

KENT COUNTY BOARD OF COMMISSIONERS

*Thursday, September 28, 2000
Administration Building - Room 310*

Meeting called to order at 8:30 a.m. by Chair Steven R. Heacock.

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

Absent: Kuhn – 1 (Excused).

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

PUBLIC COMMENT

Pam Sommer, 67 Richards NW, Grand Rapids – Ms. Sommer stated that although the issue of John Ball Park has not yet reached the Board of Commissioners, the Save the John Ball Park Coalition has collected 1,700 signatures from all over the county on a Petition for the Preservation of John Ball Park. They have also collected letters from various organizations including Creston Neighborhood Association, West Grand Rapids Planning Committee, Heritage Hill Association, Garfield Park Neighborhood Association, Heartside Downtown Neighborhood Association, West Grand Neighborhood Association, Southwest Area Neighbors and John Ball Park Community Association. She stated that she would return later with more petition signatures and letters. (Copies of the letters as well as petition signatures are on file in the Office of the County Clerk.)

CONSENT AGENDA

- a) Approval of the Minutes of September 14, 2000 Meeting
- b) September 19, 2000 Finance Committee Meeting Minutes
(Reports of Claims and Allowances)
- c) Resolutions:

9-28-00-136 – POSITION RECLASSIFICATIONS / INFORMATION TECHNOLOGY

WHEREAS, Human Resources conducted an audit of positions in Information Technology to update job content for technological changes in the County's data communications infrastructure and recent and prospective installations of major software applications; and

WHEREAS, the Job Audit Report recommends the following position classifications and conversions:

1. Reclassify one GUI Developer position (MPP 20) to Applications Support (MPP 22)
2. Reclassify one GUI Developer position (MPP 20) to Senior Applications Support (MPP 24)
3. Reclassify two GUI Designer positions (MPP 24) to Senior Applications Support (MPP 24)
4. Reclassify one Administrative Manager position (MPP 22) to Network Support (MPP 22)
5. Reclassify one GUI Designer position (MPP 24) to Database Specialist (MPP 24)

WHEREAS, the annual addition to salary costs is \$10,382 and the additional cost for the remainder of FY 2000 is \$3,504; and

WHEREAS, funding for the additional salary cost of \$3,504 is available in unexpended salary funds in the Information Technology 2000 budget.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves (1) creation of the classification of Applications Support (MPP 22) and conversion of one GUI Developer position (MPP 20) to Applications Support; (2) creation of the classification of Senior Applications Support (MPP 24) and conversion of one GUI Developer position (MPP 20) and two GUI Designer positions (MPP 24) to Senior Applications Support; (3) creation of the classification of Network Support (MPP 22) and conversion of one Administrative Manager position (MPP 22) to Network Support; and (4) creation of the classification of Database Specialist (MPP 24) and conversion of one GUI Designer position (MPP 24) to Database Specialist.

9-28-00-137 – QUITCLAIM TO ROAD COMMISSION OF REAL PROPERTY DEEDED TO COUNTY IN ERROR / ADMINISTRATOR'S OFFICE

WHEREAS, in 1923, a parcel of land in Lowell Township, containing approximately ten acres, was deeded to the County by private grantors; and

WHEREAS, the original intent of the conveyance was to provide land for use by the Road Commission; the subject land has been used exclusively and without interruption by the Kent County Road Commission since the date of conveyance; and

WHEREAS, the Sheriff's Department purchased, erected and maintains a communications tower on the site with the consent of the Road Commission; and

WHEREAS, the Road Commission desires to enter into a lease agreement with AT&T for demolition of the old tower and construction and maintenance of a new larger tower for various communications purposes; and

WHEREAS, by agreement with the Road Commission and AT&T, the Sheriff's Department will maintain its communications equipment on the new tower at no cost; and

WHEREAS, the Road Commission desires to clarify its ownership of the subject land prior to entering into the above-referenced transactions.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the conveyance of the subject land at no cost by quitclaim deed to the

Kent County Road Commission, and the Chair, or Vice-Chair in his absence, is authorized and directed to execute said instrument on behalf of the County and deliver same to the Road

Commission.

