

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

JANUARY 09, 2025 SESSION

JOURNAL 73PAGEITEMSUBJECT MATTER

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MORNING SESSION**JANUARY 09, 2025 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 January 09, 2025 at 9:00 A.M. in accordance with the motion for adjournment of December 12, 2024, and rules of this board; Allegan County Clerk Register of Deeds Genetski presiding.

The Chief 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 CRAIG VAN BEEK
 DIST #2 MARK DEYOUNG
 DIST #3 BRAD LUBBERS
 DIST #4 SCOTT BELTMAN
 DIST #5 GALE DUGAN

ELECTION ON TEMPORARY CHAIRPERSON

2/ County Clerk/Register Genetski opened the meeting for nominations for Temporary Chairperson for the 2025 Board of Commissioners

Commissioner Dugan nominated Commissioner DeYoung

Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

Commissioner DeYoung was elected as Temporary Chairperson of the Board.

TERM OF OFFICE FOR CHAIRPERSON AND VICE-CHAIRPERSON OF THE BOARD

3/ Moved by Commissioner Dugan, seconded by Commissioner Beltman to have the term of office for the Chairperson and Vice-Chairperson of the Board to be 1 year. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ELECTION OF CHAIRPERSON OF THE BOARD FOR 2025

4/ Temporary Chairman DeYoung opened the meeting for nominations for Chairperson of the 2025 Board of Commissioners.

Commissioner Lubbers nominated Commissioner Dugan

Commissioner Dugan was elected as Chairperson of the Board of Commissioners for 2025 by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ELECTION OF VICE-CHAIRPERSON OF THE BOARD FOR

5/ Chairperson Dugan opened the meeting for nominations for Vice-Chairperson for the 2025 Board of Commissioners.

Commissioner Van Beek nominated Commissioner Beltman

Chairperson Dugan declared Commissioner Beltman as Vice-Chairperson for 2025 by roll call vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION – COMMENTS

6/ Chair Dugan opened the meeting to public participation and the following individuals offered comments:

1. Ken Yonkers, Valley Township, asked the board to consider identifying the property around Calkins Dam.
2. Carl Avery Monterey Township, recognized the officers of Allegan County Sheriff's department for the handling of an incident regarding a loose dog on his property.
3. Bob Genetski, Allegan County Clerk/Reg of Deeds, requested that administration be more engaged with the health and safety of employees, informed the board of the incident that involved fumes at the courthouse.

BOARD POLICIES/PLANNING:

BOARD RULES OF ORGANIZATION

7/ **BE IT RESOLVED** that the Board of Commissioners hereby adopts the Board Rules of Organization, as presented, effective immediately.

COUNTY OF ALLEGAN

State of Michigan

Rules of Organization and Procedure

of the

Allegan County Board of Commissioners

Revised and Adopted: January 4, 1993 [Journal 39.6-15/11]
 [Addendum A RE: Committee of the Whole adopted April 28, 1994: Journal 41.199-201/58]
 Amended: January 13, 1994 [Journal 41.3-4/6]
 Amended: October 27, 1994 [Journal 41.424/32]
 Amended: January 5, 1995 [Journal 42.7/11]
 Amended: June 22, 1995 [Journal 42.260/35]
 Amended: January 11, 1996 [Journal 43.4-5/10]
 Amended: June 26, 1997 [Journal 44.330/28; 341/33]
 Amended: January 2, 2003 [Journal 52.6-11/5]
 [Revisions adopted January 9, 2003: Journal 52.13-22/29]
 Amended: January 8, 2004 [Journal 53.3-9/7]
 Amended: March 24, 2005 [Journal 54.197-203/36]
 Amended: January 5, 2006 [Journal 55.4/11]
 Amended: July 27, 2006 [Journal 55.492-499/44]
 Amended: January 11, 2007 [Journal 56.26-32/38]
 Amended: February 1, 2007 [Journal 56.85/86]
 Amended: February 15, 2007 [Journal 56.95-96/41]
 Amended: February 22, 2007 [Journal 56.117/57]
 Amended: June 28, 2007 [Journal 56.280-281/51]
 Amended: January 3, 2008 [Journal 57.5/14]
 Amended: January 8, 2009 [Journal 58.3-4/8]

January 09, 2025 Session

Amended: January 7, 2010 [Journal 59.3-4/8-12]
 Amended: January 6, 2011 [Journal 60-7/4-12]
 Approved: June 14, 2012 [Journal 61-12]
 Amended: January 24, 2013 [Journal 62-13]
 Amended: January 24, 2014 [Journal 63-14]
 Reaffirmed: December 10, 2015 [Journal 64-15]
 Amended: January 12, 2017 [Journal 65-17]
 Amended: January 25, 2018 [Journal 66-4]
 Amended: December 13, 2018 (Journal 66-13)
 Amended: January 24, 2019 (Journal 67-3)
 Amended: January 9, 2020 (Journal 68-8)
 Amended: December 10, 2020 (Journal 68-24)
 Amended: December 9, 2021 (Journal 69-10)
 Amended: January 13, 2022 (Journal 70-7)
 Amended: January 5, 2023 (Journal 71-8)
 Amended: May 25, 2023 (Journal 71-17)
 Amended: January 11, 2024 (Journal 72-9)
 Amended: January 9, 2025 (Journal XX-X)

1. AUTHORITY: These rules are adopted by the Allegan County Board of Commissioners (hereinafter the BOC) pursuant to the Michigan Compiled Laws (MCL, Section 46.11, as amended).

2. APPLICATION, SUSPENSION, AND AMENDMENT OF BOARD RULES

- a. These rules shall guide and direct the BOC's operations.
- b. Any situation that may arise and is not covered by these rules shall be determined based on Robert's Rules of Order. When the rules herein conflict with State of Michigan statutes, the statutes shall prevail.
- c. No rule of the BOC shall be suspended or amended without the concurrence of a majority of all BOC members elected.
- d. Except during the organizational meeting, any proposed amendment(s) to the BOC rules shall be first referred to a BOC meeting for discussion only, with subsequent consideration given for action no later than one month after that.

