURIST COUNCIL**

Chairman Storey announced the appointment of the following individuals to the Tourist Council to fill a 3-year term; term to expire 12/31/2025.

Melissa Brower, PO Box 24, Fennville MI  
Richard H. Burn, 1312 St Andrews Dr, Holland MI  
Deborah Laraway, 928 Kandel, Pullman MI

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**WEST MICHIGAN REGIONAL AIRPORT AUTHORITY**

Chairman Storey announced the appointment of the following individuals to the West Michigan Regional Airport Authority to fill a 2-year term; term to expire 12/31/2024.

Jim Storey, 344 W 35<sup>th</sup> St, Holland MI  
Dean Kapenga, 5634 136<sup>th</sup> Ave, Hamilton MI (Alternate)

Moved by Commissioner Kapenga, seconded by Commissioner Dugan to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**WEST MICHIGAN REGIONAL PLANNING COMMISSION**

Chairman Storey announced the appointment of the following individuals to the West Michigan Regional Planning Commission to fill a 1-year term; term to expire 12/31/2023.

Tom Jessup, 6717 108<sup>th</sup> Ave, South Haven MI  
Joseph Pierce, 1253 Taylor Ave, Grand Haven MI

Moved by Commissioner Cain, seconded by Commissioner Kapenga to approve the appointments as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**MULTI-AGENCY COLLABORATIVE COMMITTEE**

Chairman Storey announced the appointment of the following individual to the Multi-Agency Collaborative Committee to fill a 1-year term; term to expire 12/31/2023.

Jim Storey, 344 W 35<sup>th</sup> St, Holland MI

Moved by Commissioner Cain, seconded by Commissioner Kapenga to approve the appointment as made. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**PER DIEM/MILEAGE REQUEST - WEST MICHIGAN REGIONAL PLANNING COMMISSION**

**11/** Moved by Commissioner Cain, seconded by Commissioner Dugan to approve per diem and mileage reimbursement in the amount of \$50/half day and \$100/full day for non-compensated positions on the West Michigan Regional Planning Commission. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

\*\*Motion was rescinded during regular board session - see item 30, page #439.

**ELECTIONS**

**12/**

**CASINO LOCAL REVENUE SHARING BOARD**

Chairman Storey opened nominations to fill the 2-year term on the Casino Local Revenue Sharing Board; term to expire 12/31/2024.

Commissioner Storey nominated:

Commissioner DeYoung, 4169 Hickory, Dorr MI

Moved by Commissioner Dugan, seconded by Commissioner Cain to close nominations and cast a ballot for those nominated. Motion carried by voice vote. Yeas: Kapenga, Storey, DeYoung, Jessup, Dugan and Cain. Nays: Thiele.

**COMMISSION ON AGING**

Chairman Storey opened nominations to fill the 3-year term on the Commission on Aging; term to expire 12/31/2025.

Commissioner Storey nominated:

Dean Kapenga, 5634 136<sup>th</sup> Ave, Hamilton MI

Larry Ladenburger, 2723 106<sup>th</sup> Ave, Allegan MI (Senior Rep)

Sally Heavener, 111 E 33<sup>rd</sup> St, Holland MI (Member At Large)

Moved by Commissioner Dugan, seconded by Commissioner Cain to close nominations and cast a ballot for those nominated. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**ECONOMIC DEVELOPMENT COMMISSION**

Chairman Storey opened nominations to fill the 3-year term on the Economic Development Commission; term to expire 12/31/2025.

Commissioner Storey nominated:

- Denise Siegel, 211 N Main St, Plainwell MI (Downtown Rep)
- Matt Smith, 3040 122<sup>nd</sup> Ave, Allegan MI (Real Estate/Development Rep)
- Michelle Krcatovich, 696 Lake 16 Dr, Allegan MI (Workforce Development)
- Stephanie Calhoun, 112 Locust St, Allegan MI (Non-Profit)
- Parker Johnson, 228 Trowbridge St, Allegan MI (Recreation/Tourism)

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to close nominations and cast a ballot for those nominated. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - NO COMMENTS**

13 Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**ADJOURNMENT UNTIL JANUARY 5, 2023 AT 9:00 A.M.**

14/ Moved by Commissioner Cain, seconded by Commissioner Jessup to adjourn until January 5, 2023 at 9:00 A.M. The motion carried by roll call vote and the meeting was adjourned at 11:43 A.M. Yeas: 7 votes. Nays: 0 votes.

**AFTERNOON SESSION**

**DECEMBER 8, 2022 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

15/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on December 8, 2022 at 1:00 P.M. in accordance with the motion for adjournment of November 10, 2022, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #6 Commissioner Dugan.

The Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

- |         |              |         |            |
|---------|--------------|---------|------------|
| DIST #1 | DEAN KAPENGA | DIST #5 | TOM JESSUP |
| DIST #2 | JIM STOREY   | DIST #6 | GALE DUGAN |
| DIST #3 | MAX THIELE   | DIST #7 | RICK CAIN  |
| DIST #4 | MARK DeYOUNG |         |            |

**COMMUNICATIONS**

**16/** Deputy Clerk Tien noted to the board that they received the following communications:

1. Resolution from Gogebic County and Ontonagon County to amend the Michigan Auto Insurance Reform Act to amend the reimbursement cap for auto accident victims and home health care
2. Resolution from Clyde Township and Trowbridge Township opposing the relocation of the Allegan County offices
3. Martin Township resolution to the Allegan County 911 Policy and Procedure Board to reconsider their pre-alert trial period

**NOVEMBER 10, 2022 SESSION MINUTES - ADOPTED**

**17/** Moved by Commissioner Thiele, seconded by Commissioner Kapenga to approve the minutes for the November 10, 2022 session as distributed. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - COMMENTS**

**18/** Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. Prosecuting Attorney Myrene Koch thanked the retiring Commissioners for their service; also voiced concerns on the renovation plans for the courthouse

**AGENDA - ADDITIONS**

**19/** Chairman Storey asked if there were any additions or changes to the agenda. Commissioner Storey asked to amend the meeting agenda to have Allegan County Surveyor Kevin Miedema address the board after the approval of the agenda.

Commissioner Dugan requested to add action item #2 - draft letter that was reviewed during the planning session.

Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the changes to the meeting agenda as requested. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**AGENDA - ADOPTED AS AMENDED**

**20/** Moved by Commissioner Thiele, seconded by Commissioner Dugan to adopt the meeting agenda as amended. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**ALLEGAN COUNTY SURVEYOR - KEVIN MIEDEMA**

**21/** Allegan County Surveyor Kevin Miedema addressed the board with the history of remonumentation.

**FINANCE-APPOINT 2023 SURVEY AND REMONUMENTATION PEER REVIEW GROUP**

**22/ WHEREAS,** the County will apply for the 2023 Survey and Remonumentation grant in accordance with MCL 54.269; and

**WHEREAS,** in accordance with MCL 54.269(b) the Board of Commissioners shall appoint members to the Peer Review Group annually; and

**WHEREAS,** in accordance with MCL 54.269(a) the Board of Commissioners shall appoint a grant administrator.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners approves the recommendation of the County Surveyor to appoint the following individuals to the Peer Review Group for the 2023 Survey and Remonumentation grant term:

- Steve Koerber of Arrow Land Surveys
- Cindy Koster of Pathfinder Engineering
- Ken Vierzen from Exxel Engineering, Inc
- Greg Vaughn of Wightman & Associates, Inc
- Randy Jonker of Jonker Land Surveys, PC
- Kevin Miedema of 42 North Surveying - County Surveyor as Remonumentation Grant Representative
- Ed Morse of Mitchell & Morse Land Surveying
- Luke Hansen of Allegan County Road Commission; and

**BE IT FURTHER RESOLVED**, that the Board of Commissioners hereby appoints the Accounting Manager as the Grant Administrator for the Survey and Remonumentation Grant; and

**BE IT FINALLY RESOLVED** that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make any necessary budget adjustment to complete this action.

Moved by Commissioner DeYoung, seconded by Commissioner Thiele to approve the resolution as presented. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS**

**23/ WHEREAS**, Administration has compiled the following claims for November 18, 2022; November 25, 2022; December 2, 2022; December 9, 2022; and

**WHEREAS**, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

**WHEREAS**, said claims are listed in the 2022 Claims folder of the Commissioners' Record of Claims.

**November 18, 2022**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	99,242.31	99,242.31	
Parks/Recreation Fund – 208	598.61	598.61	
Friend of the Court – Cooperative Reimb. – 215	803.52	803.52	
Health Department Fund – 221	17,778.11	17,778.11	
Solid Waste/Recycling - 226	57,551.63	57,551.63	
Indigent Defense Fund – 260	24,722.95	24,722.95	
Central Dispatch Fund – 261	449.97	449.97	
Local Corrections Officers Training Fund – 264	124.00	124.00	
Crime Victims Rights Grant – 280	5.25	5.25	
Sheriffs Contract – Wayland Township – 286	1,266.22	1,266.22	
Transportation Fund – 288	616.52	616.52	

DHHS Board - 290	8.50	8.50	
Child Care Fund – 292	14,460.55	14,460.55	
Senior Services Fund – 298	797.51	797.51	
Property Tax Adjustments – 516	18,420.66	18,420.66	
Tax Reversion – 620	700.00	700.00	
Tax Reversion 2018 – 629	4,746.86	4,746.86	
Fleet Management/Motor Pool – 661	58.40	58.40	
Self-Insurance Fund – 677	44,456.23	44,456.23	
Drain Fund – 801	3,607.95	3,607.95	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$290,415.75</b>	<b>\$290,415.75</b>	