9-28-00-138 – 1999-2000 BUDGET CONTINUATION / FISCAL SERVICES

WHEREAS, the County has the following funds and programs that operate on a fiscal period beginning October 1 and ending on September 30. A listing of these funds and programs is as follows: Friend of the Court, Health, Community Mental Health, Child Care and Special Projects Fund-Prosecuting Attorney-Cooperative Reimbursement and Drug Enforcement

Unit, Community Corrections, Court Services-Pretrial Diversion and Expansion, Sheriff-Anti Drug and Law Enforcement Block Grant; and

WHEREAS, the authority to expend funds expires on September 30, 2000; and

WHEREAS, the budget for the year October 1, 2000, extending through September 30, 2001, will not be presented for adoption until October 26, 2000; and

WHEREAS, it is appropriate to approve a continuation budget covering the operations during the period October 1 through final 2000/2001-budget approval.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners approve a continuation budget covering the period beginning October 1 until passage of the 2000/2001 Budget for the following funds and programs at the same level of the 1999/2000 Budget: Friend of the Court, Health, Community Mental Health, Child Care and Special Projects Fund-Prosecuting Attorney-Cooperative Reimbursement and Drug Enforcement Unit, Community Corrections, Court Services-Pretrial Diversion and Expansion, Sheriff-Anti Drug Grant and Law Enforcement Block Grant

9-28-00-139 – FAMILIES IN TOUCH GRANT APPROVAL, CONTRACT, AND BUDGET AMENDMENT APPROVAL / KENT/MSU COOPERATIVE EXTENSION

WHEREAS, on June 25, 1998, the Board of Commissioners approved Cooperative Extension's request to apply to Spectrum Health for a Families in Touch Grant; and

WHEREAS, the Program is eligible for additional funding from Spectrum Health. Cooperative Extension is also asking to carry forward any unspent funds from FY00 for use by the program in FY01; and

WHEREAS, MSU will continue to be the employer of record for the positions. No County staff positions or funds are involved.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners authorizes Kent/MSU Cooperative Extension to accept funding from Spectrum Health for the Families In Touch Program, and

BE IT FURTHER RESOLVED that the Board also approves an amendment to the Memorandum of Agreement with Cooperative Extension for the performance of the grant, and an amendment to amend the budget to reflect revenues and expenditures associated with the grant extension and carry forward of unspent funds.

9-28-00-140 – APPROVE SUBMISSION OF A SECONDARY ROAD PATROL GRANT APPLICATION / SHERIFF

WHEREAS, the County has received Secondary Road Patrol (SRP) funds for the past 22 years; and

WHEREAS, the SRP program provides supplemental funding for road patrol and accident prevention on secondary roads; and

WHEREAS, the grant funds, if approved, will be used to continue to pay for seven sworn officers as well as the equipment and operating costs necessary for the officers to perform their duties; and

WHEREAS, the grant pays all staff costs including fringe benefits and requisite equipment; and

WHEREAS, the anticipated date of the grant award is October 1, 2000.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Sheriff's Department's request to submit an application for a Secondary Road Patrol and Traffic Accident Prevention Program Grant from the Michigan Office of Highway Safety Planning; and

BE IT FURTHER RESOLVED, that in the event grant funding is terminated or decreased, the position(s) will be eliminated; and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners authorizes the Board Chair to sign all grant documents.

Motion by Commissioner Horton, supported by Commissioner Sak, that the consent agenda items be approved.

Motion carried:

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

Nays: 0.

RESOLUTIONS

9-28-00-141 – ACCEPT LEGAL SERVICES ANALYSIS REPORT / ADMINISTRATOR'S OFFICE

WHEREAS, Kent County allocates significant financial resources to payments for legal services; and

WHEREAS, in the fall of 1999 County administration committed to conducting an analysis to assess the current method for obtaining legal services for the County and to recommend a course of action for the provision of legal services in the future; and

WHEREAS, the study found that although overall the County has done a good job of obtaining quality legal services at a competitive cost, the study reveals several areas in which the County could enhance its use of legal services; and

WHEREAS, drafts of the report were distributed for review to all department directors and their comments were incorporated into the final report; and

WHEREAS, the report provides five recommendations that, if implemented, will result in better management of legal services.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners accept the Legal Services Analysis Report and authorize the County

Administrator/Controller to implement its recommendations.