3. BOARD AND ADMINISTRATIVE OFFICERS

a. CHAIR

i. Statutory Powers and Duties

- (1) Presides at all BOC meetings. MCL 46.3
- (2) Administers oaths and issues subpoenas. MCL 46.3(5)
- (3) Signs contracts (MCL 46.3(5)) and Board-approved minutes and certifies the equalized tax rolls. MCL 211.34d
- (4) With the advice and consent of the BOC, appoint Directors of an Economic Development Corporation. MCL 125.1604(3)
- (5) Upon the disqualification of the County Drain Commissioner, under MCL 280.381 of the Drain Code, the BOC Chair shall appoint a board of determination pursuant to MCL 280.72 and MCL 280.441.
- (6) Serves on Intra-county Drainage Board (MCL 280.464) and Augmented Inter-county Drainage Board (MCL 280.515) and appoints additional member(s) to either when circumstances so warrant, as defined in the Michigan Drain Code, PA 40 of 1956.
- (7) Reviews, with other officials, the Sheriff's determination of jail overcrowding. MCL 801.52
- (8) Carries out Emergency Management and Preparedness responsibilities in accordance with Public Act 390 of 1976, the Emergency Management Act, and the BOC adopted Emergency Management resolution and appoints BOC members to act in place of the Chair in his/her absence.

ii. Other Duties

- (1) Serves ex-officio on all committees.
- (2) Appoints BOC committee members subject to BOC approval.
- (3) Makes other county appointments subject to BOC approval.
- (4) Preserves order and decides questions of order subject to the approval of the BOC.
- (5) Votes on all questions taken by roll call vote, except on BOC Members' appeals regarding a decision of the chair.
- (6) Serves as spokesperson for BOC action or designates a spokesperson in writing.

- (7) Communicates with the Chief Administrative Officer (hereinafter the CAO) for the purpose of providing assistance and planning in BOC-related matters.
- (8) Duties of the Chair may be expanded by the BOC for purposes and durations deemed appropriate and necessary.

b. VICE CHAIR

- i. With the exception of instances when the Chair has initiated specific alternatives, in the absence of the Chair, the Vice-Chair assumes all authorities and performs such duties as enumerated in Section 3a above.

c. CLERK-OF-THE-BOARD

- i. Shall be the County Clerk or, in the Clerk's absence, a Deputy County Clerk.
- ii. Duties shall be as specified by law. MCL 46.4

d. CHIEF ADMINISTRATIVE OFFICER: The BOC employs a County Administrator who is recognized as the Chief Administrative Officer (CAO) of the County. References to the CAO in this document are intended to be the CAO directly or CAO's designee. The authorities and duties of the CAO are listed in Attachment A.

e. FREEDOM OF INFORMATION ACT (FOIA) COORDINATOR: The Chair shall designate the CAO as the FOIA Coordinator for the County of Allegan. MCL 15.236(6)

f. COUNTY MEDICAL EXAMINER: The Board-appointed County Medical Examiner may appoint Deputy County Medical Examiners. The County Medical Examiner shall validate that those deputies meet qualifications, acquire special and continued education, and direct the official activities in the scope of county operations. MCL 52.201a

4. BOARD COMMITTEES

a. COMMITTEE OF THE WHOLE: The BOC shall generally operate as a Committee-of-the-Whole when necessary, and establish other committees as it deems appropriate.

b. LOCAL GOVERNING ENTITY (LGE): The BOC shall perform as the LGE of the Local Health Department (LHD) as enunciated in the Michigan Public Health Code (MPHC). At least quarterly, the BOC shall schedule a dedicated agenda item during a meeting of the BOC (or schedule a special meeting if necessary) for the Health Officer (and other members of the LHD) to report on the activities of the LHD during the most recently concluded quarter, provide a forecast of activities for the quarter ahead, and any anticipated public health situations in the year ahead. These sessions shall be added to the annual schedule of information sessions. Topics for these sessions may also include items derived from the MPHC, such as:

- i. Concurrence or disapproval authorizing LHD to adopt regulations, e.g., water regulations, and
- ii. Receiving the annual report, approval of the Plan of Organization, and
- iii. Providing or demonstrating the provision of each required service that the LHD is designated to provide, and
- iv. Fixing and requiring payment of fees for services authorized to be performed by the LHD.

c. ESTABLISHMENT OF COMMITTEES

- i. The BOC may establish committees that shall perform specific functions including but not limited to research, analysis, oversight, or forming a recommendation regarding a project, policy, issue, ordinance, or plan that is authorized by resolution of the BOC.
- ii. Each committee shall have a Chair and Vice-Chair elected by its members.
- iii. Each committee Chair shall be responsible for keeping a written record of committee proceedings.
- iv. The number of BOC members on any committee shall not exceed one (1) less than a majority number of those elected and serving on the full BOC, although the committee may contain other members.

d. PROCEDURES FOR USE OF COMMITTEES

- i. Committees shall address items only referred by the BOC.
- ii. Items that have been referred to a committee by the BOC shall be addressed in accordance with these rules.
- iii. If a committee determines that additional county resources are necessary to address its responsibilities or if procedural clarifications are required to perform its duties, the committee shall ask for assistance from the CAO.
- iv. When the committee has completed its charge, its written findings shall be forwarded to the BOC via the CAO, and placed on the BOC's next regular business meeting for review and determination pursuant to Section 7.b herein.