November 25, 2022

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	208,505.49	208,505.49	
Parks/Recreation Fund – 208	204.04	204.04	
Health Department Fund – 221	15,160.67	15,160.67	
Solid Waste/Recycling - 226	2,947.15	2,947.15	
Multi-Agency Collab Committee – 245	523.83	523.83	
Animal Shelter – 254	6,631.00	6,631.00	
Indigent Defense Fund – 260	317.37	317.37	
Central Dispatch Fund – 261	19,724.72	19,724.72	
Grants – 279	2,500.00	2,500.00	
Transportation Fund – 288	3,794.73	3,794.73	
Child Care Fund – 292	4,571.23	4,571.23	
Veterans Relief Fund - 293	1,553.60	1,553.60	
Senior Services Fund – 298	90,883.21	90,883.21	
American Rescue Plan Act – ARPA – 299	10,923.20	10,923.20	
Capital Improvement Fund – 401	130,633.80	130,633.80	
Central Dispatch CIP – 496	3,264.00	3,264.00	
Property Tax Adjustments – 516	41.92	41.92	
Tax Reversion 2019 – 619	5,465.10	5,465.10	
Tax Reversion – 620	40.63	40.63	
Revolving Drain Maintenance Fund - 639	187.10	187.10	
Fleet Management/Motor Pool – 661	38.22	38.22	
Self-Insurance Fund – 677	125,565.24	125,565.24	
Drain Fund – 801	4,119.75	4,119.75	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$637,596.00</b>	<b>\$637,596.00</b>	

December 2, 2022

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED

General Fund – 101	70,170.49	70,170.49	
Friend of the Court – Cooperative Reimb. – 215	110.92	110.92	
Friend of the Court – Other – 216	2,205.29	2,205.29	
Indigent Defense Fund – 260	717.56	717.56	
Central Dispatch Fund – 261	617.82	617.82	
Local Corrections Officers Training Fund – 264	1,530.00	1,530.00	
CDBG Program Income Fund – 277	30.00	30.00	
Grants – 279	10,573.71	10,573.71	
Transportation Fund – 288	764.79	764.79	
Child Care Fund – 292	5,597.74	5,597.74	
Veterans Relief Fund - 293	353.53	353.53	
Senior Services Fund – 298	6,077.39	6,077.39	
Capital Improvement Fund – 401	2,604.27	2,604.27	
Property Tax Adjustments – 516	1,613.31	1,613.31	
Drain Fund – 801	60,387.44	60,387.44	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$163,354.26</b>	<b>\$163,354.26</b>	

December 9, 2022

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	282,906.25	282,906.25	
Parks/Recreation Fund – 208	1,436.40	1,436.40	
Friend of the Court – Cooperative Reimb. – 215	569.80	569.80	
Health Department Fund – 221	48,656.99	48,656.99	
Solid Waste/Recycling – 226	10,594.11	10,594.11	
Brownfield Redevelopment Auth. – 243	379,390.00	379,390.00	
Palisades Fund – 257	150.72	150.72	
Indigent Defense Fund – 260	18,059.94	18,059.94	
Central Dispatch Fund – 261	45,009.50	45,009.50	
Law Library Fund – 269	2,324.28	2,324.28	
Grants – 279	1,437.04	1,437.04	
Sheriffs Contract – All Other – 287	3,499.09	3,499.09	
Transportation Fund – 288	108,667.19	108,667.19	
Child Care Fund – 292	10,887.56	10,887.56	
Veterans Relief Fund - 293	954.10	954.10	
Senior Services Fund – 298	81,194.38	81,194.38	
Capital Improvement Fund – 401	27,182.76	27,182.76	
Property Tax Adjustments – 516	6,265.83	6,265.83	
Tax Reversion 2019 – 619	944.42	944.42	
Tax Reversion 2018 – 629	534.75	534.75	
Revolving Drain Maintenance Fund - 639	182.55	182.55	
Fleet Management/Motor Pool – 661	228.88	228.88	
Self-Insurance Fund – 677	381,831.23	381,831.23	

December 8, 2022 Session

Drain Fund – 801	10,605.39	10,605.39	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$1,423,513.16</b>	<b>\$1,423,513.16</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for November 18, 2022; November 25, 2022; December 2, 2022; December 9, 2022.

Moved by Commissioner Thiele, seconded by Commissioner Dugan to adopt the report of claims for November 18, 2022; November 25, 2022; December 2, 2022; December 9, 2022. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**ACTION ITEMS:**

**BOARD OF COMMISSIONERS – ACCEPT DONATION PROGRAM CHANGES**

**24/ BE IT RESOLVED**, that the Board of Commissioners hereby approves the donation program changes to the Budget policy; as presented; and

**BE IT FURTHER RESOLVED**, that these changes shall be incorporated into the Budget Policy and posted online.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

#### 4.19 Donations and Surplus Programs:

##### 4.19.1 Planning and Approval to Accept Donations

4.19.1.1 Acceptance and use of any donation (money, goods, or services) shall be consistent with the nature of the County's Services and Programs, Strategic Goals, and internal controls and subject to the approval of the Board of Commissioners or CAO pursuant to Appendix 6.D and shall be submitted utilizing the Work Order/(RFA) process.

4.19.1.2 Service Areas, anticipating receipt of donations (or expecting to solicit donations through fundraising efforts) and expecting to use or expend donations (other than receiving monetary donations as a general revenue) on an ongoing basis, shall develop a Donation Plan to be submitted to the CAO.