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

Motion carried by voice vote.

9-28-00-142 – EVALUATION PROCEDURE FOR DIRECTORS REPORTING TO BOARDS / BOARD OF COMMISSIONERS

WHEREAS, the Accountability/Evaluation Sub-Committee (Commissioners Kuhn (Chair), Buege, Kooiman, Kuipers, and Morren) was created to carry out the following mission statement:

"To assure adequate accountability from the Commissioners to Kent County citizens regarding activities of all departments, boards, and committees"; and

WHEREAS, the committee began this task by reviewing the process by which evaluations are completed for individuals who report to boards including a number of issues (What is the process being used? Is it effective? How are board members trained? Are the evaluations consistent? What feedback mechanisms exist for boards and directors? How can the process be improved? How do we get input from others? Is there a better tool to use to assist in the evaluation?); and

WHEREAS, the recommendation provides consistency for the five directors who report to boards: County Administrator/Controller – Board of Commissioners, Community Mental Health Executive Director – Community Mental Health Board, Public Works Director – Board of Public Works, Aeronautics Director – Aeronautics Board, Public Health Director – Board of Health; and

WHEREAS, the committee's recommendation includes a quarterly review of progress on goals, a process of training board chairs in the evaluation procedure, a 360 degree feedback mechanism will also be used to assist in measuring accountability, monitor performance and prepare future goals but will not be used to determine compensation; and

WHEREAS, the recommendations have been reviewed and discussed with the five directors; and

WHEREAS, the Legislative and Human Resources Committee has reviewed and concurs with the recommendations of the Accountability/Evaluation Sub-Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners does hereby accept the recommendations of the Accountability/Evaluation Sub-Committee providing a standard evaluation procedure for Directors who report to Boards.

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

Motion carried by voice vote.

9-28-00-143 – APPROVAL OF LABOR AGREEMENT – POLC – ATTORNEY REFEREES / HUMAN RESOURCES

WHEREAS, the Negotiating Committee recommends approval of a three-year labor contract with the Police Officers Labor Council representing employees of the 17th Judicial Circuit Court in the classifications of Attorney Referee, Senior Attorney Referee and Friend of the Court Attorney; and

WHEREAS, the proposed agreement is summarized on attachments to this resolution; and

WHEREAS, this proposed contract has been ratified by members of the Police Officers Labor Council; and

WHEREAS, the salary and fringe benefit increases will result in a cost of \$83,394.80 for the length of the contract; and

WHEREAS, this contract settlement will affect seven full-time employees assigned exclusively to the 17th Circuit Court.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approve and ratify said proposed contract; and

BE IT FURTHER RESOLVED that the Chair is authorized and directed to sign said agreement on behalf of Kent County.

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

Motion carried:

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

Nays: 0.

9-28-00-144 – SETTLEMENT REGARDING COUNTY'S INTEREST IN CLARENCE E. SCHUMACHER ESTATE / ADMINISTRATOR'S OFFICE

WHEREAS, in October 1999, Clarence E. Schumacher, now deceased, conveyed a remainder interest in 40 acres of real property at 4687 Kroes Road, Plainfield Township, to the County for parkland or recreational purposes, subject to life estates in various members of the Brillinger family; and

WHEREAS, it is estimated that it will take 75-100 years for the County to obtain fee simple title to the property upon exhaustion of the Brillinger estates; and

WHEREAS, if the County chose to accept the remainder interest, it will likely be responsible for a portion of the estate tax now due; and

WHEREAS, negotiations between the County and the Brillingers resulted in an agreement to divide the property now, conveying fee simple title to 31 acres to the County for parkland and recreational use, and fee simple title to 9 acres to the Brillingers for residential use; and

WHEREAS, division of the property at this time will make it immediately available for use by the County, eliminate the County's liability for payment of estate tax, and avoid the need for the County to monitor the use of the property through decades of life estates.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the agreement for acceptance of fee simple title to 31 acres of real property for parkland or recreational use in settlement of the interest conveyed to the County under the will of Clarence E. Schumacher, and the Chair, or Vice-Chair in his absence, is authorized and directed to execute said instrument and any necessary deeds on behalf of the

County.