- v. The BOC shall, subsequent to receiving a finding/recommendation from a committee and lending review, give consideration through one of the following:
 - (1) Vote on the finding/recommendation.
 - (2) Table the finding/recommendation.
 - (3) Return the finding/recommendation for further consideration with direction(s) or forward it to another committee with direction(s).
- 5. OTHER BOARDS, COMMISSIONS, and COMMITTEES:** Due to statutory requirements, by invitation, or through the exercise of its discretion, the BOC appoints or elects BOC members, member-alternates, and other persons to boards, commissions, and committees that exist internally and externally to the Allegan County government organization. See Attachment B - Allegan County Boards and Commissions.
- a. Any BOC member so appointed or elected shall make available the minutes or other information of record of those same boards, commissions, or committees to the BOC upon its request in times sufficient to the BOC's considerations and by a manner herein directed.
 - i. ELECTIONS/APPOINTMENTS: All elections and appointments shall be conducted in accordance with all applicable state statutes and by-laws specific to each board, commission, and committee.
 - (1) When an appointment is in order, the Chair shall make the appointment subject to BOC approval.
 - (2) NOTICES UPON RESIGNATIONS:
 - (a) The CAO shall post the vacant position on the County website seeking potential candidates via application immediately upon notice of a vacancy during an existing term. All potential candidates are required to seek confirmation from the CAO that receipt of an application was made.
 - (3) NOTICES UPON TERMS ENDING:
 - (a) The CAO shall seek interest from the existing member. If the existing member is interested in serving another term, they should send an email to administration@allegancounty.org 120 days before term expiration. Existing member is required to seek confirmation from the CAO that receipt of an application was made.
 - (i) If no receipt is made, or the BOC has determined posting the position is still appropriate for seeking other interested parties, the CAO shall seek interest for future elections/appointments as a result of a term expiring immediately. The CAO shall publish on the County website seeking potential candidates via application.
 - (4) The CAO shall be responsible for placing on the agenda a month in advance the offices that will be voted upon at a subsequent meeting.
 - b. BOARDS AND COMMISSIONS: Authorized board and commission members shall receive per diem and mileage under county policy.
 - c. BOARD PLANNING WORKGROUP: A workgroup of the CAO, Chair, and Vice-Chair is authorized to meet to review Board Meeting agendas to ensure compliance with Board rules, prepare procedurally for Board meetings, including the review of progress on Board Projects established through its formal planning process.

6. MEETINGS: All meetings of the BOC shall be noticed and conducted in accordance with the Michigan Open Meetings Act (OMA) MCL 15.261 *et seq.*

 - a. ORGANIZATIONAL MEETING: The first meeting in each calendar year shall be the organizational meeting. At each such meeting, the Clerk-of-the-Board shall initially preside.
 - i. OATH OF OFFICE: The Clerk-of-the-Board or other statutorily authorized official shall administer the oath of office to the BOC members-elect if the oath has not previously been administered.
 - ii. ELECTION OF CHAIR AND VICE-CHAIR
 - (1) The Clerk-of-the-Board shall call for nominations for the office of temporary chair.
 - (2) When nominations are closed by majority vote or no other nominations are forthcoming, the Clerk-of-the-Board shall order the roll to be called.
 - (3) When one nominee receives a majority of the votes of the BOC members elected and serving, the nominee shall be declared the temporary Chair and the Clerk-of-the-Board shall retire to his/her position as Clerk-of-the-Board.
 - (4) The temporary Chair shall seek the BOC's determination of the Chair's term of office, either one year or two years.
 - (5) Upon determination of the Chair's term of office, the temporary Chair shall call for nominations for the office of Chair.
 - (6) The temporary Chair shall seek the BOC's determination of the use of secret balloting for the Chair.
 - (7) When nominations are closed by majority vote or no other nominations are forthcoming the temporary chair shall order the roll to be called or the secret balloting completed.

- (8) When one nominee receives a majority of the votes of the BOC members elected and serving, the nominee shall be declared the Chair.
- iii. SCHEDULE OF REGULAR MEETINGS: The BOC shall establish a schedule of regular meetings if it has not previously been adopted.
- b. ANNUAL MEETING: Shall be held in the evening between September 14 and October 16. MCL 46.1
- c. MEETINGS: The meetings of the BOC shall be scheduled in accordance with its annually approved schedule. Meetings shall be held at 9:00 AM on the second and fourth Thursdays of each month unless otherwise posted. (see Section 7.c., Agenda).
- i. CHANGES/CANCELLATION: The schedule of regular meetings shall not be changed except under the following conditions:
- (1) Upon the majority decision of the BOC during any noticed meeting.
 - (2) Upon the determination of the Chair due to circumstances of imminent danger to the health, safety, and welfare of the public and/or others that may be in attendance.
 - (3) When the Clerk-of-the-Board, upon receipt of written communications from a majority of BOC members, has determined a quorum will not be present. Upon said determination, the Clerk-of-the-Board shall immediately give notice to each BOC member at least 24 hours before the scheduled meeting time and upon giving public notice in accordance with the Open Meetings Act.
- d. SPECIAL MEETINGS: Special meetings may be set by one of the following methods:
- i. By a majority of the BOC members during any noticed meeting.
 - ii. At the Call of the Chair.
 - iii. By the Clerk-of-the-Board upon receipt of a written request signed by a majority of the BOC members. Upon receiving the request, the Clerk-of-the-Board shall immediately give notice to each of the BOC members at least 24 hours before the scheduled meeting time and upon giving public notice in accordance with the Open Meetings Act.
- e. PLACE OF MEETINGS: Unless otherwise noticed, meetings of the BOC shall take place in the County Services Building – Board Room, 3283 122nd Avenue, Allegan, MI 49010.
- f. START OF MEETING: The Chair calls the meeting to order at the time specified in the meeting notice; the roll of BOC members called shall be called by the Clerk-of-the-Board.
- g. QUORUM: A majority of the BOC members elected and serving shall constitute a quorum for the transaction of the ordinary business of the county. (MCL 46.3) Excluding procedural votes, the final passage or adoption of any measure or resolution, or the allowance of any claim against the county shall be determined by a majority of all BOC members elected and serving.
- h. BOC MEMBER ATTENDANCE: Any BOC member who shall be late to a session will upon his/her arrival, report his presence to the Clerk-of-the-Board. Furthermore, a BOC member who will knowingly be late/absent from an official proceeding of the BOC shall notify the Chair or CAO as soon as possible prior to said meeting.
- i. REMOTE ATTENDANCE: BOC members may be connected to a meeting remotely under the following conditions:
- (1) The request has been submitted to the CAO at least 24 hours in advance of the meeting.
 - (2) The remote connectivity is sufficient and will not interfere with the progress of the meeting.
 - (3) The BOC member's participation shall not be considered attendance for the purpose of establishing a quorum unless otherwise permitted by the Open Meetings Act.
- i. PUBLIC PARTICIPATION: The right to address the public is granted by the Michigan Open Meetings Act under rules established by the BOC. MCL 15.263(5)
The public shall be allowed to address the BOC within the following parameters:
- i. Public comment shall be permitted during the public participation portion(s) of the agenda following the SPEAKER'S declaration of
 - (1) Name, local unit of residence, and
 - (2) The topic which they wish to address, and
 - (3) In general, a maximum of five (5) minutes shall be granted to each person making a public comment; however, that time may be modified at the discretion of the Chair.
 - ii. Any exceptions to the rules of public participation shall be at the discretion of the Chair.
- j. DISTRIBUTION OF AGENDAS/MINUTES: A copy of a completed agenda and approved minutes of previous

monthly proceedings shall be made available online as soon as possible by the Clerk-of-the-Board. A printed copy of the minutes from the BOC proceedings shall be available at the County Clerk's Office.

