

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

OCTOBER 23, 2025 SESSION

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OCTOBER 23, 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 October 23, 2025 at 9:00 A.M. in accordance with the motion for adjournment of October 9, 2025, and rules of this board; Chair Dugan presiding.

The invocation was offered by District #2 Commissioner DeYoung.

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

OCTOBER 9, 2025 SESSION MINUTES – ADOPTED AS PRESENTED

2/ Moved by Commissioner Beltman, seconded by Commissioner Lubbers to approve the minutes for the October 9, 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 Beltman, seconded by Commissioner Van Beek to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

INFORMATIONAL SESSION: MICHIGAN STATE UNIVERSITY EXTENSION

5/ Kai Gritter, District Director, and several of her staff, provided the Board with the annual report from the Michigan State University Extension.

ADMINISTRATIVE REPORT: QUARTERLY CAPITAL REPORT

6/ Administrator Sarro introduced Valdis Kalnins, Project Manager, who presented the Quarterly Capital Report to the board.

BREAK – 9:58 A.M.

7/ Upon reconvening at 10:08 A.M., the following Commissioners were present: Commissioner Van Beek, DeYoung, Lubbers, Beltman and Dugan. Absent: None.

ADMINISTRATIVE REPORT: WRITTEN REPORT

8/ Administrator Sarro noted his written report was submitted to Commissioners. He commented on the renewal of funding for local public health departments that ties to EGLE and answered questions from the Board in regards to that.

CONSENT ITEMS

9/ FINANCE – CLAIMS & INTERFUND TRANSFERS

WHEREAS, Administration has compiled the following claims for 10/17/25 and 10/24/25; 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.

October 17, 2025

TOTAL	AMOUNT	AMOUNT	AMOUNT
AMOUNT	CLAIMED	ALLOWED	DISALLOWED

General Fund – 101	83,149.94	83,149.94	
Parks/Recreation Fund – 208	3,655.27	3,655.27	
Friend of the Court – Cooperative Reimb. – 215	1,611.82	1,611.82	
Health Department Fund – 221	974.85	974.85	
Solid Waste/Recycling – 226	77,464.96	77,464.96	
Animal Shelter – 254	4,890.07	4,890.07	
Indigent Defense Fund – 260	146,583.83	146,583.83	
Central Dispatch Fund – 261	5,950.84	5,950.84	
Local Corrections Officers Training Fund – 264	276.31	276.31	
Grants – 279	2,263.00	2,263.00	
Sheriffs Contracts – 287	261.36	261.36	
Transportation Fund – 288	169,468.93	169,468.93	
Child Care Fund – 292	19,552.37	19,552.37	
Veterans Relief Fund – 293	8.22	8.22	
Senior Services Fund – 298	1,461.24	1,461.24	
Capital Improvement Fund – 401	5,295.95	5,295.95	
Revolving Drain Maintenance Fund – 639	877.37	877.37	
Fleet Management/Motor Pool – 661	5.39	5.39	
Drain Fund – 801	66,238.45	66,238.45	
TOTAL AMOUNT OF CLAIMS	\$589,990.17	\$589,990.17	

October 24, 2025

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	118,288.99	118,288.99	
Parks/Recreation Fund – 208	1,604.00	1,604.00	
Friend of the Court – Cooperative Reimb. – 215	747.69	747.69	
Health Department Fund – 221	373.28	373.28	
Solid Waste/Recycling – 226	8,379.06	8,379.06	
Animal Shelter – 254	5,581.85	5,581.85	
Register of Deeds Automation Fund – 256	377.70	377.70	
Palisades Fund – 257	2,691.58	2,691.58	
Indigent Defense Fund – 260	2,931.08	2,931.08	
Central Dispatch Fund – 261	192.60	192.60	
Local Corrections Officers Training Fund – 264	1,105.25	1,105.25	
Law Enforcement Training Fund – 266	5,575.36	5,575.36	
Grants – 279	89.90	89.90	
Crime Victims Rights Grant – 280	674.09	674.09	
Sheriffs Contracts – 287	6,076.33	6,076.33	
Transportation Fund – 288	5,517.43	5,517.43	

