

KENT COUNTY BOARD OF COMMISSIONERS

Thursday, July 27, 2000

Administration Building - Room 310

Meeting called to order at 8:32 a.m. by Chair Steven R. Heacock.

Present: Commissioners Boelema, Hiddema, Horton, Kooiman, Kuhn, Kuipers, Malone, Mast, McGuire, Morren, Postmus, Rekeny, Sak, Smoke, Talen, Turner, Wahlfield, Chair Heacock – 18.

Absent: Buege – 1 (Excused).

Invocation: Commissioner Turner gave the invocation.
The Pledge of Allegiance followed.

PUBLIC COMMENT

John Lewis, Director, John Ball Zoological Garden – He asked Commissioners to support the resolution for additional funding for park maintenance in the zoological garden. The funds are necessary to help them catch up on outstanding maintenance issues and provide additional service with more picnic tables, grills and shelters. He also spoke about the employees working in the park and the zoo and his concern that their good works have been somewhat diminished by the publicity surrounding the debate over the zoo master plan review. He said these county employees do an excellent job day after day caring for the animals in their charge, maintaining the zoo and park facilities, and serving the public. He stated that he is proud of these workers and does not want to lose sight of their commitment and good works as the discussions about the master plan continue.

Ron Mayers, 3761 Alden Nash NE, Lowell – Introduced himself as a candidate for County Commission in District 2. He stated that he is a professor of philosophy and religion at Cornerstone University, gave a brief background of himself and distributed a brochure to Commissioners.

SPECIAL ORDER OF BUSINESS

Emergency Needs Task Force Report

David Schroeder, Planning Manager, Family Independence Agency, reviewed the Kent County Emergency Needs Task Force 1999-2000 Update Report (copy of which is on file in the Office of the County Clerk). The five working committees of the task force developed the report over the last year and detailed within the report are the subcommittees recommendations and needs.

Motion by Commissioner Mast, supported by Commissioner Malone, to receive and file the Kent County Emergency Needs Task Force 1999-2000 Update Report.

Motion carried by voice vote.

CONSENT AGENDA

- a) Approval of the Minutes of July 13, 2000 Meeting
- b) July 18, 2000 Finance Committee Meetings Minutes
(Reports of Claims and Allowances)
- c) Resolutions:

7-27-00-95 – 2000 BUDGET INCREASE FOR CARRY FORWARD / COMMUNITY
MENTAL HEALTH

WHEREAS, the Michigan Department of Community Health (DCH) permits CMHs to carry-forward unexpended funds. Depending on the source of the funds at the State level, carry-forward must be spent within the subsequent year or may be programmed for future years. Reinvestment plans for the funds must be approved by DCH; and

WHEREAS, carry-forward amounts from FY98/99 total \$2,013,703 (\$1,554,693 from contract reconciliation and \$459,010 from Medicaid and State general fund savings). A budget adjustment recognizing \$1,680,458 of the carry-forward was approved by the Board of Commissioners on May 25, 2000; and

WHEREAS, this action covers an additional \$158,690 to be added to the CMH Administration – CMH Board and CMH Administration – Board Training budgets; and

WHEREAS, the remainder of the carry-forward, \$174,555, will be carried forward to the 2001 budget.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves an increase to the 2000 CMH Budget to recognize carry forward of \$158, 690 in unexpended funds from FY98/99.

7-27-00-96 – COURT DIVISION JOB RECLASSIFICATIONS / COUNTY CLERK – COURT
DIVISION

WHEREAS, upon the request of the County Clerk, a study was completed of classified positions within the Clerk's Office – Court Division; and

WHEREAS, the study identified the need to create two additional classifications in the UAW bargaining unit to accurately document the work currently performed by nine of the positions; and

WHEREAS, these positions are responsible for the docketing of Circuit Court cases; and

WHEREAS, the study supports the creation of the classifications Docket Clerk (UAW Range 17) and Senior Docket Clerk (UAW Range 18); and

WHEREAS, the study identified two additional positions requiring reclassification to accurately reflect the work performed; and

WHEREAS, the report supports reclassification of the following positions:

Two Clerks II (UAW 15) to Docket Clerk (UAW 17).

Two Clerk Typists II (UAW 15) to Docket Clerk (UAW 17).

One Clerk/Clerk Typist II (UAW range 15) to Docket Clerk (UAW 17).