4.19.1.3 The Plan shall define and establish the estimated useful life of the asset, a funding plan for any ongoing costs and/or replacement costs, use, and disposition of the asset. All donation activity shall be appropriately tracked within the County's financial system.

4.19.1.4 Unless otherwise approved through a Donation Plan, consistent with Appendix 6.D, or permitted within Board of Commissioners approved policy, donations for a restricted purpose shall not be accepted.

4.19.1.5 Donations from service providers currently doing business with the County, having done business with the County in the last 12 months or likely to do business with the County in the next 12 months are specifically prohibited. Infrequent and de minimis items that are generally made available to a broader audience and therefore not an influential factor in decision making processes (e.g. product samples, conference trinkets, holiday greetings) shall not be considered donations.

4.19.1.6 Donations as Recognition/Appreciation – Services Areas (not individuals) may receive donated goods as recognition/appreciation to the extent such is infrequent and de minimis. Example 1, perishable/consumable items such a food in recognition of service or working lunches (e.g. pizza, desserts, *flowers/plants*, etc.) Example 2, token items of appreciation generally valued under \$100 (e.g. service area plaques, photos, inspirational decorations).

4.19.1.7 Monetary Donations - Unless otherwise approved as part of a Donation Plan or approved consistent with the thresholds in Appendix 6.D, monetary donations shall be considered and treated as all other revenue, offsetting existing expenditures, and not be carried over into a subsequent fiscal year.

4.19.1.7.1 All monetary donations must be handled in accordance with the Treasurer's Receipting Policy.

4.19.1.7.2 Service Areas expecting to receive monetary donations as a revenue to offset existing expenditures on a regular basis shall include estimates of donation revenue in the annual budget process.

4.19.1.7.3 Unless otherwise approved through a plan, monetary donations are not eligible for expenditure until received as revenue and approved as an expenditure through an approved budget adjustment in accordance with the budget adjustments portion of this budget policy.

4.19.1.8 Once approved for acceptance the Service Area receiving the donation shall acknowledge and express thanks to the donor(s) on behalf of the County.

4.19.2 Approval to accept goods or services, or purchase goods or services with monetary donations:

4.19.2.1 Goods Acquired through Government Surplus Programs or through Donation: Eligible Service Areas may participate in Government Surplus Property Grants, such as the Federal 1033 Program or may receive donated goods subject to the following requirements:

4.19.2.1.1 All donated goods, or goods to be purchased with monetary donations, which have been pre-approved through the County's Capital Improvement Plan (CIP) and/or Annual Budget/Operational Plan shall be received or purchased with the appropriate review and approval consistent with the value thresholds in Appendix 6.D (operational/capital purchases).

4.19.2.1.2 In determining review/approval levels, only the estimated replacement value (what it would cost the county to replace the donated good with a new good) shall be applicable. Replacement value shall be determined by acquiring a quote(s) for a new equivalent good.

4.19.2.2 Regardless of value, donated goods and services, and goods and services purchased resulting from a monetary donation, in consideration of being acquired shall undergo the appropriate review/approval consistent with county policy and operational support standards, which includes, but is not limited to the following:

4.19.2.2.1 Technology items (e.g. laptops, portable electronic devices, printers, software, etc.) shall be reviewed in advance by Information Services.

4.19.2.2.2 Facility items (e.g. furniture, appliances, etc.) shall be reviewed in advance by Facilities Management.

4.19.2.2.3 Vehicle shall be reviewed in advance by Transportation.

4.19.2.2.4 Personnel/staffing related plans shall be reviewed in advance by Human Resources.

4.19.2.2.5 Services/service agreements shall be reviewed in advance by Project Management.

4.19.3 When submitting a Work Order/RFA for final approval to accept a donation or make a purchase resulting from a monetary donation, evidence of the reviews outlined above shall be provided.

4.19.2.4 In cases where a monetary donation will be utilized to fund a good or service, such good or service shall be acquired by the support area above most closely relating to the nature of the good or service on behalf of the requesting Service Area.

4.19.2.5 Service Areas may acquire surplus or donated goods valued up to \$500 considered to be general operating goods for the nature of work performed by that Service Area.

4.19.2.6 In cases where a good becomes available through a governmental surplus or supplies program (e.g. 1033 DOD program) that has not been approved through an existing plan, exceeds the value of \$500, and is identified as needed, the item shall be reserved for 14 days and submitted for consideration, consistent with the value thresholds in Appendix 6.D (operational/capital purchases).

4.19.13 The Service Area shall maintain and furnish the CAO with access to all agreements, records, and property inventories for all items related to this County donation policy.

