

## ALLEGAN COUNTY BOARD OF COMMISSIONERS

## INDEX

NOVEMBER 13, 2025 SESSION

JOURNAL 73  
PAGE

|         | ITEM | SUBJECT MATTER                                                                              |
|---------|------|---------------------------------------------------------------------------------------------|
| 131     | 1    | <b>NOVEMBER 13, 2025 SESSION – PLEDGE OF ALLEGIANCE, ROLL CALL</b>                          |
| 131     | 2    | <b>COMMUNICATIONS</b>                                                                       |
| 131     | 3    | <b>OCTOBER 23, 2025 SESSION MINUTES – ADOPTED AS PRESENTED</b>                              |
| 131     | 4    | <b>PUBLIC PARTICIPATION – COMMENTS</b>                                                      |
| 131     | 5    | <b>AGENDA – ADOPTED AS PRESENTED</b>                                                        |
| 131     | 6    | <b>PRESENTATION: EMPLOYEE RECOGNITION</b>                                                   |
| 131     | 7    | <b>INFORMATIONAL SESSION: ALLEGAN COUNTY PROBATION</b>                                      |
| 131     | 8    | <b>ADMINISTRATIVE UPDATE</b>                                                                |
| 131     | 9    | <b>BREAK – 10:08 A.M.</b>                                                                   |
| 132     | 10   | <b>CONSENT AGENDA – ADOPTED</b>                                                             |
| 132-134 | 10.1 | <b>FINANCE COMMITTEE – CLAIMS &amp; INTERFUND TRANSFERS</b>                                 |
| 134     | 10.2 | <b>57<sup>TH</sup> DISTRICT COURT – CONCURRENCE WITH COURT ADMINISTRATIVE ORDER 2025-09</b> |
| 134-135 | 10.3 | <b>FINANCE – APPOINT 2026 SURVEY AND REMONUMENTATION PEER REVIEW GROUP</b>                  |
| 135     | 11   | <b>PLANNING ITEMS: APPROVE 2026 MEETING DATES</b>                                           |
| 135     | 12   | <b>PLANNING ITEMS: COUNTY BUDGET POLICY</b>                                                 |
| 135     | 13   | <b>PLANNING ITEMS: BOARD OF COMMISSIONERS RULES OF ORGANIZATION</b>                         |
| 136     | 14   | <b>APPOINTMENTS</b>                                                                         |
| 136     | 15   | <b>PUBLIC PARTICIPATION – NO COMMENTS</b>                                                   |
| 136     | 16   | <b>ADJOURNMENT UNTIL December 11, 2025 AT 9:00 A.M.</b>                                     |

**NOVEMBER 13, 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 November 13, 2025 at 9:00 A.M. in accordance with the motion for adjournment of October 23, 2025, and rules of this board; Vice Chair Beltman presiding.

The invocation was offered by District #3 Commissioner Lubbers.

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 Leelanau County Board of Commissioners passed a resolution opposing the Michigan Department of Health and Human Services' plan to implement a competitive procurement process for prepaid inpatient health plans.

**OCTOBER 23, 2025 SESSION MINUTES – ADOPTED AS PRESENTED**

3/ Moved by Commissioner Lubbers, seconded by Commissioner Dugan to approve the minutes for the October 23, 2025 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION – COMMENTS**

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

1. Susan Wakefield, Allegan – shared a group she leads, Allegan County United, with the Board.
2. Ronald Lobbezoo, Hopkins Township – shared his experience with Allegan County Senior Services.

**AGENDA – ADOPTED AS PRESENTED**

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

**PRESENTATION: EMPLOYEE RECOGNITION**

6/ Employee Recognition: Detective David Ashton was presented with a clock and certificate in recognition of his 23 years of service to Allegan County upon his retirement.

**INFORMATIONAL SESSION: ALLEGAN COUNTY PROBATION**

7/ Corrections/Allegan County Probation/Parole & Parole – Nicholas Knebl, Field Supervisor presented his annual report to the Board.

**ADMINISTRATIVE UPDATE**

8/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included: a confirmed bird flu flock within Allegan County; AI generated information that shows the impact employee benefits/wages have on the local economy; Courthouse renovation update; and fall outreach activities.

**BREAK – 10:08 A.M.**

9/ Upon reconvening at 10:19 A.M., the following Commissioners were present: Commissioner Van Beek, DeYoung, Lubbers, Beltman and Dugan. Absent: None.

**CONSENT AGENDA – ADOPTED**

10/ Moved by Commissioner Dugan, seconded by Commissioner Lubbers to adopt the consent agenda as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. The following were adopted: FINANCE COMMITTEE – CLAIMS & INTERFUND TRANSFERS; 57<sup>TH</sup> DISTRICT COURT – CONCURRENCE WITH COURT ADMINISTRATIVE ORDER 2025-09 (259-314); FINANCE – APPOINT 2026 SURVEY AND REMONUMENTATION PEER REVIEW GROUP (259-684).