7. AGENDA(S)

- a. **DEVELOPMENT:** BOC agendas shall be managed by the CAO in conjunction with the Chair and Clerk-of-the-Board (as needed).
- b. **AGENDA ITEM(S) FOR CONSIDERATION:** With the exception of BOC members (see Section 7.b.i) agenda items must be submitted to the CAO no less than ten (10) **business** days prior to the next scheduled Meeting for placement on the agenda. The submission shall include all supporting documentation/information.
 - i. A BOC member's intent to add an item or amend/rescind a previous item shall be introduced to the BOC during the future agenda items portion of a preceding meeting. The BOC shall not add items to an agenda if said item has been previously acted upon by the BOC unless approved in advance by the BOC and/or the provisions of Section 9.c. have been met. See the attached Flow Chart, Attachment C.
 - ii. All agenda items for consideration shall be submitted with complete documentation (see Attachment D, Request for Action Form) through the County work order system. The work order system will automatically assign a work order number, which is transmitted to the requestor so that they may refer to it when communicating with the CAO. The CAO shall review the request and take one of the following actions:
 - (1) Request additional information as needed before making a recommendation or taking action.
 - (2) Approve or deny items under the authority of the CAO consistent with thresholds.
 - (3) Report items requiring action to the BOC with recommendation/resolution on the disposition of action.
- c. **AGENDA FORMAT FOR MEETINGS:**
 - (1) CALL TO ORDER
 - (2) ROLL CALL (Determination of Quorum)
 - (3) OPENING PRAYER
 - (4) PLEDGE OF ALLEGIANCE
 - (5) PUBLIC/BUDGET HEARING AND RELATED COMMUNICATIONS (AS NEEDED)
 - (6) (OTHER) COMMUNICATIONS
 - (7) APPROVAL OF MINUTES
 - (8) PUBLIC PARTICIPATION
 - (9) CHANGES TO THE AGENDA
 - (10) APPROVAL OF THE AGENDA
 - (11) PRESENTATIONS
 - (12) PROCLAMATIONS
 - (13) INFORMATIONAL SESSIONS
 - (14) ADMINISTRATIVE REPORTS
 - (15) CONSENT ITEMS
 - (16) DISCUSSION ITEMS
 - (17) ACTION ITEMS
 - (18) PLANNING ITEMS
 - (19) APPOINTMENTS
 - (20) ELECTIONS
 - (21) PUBLIC PARTICIPATION
 - (22) FUTURE AGENDA ITEMS
 - (23) REQUESTS FOR MILEAGE
 - (24) BOARDS AND COMMISSIONS REPORTS
 - (25) ROUNDTABLE
 - (26) CLOSED SESSION
 - (27) ADJOURNMENT
- d. **INFORMATION FLOW TO THE BOC MEMBERS**
 - i. **INFORMATIONAL SESSIONS:** Departmental Information Sessions or presentations from the public or other agencies shall be given a specific time and duration. All presenters shall be limited to a maximum of twenty (20) minutes, including a question/answer period. Departments will be asked to submit their presentation to the BOC prior to their scheduled date to allow the BOC's review and an opportunity to supply questions to departments in

advance of their presentation.

- ii. **MEETING PACKETS:** In general, on the Friday before each BOC meeting, the CAO shall provide the BOC with a written recommendation and relevant background information within the meeting packet for each item to be addressed by the BOC. Any questions or additional information needed by BOC members should be directed to the CAO by the Tuesday prior to the meeting, and that information shall be provided to all BOC members before the meeting.
- iii. **CHANGES TO THE PUBLISHED AGENDA:** At the discretion of the CAO and Chair, agenda items (except those added under 7.b.i) may be changed (including but not limited to additions, deletions, and order) prior to the close-of-business on the Tuesday prior to the scheduled BOC meeting. Changes shall be made for substantial reasons e.g., urgency, lack of supporting materials, and availability of presenters. The BOC shall receive a revised final agenda at the close of business that same day, reflecting any changes to the agenda with the appropriate revision number noted. If no changes have been made, the meeting packet previously sent shall be considered the final agenda unless changed by the BOC during the meeting.
 - (1) Any changes to the final agenda by the BOC after noon on Tuesday must be made at the beginning of the meeting by a two-thirds (2/3) majority vote of those elected and serving.
- iv. **AGENDA ITEMS:** BOC members may add agenda items for discussion only to any regularly scheduled meetings of the BOC by contacting the Chair or, in the absence of the Chair, the Vice-Chair no later than noon on the Tuesday preceding the scheduled meeting.
- v. **CONSENT ITEMS:** The purpose of the consent items portion of the agenda is to expedite business by grouping non-controversial items together to be considered by a single motion without discussion. BOC members may ask that any consent item be placed elsewhere on the agenda for the item to be considered separately. Such requests will automatically be granted.
- vi. **DISCUSSION ITEMS:** Items for BOC consideration start as discussion items (consistent Budget Policy Thresholds Appendix 6.D) and may be 1) moved by the BOC to a future agenda for action, 2) remain on a future agenda for further discussion, 3) moved for immediate action, or 4) may not require any formal action. The discussion is intended to ensure the BOC has the information necessary to make an informed decision before final consideration. In the event a discussion item is moved to a future meeting for action or remains on a future agenda for further discussion, the Chair should clarify what, if any, additional information is needed to be compiled.
- vii. **ACTION ITEMS:** Items may be placed under action for consideration, consistent with Budget Policy Thresholds Appendix 6.D or as a result of BOC direction from a previous meeting.
- viii. **PLANNING ITEMS:** Items that require time for planning and policy review. Items are intended to encourage governance-level discussion, feedback, updates, or general direction toward the development of critical plans and policies including strategic plans, capital plans, fiscal policy, ordinances, and personnel policies.

