

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

APRIL 1, 2010 SESSION

JOURNAL 59

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April 1, 2010 Special and Planning Sessions

**APRIL 1, 2010 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met at the Jail and Sheriff Department Facility, 640 River Street in the City of Allegan on April 1, 2010, at 8:30 A.M. in accordance with the motion for adjournment of March 4, 2010, and rules of this Board; Chairman Jones presiding.

The invocation was offered by District #4 Commissioner DeYoung.

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 [Left 2:20 pm]	DIST #7 DON BLACK [Left 3:20 pm]
DIST #2 STEVE McNEAL [Arr: 1:45 pm]	DIST #8 TOM JESSUP
DIST #3 - EXCUSED -	DIST #9 FRITZ SPREITZER
DIST #4 MARK DeYOUNG	DIST #10 JON CAMPBELL
DIST #5 DEAN KAPENGA	DIST #11 LARRY JONES
DIST #6 MAX THIELE	

**PUBLIC PARTICIPATION - NO COMMENTS**

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

**AGENDA - APPROVED AS PRESENTED**

3/ Chairman Jones asked if there were any additions or changes to the agenda. There were no requests.

Moved by Commissioner Thiele, seconded by Commissioner Kapenga to adopt the meeting agenda as presented. Motion carried by roll call vote: Yeas - 9 votes. Nays - 0 votes. Absent - 2 votes.

**ACTION ITEMS:****TRANSPORTATION—MDOT PROJECT 2007-0157/Z16 VEHICLE PURCHASE**

4/ WHEREAS, on February 14, 2008 the Board of Commissioners approved Michigan Department of Transportation (MDOT) operating assistance applications for FY2009; and

WHEREAS, an awarded copy, dated September 2, 2009, of MDOT Project Authorization 2007-0157/Z16 from the State was received for the purchase of two transit vehicles; and

WHEREAS, funds for the purchase of the two transit vehicles were included in the approved 2010 capital budget;

THEREFORE, BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the request from the Transportation Department to approve the purchase of the second of the two passenger bus transit vehicles and to authorize the order of one (1) gas engine bus on a Ford E450 SD Chassis with lift from Coach & Equipment Manufacturing Corporation for an amount not to exceed \$57,414.00; and

BE IT FURTHER RESOLVED that the Board Chairman and/or 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 Black, seconded by Commissioner DeYoung to adopt the resolution as presented. Motion carried by roll call vote: Yes - 9 votes. No - 0 votes. Absent - 2 votes.

**DISCUSSION ITEMS:****FACILITIES MANAGEMENT—BULK OFFICE PAPER/CENTRAL MICHIGAN PAPER**

5/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the request from the Facilities

Management Department to award the bid, in an amount not to exceed \$39,275.00, to Central Michigan Paper of 6194 East Fulton Rd., Ada, Michigan 49301, for the bulk purchase of office paper; and

**BE IT FURTHER RESOLVED** that the Board Chairman and/or 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 Thiele, seconded by Commissioner Campbell to immediately adopt the resolution. Motion carried by roll call vote: Yes - 9 votes. No - 0 votes. Absent - 2 votes.

**HEALTH DEPARTMENT - ESTABLISH EARLY HEAD START NURSE POSITION/RE-CLASSIFY MIHP NURSE POSITION**

6/ Rashmi Travis, Director of the Health Department explained that they have found additional funding through the Head Start program. She would like to create a part time position and put an existing part-time nurse with the appropriate credentials into the position [24 hours which will include benefits] and retain her for 12 hours in the existing Maternal/Infant Health program.

Moved by Commissioner Thiele, seconded by Commissioner Black to immediately adopt the resolution establishing the Part-Time Early Head Start Nurse Position and the resolution reclassifying the MIHP nurse position as presented. Motion carried by roll call vote: Yes - 9 votes. No - 0 votes. Absent - 2 votes. The following resolutions are adopted:

**HEALTH DEPARTMENT-ESTABLISH EARLY HEAD START NURSE POSITION**

6.1/ **WHEREAS**, the Board of Commissioners has approved a contract with Allegan County Resource Development Committee, Inc. for the

Health Department to provide nursing services for the Early Head Start Program.

