

Allegan County Board of Commissioners



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BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, January 24, 2008 – 10:00 a.m.
Board Room – County Services Building

For full packet click [here](#) (1.59 MB)

10:00 a.m. **CALL TO ORDER:**
 OPENING PRAYER: Commissioner Jones
 PLEDGE OF ALLEGIANCE:
 ROLL CALL:

Recess:

CLOSED SESSION: County Administrator Evaluation

Reconvene:
1:00 p.m.

COMMUNICATIONS:
APPROVAL OF MINUTES: December 27, 2007 and January 3, 2008

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVE OF AGENDA:

PRESENTATIONS: Legislative Update – Tim McGuire, Michigan
Association of Counties

PROCLAMATIONS:

INFORMATIONAL SESSION: [Valdis](#) Kalnins–Land Information
Services

RECOGNITION: Facilities Management Director Brett Butler.

ADMINISTRATIVE REPORTS:

CONSENT ITEMS:

1. Motion to approve reports of claims paid/interfund transfers and to incorporate into proceedings of the Board ([1/11/08](#) and [1/18/08](#)).

ACTION ITEMS:

1. Transportation—approve MDOT Project Authorization 2007-0157/Z8 Section 5311 Operating Assistance FY2007 and FY2008 ([40326](#)).
2. Transportation—approve MDOT Project Authorization 2007-0157/Z9 Job Access Reverse Commute FY2007 and FY2008 ([40334](#)).
3. Transportation—Approve 2008 contract extension with Transportation management, Inc. ([39939](#)).
4. Transportation—Approve Third Party Agreement with Shepard Brothers and authorize bus purchase ([39940](#)).

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”

5. Register of Deeds—Chief Deputy Register of Deeds salary adjustment ([39938](#)).
 6. Board of Commissioners—approve 2008 Road Commissioner Compensation ([40520](#)).
 7. Emergency Management—approve 5th District Regional Mutual Aid Agreement ([07-270](#)).
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DISCUSSION ITEMS:

1. [Resolution](#) of Support—National Ambient Air Quality Standard (NAAQS).
 2. Set committee reporting responsibilities.
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APPOINTMENTS:

ELECTIONS:

PUBLIC PARTICIPATION:

ROUND TABLE:

ADJOURNMENT: Thursday, February 14, 2008 @ 1:00 p.m. @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX @ DUMONT.**

**Administrator's Comments and Recommendations
As they pertain to the Board of Commissioners Meeting on January 24, 2008**

NOTE: Meeting pushed back to 10:00 A.M. to accommodate a CLOSED SESSION to discuss the final comments of the County Administrator Evaluation.

PRESENTATIONS: Tim McGuire, Michigan Association of Counties will give a legislative update. We'll have the LIS Information Session next and then a recognition for Facilities Management Director Brett Butler immediately after that at which time the Chairman will call a break to allow participation in a brief farewell and best wishes on his departure from Allegan County employment.

CONSENT ITEMS:

- 1) **Motion to approve reports of claims paid/interfund transfers and to incorporate into proceedings of the Board; note any disallowed claims.**
 - a. 1/11/08 Claims
 - b. 1/18/08 Claims

ACTION ITEMS:

- 1) **Transportation—Approve MDOT Project Authorization 2007-0157/Z8 Section 5311 Operating Assistance FY2007 and FY2008 (40326)** - This request is to approve an increase in the federal portion of the Section 5311 Operating Assistance Program of \$28,788 for regular services bringing the total to \$135,062 for the period October 1, 2007 to September 30, 2008. This amount is budgeted for use in both FY2007 and FY2008 budgets. This is the federal portion of regular operating services reflecting 16% of eligible budget. **Recommendation** - I recommend approval of the MDOT Project Authorization 0157/Z8 Section 5311 Operation Assistance for FY2007-2008.
 - a. Resolution.
 - b. Work Order Report
 - c. RFA
 - d. Project Authorization