**FINANCE COMMITTEE – CLAIMS & INTERFUND TRANSFERS**

10.1/ **WHEREAS**, Administration has compiled the following claims for 10/31/25, 11/7/25 and 11/14/25; 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 31, 2025

|                                                | TOTAL<br>AMOUNT<br>CLAIMED | AMOUNT<br>ALLOWED   | AMOUNT<br>DISALLOWED |
|------------------------------------------------|----------------------------|---------------------|----------------------|
| General Fund – 101                             | 190,760.90                 | 190,760.90          |                      |
| Friend of the Court – Cooperative Reimb. – 215 | 359.99                     | 359.99              |                      |
| Health Department Fund – 221                   | 2,665.00                   | 2,665.00            |                      |
| Solid Waste/Recycling – 226                    | 35,665.95                  | 35,665.95           |                      |
| Animal Shelter – 254                           | 1,009.88                   | 1,009.88            |                      |
| Register of Deeds Automation Fund – 256        | 5,583.00                   | 5,583.00            |                      |
| Indigent Defense Fund – 260                    | 2,443.54                   | 2,443.54            |                      |
| Central Dispatch Fund – 261                    | 235.92                     | 235.92              |                      |
| Law Library Fund – 269                         | 2,524.76                   | 2,524.76            |                      |
| Sheriffs Contracts – 287                       | 403.38                     | 403.38              |                      |
| Transportation Fund – 288                      | 6,160.03                   | 6,160.03            |                      |
| Child Care Fund – 292                          | 31,443.09                  | 31,443.09           |                      |
| Veterans Relief Fund – 293                     | 1,400.00                   | 1,400.00            |                      |
| Senior Services Fund – 298                     | 18,379.83                  | 18,379.83           |                      |
| American Rescue Plan Act – ARPA – 299          | 87.75                      | 87.75               |                      |
| Capital Improvement Fund – 401                 | 228,967.75                 | 228,967.75          |                      |
| Property Tax Adjustments – 516                 | 39,757.52                  | 39,757.52           |                      |
| Revolving Drain Maintenance Fund – 639         | 173.17                     | 173.17              |                      |
| Fleet Management/Motor Pool – 661              | 445.98                     | 445.98              |                      |
| Drain Fund – 801                               | 1,275.41                   | 1,275.41            |                      |
| <b>TOTAL AMOUNT OF CLAIMS</b>                  | <b>\$569,742.85</b>        | <b>\$569,742.85</b> |                      |

November 7, 2025

|                                                | TOTAL<br>AMOUNT<br>CLAIMED | AMOUNT<br>ALLOWED | AMOUNT<br>DISALLOWED |
|------------------------------------------------|----------------------------|-------------------|----------------------|
| General Fund – 101                             | 188,571.05                 | 188,571.05        |                      |
| Parks/Recreation Fund – 208                    | 5,214.18                   | 5,214.18          |                      |
| Friend of the Court – Cooperative Reimb. – 215 | 239.54                     | 239.54            |                      |

|                                                |                     |                     |  |
|------------------------------------------------|---------------------|---------------------|--|
| MCOLES CPE – 217                               | 300.30              | 300.30              |  |
| Health Department Fund – 221                   | 2,835.81            | 2,835.81            |  |
| Animal Shelter – 254                           | 11,953.24           | 11,953.24           |  |
| Register of Deeds Automation Fund - 256        | 1,995.42            | 1,995.42            |  |
| Indigent Defense Fund – 260                    | 305.89              | 305.89              |  |
| Central Dispatch Fund – 261                    | 172.43              | 172.43              |  |
| Local Corrections Officers Training Fund – 264 | -818.69             | -818.69             |  |
| Law Enf Training Fund PA302 - 266              | 300.00              | 300.00              |  |
| Grants – 279                                   | 383.80              | 383.80              |  |
| Crime Victims Rights Grand – 280               | 135.00              | 135.00              |  |
| Sheriffs Contracts – 287                       | 6,233.28            | 6,233.28            |  |
| Transportation Fund – 288                      | 7,323.81            | 7,323.81            |  |
| Child Care Fund – 292                          | 7,439.02            | 7,439.02            |  |
| Veterans Relief Fund – 293                     | 571.28              | 571.28              |  |
| Senior Services Fund – 298                     | 1,945.71            | 1,945.71            |  |
| American Rescue Plan Act – ARPA – 299          | 22,976.76           | 22,976.76           |  |
| Public Works Project Debt Fund – 365           | 125.00              | 125.00              |  |
| Jail Building Debt Fund – 366                  | 125.00              | 125.00              |  |
| Capital Improvement Fund – 401                 | 257,664.89          | 257,664.89          |  |
| CIP – Youth Home Building Fund – 492           | 4,936.05            | 4,936.05            |  |
| Central Dispatch CIP – 496                     | 1,951.24            | 1,951.24            |  |
| Tax Reversion 2023 – 624                       | 46.98               | 46.98               |  |
| Revolving Drain Maintenance Fund – 639         | 974.45              | 974.45              |  |
| Fleet Management/Motor Pool – 661              | 11.66               | 11.66               |  |
| Self-Insurance Fund – 677                      | 472,257.86          | 472,257.86          |  |
| Drain Fund – 801                               | 658.35              | 658.35              |  |
| <b>TOTAL AMOUNT OF CLAIMS</b>                  | <b>\$996,829.31</b> | <b>\$996,829.31</b> |  |