DRAFT

**BUILDING - STRATEGIC PLAN FUNDING**

25/ **WHEREAS**, Allegan County has been engaged in long-term strategic planning efforts regarding building use, building renovation, space reallocation; and

**WHEREAS**, Allegan County plans to improve access to justice services and expand accessibility to other county government services; and

**WHEREAS**, in consideration of space already available within County buildings, the Board of Commissioners has determined it would not be a prudent use of funds for new construction; and

**WHEREAS**, on May 23, 2019, the Board of Commissioners extended the timeframe the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location through 2040; and

**WHEREAS**, on April 22, 2021, through the adoption of its Strategic Plan, the Board of Commissioners approved to develop a master plan in conjunction with the approved Courthouse planning to move any non-court related functions to the County Services Building with the intent of developing Courthouse space for court functions, making efficient use of available space, creating easier access to services for customers and, among other benefits, saving significant money over new construction; and

**WHEREAS**, on January 27, 2022, the Board of Commissioners endorsed the request for an additional Circuit Court Judge to authorize the County Administrator to research and develop plans, particularly with respect to personnel and space needs, relative to the addition of a third Circuit Court Judge; and

**WHEREAS**, the Michigan legislature has approved the addition of a third Circuit Court Judge for Allegan County, and the decision is now awaiting the approval of the Governor; and

**WHEREAS**, an architect has been engaged in a planning process to provide an initial assessment and to provide proposed plans for the use, renovation, and reallocation of currently owned County buildings and space.

**THEREFORE BE IT RESOLVED** that as part of the planning process, the County Administrator is authorized to research and develop and build a financial plan to develop a preliminary budget and a financial strategy plan, including up to \$10 million dollars to execute the strategic building and renovation and space reallocation plan; and

**BE IT FURTHER RESOLVED** the County Administrator is authorized to research any available external funding, including but not limited to state capital dollars, for potential strategic building use, renovation, and space reallocation planning; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to release the attached communication related to the long-term strategic plan related to building use, renovations, and space reallocation, including the authorization of this resolution.

Moved by Commissioner Cain, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Jessup, Dugan and Cain. Nays: Thiele.

**Introduction:**

The County has been very collaborative in its long term planning efforts. Community-wide planning events and surveys have demonstrated the need for increased access to law enforcement and judicial services. In addition to local input, the State has also recognized the needs of the County and is likely to place an additional Circuit Court Judge in Allegan County (based on metrics, the County could qualify for additional judges). It has become imminent that the Courthouse be utilized to its fullest extent for judicial services. While Allegan courts have been innovative in finding new ways for individuals to access justice, there often is not an alternative to the physical presence of jury trials and other processes. However, general county functions can be performed in many different ways. The availability of existing space for county services and the need to utilize the Courthouse for judicial services are root factors to the need to reallocate existing space.

Allegan County plans to improve access to justice services and expand accessibility to other county government services. These changes will require reallocating space from non-judicial services to judicial services within the Allegan County Building in downtown Allegan.

In consideration of space already available within other County buildings, the Board of Commissioners has determined it would not be a prudent use of funds for new construction.

OnPoint (formerly Community Mental Health) is moving from the County Services Building, the County's Dumont Lake location to the former Shopko building located near Acension Borgess Allegan and other professional medical offices. This move will bring approximately 125 employees to the downtown area. This move also provides the County the opportunity to repurpose approximately 22,000 square feet of existing space in the County Services Building and current OnPoint Clinic Building to meet service delivery needs and save taxpayers a significant amount of money as opposed to new construction.

The County also owns 640 River Street within the City of Allegan, which serves as the location of the Sheriff's Office and has undeveloped building space able to be utilized if necessary.

**Important Background Highlights:**

On April 26, 2007, the Board of Commissioners determined that the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location for a period of at least twenty years.

In 2014, after completing the construction of the Sheriff's Office and Corrections Center, the County hosted an open planning process to assist in facility related decisions. During the process the growing needs of the judicial system were emphasized. Several options were reviewed. New construction, at that time, was estimated to be approximately \$40M for a consolidated services building in the City of Allegan. After consideration, priority was given to progress in the demolition of the old Sheriff's Office/Jail and construction of a new parking lot at the Allegan County Building in downtown Allegan,

and relocation of the Department of Corrections/Parole to the new Sheriff's Office and Corrections Center.

In 2017, the County hosted county-wide planning events to specifically discuss needs for law enforcement throughout the county. Most, if not all, local units participated. There was a general consensus around additional needs and the recognition that law enforcement activity and the corrections population have a direct relationship to judicial processes and capacity.

On May 23, 2019, the Board of Commissioners extended the timeframe the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location through 2040.

On April 22, 2021, through the adoption of its Strategic Plan, the Board of Commissioners approved to develop a master plan in conjunction with the approved Courthouse planning to move any non-court related functions to the County Services Building with the intent of developing Courthouse space for court functions, making efficient use of available space, creating easier access to services for customers and, among other benefits, saving significant money over new construction.

On January 27, 2022, the Board of Commissioners endorsed the request for an additional Circuit Court Judge authorized the County Administrator to research and develop plans (particularly with respect to personnel and space needs) relative to the addition of a third Circuit Court Judge.

#### **Questions and Answers:**

##### **How does the county seat factor into the consideration for moving offices?**

From a historical perspective the County has been informed its building locations are within the County seat. Regardless, plans are being developed for consideration that align to providing general County services in the Courthouse and also expand those services to other locations. The County plans will remain in compliance with the law based on legal review. The County also sought a determination from the Attorney General regarding the boundaries of the county seat for Allegan County and it was determined to be a "local matter".