Child Care Fund – 292	3,474.90	3,474.90	
Veterans Relief Fund – 293	9.53	9.53	
Senior Services Fund – 298	123,348.23	123,348.23	
Capital Improvement Fund – 401	56,511.40	56,511.40	
Property Tax Adjustments – 516	2,105.32	2,105.32	
Tax Reversion 2018 – 629	496.50	496.50	
Fleet Management/Motor Pool – 661	204.88	204.88	
Self-Insurance Fund – 677	28,430.08	28,430.08	
Drain Fund – 801	33,851.25	33,851.25	
TOTAL AMOUNT OF CLAIMS	\$408,638.28	\$408,638.28	

THEREFORE, BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 10/17/25, 10/24/25, and interfund transfers.

Moved by Commissioner Beltman, seconded by Commissioner DeYoung to adopt the report of claims for October 17, 2025 and October 24, 2025. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEM 1: ECONOMIC DEVELOPMENT COMMISSION DISSOLUTION

10/ ECONOMIC DEVELOPMENT COMMISSION - DISSOLUTION

WHEREAS, the County of Allegan established the Allegan County Economic Development Commission (the “Commission”) pursuant to Public Act 46 of 1966, as amended, to foster cooperative efforts that will enhance economic development opportunities in the region; and

WHEREAS, on October 15, 2025, the Commission formally requested that the Board of Commissioners (Board) dissolve the Commission; and

WHEREAS, the Commission has completed its goals assigned by the Board.

THEREFORE, BE IT RESOLVED that the Board has reviewed this matter, and The Economic Development Commission is dissolved effective December 31, 2025; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to take such additional actions as are necessary to dissolve the Commission.

Moved by Commissioner Van Beek, seconded by Commissioner Lubbers to dissolve the Economic Development Commission, effective December 31, 2025. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEM 2: DELIST OVERFLOW PARKING PROPERTY

11/ BOARD OF COMMISSIONERS—DELIST OVERFLOW PARKING LOT PROPERTY

WHEREAS, on June 26, 2025, the Board of Commissioners authorized the County Administrator to contract, list, and sell the parcel located at Cutler & Water Street, Allegan, MI 49010: Parcel 51-105-186-00 (0.879 Acres); and

WHEREAS, an advantageous purchase agreement was executed; and

WHEREAS, the prospective buyer’s request to rezone the property consistent with the use of the adjacent business already in operation was denied; and

WHEREAS, any other offers received to date are no longer in consideration and have deemed not viable for the County; and

THEREFORE, BE IT RESOLVED that should the active purchase agreement be withdrawn or be unable to be renegotiated, the Board of Commissioners authorizes the County Administrator to delist the property and maintain it as a County-owned parking area; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to sign all necessary documents on behalf of the County.

Moved by Commissioner Beltman, seconded by Commissioner Van Beek to authorize the County Administrator to delist the property and maintain it as a County-owned parking area for immediate effect. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ACTION ITEMS: COUNTY OF ALLEGAN – 2025 APPORTIONMENT REPORT**12/ ALLEGAN COUNTY – 2025 TAX LEVIES**

WHEREAS, the Board of Commissioners has examined the L-4029 Tax Rate Request forms (Statements of Money to be Raised by Tax) for the year 2025, as submitted by the Township and City Clerks of Allegan County and compiled by the Equalization Department; and

WHEREAS, said Board of Commissioners has reviewed the various millages and amounts requested by said local units and by the County of Allegan to be levied in the respective units for the year 2025; and

