

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

2009 SESSIONS

JOURNAL 58

<u>PAGE</u>	<u>ITEM</u>	<u>SUBJECT MATTER</u>
313	1	JUNE 4, 2009 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL
313	2	PUBLIC PARTICIPATION - COMMENT
313	3	MINUTES OF THE MAY 21, 2009 SESSION - APPROVED AS DISTRIBUTED
314	4	AGENDA - ADDITIONS
314	5	AGENDA/ADD DISCUSSION ITEM 4 - FAILED
314	6	SUGGESTIONS FOR FUTURE AGENDAS
315	7	AGENDA - APPROVED AS DISTRIBUTED
315	8	CONSENT AGENDA - ADOPTED AS PRESENTED
315-316	8.1	CIRCUIT COURT-RECLASSIFICATION OF THREE POSITIONS
316-317	8.2	SHERIFF DEPARTMENT - CPR/AED/FIRST AID TRAINING PROGRAM AND FEES
318	9	GENERAL UPDATES
319	10	RECOMMENDATION FOR PROFESSIONAL SERVICES - JAIL
319	11	BREAK - 10:50 P.M.
319	12	PROFESSIONAL SERVICES - DISCUSSION CONTINUED
319	13	PROFESSIONAL SERVICES - PROCEED WITH RFP'S
319-320	14	2010 BUDGET - REVENUE
320	15	BOARD RETREAT - JUNE 18, 2009
320	16	PUBLIC PARTICIPATION - NO COMMENT
320	17	CLOSED SESSION - TO DISCUSS THE ADMINISTRATOR'S EVALUATION
320	18	RECONVENE-ROLL CALL
320	19	JUNE 11, 2009 MEETING - CONVENE AT 11:00 A.M.
321	20	ADJOURNMENT UNTIL JUNE 18, 2009 AT 9:30 A.M.

JUNE 4, 2009 Planning Session

JUNE 4, 2009 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Commissioners' Room of the County Services Building in the Township of Allegan on June 4, 2009, at 10:00 A.M. in accordance with the motion for adjournment of May 21, 2009, and rules of this Board; Chairman Jones presiding.

The invocation was offered by Naomi Whetzel.

The County 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	TERRY BURNS	DIST #7	DON BLACK
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 11:45 AM]	DIST #11	LARRY JONES
DIST #6	MAX THIELE		

PUBLIC PARTICIPATION - COMMENT

2/ Chairman Jones opened the meeting to public participation and the following individual offered comment:

1. Naomi Whetzel reported on the health of her children and thanked Commissioners for keeping them in their hearts.

MINUTES OF THE MAY 21, 2009 SESSION - APPROVED AS DISTRIBUTED

3/ Moved by Commissioner Burns, seconded by Commissioner VanEck to approve the minutes of the May 21, 2009 Session as distributed. Motion carried.

AGENDA - ADDITIONS

4/ Chairman Jones asked if there were any additions or changes to the agenda. Commissioner Thiele asked to have the Jail location topic placed on the discussion agenda. There was discussion regarding whether or not this is out of order and whether Robert's Rules requires that only a person voting for the Dumont location can make a motion to add a discussion item on the agenda that relates to the jail location.

Moved by Commissioner Jessup, seconded by Commissioner Campbell to put the jail location as a discussion item on the meeting agenda. The votes are as follows:

N	TERRY BURNS	N	DON BLACK
N	STEVE McNEAL	Y	TOM JESSUP
N	PAUL VanECK	Y	FRITZ SPREITZER
Y	MARK DeYOUNG	Y	JON CAMPBELL
N	DEAN KAPENGA	Y	LARRY JONES
Y	MAX THIELE		

The motion failed for not receiving 2/3 support.

AGENDA - ADD DISCUSSION ITEM #4

5/ Moved by Commissioner McNeal, seconded by Commissioner Kapenga to add as discussion item #4, the Sheriff's letter advising the Board of out-of-county placement of inmates. Motion lost by roll call vote: Yes - 3 votes. Nays - 8 votes. Absent - 0 votes.

Y	TERRY BURNS	N	DON BLACK
Y	STEVE McNEAL	N	TOM JESSUP
N	PAUL VanECK	N	FRITZ SPREITZER
N	MARK DeYOUNG	N	JON CAMPBELL
Y	DEAN KAPENGA	N	LARRY JONES
N	MAX THIELE		

SUGGESTIONS FOR FUTURE AGENDAS

6/ Commissioner McNeal asked the chairman to put on some future agenda a "buy-local" policy and the letter from the Sheriff regarding out-of-county placement for inmates because of the budget consequences. Chairman Jones said he would look at these suggestions.