8. RULES OF FORM

- a. **SPEAKING TO A QUESTION:** Every BOC member, before speaking upon a question, shall address the chair. When two or more BOC members speak at once, the Chair shall designate the BOC member who shall be the first to speak.
- b. **CALL TO ORDER:** When a BOC member is speaking on any question before the BOC, the member shall not be interrupted except to be called to order. A member called to order shall immediately be silent unless permitted to explain, and the BOC, if appealed to, shall decide the case. If there is no appeal, the decision of the Chair shall stand.
- c. **SUBMISSION OF MOTION:** No motion shall be debated or recorded in the minutes unless the same is seconded. It shall be stated by the Chair before debate, and any such motion shall be reduced to writing if any members desire it or at the request of the Chair or Clerk-of-the-Board.
- d. **WITHDRAWAL OF MOTION:** After a motion is stated by the Chair, it shall be deemed to be in the possession of the BOC, but may be withdrawn by the member who made the motion, with the concurrence of the member seconding the motion if there is no objection from any other member of the BOC. All BOC decisions shall be entered into the record of BOC proceedings.
- e. **MOTIONS DURING DEBATE:** When a question is under debate, no motions shall be received except to adjourn, to call the previous question, to table, to postpone indefinitely, to postpone to a certain day, to refer, and/or to amend.
- f. **MOTION TO ADJOURN:** The motion to adjourn shall always be in order, and the motion to table shall be decided

without debate. A motion simply to adjourn shall be understood to mean for the day only.

- g. PREVIOUS QUESTION: When moved and seconded, a two-thirds affirmative vote ends all discussion and debate and the BOC shall proceed immediately to any related amendments and then the main motion (as amended).
- h. DIVISION OF QUESTION: If the question being discussed contains two or more points, any BOC member may request to have it divided for separate considerations.
- i. PETITIONS/MEMORIALS: Shall be addressed to the BOC, in writing, and presented to the Chair for appropriate action.
- j. RECORDING: In all cases, every written report, resolution, or motion shall bear the name of the originating committee (if applicable), and the names of the BOC member moving and the BOC member seconding shall be entered into the record of the BOC's proceedings.
- k. COMMENTS ENTERED INTO THE RECORD: A BOC member wishing to have his/her comment(s) entered into the record of the BOC's proceedings shall submit the comment(s) in writing to the Clerk-of-the-Board.
- l. SPECIAL ORDERS: Any measure or motion placed on special orders for some future time shall not be taken up prior to that time except by unanimous consent of the BOC members present.

9. VOTING

- a. ROLL CALL:
 - i. The names and votes of BOC members shall be recorded on board actions to adopt final measures such as ordinances and the appointment or election of officers, etc. MCL 46.3a
 - ii. Conflicts of Interest: BOC members shall not be interested directly or indirectly in any contract or other business transaction with the county (or other county agency) during the time for which they are elected or appointed nor for one year thereafter unless the contract or transaction has been approved by three-fourths of BOC members, and so shown in the minutes of the BOC together with a showing that the BOC is cognizant of the (former) member's interest (MCL 46.30) and shall make such declarations of real or perceived conflict of interest at the time appropriately prior to any final, related action by the BOC.
 - iii. A roll call vote will be taken when requested by any BOC member.
 - iv. When a roll call vote is taken, no member present shall abstain from voting yes or no.
 - v. For the voting of the BOC at each session, the Clerk-of-the-Board shall vary the order of calling the roll.
 - vi. During a roll call vote, members of the BOC shall be given one opportunity to vote. Each BOC member's vote shall be presented as follows and so recorded by the Clerk-of-the-Board:
 - (1) Yes – representing any response in the affirmative
 - (2) No – representing any response in the negative
 - (3) Abstaining – only in the instance of a conflict of interest as defined in 9.a.ii above, and
 - (4) Absent – BOC member was not present at the time of the vote.
- b. TIE VOTES: In the event of a tie vote of the BOC upon any matter presented to them for consideration, the motion or proposal does not pass for lack of a majority approval; the matter, however, may be proposed to the BOC for reconsideration in the identical, similar, or revised form at any time, to be voted on by the same number of BOC members, or more, present at the time of the tie vote.
- c. RESCIND/AMEND: A motion to rescind or amend any question previously acted upon may be made on any day of any session under the following conditions:
 - i. The action caused by the original question has not already been carried out to a point that cannot be undone.
 - ii. The motion to rescind or amend must be moved and seconded by the BOC members who voted with the majority, but there must be at least as many BOC members present as there were when the matter to be rescinded was first voted upon.

10. BOARD COMPENSATION

- a. SALARY and FRINGE BENEFITS: BOC members shall receive an annual compensation package that shall be established prior to each new term and shall be maintained consistent with applicable laws. See Attachment E for the current compensation package.

- b. TRAVEL: BOC members shall receive travel and training reimbursement in accordance with County Employee Policy 511.
 - i. BOC Mileage: The following BOC-related meetings shall be eligible for mileage reimbursement at the current IRS rate:
 - (1) Attendance at any official meeting of the BOC or a board, commission, committee, or official activity, e.g., training or conferences to which a BOC member has been appointed by the BOC or Chair through BOC action. See Attachment B for identified boards, commissions, and committees,
 - (2) Quarterly Interdepartmental Meetings normally held on the last Wednesday of January, April, July, and October,
 - (3) Attendance at Michigan Association of Counties (MAC) activities in which participation or appointment has occurred,
 - (4) One publicly noticed local unit meeting per month for each local unit in a BOC member's district,
 - (5) Meetings or events at the request of the CAO to best represent the interests of the County,
 - (6) All other meetings, BOC approval will be required.