**BE IT RESOLVED**, that the Allegan County Board of Commissioners hereby approves the request of the Health Department and the recommendation of the Human Resources Director to establish a regular part time Registered Nurse position at 24 hours per week with benefits for the Early Head Start Program, effective March 25, 2010; and

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

**HEALTH DEPARTMENT--RE-CLASSIFY MIHP NURSE POSITION**

6.2/ **WHEREAS**, the current approved 2010 budgeted staffing levels include an irregular part-time 19 hours per week with no benefits Registered Nurse position for the Maternal Infant Health Program.

**BE IT RESOLVED**, that the Allegan County Board of Commissioners hereby approves the request of the Health Department and the recommendation of the Human Resources Director to re-classify the 19 hours per week irregular part-time with no benefits position for the Maternal Infant Health Program to an irregular part time position at twelve (12) hours per week with benefits, effective March 25, 2010; and

**BE IT FURTHER RESOLVED**, that the benefits will be paid by funds from the Early Head Start Program contract with ACRDC; and

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

**BREAK - 8:55 A.M.**

7/ Moved by Commissioner Thiele, seconded by Commissioner Black to recess until 9:30 A.M. Motion carried and the meeting was recessed at 8:55 A.M.

Upon reconvening at 9:30 A.M., the following Commissioners were present: Commissioner Burns, DeYoung, Kapenga, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent - Commissioners McNeal and VanEck.

#### **REVIEW OF CHARRETTE PROCESS**

8/ Administrator Sarro explained that the first part of the remainder of the session would be dedicated to a discussion and follow up to the Charrette process with the goal to make decisions for the design concept to go to the Board by April 8, 2010. There will be a re-cap of what has been done so far and an opportunity to address concerns. He introduced the people who will be conducting the discussion, Joe Mrak, Jim Escamilla and Bob Piskoty, and asked everyone to give their perception of the value of the charrette process.

#### Comments included:

- The process brought everyone together to elicit ideas and enable problem-solving which will allow us to do business smarter.
- Grade A process which was non-argumentative.
- Things were handled in a professional manner which allowed all to adjust their own thinking. It allowed ideas to get out up-front.
- Contrasting the process with what happened in Kalamazoo County which limited Commissioner's involvement - our process was inclusive and open.
- Provided an opportunity for sharing and getting all ideas out.
- Multiple months of work were accomplished in four days.
- All had an opportunity to have a say. May have created a lot of expectations which may not be met.
- Enjoyed watching employee involvement as they anticipated the changes coming.
- Provided an opportunity to express concerns about the programs and planning. It's good to design for the program needs while addressing costs.
- Getting everyone's input was helpful; it helps establish trust.

- The process permitted us to address how to do business in a new environment.
- Impressed with the transparency of the process which provided an opportunity for public input.
- Learned something new after years on the planning commission - didn't know this process existed - it was very informative.
- All expectations were voiced.

**BREAK - 11:17 A.M.**

9/ Upon reconvening at 11:35 A.M., the following Commissioners were present: Commissioner Burns, DeYoung, Kapenga, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent - Commissioners McNeal and VanEck.

**CHARRETTE PROCESS REVIEW - CONTINUED**

10/ Joe Mrak stated this was the largest group they have ever worked with and he appreciated the Commissioners' attitude and patience during the process. Today the Board needs to reach consensus on several issues so that the design concept can be presented at the April 8, 2010 meeting. Substantial savings can be achieved by using the building "as is". He showed various concepts with minor additions for an indoor/outdoor secure exercise space and a drive-through sally port at the back of the building. After lunch, David Van de Roovaart will review the financial information.

**BREAK - 12:25 P.M./ROLL CALL-RECONVENE**

11/ Chairman Jones declared a recess for lunch at 12:25 P.M. and stated the meeting would reconvene at 1:30 P.M.

Upon reconvening at 1:30 P.M., the following Commissioners were present: Commissioner Burns, DeYoung, Kapenga, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent - Commissioners McNeal and VanEck. (Commissioner McNeal arrived at 1:45 P.M.)