Two Clerk Typists II (UAW 15) to Senior Docket Clerk (UAW 18).
Two Clerk/Clerk Typists II (UAW 15) to Senior Docket Clerk (UAW 18).
One Clerk II (UAW 15) to Clerk III (UAW range 18).
One Clerk/Clerk Typist II (UAW 15) to Account Clerk I (UAW 15); and

WHEREAS, the annual addition to salary costs is \$12,668.30 with the FY 2000 cost being \$4,872; and

WHEREAS, there are funds available in the County Clerk's budget to fund the additional cost.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves (1) creation of the classification of Docket Clerk (UAW 17) and conversion of two Clerk II, two Clerk Typist II and one Clerk/Clerk Typist II positions (UAW 15) to Docket Clerk; (2) creation of the classification of Senior Docket Clerk (UAW 18) and conversion of two Clerk Typist II (UAW 15) and two Clerk /Clerk Typist II positions to Senior Docket Clerk; (3) conversion of one Clerk II position to Clerk III (UAW 18); and (4) conversion of one Clerk/Clerk Typist II position to Account Clerk I (UAW 17)

7-27-00-97 – ORGANIZATIONAL CHANGES / FISCAL SERVICES

WHEREAS, Fiscal Services is recommending changing its organizational structure in order to provide better functional management of the daily operations of the department; and

WHEREAS, the following positional changes are recommended:

- Create the classification of Fiscal Services Deputy Director (MPP 30) and convert the Deputy Director of Support Services classification (MPP 29) to Fiscal Services Deputy Director
- Create the classification of Accounting Manager (MPP 28) and convert the AP/GL Manager classification (MPP 26) to Accounting Manager
- Convert one Financial Analyst position (MPP 21) to Financial Supervisor (MPP 24)
- Create the classification of Payroll Supervisor (MPP 25) and convert one Financial Supervisor position to Payroll Supervisor
- Create the classification of Purchasing Supervisor (MPP 24) and convert one Senior Buyer position (MPP 22) to Purchasing Supervisor
- Create the classification of Budget Coordinator (MPP 26) and convert the vacant Budget Administration Manager (MPP 28) position to Budget Coordinator; and

WHEREAS, reorganization of the department recommends the creation of a Fiscal Services Deputy Director to manage the daily operations of the department; and

WHEREAS, reorganization includes consolidation of all accounting functions, including general ledger, accounts payable and payroll, under an Accounting Manager to provide greater consistency in policies, procedures and standards and greater accountability for the financial transactions of the County; and

WHEREAS, reorganization recommends the conversion of one Financial Analyst position to Financial Supervisor to provide supervision for the daily operations of the accounts payable functions of the County; and

WHEREAS, reorganization recommends the creation of a Payroll Supervisor classification to properly document the functions of and requirements for this specialized

position; and

WHEREAS, reorganization recommends the creation of a Purchasing Supervisor classification to provide better management for the daily purchasing operations of the County; and

WHEREAS, the Budget Administration Manager position will be converted to a Budget Coordinator classification to reflect a reduction in autonomy and policy level authority; and

WHEREAS, the net change in annual salary costs is \$22,373 with the additional cost for FY 2000 being \$7,292, available in the FY 2000 Fiscal Services budget to fund the additional salary costs; and

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves (1) creation of the classification of Fiscal Services Deputy Director (MPP 30), conversion of the Deputy Director of Support Services position (MPP 29) to Fiscal Services Deputy Director, and deletion of the Deputy Director of Support Services classification; (2) creation of the classification of Accounting Manager (MPP 28), conversion of the AP/GL Manager position (MPP 26) to Accounting Manager, and deletion of the AP/GL Manager classification; (3) conversion of one Financial Analyst position (MPP 21) to Financial Supervisor (MPP 24); (4) creation of the classification of Payroll Supervisor (MPP 25) and conversion of one Financial Supervisor position to Payroll Supervisor; (5) creation of the classification of Purchasing Supervisor (MPP 24), conversion of one Senior Buyer position (MPP 22) to Purchasing Supervisor, and deletion of the Senior Buyer classification; and (6) creation of the classification of Budget Coordinator (MPP26) and conversion of the vacant Budget Administration Manager (MPP 28) position to Budget Coordinator.

7-27-00-98 – EASEMENT FOR AMERITECH TELEPHONE EQUIPMENT CABINET / PUBLIC WORKS

WHEREAS, Ameritech has requested a 20' X 30' easement on County property at 3300 10-Mile Road, NE, for placement of a Remote Terminal Outdoor Cabinet to house fiber optic cable; and

WHEREAS, the Department of Public Works (DPW) has researched the easement description and location and has concluded that the easement will not adversely affect the County's activities or operations on the property; and

WHEREAS, Ameritech has agreed to pay a one-time fee of \$2,000 for the easement, which DPW has determined is a fair and reasonable payment; and

WHEREAS, the Board of Public Works made a recommendation for approval of the easement at its June 28, 2000, meeting; and

WHEREAS, Civil Counsel has reviewed the easement, and concludes that it is legally sufficient.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the grant of a 20' X 30' easement on County property at 3300 10 Mile Road, NE, to Ameritech in the form attached hereto, and the Chair, or Vice-Chair in his absence, is authorized and directed to sign said easement.