AGENDA - APPROVED AS DISTRIBUTED

7/ Moved by Commissioner VanEck, seconded by Commissioner Black to adopt the agenda as presented. Motion carried by roll call vote with one dissenting vote from Commissioner Thiele.

CONSENT AGENDA - ADOPTED AS PRESENTED

8/ Chairman Jones called for the adoption of the consent agenda and asked if any Commissioners, member of the press or the public would like to have any resolutions considered separately. No requests were made.

Moved by Commissioner Thiele, seconded by Commissioner VanEck to adopt the consent agenda as presented. Motion carried by roll call vote: Yeas - 11 votes. Nays - 0 votes. Absent - 0 votes. The following resolutions are adopted:

CIRCUIT COURT—APPROVE RECLASSIFICATION OF THREE POSITIONS

8.1/ **WHEREAS**, following the recent retirement of a Juvenile Court Probation Officer, it is the decision of the Court to not move to fill that budgeted Probation Officer position for the balance of this year (2009); and

WHEREAS, at this time the caseload will be redistributed to existing probation and diversion staff; and

WHEREAS, the Court Administrator and the Director of Juvenile Probation will meet at regular intervals to review probation caseloads and program needs and will notify the County if probation caseloads begin trending upwards; and

WHEREAS, in addition to the cost savings to be realized for 2009 by that decision, as a result of the review of other resource needs, it has been determined that a reclassification of three other Circuit Court positions would best serve those resource needs, would strengthen the Court services provided,

and would utilize current budgeted dollars in the most cost effective manner.

THEREFORE BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the request of Circuit Court Administration to reclassify the following positions:

- from one Secretary/Receptionist Family Court (Range 4) to one Clerk Typist position (Range 3)
- from one Secretary/Receptionist Family Court (Range 4) to one Client Financial Services Clerk position (Range 5)
- from one Circuit Court Judicial Secretary (Range 6) to one Court Recorder/Judicial Secretary position (Range 8)

and,

BE IT FURTHER RESOLVED, that the Budget and Finance Director is authorized to make the necessary budget adjustments to complete this action.

SHERIFF DEPARTMENT—CPR/AED/FIRST AID TRAINING PROGRAM AND FEES

8.2/ **BE IT RESOLVED**, that the Allegan County Board of Commissioners hereby approves the request of the Sheriff Department and the Health Department to establish a Training Program to provide CPR, AED and First Aid classes to the public, and approves the proposed fee schedule as attached; 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.

2009 Proposed Fee Schedule for American Heart Association Classes (CPR, AED & First Aid)**Fee Schedule:**

Base Rate for 3.5-hour course (Heartsaver CPR/AED)	\$45.00*
Base Rate for 4 hour course (BLS for Healthcare providers)	\$50.00*
Base Rate for 6-hour course (Heartsaver First Aid with CPR & AED)	\$60.00*
Base Rate for 3.5-hour course (BLS Re-certification)	\$45.00*
Base Rate for part two, skill evaluation (BLS & Heartsaver)	\$30.00**

* Fee schedule includes class manual(s); fee based on a minimum of 6 per class

** Skill evaluation is for individual that completed part 1 online; fee based on one person

Fee cover:**Base Rate for 3.5-hour course**

\$24.00 Instructor (based on six per class)	
\$ 5.00 Equipment rental	
\$12.00 Manual (CPR/AED or BLS for Healthcare Providers)	
\$ 2.00 Supplies, Materials & Postage	
<u>\$ 2.00 Card</u>	
\$45.00	Total Base Rate

Base Rate for 4-hour course

\$29.00 Instructor (based on six per class)	
\$ 5.00 Equipment rental	
\$12.00 Manual (BLS for Healthcare Providers)	
\$ 2.00 Supplies, Materials & Postage	
<u>\$ 2.00 Card</u>	
\$50.00	Total Base Rate

Base Rate for 6-hour course

\$37.00 Instructor (based on six per class)	
\$ 5.00 Equipment rental	
\$14.00 Manual (CPR/AED/First Aid or Pediatric First Aid)	
\$ 2.00 Supplies, Materials & Postage	
<u>\$ 2.00 Card</u>	
\$60.00	Total Base Rate

Base rate for individual skill evaluation

\$ 21.00 Instructor (based on one per evaluation)	
\$ 5.00 Equipment rental	
\$ 2.00 Supplies, Materials & Postage	
<u>\$ 2.00 Card</u>	
\$30.00	Total Base Rate
No Manual Required (didactic component completed AHA online prior to evaluation)	

DISCUSSION:**GENERAL UPDATES**

9/ Administrator Rob Sarro stated that the animal shelter task force met and is prepared to move forward with recommendations on the building and this issue will be on the June 11, 2009 agenda. The RFP process is complete and there is a bidder; there is now enough information for the Board to make a decision on how to proceed.

