ALLEGAN COUNTY BOARD OF COMMISSIONERS

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APRIL 03, 2025 SESSION

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MORNING SESSION

APRIL 03, 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 April 03, 2025 at 9:00 A.M. in accordance with the motion for adjournment of March 13, 2025, and rules of this board; Chair Dugan presiding.

The invocation was offered by District #1 Commissioner Van Beek.

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

March 13, 2025 SESSION MINUTES – ADOPTED AS PRESENTED

2/ Moved by Commissioner Beltman, seconded by Commissioner Lubbers to approve the minutes for the March 13, 2025 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION – NO COMMENTS

3/ Chair Dugan opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

AGENDA – ADOPTED AS PRESENTED

4/ Moved by Commissioner DeYoung, seconded by Commissioner Van Beek to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: votes. Nays: votes.

INFORMATIONAL SESSION:

5/ **57TH DISTRICT COURT ANNUAL REPORT** – Laurie Tange, Court Administrator and Judge Baillargeon. The annual report for the 57th District Court was presented.

ADMINISTRATIVE UPDATE

6/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included updates on the EDEN replacement process, Courthouse renovations – flag placement, and 123.net broadband internet.

BREAK – 10:08 A.M.

7/ Upon reconvening at 10:18 A.M., the following Commissioners were present: Commissioner Van Beek, DeYoung, Lubbers, Beltman and Dugan. Absent: None.

FINANCE – CLAIMS & INTERFUND TRANSFERS

8/ **WHEREAS**, Administration has compiled the following claims for 3/21/25, 3/28/25, and 4/4/25; 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.

March 21, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	52,236.24	52,236.24	
Friend of the Court - Cooperative Reimb - 215	520.64	520.64	
Health Department Fund - 221	3,758.03	3,758.03	
Solid Waste/Recycling - 226	64,583.38	64,583.38	
Animal Shelter - 254	6,007.45	6,007.45	
Indigent Defense Fund - 260	18,095.81	18,095.81	
Central Dispatch Fund - 261	1,967.75	1,967.75	
CDBG Program Income Fund - 277	5,000.00	5,000.00	
Grants - 279	12,985.60	12,985.60	
Sheriffs Contracts - 287	405.13	405.13	
Transportation Fund - 288	1,946.91	1,946.91	
Child Care Fund - 292	15,870.18	15,870.18	
Veterans Relief Fund - 293	753.11	753.11	
Senior Services Fund - 298	108,363.04	108,363.04	
Capital Improvement Fund - 401	60,613.83	60,613.83	
Central Dispatch CIP - 496	99,263.00	99,263.00	
Tax Reversion 2018 - 629	1,145.00	1,145.00	
Fleet Management/Motor Pool - 661	170.57	170.57	
Drain Fund - 801	24,583.18	24,583.18	
TOTAL AMOUNT OF CLAIMS	**$478,268.85**	**$478,268.85**	

March 28, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	350,519.39	350,519.39	
Parks/Recreation Fund - 208	230.04	230.04	
Friend of the Court - Cooperative Reimb - 215	3,146.00	3,146.00	
Health Department Fund - 221	1,762.58	1,762.58	

Animal Shelter - 254	588.64	588.64	
Indigent Defense Fund - 260	17,222.80	17,222.80	
Central Dispatch Fund - 261	4,257.25	4,257.25	
CDBG Program Income Fund - 277	813.02	813.02	
Grants - 279	8,792.93	8,792.93	
Sheriffs Contracts - 287	2,095.74	2,095.74	
Transportation Fund - 288	6,385.08	6,385.08	
Child Care Fund - 292	50,294.81	50,294.81	
Veterans Relief Fund - 293	3,312.00	3,312.00	
Senior Services Fund - 298	1,647.60	1,647.60	
Capital Improvement Fund - 401	11,421.98	11,421.98	
Property Tax Adjustments - 516	7,982.71	7,982.71	
DELQ Tax Revolving Fund 2024 Taxes - 524	7,380,277.65	7,380,277.65	
Revolving Drain Maintenance Fund - 639	272.53	272.53	
Fleet Management/Motor Pool - 661	159.98	159.98	
Self-Insurance Fund - 677	7,674.25	7,674.25	
Drain Fund - 801	12,001.98	12,001.98	
TOTAL AMOUNT OF CLAIMS	**$7,870,858.96**	**$7,870,858.96**	

April 4, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
GENERAL FUND - 101	201,875.85	201,875.85	
PARKS/RECREATION FUND - 208	5,529.20	5,529.20	
FRIEND OF THE COURT -Cooperative Reimb - 215	155.82	155.82	
HEALTH DEPARTMENT FUND - 221	6,093.37	6,093.37	
SOLID WASTE / RECYCLING - 226	11,276.92	11,276.92	
MULTI-AGENCY COLLAB COMMITTEE - 245	6,896.00	6,896.00	
ANIMAL SHELTER - 254	776.59	776.59	
REGISTER OF DEEDS AUTOMATION FUND - 256	602.38	602.38	
INDIGENT DEFENSE FUND - 260	45,268.38	45,268.38	
CENTRAL DISPATCH FUND - 261	64,782.20	64,782.20	
LAW LIBRARY FUND - 269	2,510.05	2,510.05	
CDBG PROGRAM INCOME FUND - 277	33.00	33.00	
TRANSPORTATION FUND - 288	10,097.40	10,097.40	
CHILD CARE FUND - 292	11,726.99	11,726.99	
SENIOR SERVICES FUND - 298	16,595.00	16,595.00	
CAPITAL IMPROVEMENT FUND - 401	205,722.63	205,722.63	

REVOLVING DRAIN MAINTENANCE FUND - 639	205.39	205.39	
SELF-INSURANCE FUND - 677	489,255.02	489,255.02	
DRAIN FUND - 801	29,767.20	29,767.20	
TOTAL AMOUNT OF CLAIMS	**$1,109,169.39**	**$1,109,169.39**	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 3/21/25, 3/28/25, 4/4/25, and interfund transfers.