If moving additional services to the County Services Building, the County's Dumont Lake location were to prove challenging due to questions regarding the county seat, the County could utilize the below options:

1. A vote of the people could be sought to affirm the county seat to be inclusive of the County's City of Allegan and Dumont Lake locations.
2. The Board could choose to move non-judicial offices to the 640 River Street location.

In all cases, the non-judicial offices will not remain in the Courthouse, in their entirety, as they are currently.

##### **Which non-judicial resources have been considered for being relocated out of the Allegan County Building, Downtown Allegan?**

The non-judicial resources within the Drain Commission, Register of Deeds, and Vital Records (approximately 18 people) are being considered for relocation. The County Clerk, to the degree it is

currently operating as the Clerk of the Circuit Court's records, is a judicial department and is expected to remain in the Courthouse. All offices have been informed of the need for changes over the past several years and have been invited to participate in planning. Even with moves being considered, we are still evaluating options of service access to remain available at the Courthouse.

**Will clerk/election coordination activities on election days be required to take place at the County Services Complex directly as a result of any office moves?**

No. Where and how elections will be coordinated remains an operational matter that the Clerk can determine as needed. In fact, the plans could provide for more flexibility and consideration for use of either location as needed.

**How will these changes impact access to services?**

In a nearly 900 square mile county, distance is always a consideration. The County is fortunate to have service complexes at Dumont Lake, River Street, and in the Downtown City of Allegan area. These locations are relatively central to the broader county and only a few miles apart. The County is exploring options to not just move services, but rather make them more accessible from different locations. A greater focus is being placed on making government services more accessible in ways that can limit the need for travel all together. For example, the County has invested in electronic records and payment systems for land records and dog licenses so the public can access those records from home, libraries, local units of government or anywhere they can access the internet. The County's hope is that elected offices will continue to expand on the marketing and availability of these services. Even delinquent property taxes can be paid online for a nominal fee if using electronic funds transfer. County offices and local government offices, or other community partners, also have the ability to partner to make services available through township and city offices to the benefit of County residents. Some townships, cities, and veterinarian offices now offer the option to purchase dog licenses, which could create an additional benefit to residents if every similar office eventually participates.

Access to judicial services will continue to utilize innovations for optimal use of space and technology. Access to more private conference spaces, mediation services, and legal services are expected to increase.

**How will these changes impact the City of Allegan?**

In the County's preliminary planning, approximately 125 employees relocating offices to downtown Allegan and the daily OnPoint activities will be an increase of activity to the downtown area. The continued and expanded operation of judicial services will also be an increase in activity to the downtown area. The County has not seen any data to suggest that preliminary plans will be negative in any way to the City of Allegan's downtown area.

As input from the City has suggested, the County is not seeking to acquire additional property within the City of Allegan for governmental purposes. The County is also exploring how to keep access to general government services available in the Courthouse through innovation and less space consumption. Ottawa County has been very successful in accomplishing a similar transition from their Grand Haven location to the West Olive location.

**Who can I contact with questions?**

If you have questions or would like additional information, please contact County Administration at 269-673-0239 or [administration@allegancounty.org](mailto:administration@allegancounty.org).

DRAFT

**DISCUSSION ITEMS:****911 POLICY BOARD-APPROVE AMENDED BY-LAWS**

**26/ WHEREAS**, on November 22, 2022, the 911 Policy & Procedure Board (Policy Board) recommended to the Board of Commissioners a change to the by-laws.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners hereby approves the following addition to Section 3.2 Board Members:

- D) All Allegan County 911 Policy & Procedure Board members are expected to attend all regularly scheduled meetings. If a 911 Policy & Procedure Board member has two regularly scheduled meeting absences without advanced notice during the calendar year, the 911 Policy & Procedure Board shall recommend that member for removal and replacement by the Allegan County Board of Commissioners to the Chairperson, Vice-Chairperson, or the Director of Central Dispatch at least 2 weeks prior.

**BE IT FURTHER RESOLVED**, that these changes shall be incorporated into the Policy Board by-laws and posted online; and

**BE IT FINALLY RESOLVED**, that these attached by-laws supersede any previously established by-laws.

Moved by Commissioner Kapenga, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**OPERATIONAL BYLAWS  
ALLEGAN COUNTY CENTRAL DISPATCH  
POLICY AND PROCEDURE BOARD**

## SECTION I

**PURPOSE**

Consistent with the Allegan County 9-1-1 Plan, the Board is established to create policy and operating procedures with a particular concentration on technical operating procedures to be used by the dispatchers and dispatched public and private emergency service providers and agencies. Upon approval of the Board, the policy or dispatch procedure shall be implemented by the director.