November 14, 2025

|                                                | TOTAL<br>AMOUNT<br>CLAIMED | AMOUNT<br>ALLOWED | AMOUNT<br>DISALLOWED |
|------------------------------------------------|----------------------------|-------------------|----------------------|
| General Fund – 101                             | 107,694.72                 | 107,694.72        |                      |
| Parks/Recreation Fund – 208                    | 7,546.87                   | 7,546.87          |                      |
| Friend of the Court – Cooperative Reimb. – 215 | 107.80                     | 107.80            |                      |
| Friend of the Court – Other - 216              | 554.00                     | 554.00            |                      |
| Health Department Fund – 221                   | 9,672.94                   | 9,672.94          |                      |
| Solid Waste/Recycling - 226                    | 5,500.74                   | 5,500.74          |                      |
| Animal Shelter – 254                           | 1,890.95                   | 1,890.95          |                      |
| Register of Deeds Automation Fund - 256        | 286.69                     | 286.69            |                      |
| Indigent Defense Fund – 260                    | 1,418.60                   | 1,418.60          |                      |
| Central Dispatch Fund – 261                    | 5,534.95                   | 5,534.95          |                      |

|                                        |                     |                     |  |
|----------------------------------------|---------------------|---------------------|--|
| Concealed Pistol Licensing Fund – 263  | 224.68              | 224.68              |  |
| Law Enf Training Fund PA302 - 266      | 437.86              | 437.86              |  |
| Grants – 279                           | 1,685.00            | 1,685.00            |  |
| Sheriffs Contracts – 287               | 408.41              | 408.41              |  |
| Transportation Fund – 288              | 212,024.82          | 212,024.82          |  |
| Child Care Fund – 292                  | 15,637.81           | 15,637.81           |  |
| Veterans Relief Fund – 293             | 2,462.67            | 2,462.67            |  |
| Senior Services Fund – 298             | 3,958.90            | 3,958.90            |  |
| Capital Improvement Fund – 401         | 2,272.90            | 2,272.90            |  |
| Property Tax Adjustments – 516         | 20,196.14           | 20,196.14           |  |
| Tax Reversion 2023 – 624               | 9,872.85            | 9,872.85            |  |
| Revolving Drain Maintenance Fund – 639 | 341.85              | 341.85              |  |
| Fleet Management/Motor Pool – 661      | 755.16              | 755.16              |  |
| Self-Insurance Fund – 677              | 23,569.08           | 23,569.08           |  |
| Drain Fund – 801                       | 7,328.16            | 7,328.16            |  |
| <b>TOTAL AMOUNT OF CLAIMS</b>          | <b>\$441,384.55</b> | <b>\$441,384.55</b> |  |

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for 10/31/25, 11/7/25, 11/14/25, and interfund transfers.

Moved by Commissioner Dugan, seconded by Commissioner Lubbers to adopt the report of claims for October 31, 2025 and November 7, 2025, and November 14, 2025. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**57<sup>TH</sup> DISTRICT COURT – CONCURRENCE WITH COURT ADMINISTRATIVE ORDER 2025-09**

**10.2/ BE IT RESOLVED** that the Board of Commissioners (Board) hereby concurs with Administrative Order 2025-09 to close the 57<sup>th</sup> District Court on Friday, December 12, 2025, between 11:45 a.m. and 5 p.m. to allow for a staff meeting and employee recognition luncheon; and

**BE IT FURTHER RESOLVED** that the Board Chair is authorized to sign the attached Local Administrative Order 2025-09 from the 57<sup>th</sup> District Court, which states the date, time, and reason of the office closure, signed by the Honorable Joseph Skocelas, Chief District Court Judge.