The jail roof has been budgeted for replacement of one quarter of the roof at a cost of \$26,000 and he would like to include in the RFP getting a price for replacing the full roof as well as a quarter roof replacement so that we know the full cost, recognizing that it will be at least three years before a building can be built.

The designs are back for the security entrance and he wants to get basic cost estimates for an essential security entrance. As far as the facility planning project, three sites have been investigated. He will be bringing this for consideration at the July 23, 2009 meeting in a closed session.

The law enforcement project continues to move forward. Information will be presented as part of the budget process on the contracting model and base level of services. The Commission on Aging meeting will be held June 9, 2009 in the Zimmerman Room at 9:00 a.m. and findings will be reported and options will be discussed to determine how to move forward. He is recommending that department heads meeting be changed to a quarterly meeting instead of a monthly meeting.

The Corrections contract and Corrections Commend contracts have been ratified by the units and he will bring information for a closed session next week. He is still waiting on a piece from the Road Command unit before that can be brought to the Board.

RECOMMENDATION FOR PROFESSIONAL SERVICES - JAIL

10/ Rob distributed the summary timeline for the new corrections facility RFP's and stated that for a fair and open process, the RFP's need to be done. He explained that the process can go two ways, but basic information is needed in order to make a good decision.

BREAK - 10:50 A.M.

11/ At 10:50 a.m., Chairman Jones declared a recess.

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.

PROFESSIONAL SERVICES - DISCUSSION CONTINUED

12/ There was discussion as to whether a lot of work should be done until we know if the millage will pass. Ultimately it appeared that there was consensus to follow the recommendation of the Administrator to follow the timeline for the RFP's to gather sufficient information to make the decisions.

PROFESSIONAL SERVICES - PROCEED WITH RFP'S

13/ Moved by Commissioner Burns, seconded by Commissioner Kapenga to adopt the outlined time frame for developing the RFP's and pursue the schedule pursuant to employing the CM first and then the Architect-Engineering. Motion carried by roll call vote: Yeas - 11 votes. Nays - 0 votes. Absent - 0 votes.

2010 BUDGET - REVENUE

14/ David Van de Roovaart, Finance Director, stated that the revenue figures he is distributing is the first pass and contains the projected revenues for 2010 he received from

departments. He has worked with Blaine McLeod and finds that there appears to be only \$67,000 increase in revenues for 2010, but there could still be some adjustments.

BOARD RETREAT

15/ Rob addressed the value of having a board retreat and stated the June 18, 2009 planning session would lend itself to this process. Suggested meeting locations would be the Trestle Stop in Hamilton or the 747 Restaurant in Plainwell.

PUBLIC PARTICIPATION - NO COMMENTS

16/ Chairman Jones opened the meeting to public participation and as there were no comments, he closed the meeting to public participation.

CLOSED SESSION - TO DISCUSS THE ADMINISTRATOR'S EVALUATION

17/ Moved by Commissioner Thiele, seconded by Commissioner Burns to recess to closed session to discuss the Administrator's evaluation. The motion carried by roll call vote: Yeas - 10 votes. Nays - 0 votes. Absent - 1 vote. The meeting was recessed at 11:50 p.m.

C L O S E D S E S S I O N

RECONVENE - ROLL CALL


18/ Upon reconvening at 12:55 p.m., the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent - Commissioner Kapenga.

JUNE 11, 2009 MEETING - CONVENE AT 11:00 A.M.

19/ There was consensus to change the time to convene the June 11, 2009 meeting to 11:00 a.m. to allow time for a closed meeting to finish the review of the Administrator.

ADJOURNMENT UNTIL JUNE 18, 2009 AT 9:30 A.M.

20/ Moved by Commissioner Campbell, seconded by Commissioner Burns to adjourn until June 18, 2009 at 9:30 a.m. The motion carried and the meeting was adjourned at 1:00 p.m.


Clerk-Register