11. MISCELLANEOUS RULES

- a. CLAIMS: Each Wednesday, by 12:00 PM (noon), the BOC shall receive/have available a compilation of the weekly claims for its review.
 - i. During weeks in which the BOC does not have a regularly scheduled meeting or during weeks in which the meeting is not held: BOC members shall, subsequent to their review of the weekly claims, submit any questions regarding a claim via email to administration@allegancounty.org and finance@allegancounty.org by each Thursday 5:00 PM. If the question(s) cannot be readily addressed, only those claim(s) in question shall be withheld from payment until the next scheduled BOC meeting for final action. If the County will be adversely affected, e.g., shut off of utilities, or finance charges, the Chair is authorized to review, release, or continue to hold the claim in question.
 - (1) The CAO (or designee in his/her absence) is authorized to release for payment all claims after Friday 8:00 AM except those held for question.
 - ii. During weeks in which the BOC holds a regularly scheduled meeting, the BOC shall approve previously reviewed, processed, and released payments for claims but may choose to withhold approval of claims not reviewed but processed for payment that same week.
 - iii. The Clerk-of-the-Board shall print in the BOC proceedings a report of the total of accounts payable claims against the different funds as they are submitted, rather than a detailed report of the individual claims. The BOC will take final action to accept claims into record and provide final signatures.
- b. SIGNATORY AUTHORITY:
 - i. The Chair (or designee, if permitted by law, as declared in writing) is the official signatory of the BOC where the Chair/BOC signature is required by law or as specifically required by grant or BOC resolution.
 - ii. The CAO (or designee declared in writing) is designated as the official signatory of the County and shall approve BOC-approved leases, contracts, and other (legal) documents consistent with the execution of the duties of the position as authorized through BOC approved policy. This designation does not diminish the authority of the Chair as stated above in 11.b.i.
 - iii. Other signatory authority is limited to that contained within BOC-approved policy.
- c. ORDINANCES: County ordinances enacted by the BOC shall be numbered for reference in the following manner: The first ordinance, 1001; the second, 1002; the third, 1003 and so forth.
- d. COMPATIBILITY OF POSITIONS: No BOC member, while a member of the BOC shall be eligible for election or appointment to any other County office or position, the election of which is within the jurisdiction of the County BOC unless otherwise permitted by law. MCL 46.3(6)
- e. COMMISSIONER'S ANNUAL, EQUIPMENT STIPEND PROGRAM: A stipend in the amount of \$50 per month shall be paid on the first payroll of each month to each BOC member. The stipend is intended to reimburse each BOC member for partial use of a personal cell phone, an internet connection, and/or other equipment/services/supplies that may be used to conduct official County business. Any BOC member may opt-out of the program by submitting a written statement indicating such to the Human Resources Department prior to January 2 of each year for that year's program. Once a BOC member has opted-out of the program for a given year, the BOC member is no longer eligible to participate until the next year.

- f. ASSISTANT CORPORATE COUNSEL: At each BOC meeting, the Assistant Corporate Counsel shall be present virtually or be in person as requested by the BOC to receive any questions, concerns or direction that the BOC as a body may enunciate. Assistant Corporate Counsel may also respond at said meetings to questions from individual BOC members in the course of BOC's consideration of agenda items for the specific meeting.

Moved by Commissioner Beltman, seconded by Commissioner Lubbers to adopt the changes to the meeting agenda as requested. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

BREAK - 10:20 A.M.

8/ Upon reconvening at 10:30 A.M., the following Commissioners were present: Commissioner Van Beek, DeYoung, Lubbers, Beltman and Dugan. Absent: None.

BOARD OF COMMISSIONERS—APPROVE 2025 MEETING DATES

9/ WHEREAS, the following schedule has been presented for meetings of the Allegan County Board of Commissioners to be held in the Board Room, County Services Building, 3283 - 122nd Avenue, Allegan Township, Michigan:

January 9, 2025	9:00 A.M.	Organizational Meeting	
January 9, 2025	1:00 P.M.	June 26, 2025	9:00 A.M.
January 23, 2025	9:00 A.M.	July 10, 2025	9:00 A.M.
February 13, 2025	9:00 A.M.	July 24, 2025	9:00 A.M.
February 27, 2025	9:00 A.M.	August 14, 2025	9:00 A.M.
March 13, 2025	9:00 A.M.	August 28, 2025	9:00 A.M.
April 3, 2025	9:00 A.M.	September 11, 2025	9:00 A.M.
April 24, 2025	7:00 P.M.	September 25, 2025	9:00 A.M.
May 8, 2025	9:00 A.M.	"Annual" October 9, 2025	7:00 P.M.
May 22, 2025	9:00 A.M.	October 23, 2025	9:00 A.M.
June 12, 2025	9:00 A.M.	November 13, 2025	9:00 A.M.
		December 11, 2025	9:00 A.M.

THEREFORE, BE IT RESOLVED that the Allegan County Board of Commissioners hereby confirms the 2025 meeting dates as presented; and **BE IT FURTHER RESOLVED** that the County Clerk is hereby directed to post said dates in accordance with Act 261 of the Public Acts of 1968.

Moved by Commissioner Beltman, seconded by Commissioner Van Beek to strike the dates of March 27, 2025 and April 10, 2025 of the original 2025 meeting notice and combine to one date of April 3, 2025.

Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

Moved by Commissioner Lubbers, seconded by Commissioner Beltman to adopt the changes to the meeting agenda as requested. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

APPROVE BUDGET POLICY

10/ **BE IT RESOLVED**, that the Allegan County Board of Commissioners hereby adopts the updated Budget Policy #211, as attached, effective immediately; and

BE IT FURTHER RESOLVED that Administration shall post the policy to the County website.

Moved by Commissioner DeYoung, seconded by Commissioner Beltman to adopt the changes to the meeting agenda as requested. Motion carried by roll voice vote. Yeas: 5 votes. Nays: 0 votes.

ADMINISTRATIVE REPORTS

11/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included employment status along with the longevity program. Construction incident that Clerk Genetski presented, response plan was filed was carried out, timeline facts available in administration to view. Park and Recreation Newsletter will be launched this year. Provided stats for the county hunting program. Updated on the outdoor siren testing.

PUBLIC PARTICIPATION - COMMENTS

12/ Chair Dugan opened the meeting to public participation and the following individuals offered comments:

1. Carl Avery, Monterey Township, regarding the amount of time people are waiting to enter a courtroom.

ADJOURNMENT UNTIL FEBRUARY 23, 2025 AT 9:00 A.M.