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

Motion carried:

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

Nays: 0.

9-28-00-145 – 2001 CONVENTION & VISITORS BUREAU TOURISM PROMOTION PLAN AND BUDGET / BOARD OF COMMISSIONERS

WHEREAS, the Board of Commissioners, on September 11, 1997, adopted Resolution 9-11-97-118 identifying priorities for use of Hotel/Motel Tax revenues; and

WHEREAS, the Kent County Board of Commissioners, by resolution and contract, provides for a contribution of 20 percent of annual revenues from the Lodging Excise (Hotel/Motel) Tax to the Grand Rapids/Kent County Convention & Visitors Bureau, subject to annual review and approval by the County; and

WHEREAS, the Board of Commissioners has, pursuant to the agreement between the County and the Grand Rapids/Kent County Convention & Visitors Bureau, received the 2001 proposed budget and Tourism Promotion Plan, which includes the ongoing contribution of 20 percent of annual revenues from the Hotel/Motel Tax in 2001, excluding interest, late fees, and other charges, for the promotion of convention business throughout Kent County; and

WHEREAS, the contribution of 20 percent of annual revenues from the Hotel/Motel Tax to the Grand Rapids/Kent County Convention & Visitors Bureau is consistent with the priorities established in Resolution 9-97-11-118.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the proposed 2001 Budget and Tourism Promotion Plan of the Grand Rapids/Kent County Convention & Visitors Bureau, and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners approves the 2001 contribution of 20 percent of the annual revenues from the Lodging Excise (Hotel/Motel) Tax, excluding interest, late fees, and other charges, and estimated to be \$850,000, to the Grand Rapids/ Kent County Convention & Visitors Bureau.

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

Motion carried:

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

Nays: 0.

9-28-00-146 – AMEND 2000 CIP FOR PUBLIC HEALTH INFORMATION SYSTEM / HEALTH DEPARTMENT

WHEREAS, the Health Department's primary clinical data system is the Public Health Information System (PHIS). The PHIS software is used by Community Nursing, Clinical Services and the Health Department's billing staff. The software compiles daily nursing logs,

immunizations and all billing for services provided to clients; and

WHEREAS, the PHIS is a client/server application with a Visual FoxPro relational database. Visual FoxPro is not designed for use with large databases with many users. The Health Department has tried for several years to internally monitor and maintain the system, but

has been unable to make necessary improvements because of the inefficiencies of the software; and

WHEREAS, Health Department and County Information Technology staff recommends that the Health Department upgrade its system and migrate the PHIS database from Visual FoxPro to Oracle. Oracle is the leading database in the technology field, and will allow the

PHIS to be compatible with the health care industry and provide greater functionality and efficiency. The modifications should decrease duplicate data entry and retrieval, and will allow the Health Department to report and bill in a more timely fashion; and

WHEREAS, included in the upgrade is the creation of a Health Promotion/Disease Prevention data system that will allow the department to track health-related outcomes. The program will incorporate the ability to manipulate data and reporting capabilities to community partners; and

WHEREAS, the request was originally submitted as part of the Health Department's operating budget request for 2001, but is more accurately categorized as a CIP for the County's budgeting purposes. Due to the desire to complete the project as soon as possible, and that the 2001 CIP Budget process was completed before the request was finalized and submitted, Fiscal Services staff recommends that the project be forwarded as an amendment to the 2000 CIP.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves amending the 2000 CIP Budget to include a project upgrading the Public Health Information System (PHIS) from Visual FoxPro 6.0 database to Oracle 8 database and development of a database system for the Health Promotion/Disease Prevention Division at a total estimated cost of \$850,000; and

BE IT FURTHER RESOLVED that the Board approves the transfer of \$850,000 from the Undesignated General Fund Balance to the 2000 CIP to fund the project.

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

Motion carried:

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

Nays: 0.

Establish Public Hearing Date & Time

Motion by Commissioner Morren, supported by Commissioner Mast, to set a Public Hearing for the 2001 Budget and 2001 Millage Rates on Thursday, October 12, 2000 at 7:00 p.m. in Room 310 of the County Administration Building.

Motion carried by voice vote.

