

ALLEGAN COUNTY BOARD OF COMMISSIONERS

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JULY 24, 2025 SESSION

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JULY 24, 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 July 24, 2025 at 9:00 A.M. in accordance with the motion for adjournment of July 10, 2025, and rules of this board; Chair Dugan presiding.

The invocation was offered by District #5 Commissioner Dugan.

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

COMMUNICATIONS

2/ Deputy Clerk Taylor noted to the board that they received the following communications:

1. The Board of Commissioners of the County of Houghton passed a resolution urging action to oppose proposed cuts to Medicaid by the Federal Government.

JULY 10, 2025 SESSION MINUTES – ADOPTED AS PRESENTED

3/ Moved by Commissioner Van Beek, seconded by Commissioner Beltman to approve the minutes for the July 10, 2025 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION – COMMENTS

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

1. Kai Gritter introduced herself as the new Director for District 7 for the MSU extension, supporting staff and communities in Allegan, Barry, Kent, and Ottawa Counties.

AGENDA – ADOPTED AS PRESENTED

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

PRESENTATIONS:**EMPLOYEE RECOGNITION**

6/ Mark Ponitz, Chief Probation Officer was recognized and appreciated for his 37 years of service.

The Honorable William A. Baillargeon, District Court Judge was recognized for his 18 years of service. He introduced and swore in the new, Governor appointed, District Court Judge, Christopher Burnett.

2024 AUDIT PRESENTATION

7/ Joe Verlin from Gabridge and Company presented the 2024 Audit to the Board.

INFORMATIONAL SESSION:**OFFICE OF THE PUBLIC DEFENDER ANNUAL REPORT**

8/ Chad Catalino presented the annual report for the Office of the Public Defender.

BREAK – 10:23 A.M.

9/ Upon reconvening at 10:33 A.M., the following Commissioners were present: Commissioner Van Beek, DeYoung, Lubbers, Beltman and Dugan. Absent: None.

ADMINISTRATIVE UPDATE

10/ The Quarterly Capital Report for the second quarter was presented by Valdis Kalnins, Project Manager. Administrator Sarro noted his written report was submitted to Commissioners. Highlights included construction projects, capital, the new MSU Extension Director, Kai Gritter, and the 25th anniversary of our Transportation Department.

CONSENT ITEMS:

FINANCE COMMITTEE – CLAIMS & INTERFUND TRANSFERS

11/ **WHEREAS**, Administration has compiled the following claims for 7/18/25 and 7/25/25; 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.
 July 18, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
GENERAL FUND - 101	156,396.90	156,396.90	
FRIEND OF THE COURT -Cooperative Reimb - 215	605.63	605.63	
MCOLES CPE - 217	1,816.00	1,816.00	
HEALTH DEPARTMENT FUND - 221	1,096.85	1,096.85	
SOLID WASTE / RECYCLING - 226	85,413.14	85,413.14	
ANIMAL SHELTER - 254	2,130.50	2,130.50	
REGISTER OF DEEDS AUTOMATION FUND - 256	523.76	523.76	
PALISADES FUND - 257	2,170.10	2,170.10	
INDIGENT DEFENSE FUND - 260	235,281.47	235,281.47	
CENTRAL DISPATCH FUND - 261	121,438.27	121,438.27	
LOCAL CORRECTIONS OFFICERS TRAINING FUND - 264	260.28	260.28	
GRANTS - 279	4,489.62	4,489.62	
SHERIFFS CONTRACTS - 287	157,851.39	157,851.39	
TRANSPORTATION FUND - 288	22,453.12	22,453.12	
CHILD CARE FUND - 292	16,554.78	16,554.78	
VETERANS RELIEF FUND - 293	1,529.53	1,529.53	
SENIOR SERVICES FUND - 298	40,714.03	40,714.03	
CAPITAL IMPROVEMENT FUND - 401	139,242.23	139,242.23	
CIP - YOUTH HOME BUILDING FUND - 492	25,108.00	25,108.00	
PROPERTY TAX ADJUSTMENTS - 516	11,401.50	11,401.50	
REVOLVING DRAIN MAINTENANCE FUND - 639	43.29	43.29	
SELF-INSURANCE FUND - 677	30,481.94	30,481.94	
DRAIN FUND - 801	31,911.96	31,911.96	
TOTAL AMOUNT OF CLAIMS	\$1,088,914.29	\$1,088,914.29	

July 25, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	156,491.51	156,491.51	
Parks/Recreation Fund – 208	9,457.05	9,457.05	

Friend of the Court Cooperative Reimb. – 215	1,127.58	1,127.58	
Health Department Fund – 221	2,460.49	2,460.49	
Animal Shelter – 254	4,458.41	4,458.41	
Register of Deeds Automation Fund – 256	242.64	242.64	
Palisades Fund – 257	398.00	398.00	
Indigent Defense Fund – 260	110.45	110.45	
Central Dispatch Fund – 261	693.18	693.18	
Concealed Pistol Licensing Fund – 263	18.21	18.21	
Local Corrections Officers Training Fund – 264	1,041.14	1,041.14	
Law ENF Training Fund PA302 – 266	450.00	450.00	
Grants – 279	6,830.00	6,830.00	
Crime Victims Rights Grant – 280	33.58	33.58	
Sheriffs Contracts – 287	8,092.42	8,092.42	
Transportation Fund – 288	163,163.92	163,163.92	
Child Care Fund – 292	40,884.22	40,884.22	
Senior Services Fund – 298	185,662.59	185,662.59	
American Rescue Plan Act – 299	11,939.20	11,939.20	
Capital Improvement Fund – 401	12,671.60	12,671.60	
Property Tax Adjustments - 516	6,943.49	6,943.49	
Tax Reversion 2018 – 629	136.00	136.00	
Self-Insurance Fund - 677	5,474.57	5,474.57	
Drain Fund – 801	188,875.55	188,875.55	
TOTAL AMOUNT OF CLAIMS	\$807,655.80	\$807,655.80	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 7/18/25, 7/25/25, and interfund transfers.

