

COMMITTEE OF THE WHOLE SESSION

November 6, 2008

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 6, 2008, at 9:30 a.m., as set; Chairman McNeal presiding.

The invocation was offered by District #1 Commissioner Burns.

The Clerk led the board in the pledge of allegiance to the flag.

The following Commissioners were present:

- |          |                               |          |                            |
|----------|-------------------------------|----------|----------------------------|
| DIST # 1 | TERRY BURNS                   | DIST # 7 | DON BLACK [left 2:00 p.m.] |
| DIST # 2 | STEVE McNEAL                  | DIST # 8 | TOM JESSUP                 |
| DIST # 3 | PAUL VanECK                   | DIST # 9 | FRITZ SPREITZER            |
| DIST # 4 | MARK DeYOUNG                  | DIST #10 | JON CAMPBELL               |
| DIST # 5 | DEAN KAPENGA [left 1:30 p.m.] | DIST #11 | LARRY JONES                |
| DIST # 6 | MAX THIELE                    |          |                            |

**Public Participation – No Comments**

2/ Chairman McNeal opened the meeting to public participation. As there were no comments from the public, he declared the meeting closed to public participation.

**Minutes of October 9, 2008 and October 16, 2008 Sessions – Adopt as Distributed**

3/ Moved by Commissioner Kapenga, seconded by Commissioner Thiele to adopt the minutes of the October 9, 2008 and October 15, 2008 sessions as distributed. Motion carried.

**Agenda – Adopted as presented**

4/ Chairman McNeal called for any additions or amendments to the meeting agenda. There were no modifications.

Moved by Commissioner Jones, seconded by Commissioner Thiele to authorize the agenda amendments as presented. Motion carried.

**General Updates**

5/ Administrator Rob Sarro generally addressed his concerns about the bargaining process and that he is trying to see how the process can be made more collaborative. There are some issues which groups have from past interactions which collaboration might be able to address. Solutions need to be found to prevent bargaining for a contract several years past the expiration of a previous contract. He addressed some of the problems that the upcoming holidays are creating. There will be no Department Heads meeting scheduled for December. He sees a need to reprioritize projects and target dates, e.g., law enforcement and mental health projects.

**Brownfield Authority – Apply for and Accept FY2009 EPA Brownfield’s Assessment Construction Bid**

6/ Kevin Ricco addressed the site assessments for Brownfield redevelopment grant applications. He is working with a new grant writer [Linton] who is recommending partnering a

coalition of five municipalities to allow us to address more issues and more funding. He stated that the grant request must be postmarked by November 14, 2008.

**BROWNFIELD AUTHORITY—APPLY FOR AND ACCEPT FY2009 EPA BROWNFIELDS ASSESSMENT GRANT**

6.1/ **BE IT RESOLVED THAT** the Allegan County Board of Commissioners hereby approves the request from the Allegan County Brownfield Authority, as the leader of a coalition that includes Laketown Township, Saugatuck Township, Hopkins Township, Douglas and Fennville, to apply for and accept when awarded, a Brownfields Assessment grant offered through the Environmental Protection Agency FY2009, in the amount of \$400,000.00; and

**BE IT FURTHER RESOLVED** that the Board Chairman and the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Budget and Finance Director is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner VanEck, seconded by Commissioner Thiele to adopt the resolution immediately. Motion carried.

**Parks & Recreation – Phase I of the New Richmond Bridge Park**

7/ Commissioner DeYoung reported that the bids came in well. The low bidder is a local company that has done work for us before. Kevin reported this recommended bid is low enough to complete two alternative projects as well as the main project. He described the key parts of the project such as paving the entrance, relocating the launch ramp, ADA dock, expanding the parking, replacement of the privy, improvements to the pedestrian walkway and addition of boardwalks, addition to the picnic area, etc..

**PARKS, RECREATION AND TOURISM—AWARD PHASE I NEW RICHMOND BRIDGE  
PARK CONSTRUCTION BID**

7.1/ **BE IT RESOLVED** that the Allegan County Board of Commissioners hereby approves the recommendation from the Parks, Recreation and Tourism Director to award the bid for the New Richmond Bridge Park Phase I construction in an amount not to exceed \$439,276.91, to Apex Contractors, of 4101 27<sup>th</sup> St., P.O. Box 10, Dorr, MI, 49323; and

**BE IT FURTHER RESOLVED** that the Board Chairman and the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Budget and Finance Director is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Spreitzer, seconded by Commissioner Kapenga to adopt the resolution as presented. Motion carried by roll call vote: Yeas - 11 votes. Nays - 0 votes. Absent - 0 votes.

**Jail Funding Workgroup**

8/ Rob stated he was glad they can give focused attention to the funding issue. He addressed the current balance analysis of the various funds available for the capitol portion of the project. He explained the designated, contractual, gross available, net available and reserve amounts.

David Van de Roovaart reviewed the balances in the various accounts and the recommended reserves which should be kept in the funds to assure current county operations or covering basic expenses. He addressed the cost of borrowing \$20, \$30 and \$40 million dollars over 30 years compared to the rate of millage that would need to be levied to cover the debt service on money if borrowed.

Sheriff Koops addressed the current staffing of the jail. He stated that there are 34 officers [5.5 per post]. The total operational costs are \$4,414,578, of which \$2,845,197 covers the personnel costs.