WHEREAS, the Board of Commissioners has directed the preparation of the Michigan Department of Treasury Form L-4402 (Apportionment Report) for the County of Allegan for the year 2025, in accordance with the General Property Tax Act, MCL 211.34 and MCL 211.37, and has verified compliance with all applicable Millage Reduction Fractions under Article IX, Section 31 of the Michigan Constitution.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners approves the levy of the various millages and amounts requested by the local units of this County to be spread on their respective tax rolls for the year 2025, subject to necessary correction; and

BE IT FURTHER RESOLVED, that the Board acknowledges receipt of certifications from the Allegan County Drain Commissioner regarding the 2025 drain assessments levied pursuant to the Drain Code of 1956 (MCL 280.275), which are administered independently of this Apportionment Report; and

BE IT FURTHER RESOLVED, that in the event any millage proposal appearing on the November 4, 2025 ballot is approved by voters and certified by the appropriate local unit for inclusion in the 2025 tax levy, the Board hereby authorizes the Chairperson and County Clerk/Register to execute and file an amended Form L-4402 (Apportionment Report) reflecting such voter-approved rates, without need for further Board action; and

BE IT FINALLY RESOLVED, that this Resolution and the signatures of the Chairperson and Clerk of the Board shall constitute the official certification of the 2025 Tax Roll Warrants for all governmental units within Allegan County, and that the Clerk is authorized to mail said Warrants and any necessary documentation to the respective assessors and treasurers.

Moved by Commissioner Lubbers, seconded by Commissioner Van Beek to approve the levy of the various millages and amounts requested by the local units of this County to be spread on their respective tax rolls for the year 2025, subject to necessary correction, for immediate approval. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

PLANNING ITEMS: BROWNFIELD REDEVELOPMENT - HOUSING

13/ Dan Wedge introduced Eric Helzer from Advanced Redevelopment Solutions and he presented an Introduction to Brownfield Tax Increment Financing for the Board.

APPOINTMENTS**14/ BOARD OF HUMAN SERVICES**

Chair Dugan announced the appointment of the following individual to the Board of Human Services to fill a 3-year term; term to expire 10/31/2028.

Gale Dugan, 318 21st St., Otsego, MI 49078

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

COMMUNITY CORRECTIONS ADVISORY BOARD

Chair Dugan announced the appointment of the following individual to the Community Corrections Advisory Board to fill a 2-year term; term to expire 12/31/2027.

Lindsey C. Meyer, 822 Dory Drive, Otsego, MI 49078

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

PARKS ADVISORY COMMITTEE

Chair Dugan announced the appointment of the following individual to the Parks Advisory Committee to fill a 3-year term; term to expire 12/31/2028.

Thomas Jessup, 6717 108th Ave., South Haven, MI 49090

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.

WEST MICHIGAN REGIONAL PLANNING COMMISSION

Chair Dugan announced the appointment of the following individual to the West Michigan Regional Planning Commission to fill a 1-year term; term to expire 12/31/2026.

Thomas Jessup, 6717 108th Ave., South Haven, MI 49090

Moved by Commissioner Lubbers, 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

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

CLOSED SESSION: TO CONSIDER A PERIODIC PERSONNEL EVALUATION OF THE COUNTY ADMINISTRATOR PURSUANT TO MCL 15.268(1)(A).

16/ Moved by Commissioner Lubbers, seconded by Commissioner DeYoung to recess to closed session at 11:57 A.M., to consider a periodic personnel evaluation of the County Administrator. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

RECONVENE/ROLL CALL FROM CLOSED SESSION

17/ Moved by Commissioner Van Beek, seconded by Commissioner Lubbers that the Board come out of closed session at 12:59 P.M. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ADJOURNMENT UNTIL NOVEMBER 13, 2025 AT 9:00 A.M.

18/ Moved by Commissioner Lubbers, seconded by Commissioner Beltman to adjourn until November 13, 2025 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 1:02 P.M. Yeas: 5 votes. Nays: 0 votes.



Deputy Clerk



Board Chair

Minutes approved during the 11/13/2025 Session