## SECTION II

**DEFINITIONS**

As used in this agreement, the following terms / phrases shall have the following meanings:

- 2.1 "Allegan County Central Dispatch" (ACCD) is defined as an operations center designed to communicate with police, fire, E.M.S., and other emergency providers within Allegan County.
- 2.2 "Committee" refers to a subcommittee of the Policy and Procedure Board described in these Bylaws.
- 2.3 "Board" refers to the Allegan County Central Dispatch Policy and Procedure Board.
- 2.4 "Legislative Body" refers to the governing body of a public agency.
- 2.5 "Private Safety Entity" refers to a private entity which provides emergency fire, ambulance, or medical services.
- 2.6 "Public Agency" refers to any tax supported agency of a state, county, and/or local governmental unit.
- 2.7 "Public Safety Agency" refers to a functional division of a public agency that provides law enforcement, fire fighting, and/or emergency medical services response.

**DEFINITIONS-Continued**

- 2.8 "Participating Public Safety Agency" refers to a public safety agency that participates in the Allegan County Central Dispatch system through either the direct dispatch method, or the transfer method.
- 2.9 "Properly convened meeting" refers to guidelines which follow the Open Meetings Act.
- 2.10 "Proper vote" refers to a polling of the members of the Board or Committee which results in an affirmative majority of those members present and voting.
- 2.11 "Public Safety Answering Point" or "PSAP" refers to a communications facility operated on a 24 hour, 7 day a week basis, and assigned responsibility to receive both emergency and non-emergency requests by means of either the direct dispatch method, the relay method, or the transfer method.
- 2.12 "Relay Method" refers to a method of responding to a request for service whereby a PSAP notes pertinent information and, in accordance with established operating standards and policies, relays it by telephone, radio, or private line to the appropriate public safety agency or other provider of emergency services.
- 2.13 "Transfer Method" refers to a method of responding to a request for service whereby a PSAP, in accordance with established operating standards and policies, transfers the call directly to the appropriate public safety agency or other provider of emergency services.
- 2.14 "Direct Dispatch Method" refers to a method of responding to a request for service whereby a PSAP, in accordance with established operating standards and policies, decides on the proper action to be taken and dispatches the appropriate available emergency service unit(s).
- 2.15 "9-1-1 Plan" refers to the plan adopted by the Allegan County Board of Commissioners pursuant to the Emergency Telephone Service Enabling Act.

## SECTION III

**GOVERNANCE**

## 3.1 STATUS:

- A) The Board is a policy making board.

## 3.2 BOARD MEMBERS:

- A) The Board shall be made up of one representative from each of the following:

**GOVERNANCE-Continued****Ex-officio Members**

- Allegan County Board of Commissioners Chairman or his/her designee
- Allegan County Sheriff or his/her designee
- Allegan County Administrator
- Michigan State Police Post Commander or his/her designee
- Gun Lake Tribe Public Safety Director or his/her designee

**Appointed Members**

- Representative of township government within Allegan County
- Representative of city or village government within Allegan County
- Private citizen residing in Allegan County
- (1) East side and (1) West side Fire Officer from within Allegan County (recommended by the Allegan County Fire Chief's Association)
- Representative of E.M.S. providers within Allegan County
- Allegan County Medical Control
- City or Village Police Chief from within Allegan County

- B) The Board may establish additional advisory or Ad-Hoc Committees to serve specific purposes as set forth by the Board.
- C) The Allegan County Board of Commissioners shall make all appointments to the Board. Recommendations to the Allegan County Board of Commissioners for appointment may be provided by groups and shall be attached to application for appointment prior to submission.
- D) All Allegan County 911 Policy & Procedure Board members are expected to attend all regularly scheduled meetings. If a 911 Policy & Procedure Board member has two regularly scheduled meeting absences without advanced notice during the calendar year, the 911 Policy & Procedure Board shall recommend that member for removal and replacement by the Allegan County Board of Commissioners to the Chairperson, Vice-Chairperson, or the Director of Central Dispatch at least 2 weeks prior.

**3.3 DISPATCH POLICY AND PROCEDURE BOARD ELECTIONS:**

- A) The first meeting of the year shall be an organizational meeting. The Board shall elect a Chairperson and a Vice Chairperson.

**3.4 TERMS OF OFFICE:**

- A) The term of office for ex officio members shall be coterminous with the terms of their position; all other members of Board shall be two years. The terms of the membership shall be staggered so no more than six positions expire in any one year.

**GOVERNANCE-Continued**

## 3.5 CHAIRPERSON:

- A) The Chairperson shall preside over meetings and will coordinate activities of the Board.

## 3.6 VICE CHAIRPERSON:

- B) The Vice Chairperson shall act as the Chairperson in the Chairperson's absence.

## 3.7 MINUTES:

- A) Minutes shall be taken at each meeting as directed by the Chairperson.

## 3.8 MEETINGS:

- A) The Board shall meet no less than once a quarter.
- B) All meetings of the Board and its committees shall be in accordance with Robert's Rules of Order.
- C) Public comments offered during the public participation portion of regular meetings shall be limited to no more than five (5) minutes per individual with a total of fifteen (15) minutes overall.

## 3.9 VOTING:

- A) Each member of the Board shall be entitled to equal voice in the operation of the Board. For purposes of voting the "one person - one vote" policy shall apply.
- B) A majority of the members serving shall constitute a quorum and all proceedings of the Board shall require for favorable action a vote of a simple majority of members of the Board.