**Break – 10:45 A.M.**

7/ Moved by Commissioner Kapenga, seconded by Commissioner Campbell to recess for fifteen minutes. Motion carried and the meeting was recessed at 10:45 a.m..

Upon reconvening at 11:05 a.m., the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Kapenga, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent – none.

**Jail Funding Issues Discussion**

10/ Sheriff Koops stated that you can't really predict accurate staffing costs for a new design. The current linear jail design is very inefficient as far as staff utilization but what amount of staff would be needed with a more efficient but larger facility is difficult to determine.

Rob addressed the current operational cost and stated the estimated costs address the direct and indirect costs for operation. We have to address the cost of borrowing as opposed to using current funds. If we use a figure of \$26 million benchmark cost for building a 200 bed jail with Sheriff's operation, annual cost of repayment would be \$1.5 - \$2 million debt payment. It appears that there needs to be some level of millage levied to be able to repay the cost of building.

The other part that needs to be considered is, is this practical to consider without knowing how the revenue sharing issue will be resolved. We have to prioritize this project against ongoing services and projects. We also have to make sure we do not over build or under build and this is the reason we need to involve a jail planner. Commissioner Campbell stated that if we are contemplating a millage, it is essential that we meet with local municipalities to make sure we have their support.

Rob stated that it is important if we are going for a millage to have the plan in place so we know the actual cost. The \$2 million in the jail fund would cover a planner and an architect. Administration will outline the steps that need to be taken for discussion at a future meeting. Any additional questions regarding funding needs to be brought to the Administrator.

**2009 Meeting Schedule**

11/ There was discussion about the 2009 schedule and especially the meeting dates in the month of July. There appeared to be consensus to set the meetings during the second through fourth weeks.

**Review Budget Policy**

12/ Rob Sarro stated that most of the changes were brought to commissioners before. The only thing that is different is the draft schedule which is presented in a more understandable fashion. He stated that the personnel policy creates problems. That guideline makes a great benchmark, provides good data, but he would like to make sure the guideline does not restrict the ability to offer alternatives if the budget is balanced and services are being continued. He has included a recommended change in that area that would facilitate the flow of creating the budget. The amount of auditing required to meet this hard-number factor slows the process down. This should remain for the Board to make a decision, but the Administrative team needs to be able to focus on services and operations rather than stopping at the hard and fast figure. This enables them to provide cost of specific services to be able to offer more information with the caveat that the figure will be presented for decision making purposes.

**Meeting Time Change**

13/ Moved by Commissioner VanEck, seconded by Commissioner Kapenga to move the starting time of the November 13, 2008 meeting to 1:30 p.m. Motion carried.

**Public Participation – Comments**

14/ Chairman McNeal opened the meeting to public participation and the following individual appeared and offered comments:

1. Naomi Whetzel, Monterey Township, stated she is grateful that Joyce Watts and Max Thiele were re-elected.

**Closed Session – Collective Bargaining**

15/ Moved by Commissioner Thiele, seconded by Commissioner Campbell to recess to closed session to address a collective bargaining issue. Motion carried by roll call vote: Yeas – 10 votes. Nays – 0 votes. Absent – 1 vote. The meeting was recessed at 1:25 p.m.

**C L O S E D   S E S S I O N**

**Reconvene/Roll Call**

16/ Upon reconvening at 2:10 p.m., the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Thiele, Jessup, Spreitzer, Campbell and Jones. Absent – Commissioners Kapenga and Black.

**Adjourn until November 20, 2008 at 9:30 A.M.**

17/ Moved by Commissioner Thiele, seconded by Commissioner Campbell to adjourn until November 20, 2008 at 9:30 a.m. Motion carried and the meeting was recessed at 2:11 p.m.

  
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Clerk-Register

# Allegan County Board of Commissioners



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## **BOARD PLANNING SESSION-AGENDA**

Thursday, November 6, 2008 - 9:30 a.m.  
Board Room - County Services Building

Revised 11/04/08

[Click here](#) for full packet (1.64 MB)

9:30 a.m.    **OPENING PRAYER:** Commissioner Burns  
**PLEDGE OF ALLEGIANCE:**  
**ROLL CALL:**  
**PUBLIC PARTICIPATION:**  
**APPROVAL OF MINUTES:** October 9, 2008 & October 16, 2008  
**ADDITIONAL AGENDA ITEMS:**  
**APPROVAL OF AGENDA:**

## **DISCUSSION ITEMS:**

- 1) General Updates
- 2) Brownfield Authority—apply for and accept FY2009 EPA Brownfield's Assessment Grant ([51-947](#) Recommend for final approval)
- 3) Parks, Recreation And Tourism—Award Phase I New Richmond Bridge Park Construction Bid ([51-780](#))
- 4) Jail funding workgroup
- 5) 2009 Board Meetings [schedule](#)
- 6) [Review Budget Policy](#)
- 7) Change 11/13 board meeting start time - due to MCF thanksgiving luncheon

## **OTHER ITEMS:**

### **PUBLIC PARTICIPATION:**

**CLOSED SESSION:** Collective Bargaining

**ADJOURNMENT:** Thursday, November 20, 2008 @ 11:00 A.M. @ BOARD ROOM - COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.

### **Mission Statement**

"The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper"

November 6, 2008

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