REPORTS

Prevention Committee

Commissioner Buege reported that the Prevention Committee has almost completed gathering input from the various groups in the community and will be moving forward in October with themes and then looking at what processes the county should go through.

Urban Sprawl

Commissioner Postmus said that they meet every other Monday evening from 5-7 p.m. and are pursuing their review of the different groups that they are bringing in for their input. They are working on bringing in the Superintendents of the Grand Rapids School System and the Kent Intermediate School System to get their input on urban sprawl.

Accountability Committee

Chair Heacock reported that the Board of Commissioners voted on the Evaluation Procedure for Directors Reporting to Boards which this committee brought forth. Commissioner Kuhn is also working on a process involving the committees and boards that the Commission appoints. How the Board of Commission can continue a tie with the board to have some input or ability to make sure that the taxpayers and voters hold the Commission accountable for the actions of those boards which it appoints.

Insight Committee

Commissioner Turner reported that they have had their initial meeting at which time the EEO Officer, Tom Carnegie, joined the committee. Some issues were raised at their first meeting, which Mr. Carnegie has been looking at including inclusion, which is one of their main goals. Mr. Carnegie is putting together a report, through Human Relations, which will give them some figures and once the report is available they will consider strategies that will make the county feel proud about being accessible to all people in this county.

MISCELLANEOUS

Introduction

Commissioner Rekeny introduced the Republican nominee for the 4th District County Commission seat, Ted Vonk.

Entrepreneur of the Month

Commissioner Postmus stated that his son was featured in this month's *Grand Rapids Magazine* as the entrepreneur of the month. He started his own coffee service business 13 years ago – C & S Coffee.

Thanks

Commissioner Sak thanked Pam Sommer from the Save the John Ball Park Coalition for coming to the Board of Commission meeting today.

Award

Commissioner Sak stated that he read in the *Grand Rapids Magazine* that Dr. Mack was recently inducted into the Grand Rapids Medical Hall of Fame as a physician in community health and offered his congratulations to Dr. Mack.

National Polish Heritage Month

Commissioner Sak stated that October is National Polish Heritage month and a Pulaski Day Flag raising ceremony will be held on Sunday, October 1, 2000, at 2:00 p.m. at St. Isidore's Benevolent Aid Society on Eastern Street. Also, the Pulaski Day Parade will be held on Saturday, October 7, 2000, at 11:00 a.m. starting at College & Michigan Street and everyone is

welcome to participate.

Appreciation

Commissioner Talen expressed his appreciation to the Accountability and Evaluation Subcommittee for the Evaluation Procedure, which was well done and very efficient and effective.

Veteran's Day Parade

Commissioner Wahlfield announced that the Veteran's Day Parade will be Saturday, November 11, 2000.

Congratulations

Chair Heacock reiterated congratulations to Dr. Mack on his award.

Convention & Arena Authority

Chair Heacock stated that the booking policy was adopted yesterday morning as presented. The construction design for the convention center continues, and they are about 50 % complete with design. The Monroe Project is going very well and quickly, and the City engineers have done excellent work.

John Ball Park

Chair Heacock stated that he too is delighted that Ms. Sommer is here and looks forward to getting a copy of the petition. He would like to make certain that people understand what the facts are and that the Commission is listening and has every intent of listening. This Board of Commissioners approved an expenditure for repairs at the park and there is a committee looking at improvements to the park. Under Commissioner Postmus' lead, there is a group putting together an alternative plan, which encroaches much less on the park. The alternative master plan and the plan for improvements will go to the advisory committee. At that point, they hope to use an outside expert to review the plan and give the advisory board his/her expert advice. It will take some time, there is a lot of discussion. There will be time for public input, but the Commission is listening and it is unfortunate that it is being perceived that they are not.

Spectrum Fuller Open House

Chair Heacock announced that immediately following this meeting there is an open house for Commissioners at the Spectrum Fuller Campus.

ADJOURNMENT

At 9:00 a.m., Commissioner Horton moved to adjourn, subject to the call of the Chair, and to Thursday, October 12, 2000 at 7:00 p.m. for an Official Meeting. Seconded by Commissioner Sak. Motion carried.

Chair

Chief Deputy County Clerk