- 2) **Transportation—Approve MDOT Project Authorization 2007-0157/Z9 Job Access Reverse Commute FY2007 and FY2008 (40334)** - This request is to approve the MDOT project authorization 2007-0157/Z9 for the Job Access Reverse Commute grant for employment related transportation needs with an increase of \$2,100 for a total amount of \$82,000 for FY2007 and FY2008. This amount is budgeted for use in the 2008 budget. This funding will assist in the funding of public employment transportation. **Recommendation** - I recommend approval of the MDOT Project Authorization 0157/Z9 Job Access Reverse Commute for FY2007-2008.
 - a. Resolution.
 - b. Work Order Report

- c. RFA
 - d. Project Authorization
- 3) **Transportation—Approve 2008 contract extension with Transportation management, Inc. (39939)** - This request is to approve a one-year extension of the contract with Transportation Management, Inc., which expired 12/31/07. The current hourly rate of \$33.71 per hour (estimated hours for 2008, 20,800 hours for a total of \$701,168). The transportation director feels due to several factors (i.e. new scheduling software) this amount could remain at the 2007 rate. This extension will allow time to negotiate and re-bid a new contract since the new facility will be in place by then. **Recommendation** - I recommend approval to extend the contract with TMI, Inc. and authorize its signature, and appropriate budget adjustments by the finance director.
- a. Resolution.
 - b. Work Order Report
 - c. RFA
 - d. Contract Extension
 - e. Original Contract with TMI, Inc.
- 4) **Transportation—Approve Third Party Agreement with Shepard Brothers and authorize bus purchase (39940)** - This request is to approve the purchase of a bus in the amount of \$55,655. MDOT approved the procurement process using a New York vendor, and the bidding process meets the federal transit administration requirements. The purchase is fully funded with federal grant dollars and MDOT needs board approval of the contract to proceed. This was budgeted for in 2007. **Recommendation** - I recommend approval of the third party contract with MDOT, and recommend the Chairman sign on behalf of the County, and the finance director to make appropriate budget adjustments for this request.
- a. Resolution.
 - b. Work Order Report
 - c. RFA
 - d. Third Party Contract
- 5) **Register of Deeds—Chief Deputy Register of Deeds salary adjustment (39938)** - The HR director is requesting that the County Administrator be authorized to compensate the Chief Deputy Register of Deeds for wage differences between the salary of the former Chief Deputy Register of Deeds and the salary established for the current Chief Deputy Register of Deeds (including adjustments for cost of living increases) during fiscal year 2001 through 2004, subject to all applicable payroll taxes. Compensation figures were submitted to the Clerk and subsequently accepted for this employee. **Recommendation** - I recommend approval to compensate the Chief Deputy Register of Deeds for outstanding wages between the periods of 2001 through 2004, including COLA, and authorize the finance director to make any necessary budget adjustments to complete the request.
- a. Resolution
 - b. Background Information

- c. Additional Compensation Spreadsheet
 - 6) **Board of Commissioners—approve 2008 Road Commissioner Compensation (40520)** - This is an annual request from the Road Commission for our Board to approve their Board's salaries and compensation packages. **Recommendation** - I recommend approval to set the Road Commission Salaries at the 2007 rate for 2008 as request by the Road Commission in their letter dated January 17, 2008, and approved by the Board of County Road Commissioners at their January 16, 2008 meeting.
 - a. Letter from Bill Nelson of January 17, 2008.
 - b. Extract Copy of Road Commission minutes of January 16, 2008.
 - 7) **Emergency Management—approve 5th District Regional Mutual Aid Agreement (07-270)** - This agreements was developed by our legal counsel and has been signed by each participating county. The agreement was developed from the MEMAC agreement already approved by our Board on May 12, 2005 which allows coordination among county during large scale emergencies or disasters. **Recommendation** - I recommend the Board Chairman to sign the 5th District Regional Mutual Aid Agreement on behalf of the County.
 - a. Resolution
 - b. RFA
 - c. Signed Agreement
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DISCUSSION ITEMS:

- 1) **Resolution of Support—National Ambient Air Quality Standard (NAAQS)** - Consideration of a resolution by our Board was requested by Commissioner Campbell via email on 1/17/08 and a draft resolution has been created for Allegan County adoption.
 - a. Draft Resolution
 - b. Email re. Commissioner Campbell request
- 2) **Committee reporting responsibilities** - There was consensus at the 1/17/08 Planning Session to have this brought to discussion at the next board meeting.
 - a. No attachments.