13/ Moved by Commissioner Beltman, seconded by Commissioner Lubbers to adjourn until February 23, 2025 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 11:25 A.M. Yeas: 5 votes. Nays: 0 votes.

AFTERNOON SESSION

JANUARY 9, 2025 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

14/ 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 January 9, 2025 at 1:00 P.M. in accordance with the motion for adjournment of December 12, 2024, and rules of this Board; Chair Dugan presiding.

The Chief 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 CRAIG VAN BEEK
- DIST #2 MARK DEYOUNG
- DIST #3 BRAD LUBBERS
- DIST #4 SCOTT BELTMAN
- DIST #5 GALE DUGAN

COMMUNICATIONS

15/ Chief Deputy Clerk Porter noted to the board that they received the following communications:

1. Ingham County Resolution Reaffirming that Ingham County is a Welcoming Community to Immigrants.

DECEMBER 12, 2024 SESSION MINUTES – ADOPTED AS PRESENTED

16/ Moved by Commissioner Van Beek, seconded by Commissioner Beltman to approve the minutes for the December 12, 2024 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION – COMMENTS

17/ Chair Dugan opened the meeting to public participation and the following individuals offered comments:

1. Tim Caulder, Representee from State Representative Matt Halls office gave a legislative update.
2. Joe Costello, Saugatuck Twp, wanted to inform the board that the relief road off of Lakeshore Drive is not the original plans presented to residents, the road put in is approximately a mile longer and he is asking for help to obtain the feasible study that allowed that includes the addition to the road.

AGENDA – ADOPTED AS PRESENTED

18/ Moved by Commissioner Lubbers, seconded by Commissioner Beltman to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PRESENTATION- RECOGNITION OF KATHLEEN MILLER

19/ Chair Dugan, Vice-chair Beltman presented a certificate of recognition to Kathleen Miller, 58th District Court Probation for her 25 years of dedicated service to Allegan County.

CONSENT ITEMS:

FINANCE COMMITTEE – CLAIMS & INTERFUND TRANSFERS

20/ **WHEREAS**, Administration has compiled the following claims for December 20, 2024 and December 27, 2024 and January 3, 2025 and January 10, 2025; 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 2025 Claims folder of the Commissioners’ Record of Claims.

DECEMBER 20, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	257,524.41	257,524.41	
Parks/Recreation Fund - 208	1,015.52	1,015.52	

Friend of the Court – Cooperative Reimb. – 215	461.11	461.11	
Friend of the Court – Other – 216	300.00	300.00	
Animal Shelter – 254	8,535.58	8,535.58	
Indigent Defense Fund – 260	44.20	44.20	
Central Dispatch Fund – 261	5,348.19	5,348.19	
Law Library Fund – 269	148.50	148.50	
Grants – 279	2,120.90	2,120.90	
Sheriffs Contracts – 287	5,497.34	5,497.34	
Transportation Fund – 288	7,388.43	7,388.43	
Child Care Fund – 292	15,458.30	15,458.30	
Fitness Center Fund – 296	169.59	169.59	
Senior Services Fund – 298	186,866.17	186,866.17	
American Rescue Plan Act – 299	14,484.00	14,484.00	
Road Commission Debt Service Fund – 362	500.00	500.00	
Pension Defined Benefit Debt Fund – 368	500.00	500.00	
Capital Improvement Fund - 401	17,924.60	17,924.60	
Revolving Drain Maintenance Fund - 639	73.98	73.98	
Fleet Management/Motor Pool – 661	39.79	39.79	
Self-Insurance Fund - 677	47,422.57	47,422.57	
Drain Fund – 801	44,823.05	44,823.05	
TOTAL AMOUNT OF CLAIMS:	\$616,646.23	\$616,646.23	

DECEMBER 27, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	142,771.74	142,771.74	
Friend of the Court – Cooperative Reimb. – 215	3,399.80	3,399.80	
Health Department Fund - 221	740,119.16	740,119.16	
Solid Waste/Recycling – 226	73,579.12	73,579.12	
Animal Shelter – 254	431.32	431.32	
Indigent Defense Fund – 260	32,810.37	32,810.37	
Central Dispatch Fund – 261	96.52	96.52	
Grants – 279	2,116.00	2,116.00	
Sheriffs Contracts – 287	2,462.34	2,462.34	
Transportation Fund – 288	5,837.42	5,837.42	
Child Care Fund – 292	8,555.25	8,555.25	
Senior Services Fund – 298	15,080.68	15,080.68	
Property Tax Adjustments – 516	53,662.20	53,662.20	
Tax Reversion 2019 – 619	8,120.00	8,120.00	
Fleet Management/Motor Pool – 661	8,469.70	8,469.70	

Self-Insurance Fund - 677	6.80	6.80	
Drain Fund – 801	73,901.85	73,901.85	
TOTAL AMOUNT OF CLAIMS:	\$1,171,420.27	\$1,171,420.27	

JANUARY 3, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	61,008.73	61,008.73	
Parks/Recreation Fund – 208	1,132.11	1,132.11	
Friend of the Court – Cooperative Reimb.	1,376.53	1,376.53	
Health Department Fund – 221	4,905.67	4,905.67	
Animal Shelter – 254	945.59	945.59	
Indigent Defense Fund – 260	781.04	781.04	
Central Dispatch Fund – 261	408.97	408.97	
Law Library Fund – 269	2,013.25	2,013.25	
Crime Victims Rights Grant – 280	669.07	669.07	
Sheriffs Contracts – 287	391.36	391.36	
Transportation Fund – 288	1,910.12	1,910.12	
Child Care Fund – 292	3,206.70	3,206.70	
Senior Services Fund – 298	1,150.39	1,150.39	
American Rescue Plan Act – ARPA – 299	5,326.51	5,326.51	
Capital Improvement Fund – 401	132,857.15	132,857.15	
Property Tax Adjustments – 516	24,568.05	24,568.05	
Self-Insurance Fund - 677	8,921.59	8,921.59	
TOTAL AMOUNT OF CLAIMS	\$251,572.83	\$251,572.83	