Motion by Commissioner Turner, supported by Commissioner Sak, to approve the Consent Agenda.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Kuhn, Mast, Smoke, Postmus, Wahlfield, McGuire, Boelema, Hiddema, Morren, Rekeny, Horton, Malone, Chair Heacock – 18.

Nays: 0.

RESOLUTIONS

7-27-00-99 – PARK MAINTENANCE EFFORT / JOHN BALL ZOOLOGICAL GARDEN

WHEREAS, Kent County has operated the John Ball Zoological Garden, which includes a zoo facility and public park, since approximately 1987 when the process of transferring the John Ball Zoological Garden from the City of Grand Rapids to Kent County started; and

WHEREAS, the Kent County Board of Commissioners remains committed to providing a clean, aesthetically pleasing and enjoyable experience for those who visit the public park, and

WHEREAS, the Kent County Board of Commissioners has determined that John Ball Zoological Garden park has maintenance needs that necessitate the immediate expenditure of up to \$135,000, and

WHEREAS, the Fund Balance Review Subcommittee recommended the expenditure of \$135,000 come from current General Fund Balance.

NOW THEREFORE BE IT RESOLVED, the Kent County Board of Commissioners hereby authorizes the expenditure of up to \$135,000 from the unreserved, undesignated fund balance for maintenance needs at John Ball Zoological Garden park.

Motion by Commissioner Boelema, supported by Commissioner Postmus, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Kuhn, Mast, Smoke, Postmus, Wahlfield, McGuire, Boelema, Hiddema, Morren, Rekeny, Horton, Malone, Chair Heacock – 18.

Nays: 0.

7-27-00-100 – SUBLEASE OF ROAD COMMISSION PROPERTY LEASED TO COUNTY FOR MILLENNIUM PARK / PARKS DEPARTMENT

WHEREAS, provisional agreement has been reached among the County, the Road Commission, and Grand Rapids Gravel Company for sale to the County of certain unimproved parcels of land for parkland development in accordance with the Millennium Park Project plans; and

WHEREAS, pending the results of environmental assessments, a 50-acre parcel and associated mineral rights owned by the Road Commission, and a 350-acre parcel owned by Grand Rapids Gravel, were leased to the County on March 23, 2000; and

WHEREAS, in partial consideration for Grand Rapids Gravel's ultimate sale to the County of the 350-acre parcel, the County intends to lease the 50-acre parcel to Grand Rapids

Gravel after purchase for the extraction of sand and gravel therefrom; and

WHEREAS, in the interest of completing the extraction of sand and gravel in a timely manner, Grand Rapids Gravel desires to immediately commence its mining operations on a 5-acre portion of the 50-acre parcel under a sublease with the County; and

WHEREAS, the proposed sublease has been reviewed for potential environmental

impacts affecting the ultimate purchase transactions, and the risk has been deemed negligible; and

WHEREAS, a sublease permitting Grand Rapids Gravel to commence its mining operations on the 5-acre parcel has been prepared by Civil Counsel and approved by the Road Commission and the Parks Department; and

WHEREAS, consideration for the sublease shall be execution of purchase agreements in accordance with the March 23 leases, or in the absence thereof, payment to the County of the fair market value of sand and gravel at the time of extraction.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the sublease of the 5-acre parcel in the form attached hereto, and the Chair, or Vice-Chair in his absence, is authorized and directed to sign the sublease.

Motion by Commissioner Mast, supported by Commissioner Sak, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Kuhn, Mast, Smoke, Postmus, Wahlfield, McGuire, Boelema, Hiddema, Morren, Rekeny, Horton, Malone, Chair Heacock – 18.

Nays: 0.

7-27-00-101 – PURCHASE OF LAND ADJACENT TO LUTON PARK / PARKS DEPARTMENT

WHEREAS, Luton Park is an existing 160 acre undeveloped County park; and

WHEREAS, two adjacent parcels are currently available for purchase, one 17.4-acre parcel and one 80-acre parcel; and

WHEREAS, purchase of these two parcels fits the goals of the Kent County Park Master Plan by acquiring land in high growth areas and purchase of land adjacent to existing parkland; and

WHEREAS, this purchase would also provide usable access to Ten Mile Road as the area where the current parcel touches Ten Mile Road is in a heavy wetland area; and

WHEREAS, the Cannon Township Board of Trustees has adopted a resolution committing \$150,000 toward this purchase; and

WHEREAS, the 1998 CIP has \$53,000 available that was originally set aside as a grant match for the 17.4-acre parcel; and

WHEREAS, the Kent County Board of Park Trustees approved the acquisition of the two parcels on June 27, 2000, and recommends same to the Board of Commissioners.