Moved by Commissioner Dugan, seconded by Commissioner Lubbers to approve the administrative order as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**FINANCE – APPOINT 2026 SURVEY AND REMONUMENTATION PEER REVIEW GROUP**

**10.3/ WHEREAS**, the County will apply for the 2026 Survey and Remonumentation grant in accordance with MCL 54.269; and

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

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

**THEREFORE BE IT RESOLVED**, that the Board approves the recommendation of the County Surveyor to appoint the following individuals to the Peer Review Group for the 2026 Survey and Remonumentation grant term:

- Steve Koerber of Arrow Land Surveys
- Cindy Koster of Pathfinder Engineering
- Ken Vierzen from Exxel Engineering, Inc
- Jeff Bradford of Wightman & Associates, Inc

- Randy Jonker of Jonker Land Surveys, PC
- Kevin Miedema of 42 North Surveying - County Surveyor as Remonumentation Grant Representative
- Luke Hansen of Allegan County Road Commission; and

**BE IT FURTHER RESOLVED**, that the Board hereby appoints the Finance Manager as the Grant Administrator for the Survey and Remonumentation Grant; 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 Dugan, seconded by Commissioner Lubbers to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**PLANNING ITEMS: APPROVE 2026 MEETING DATES**

**11/ BOARD OF COMMISSIONERS—APPROVE 2026 MEETING DATES**

**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 - 122<sup>nd</sup> Avenue, Allegan Township, Michigan:

|                                   |                                  |                           |                      |
|-----------------------------------|----------------------------------|---------------------------|----------------------|
| January 8, 2026,                  | 9:00 A.M. Organizational Meeting |                           |                      |
| January 8, 2026, 10:00 AM         | <del>4:00 P.M.</del>             | <del>June 25, 2026,</del> | <del>9:00 A.M.</del> |
| January 22, 2026,                 | 9:00 A.M.                        | July 9, 2026,             | 9:00 A.M.            |
| February 12, 2026,                | 9:00 A.M.                        | July 23, 2026,            | 9:00 A.M.            |
| February 26, 2026,                | 9:00 A.M.                        | August 13, 2026,          | 9:00 A.M.            |
| March 12, 2026,                   | 9:00 A.M.                        | August 27, 2026,          | 9:00 A.M.            |
| March 26, 2026,                   | 9:00 A.M.                        | September 10, 2026,       | 9:00 A.M.            |
| April 9, 2026,                    | 9:00 A.M.                        | September 24, 2026,       | 9:00 A.M.            |
| April 23, 2026,                   | 7:00 P.M.                        | “Annual” October 8, 2026, | 7:00 P.M.            |
| May 14, 2026,                     | 9:00 A.M.                        | October 22, 2026,         | 9:00 A.M.            |
| May 28, 2026,                     | 9:00 A.M.                        | November 12, 2026,        | 9:00 A.M.            |
| <del>June 11, 2026,</del> June 18 | 9:00 A.M.                        | December 10, 2026,        | 9:00 A.M.            |

**THEREFORE, BE IT RESOLVED** that the Allegan County Board of Commissioners hereby confirms the 2026 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 Dugan, seconded by Commissioner Lubbers to amend the 2026 calendar dates by removing both June dates and scheduling a meeting on June 18, 2026 at 9:00 AM as well as updating the January 8, 2026 meeting to begin at 10am following the organizational meeting that starts at 9:00 AM on the same day. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

Moved by Commissioner Lubbers, seconded by Commissioner Van Beek to approve the 2026 meeting dates as amended. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

**PLANNING ITEMS: COUNTY BUDGET POLICY**

**12/** The Board reviewed the current Budget Policy.

**PLANNING ITEMS: BOARD OF COMMISSIONERS RULES OF ORGANIZATION**

**13/** The Board reviewed the Rules of Organization.

**APPOINTMENTS**

**14/** Vice Chair Beltman announced the Chair appointments to the following Boards.

- Community Mental Health Board

Glenn Brookhouse, 515 Selby Street, Hopkins, MI 49328, to fill a new 3-year term; term to expire 3/31/2029.

- Parks Advisory Board

Pam Brown, 2295 114th Ave, Allegan, MI 49010, to fill a new 3-year term; term to expire 12/31/2028.

- Community Corrections Advisory Board

Jay Gibson, 170 Monroe Street, Allegan, MI 49010, to fill a new 2-year term; term to expire 12/31/2027.

- Area Agency on Aging of West Michigan

Mary Campbell, P.O. Box 240, Glenn, MI 49416, to fill a new 2-year term; term to expire 1/31/2028.

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

**PUBLIC PARTICIPATION – NO COMMENTS**

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

**ADJOURNMENT UNTIL December 11, 2025 AT 9:00 A.M.**

**16/** Moved by Commissioner DeYoung, seconded by Commissioner Dugan to adjourn until December 11, 2025 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 12:32 P.M. Yeas: 5 votes. Nays: 0 votes.




---

Deputy Clerk

---

Board Chair

Minutes approved during the 12/11/2025 Session