Moved by Commissioner Lubbers, seconded by Commissioner Beltman to adopt the report of claims for July 18, 2025 and July 25, 2025. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEMS:

12/ TRANSPORTATION – STORAGE AREA EXPANSION CONSTRUCTION PROJECT

WHEREAS, the Allegan County Board of Commissioners (Board) approved a \$498,205.00 capital appropriation within the 2025 Budget (#288 Transportation Fund through Michigan Department of Transportation (MDOT) Funding) to construct a storage space addition to the Transportation Building; and

WHEREAS, a design-build contract was awarded to Mugen Construction for an initial scope to complete the necessary design; and

WHEREAS, the design phase has been completed, including a topographic survey, for a total cost of \$60,906, leaving \$437,299 in the budgeted 2025 project appropriation; and

WHEREAS, upon completion of the design phase, Mugen Construction has proposed a construction cost of \$463,641 to complete the project.

THEREFORE, BE IT RESOLVED that the Board authorizes Mugen Construction to proceed with the build phase of the project; and

BE IT FURTHER RESOLVED that the Board authorizes a reallocation of funds within the #288 Transportation Fund, including Fund Balance if necessary, up to \$75,000 to provide a total project budget of \$573,205; 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 DeYoung, seconded by Commissioner Beltman to award the Storage Area Expansion Construction Project. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

13/ ADMINISTRATION – 2024 CAPITAL FUND BUDGET ADJUSTMENT

WHEREAS, per Budget Policy, funds remaining in three capital projects reverted back to fund balance absent a request for reappropriation and currently remain in fund balance available for reappropriation; and

WHEREAS, the reverted funds are needed to complete these three projects.

THEREFORE, BE IT RESOLVED that the Board approves an adjustment to the 2025 Budget to appropriate \$150,842.00 from the fund balance in #401 Capital Improvement Plan as necessary to complete the following projects:

- \$140,256 for 2024 Vehicle Replacements (Project #1440-24A)
- \$10,586 for the County Services Bldg. Generator Replacement (#1509-23)

and to appropriate \$8,565 from the fund balance in #496 Dispatch Capital as necessary to complete the Central Dispatch Building Generator Replacement (#1509-22A); 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 Lubbers, seconded by Commissioner Van Beek to approve the 2024 Capital Fund Budget Adjustment. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ACTION ITEMS:

14/ STATE DISASTER CONTINGENCY FUND GRANT RESOLUTION

WHEREAS, Allegan County, Michigan, is a political subdivision within the State of Michigan with an official Emergency Operations plan in compliance with Section 19 of the Emergency Management Act, Act 390, Public Acts of 1976, as amended; and

WHEREAS, Allegan County sustained severe losses of major proportions brought on by the May 15, 2025, Statewide Severe Weather event, resulting in the following conditions:

- Two EF-1 tornadoes and straight-line winds of up to 95 miles per hour caused significant damage to thousands of residents in 11 communities
- Power poles and lines fell as well as trees, causing damage to homes and public infrastructure throughout Allegan County; and

WHEREAS, the Allegan County Board of Commissioners (Board) certifies that the Allegan County Emergency Operations Plan was implemented at the onset of the disaster on May 15, 2025, and all applicable disaster relief forces identified therein were exhausted; and

WHEREAS, as a direct result of the disaster, public damage and expenditures were extraordinary and placed an unreasonably significant financial burden on Allegan County totaling \$37,472.00.

THEREFORE, BE IT RESOLVED that the Board requests the Governor authorize a grant to the Board from the State Disaster Contingency Fund pursuant to Section 19, Act 390, Public Acts of 1976, as amended; and

BE IT FINALLY RESOLVED that the County Administrator, Robert J. Sarro is authorized to make the necessary budget adjustments, execute for and on behalf of Allegan County the application for financial assistance, and provide the State any information required for that purpose.

Moved by Commissioner Beltman, seconded by Commissioner Van Beek to adopt the State Disaster Contingency Fund Grant Resolution. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PLANNING ITEMS:

15/ BOARD STRATEGIC PLANNING

The Board discussed the thought of potentially hosting a county wide meeting to interact with local units and their plans or desires for current and future development. Commissioner Lubbers noted that a fifth week meeting day should be utilized to ensure that all units could attend. There will be further discussion on a potential March 2026 meeting date.

ELECTIONS - COMMUNITY MENTAL HEALTH BOARD – GENERAL PUBLIC REPRESENTATIVE

16/ Chair Dugan opened nominations to fill the existing term on the Community Mental Health Board; term to expire 3/31/2026.

Commissioner Beltman nominated Marcia Kerber, 2514 127th Ave, Allegan, MI 49010.

Moved by Commissioner DeYoung, seconded by Commissioner Beltman to close the nominations and cast a unanimous ballot for Marcia Kerber as nominated. Motion carried unanimously.

PUBLIC PARTICIPATION – NO COMMENTS

17/ 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 AUGUST 14, 2025 AT 9:00 A.M.

18/ Moved by Commissioner Beltman, seconded by Commissioner Lubbers to adjourn until August 14, 2025 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 11:37 A.M. Yeas: 5 votes. Nays: 0 votes.



Deputy Clerk



Board Chair

Minutes approved during the 00/00/2025 Session
8/14/25