NOW THEREFORE BE IT RESOLVED, that the Kent County Board of Commissioners hereby approves the purchase of the 17.4 and 80-acre parcels of land adjacent to Luton Park; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners approves the expenditure of \$650,000 from CIP/Park Acquisition Funds for this purchase including: \$53,000 from the 1998 CIP, \$50,000 from Cannon Township and \$547,000 from the Parks Acquisition Fund (CIP) with the understanding the Cannon Township will pay a total of

\$150,000 over three years as contribution toward this purchase.

Motion by Commissioner Malone, supported by Commissioner Mast, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Kuhn, Mast, Smoke, Postmus, Wahlfield,

McGuire, Boelema, Hiddema, Morren, Rekeny, Horton, Malone, Chair Heacock – 18.

Nays: 0.

7-27-00-102 – AGREEMENT FOR TOWNSHIP LAW ENFORCEMENT / SHERIFF'S DEPARTMENT

WHEREAS, the Sheriff's Department has been providing services above the normal service level on a fee basis to participating township governments through the Township Law Program for approximately 30 years, and

WHEREAS, this service has been provided without a written agreement; and

WHEREAS, both the County and the nine participating townships have determined that it is in their best interest to have written agreements for this service; and

WHEREAS, the agreements have been developed by Civil Counsel and are acceptable to the townships; and

WHEREAS, the agreements are intended to reflect the current status of the oral agreements, but include improved language to protect the liability of both parties; and

WHEREAS, the agreements maintain the current financial cost sharing arrangement in which the townships pay the personnel-related expense while the County pays other operating expenses such as vehicle cost, training, uniforms, equipment, etc.; there is no additional expense incurred by approving these agreements.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby approves the Agreement For Township Law Enforcement with Ada Township, Alpine Township, Byron Township, Caledonia Charter Township, Cannon Township, Cascade Charter Township, Gaines Charter Township, Grand Rapids Charter Township, and Plainfield Charter Township; and

BE IT FURTHER RESOLVED, that the Board of Commissioners further authorizes Chair Steven Heacock to execute the Agreement For Township Law Enforcement with the above listed parties.

Motion by Commissioner Mast, supported by Commissioner Wahlfield, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Kuhn, Mast, Smoke, Postmus, Wahlfield, McGuire, Boelema, Hiddema, Morren, Rekeny, Horton, Malone, Chair Heacock – 18.

Nays: 0.

REPORTS

Urban Sprawl Committee

Commissioner Postmus reported that the mission statement is finalized and it states: "To learn

how County government can impact urban sprawl and recommend a position regarding urban sprawl to the County Board of Commissioners.”

Accountability Committee

Commissioner Kuhn stated that the Evaluation and Accountability sub-committee met Tuesday morning with most of the department heads. A recommendation will be brought to the Board of Commissioners by September on how to enhance the way that the department heads report to

boards.

MISCELLANEOUS

Millennium Miles of Tiles

Commissioner Kooiman invited Commissioners, staff and anyone else interested, if they have not already done so, to paint a tile for the Millennium Commission's *Miles of Tiles* project. These tiles will be displayed in the Millennium Park.

Equal Employment Opportunity Manager

Assistant Administrator Vanderberg introduced and welcomed Tom Carnegie, the new County Equal Employment Opportunity Manager in the Human Resources Department.

Polish Harvest Festival

Commissioner Sak reminded everyone that the Polish Harvest Festival is being held Friday, July 28 through July 30th on the Calder Plaza. He invited all to attend.

Commissioner Sak also announced that Kyla King, reporter for the Grand Rapids Press, will be taking a leave of absence to get married in early August.

Kent County Youth Fair

Commissioner Malone announced that the Kent County Youth Fair will be held on August 7-12 in Lowell and encouraged Commissioners to attend.

Commissioner Malone also announced that two ladies are present today from the Kent County Employees Retirement Committee.

Zoo Employees

Chair Heacock responded to John Lewis' comment with regard to the Zoo employees by saying that these are good people trying to do good work and unfortunately he has heard that not only is morale bad but there are some safety concerns.

Commissioner Boelema stated that he walked last evening with a group of concerned citizens and he was impressed by the care of the grounds, the structure of things laid out and he was pleased and proud to be part of the Zoo Advisory Board on the Commission to represent that.

ADIJOURNMENT

At 9:20 a.m., Commissioner Turner moved to adjourn, subject to the call of the Chair, and to Thursday, August 10, 2000 at 8:30 a.m. for an Official Meeting. Seconded by Commissioner Sak.

Motion carried.

Chair

Chief Deputy County Clerk