FINANCIAL REVIEW

12/ David Van de Roovaart reported that our financial rating has gone from AA- to AA and that we won't need to insure the bond. While we would qualify for a 30-year bond, he would not recommend going over 20 years. He went over the following figures:

FINANCING WORKSHEET



Project: Allegan County Jail  
 Bond Counsel:  
 Financing:  
 Date: April 1, 2010 Conceptual

BUDGET CODE	PROJECT COSTS	TOTAL			
	JAIL	\$ 21,534,305			
	COURTHOUSE PUBLIC ENTRY	\$ 392,400	\$318,684		
	COURTHOUSE SALLY PORT	\$ 1,867,275	\$472,500		
	COURTHOUSE RETAINING WALL	\$ 39,500			
	EXISTING JAIL DEMOLITION	\$ 250,000			
	GENERAL CONDITIONS (3.6%)	\$ 814,139			
137	ADMINISTRATIVE SUPPORT STAFF	inc. G.C.			
2350	SURVEY, SOIL TESTS	\$ 7,000			
2300	HAYWORTH LAND REIMBURSEMENT	N/A			
2200	A/E FEES	\$ 1,140,000			
2210	A/E REIMBURSABLES	inc. Fee			
2100	CONSTRUCTION MANAGER FEES	\$ 795,000			
2160	CONSTRUCTION MANAGER REIMBURSABLES	inc. Fee			
2305	INSURANCE (Builder's Risk) \$2/\$1000	\$ 43,000			
2343	FINANCIAL ADVISOR	\$ 35,000			
2311	BOND COUNSEL	\$ 36,500			
2314	LEGAL ADVERTISEMENT	\$ 1,000			
2313	RATINGS/OFFICIAL STATEMENT	\$ 30,000			
2315	BOND PRINTING/PROSPECTUS	\$ 6,500			
2375	TITLE INSURANCE/OPINION	\$ 5,000			
2316	CONTRACT DOCUMENT PRINTING	\$ 60,000			
2308	BOND INSURANCE	\$ 343,000			
2312	TRUSTEE FEES	\$ 8,000			
	TREASURY FEE	\$ 1,000			
	NOTICES/ELECTION EXPENSE	\$ 10,000			
	PAYING AGENT	\$ 500			
	MAC FEE	\$ 200			
	ISSUANCE CONTINGENCY	\$ 3,300			
2309	UNDERWRITER'S DISCOUNT	\$ 250,000			
	OWNER EQUIPMENT				
2450	FF&E (Loose Equipment)	\$ 940,000			
2452	Laundry Equipment	\$ 70,000			
2453	Signage	\$ 40,000			
1620	Telephone	\$ 120,000			
2390	ASBESTOS/LEAD ABATEMENT	\$ 10,000			
2500	CONSTRUCTION CONTINGENCY (4.7%)	\$ 1,062,904			
2342	INTEREST DURING CONSTRUCTION	N/A			
	<b>SUBTOTAL</b>	<b>\$ 29,945,523</b>			
	EARNED INTEREST				
	REVENUE BONDS				
	GENERAL OBLIGATION BONDS				
	FUNDS ON HAND				
	INTEREST INCOME				
	<b>TOTAL PROJECT COST</b>				




## DIRECTIONS - PLAN FOR JAIL &amp; SHERIFF'S ADMINISTRATION BUILDING

13/ Moved by Commissioner Thiele, seconded by Commissioner Black to direct CCI and Byce to present a plan at the April 8, 2010 meeting limiting the Sheriff's Office and Community Corrections Building's construction costs to not exceed \$20 million. Motion carried by roll call vote: Yes - 8 votes. No - 1 vote. Absent - 2 votes.

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

ADJOURNMENT UNTIL APRIL 15, 2010 AT 9:30 A.M.

14/ Moved by Commissioner Campbell, seconded by Commissioner DeYoung to adjourn until April 15, 2010 at 9:30 A.M. The motion carried and the meeting was adjourned at 3:35 P.M.

  
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 Clerk Register