## 3.10 COMPENSATION:

- A) Members not otherwise compensated shall be paid at a rate established by the County Board of Commissioners.

## 3.11 BOARD RESPONSIBILITIES:

The Board is authorized to:

- A) Review the 9-1-1 service plan, and make recommendations to the County Board of Commissioners as to modifications of the plan.
- B) Review existing policies no less than once annually.

**GOVERNANCE-Continued**

- C) Through the Director and County Administrator, review and recommend an annual Allegan County Central Dispatch budget to the County Board of Commissioners.
- D) Review and recommend purchases in excess of \$50,000 to the County Board of Commissioners.
- E) Notwithstanding the above, the authority of the Policy and Procedure Board shall be limited to Allegan County Central Dispatch and its funds. The Board and Committee, shall not have authority to bind, commit, or encumber the funds of the participating municipalities or the participating agencies. Board shall not possess the power to levy any type of tax or issue any type of bond in its own name.

## SECTION IV

**OPERATIONS**

## 4.1 DIRECTOR:

- A) The Director is responsible to the County Administrator for matters of personnel, budget, general department operations, and adherence to all county policy.
- B) For purpose of policy and procedure the Director is responsible to the Board.
- C) Pursuant to County Employee Selection Policy 301 the Central Dispatch Director shall be hired.
- D) The Director shall keep the Board informed on issues of Central Dispatch as it pertains to the purpose of the Policy and Procedure Board.

## SECTION V

**FISCAL ADMINISTRATION**

## 5.1 BUDGET:

- A) The Director shall report the financial condition of the operation to the Board on a regular basis so all members remain aware of the financial status of the operation.

## SECTION VI

**AMENDMENT**

## 6.1 AMENDMENT:

- A) The operational bylaws of the Board may be amended upon recommendation of the Board and approval of the Allegan County Board of Commissioners.

**MAINTAIN CURRENT BOARD OF COMMISSIONER OFFICERS UNTIL ORGANIZATIONAL MEETING**  
**27/ BE IT RESOLVED** that the Allegan County Board of Commissioners approves to maintain the current Board Officers until the January 5, 2023, Organizational Board Meeting.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - NO COMMENTS**

**28/** Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**2023-24 BOARDS & COMMISSIONS PER DIEM (SUPERSEDES RESOLUTION FROM 11/10/22)**

**29/ BE IT RESOLVED,** that the Allegan County Board of Commissioners does hereby set the following Boards and Commissions per diem compensation for 2023-24; and

<b>Boards &amp; Commissions</b>	<b>Per Diem Rate</b>
911 Operational Policy & Procedure Committee	\$50.00
Area Agency on Aging of W. Michigan Board of Directors	\$50.00 half day/\$100.00 full day
Board of Canvassers	\$50.00 half day/\$100.00 full day
Boundary Commission	\$50.00 half day/\$100.00 full day
Building Authority	\$50.00 (Non-County Employees)
Commission on Aging	\$50.00
Jury Board	\$50.00 half day/\$100.00 full day
Human Services Board	\$50.00
Board of Public Works	\$50.00
Parks Advisory Board	\$50.00
Local Emergency Planning Committee	\$50.00
Road Commission	\$50.00 half day/\$100.00 full day
Soldiers & Sailors	\$50.00
Water Study Workgroup	\$50.00

Broadband Action Workgroup	\$50.00
West Michigan Regional Planning Commission	\$50.00 half day \$100.00 full day
Mileage shall match current IRS rates.	
The total meeting(s) time in one (1) day more than four (4) hours shall be considered one (1) full day. The total meeting(s) time in one (1) day of four (4) hours or less shall be considered one half (1/2) day. Travel time is included.	

**BE IT FURTHER RESOLVED**, only members not already receiving compensation as part of their regular work duties when attending meetings shall receive compensation; and

**BE IT FURTHER RESOLVED** the Board shall review per diem in accordance with term or compensation review; and

**BE IT FINALLY RESOLVED** that this action shall supersede any previous action setting per diem rates including the action taken on November 10, 2022.

Moved by Commissioner Kapenga, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**RESCIND MOTION FROM PLANNING SESSION (ITEM #11, PAGE 417)**

**30/** Moved by Commissioner Thiele, seconded by Commissioner Dugan to rescind the motion during the planning session authorizing per diem and mileage for the West Michigan Regional Planning Commission. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**RECOGNITION TO COMMISSIONERS**

**31/** Commissioner Storey presented certificates of recognition to Commissioner Thiele for his 21 years of service; Commissioner Jessup for his 16 years of service; and Commissioner Cain for his 4 years of service to the Allegan County Board of Commissioners.

**ADJOURNMENT UNTIL JANUARY 5, 2023 AT 1:00 P.M.**

**32/** Moved by Commissioner Cain, seconded by Commissioner Jessup to adjourn until January 5, 2023 at 1:00 P.M. The motion carried by voice vote and the meeting was adjourned at 2:36 P.M. Yeas: 7 votes. Nays: 0 votes.

*Jennifer Dier*

Deputy Clerk