JANUARY 10, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	324,135.40	324,135.40	
Parks/Recreation Fund – 208	3,081.52	3,081.52	
Health Department Fund – 221	21,708.89	21,708.89	
Solid Waste/Recycling - 226	16,617.45	16,617.45	
Animal Shelter – 254	13,103.75	13,103.75	
Register of Deeds Automation Fund – 256	6,662.54	6,662.54	
Indigent Defense Fund – 260	31,206.46	31,206.46	
Central Dispatch Fund – 261	71,779.11	71,779.11	
Grants – 279	7,443.94	7,443.94	
Sheriffs Contracts – 287	6,904.11	6,904.11	
Transportation Fund – 288	18,760.61	18,760.61	

Child Care Fund – 292	18,036.23	18,036.23	
Veterans Relief Fund – 293	2,471.96	2,471.96	
Fitness Center Fund – 296	1,777.90	1,777.90	
Senior Services Fund – 298	2,228.94	2,228.94	
Capital Improvement Fund – 401	11,263.90	11,263.90	
Property Tax Adjustments – 516	1,873.49	1,873.49	
Tax Reversion 2019 - 619	23,249.66	23,249.66	
Revolving Drain Maintenance Fund – 639	28.98	28.98	
Fleet Management/Motor Pool – 661	1,715.72	1,715.72	
Self-Insurance Fund - 677	537,583.72	537,583.72	
Drain Fund – 801	15,371.35	15,371.35	
TOTAL AMOUNT OF CLAIMS	\$1,137,005.63	\$1,137,005.63	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for December 20, 2024 and December 27, 2024 and January 3, 2025 and January 10, 2025.

Moved by Commissioner DeYoung, seconded by Commissioner Beltman to adopt the report of claims for December 20, 2024 and December 27, 2024 and January 3, 2025 and January 10, 2025.

Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEMS:

COMMUNITY UPDATE -RELEASE

21/ WHEREAS, on April 14, 2022, the Board approved a Community Survey Update for county residents and authorized the County Administrator to release; and

WHEREAS, as part of the Board’s 2024 Strategic planning process, a new Survey and Community Update were accepted; and

WHEREAS, as part of the 2024 Budget process, the Board authorized a Survey and Community Update Capital Project; and

WHEREAS, on November 21, 2024, the County Administrator presented a table of contents and sought Board feedback.

THEREFORE BE IT RESOLVED, the Board approves

1. the release of a community update, authorizing the County Administrator to make any necessary changes,
2. the community update will be posted on the county website,
3. a postcard to be mailed to county residents explaining how to access the update,

full copies to be printed and distributed to county libraries

Moved by Commissioner Beltman, seconded by Commissioner Van Beek to adopt the resolution for the community update release as presented.

Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

COMMISSIONERS APPOINTMENTS/ELECTION

22/ Chair Dugan opened nominations to fill the vacancy on the Commission on Aging, as hearing none the resolution stands as presented.

Chair Dugan opened nominations to fill the vacancy on the Community Economic Development Strategies Committee, as hearing none the resolution stands as presented.

Chairman Dugan announced the appointments and nominations of the following individuals to the listed board/commission;

BE IT RESOLVED that the following appointments are hereby confirmed; Commissioner Lubbers as County Commissioner Representative on the: 911 Operational Policy & Procedure Board to fill an ex-officio term Conservation District Board to fill coterminously, Hutchins & Lower Scott Lake Boards to fill coterminously, Local Emergency Planning Committee to fill the remainder of the 2-year term, term to expire 12/31/2025, Community Action of Allegan County to fill a 1-year term, term to expire 12/31/2025; and

Commissioner Van Beek as County Commissioner Representative on the: Community Action of Allegan County to fill a 1-year term, term to expire 12/31/2025, Community Economic Development Strategies Committee to fill a 1-year term, term to expire 12/31/2025, Macatawa Area Coordinating Council to fill a 1-year term, term to expire 12/31/2025, Multi-Agency Collaborative Committee to fill a 1-year term, term to expire 12/31/2025, West Michigan Regional Airport Authority to fill a 2-year term, term to expire 12/31/2026; and

BE IT FURTHER RESOLVED that through this resolution, Mark DeYoung is hereby nominated as the County Commissioner Representative to fill the remainder of a 3-year term on the Commission on Aging, term to expire 12/31/2025, nominations are closed, a unanimous ballot has been cast, and Commissioner DeYoung is hereby elected to said position; and

BE IT FINALLY RESOLVED that through this resolution, Craig Van Beek is hereby nominated as the County Commissioner Representative to fill the remainder of a 3-year term on the Economic Development Commission, term to expire 12/31/2026, nominations are closed, a unanimous ballot has been cast, and Commissioner Van Beek is hereby elected to said position.

Moved by Commissioner DeYoung, seconded by Commissioner Van Beek to approve the appointments as made. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

ELECTIONS**23/ COMMUNITY MENTAL HEALTH- ON-POINT BOARD**

Chair Dugan opened nominations to fill the partial 3-year term on the On-Point Board; term to expire 3/31/2027.

Commissioner Beltman nominated Krystal Diel, 1180 Matt Urban Drive #216, Holland MI 49423.

Moved by Beltman, seconded by Commissioner Lubbers to close the nominations and cast a unanimous ballot for Krystal Diel as nominated. Motion carried unanimously.

APPOINTMENT

24/ BROWNFIELD REDEVELOPMENT AUTHORITY

Chairman Dugan announced the appointment of the following individual to the Brownfield Redevelopment Authority for a 3-year term; term to expire 12/31/2027.

Chris Kleinjans, 289 4th Avenue, Holland, MI 49424

Moved by Commissioner DeYoung, seconded by Commissioner Van Beek to approve the appointment as made. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - NO COMMENTS

25/ Chair Dugan 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 23, 2025 AT 9:00 A.M.

26/ Moved by Commissioner Beltman, seconded by Commissioner Van BeeK to adjourn until January 23, 2025 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 2:15 P.M. Yeas: 5 votes. Nays: 0 votes.



Chief Deputy Clerk

Board Chair

Minutes approved during the 01/23/2025 Session