Moved by Commissioner Beltman, seconded by Commissioner Lubbers to adopt the report of claims for 3/21/25, 3/28/25, and 4/4/25. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEMS:

9/ DRAIN REVOLVING FUND - ADJUST LEVEL

WHEREAS, the Drain Revolving Fund is utilized to efficiently make initial payments for drainage design and other necessities, which are to be paid back by the drainage district; and

WHEREAS, Drain, Finance, and Treasurer representatives met to review the needs of the Drain Revolving Fund and determined a level of $625,000 is necessary, and the County Administrator concurs with the analysis; and

WHEREAS, the current level is $250,000 as outlined in 4.15.5 of the County's Budget Policy; and

WHEREAS, the County received $1.35 million that can be utilized for environmental and drain purposes as part of a state-wide lawsuit against Monsanto for PCB contaminants; and

WHEREAS, nearly $1 million has been allocated to the Household Hazardous Waste & Electronics Disposal program; and

WHEREAS, it is recommended that the remaining funds be utilized as a one-time transfer to increase the annual drain revolving fund level for drain technology improvement projects.

THEREFORE, BE IT RESOLVED that the County Administrator is authorized to adjust the Drain Revolving Fund level to $625,000; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary policy changes and budget adjustments, and any necessary documents to complete this action are authorized to be signed.

Moved by Commissioner Beltman, seconded by Commissioner Van Beek to authorize the County Administrator to adjust the Drain Revolving Fund level to $625,000. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

10/ EMERGENCY MANAGEMENT - APPROVE LATEST EMERGENCY OPERATIONS PLAN

WHEREAS, averting the threat of, or minimizing the effects of natural, technological and/or man-made disasters upon Allegan County lives and property is an appropriate governmental responsibility best addressed by the creation, communication, and implementation of an Emergency Operations Plan; and

WHEREAS, the preparedness to cope with the threat of, or the effects of a disaster requires an integrated deployment of public, private and individual citizen resources through an integrated emergency management system; and

WHEREAS, the National Incident Management System (NIMS) recognizes the potential deployment of various multi-jurisdictional resources to respond to a disaster, or threat thereof, and provides a coordinated organizational structure that will assure a consistent, nationwide, emergency management response regardless of the cause, size or complexity of a disaster; and

WHEREAS, the Allegan County Emergency Operation Plan is responsive to the federal requirements contained in the NIMS and subject to approval by the State of Michigan and the Federal Emergency Management Agency (FEMA); and

WHEREAS, pursuant to Act 390 of the P.A. of 1990, Allegan County has established the Allegan County Emergency Management Division and, to the limits of its capabilities, the Emergency Management Division is responsible for the disaster preparedness activities within Allegan County.

THEREFORE, BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the 2025 Emergency Operations Plan as presented; and

BE IT FURTHER RESOLVED, that the County Administrator is authorized to sign the necessary documents on behalf of the County to complete this action.

Moved by Commissioner DeYoung, seconded by Commissioner Beltman to approve latest emergency operations plan. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

11/ FACILITIES MANAGEMENT – AWARD SHERIFF'S OFFICE ROOF REPLACEMENT BID

WHEREAS, the Allegan County Board of Commissioners (Board) approved a $250,000 appropriation within the 2025 Budget (#401 Public Improvements Fund) to fund the replacement of the roofing membrane on Section 6 of the Sheriff's Office Building; and

WHEREAS, consistent with the County's Purchasing Policy, a request for proposal process was used to solicit competitive bids and those bids have been evaluated with a recommendation of award to Sherriff Goslin Company.

THEREFORE, BE IT RESOLVED that the Board awards the bid to replace the roofing membrane on the Sheriff's Office Building (Project #1124-25) to Sherriff Goslin Company of 10 Ave C, Battle Creek, MI 49037 for the not to exceed base bid amount of $186,558 and any additional costs subject to the terms and conditions of the contract; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents to complete this action are authorized to be signed.

Moved by Commissioner Van Beek, seconded by Commissioner Lubbers to award Sheriff's office roof replacement bid. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

APPOINTMENTS

12/ 911 POLICY & PROCEDURE BOARD

Chair Dugan announced the appointment of the following individuals to the 911 Policy & Procedure Board to fill a 2-year term; term to expire 7/31/2027.

City/Village Police Chief Representative - Jay Gibson, 170 Monroe St, Allegan, MI 49010.

City/Village Representative - Aaron Mitchell, 817 Windigo Lane, Otsego, MI 49078.

Private Citizen Representative - Pam Crandle, 1245 32nd St, Allegan, MI 49010.

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

13/ BOARD OF PUBLIC WORKS

Chair Dugan announced the appointment of the following individual to the Board of Public Works to fill an existing term; term to expire 12/31/2026.

James (Jim) Story, 344 W. 35th, Holland, MI 49432

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

PUBLIC PARTICIPATION - COMMENTS

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

1. Marè Westin, Otsego Township, making a written request to the county as a member of ACDOGE, Allegan County Delegation of Government Efficiency, regarding the County budget.

ADJOURNMENT UNTIL APRIL 24, 2025 AT 7:00 P.M.

15/ Moved by Commissioner Beltman, seconded by Commissioner Van Beek to adjourn until April 24, 2025 at 7:00 P.M. The motion carried by voice vote and the meeting was adjourned at 11:24 A.M. Yeas: 5 votes. Nays: 0 votes.

Deputy Clerk

Board Chair

Minutes approved during the 04/24/2025 Session