

KENT COUNTY BOARD OF COMMISSIONERS

*Tuesday, November 21, 2000
Administration Building - Room 310*

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

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

Absent: Horton – 1 (Excused).

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

PUBLIC COMMENT

There was no public comment.

SPECIAL ORDER OF BUSINESS

Courthouse Clock Tower Presentation

A presentation by Tom Mathison of Tower Pinkster & Titus Associates was made on the clock tower design for the new Kent County Courthouse. The clock will have a 30-foot tower and stand on the northeast corner of Ottawa and Lyon. Architectural drawings and plans were distributed to Commissioners (copy of which are on file in the Office of the County Clerk).

CONSENT AGENDA

- a) Approval of the Minutes of November 9, 2000 Meeting
- b) November 7, 2000 Finance Committee Meeting Minutes
(Reports of Claims and Allowances)
- c) Resolutions:

11-21-00-167 – APPROPRIATION OF FUNDS EARMARKED FOR COMMUNITY ARCHIVES / CLERK'S OFFICE

WHEREAS, the Kent County Board of Commissioners authorized (Resolution 9-23-99-135) the allocation of funds to the 2000 CIP Fund to be contributed to the construction of the Community Archives and Research Center; and

WHEREAS, formal appropriation of the funds needs to be authorized to facilitate payment of the County's share.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby appropriates \$1,750,000 from unreserved, undesignated General Fund balance and authorizes the transfer to the 2000 CIP Fund (2000-245-200-9650-987-00000).

11-21-00-168 – AUTHORIZATION TO SUBMIT A GRANT APPLICATION, CONTRACT APPROVAL, AND BUDGET AMENDMENT / COMMUNITY CORRECTIONS

WHEREAS, on April 27, 2000, the Board of Commissioners approved the Community Corrections FY2001 grant request and authorized contracts with eight vendors for services at the amounts not to exceed those provided for in the grant contract; and

WHEREAS, one agency, Project Intervene, later withdrew its proposal. In September, the Kent County Office of Community Corrections issued a Request for Proposals for the mental health service for eligible offenders previously slated to be provided by Project Intervene. The Community Corrections Advisory Board (CCAB) set a funding level of \$25,260 for this service; and

WHEREAS, a total of eight proposals were received and reviewed by the Alternative Sentencing and Evaluation Committee; and

WHEREAS, the Committee recommended the Salvation Army Day Reporting Center proposal based on the service description, prior CCAB contract performance, and the number of clients to be served; and

WHEREAS, the recommendation was approved by the CCAB on November 15, 2000.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners authorizes a contract with the Salvation Army Day Reporting Center for mental health services for offenders eligible for the program under PA511 of 1988, and authorizes the Board Chair to sign the contract.

11-21-00-169 – APPROVE CONTRACT WITH HOME REPAIR SERVICES OF KENT COUNTY, INC. AND AUTHORIZE BOARD CHAIR TO SIGN / COMMUNITY DEVELOPMENT

WHEREAS, the Community Development Department has used the services of Home Repair Services of Kent County, Inc., (HRS) for the provision of an Emergency Minor Home Repair Service Program for fifteen years; and

WHEREAS, the U. S. Department of Housing and Urban Development has recognized HRS, a not-for-profit agency, as a sole provider of these services; and WHEREAS, the new contract, if approved, will continue the Emergency Home Repair (\$53,000), Builder's Abundance (\$25,000), Accessibility Modifications (\$27,000), Tool Lending Library (\$1,000), and Volunteer Coordination (\$4,000) programs; and

WHEREAS, the contract period is September 1, 2000, to August 31, 2001.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves Community Development's request to enter into a contract with Home Repair Services of Kent County, Inc., and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the Board Chair to sign the agreement.

11-21-00-170 – APPROVE CONTRACT WITH GRAND RAPIDS CENTER FOR INDEPENDENT LIVING AND AUTHORIZE BOARD CHAIR TO SIGN / COMMUNITY DEVELOPMENT

WHEREAS, this would be the eighth year that Community Development Department has utilized the services of Grand Rapids Center for Independent Living, Inc., (GRCIL); and

WHEREAS, GRCIL will develop and maintain a list of handicap- accessible properties, provide accessibility modification designs to participating residential properties, and assist participants in obtaining resources to fund accessibility; and

WHEREAS, the contract period is September 1, 2000, to August 31, 2001.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves Community Development's request to enter into a contract with Grand Rapids Center for Independent Living, Inc.; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the Board Chair to sign the agreement.

11-21-00-171 – APPROVE CONTRACT WITH KENT COUNTY FAMILY INDEPENDENCE AGENCY (KCFIA) AND AUTHORIZE BOARD CHAIR TO SIGN

WHEREAS, HUD requires an entity seeking funds for homelessness activities to prepare a Continuum of Care strategy detailing the needs and proposed responses to those needs as part the grant application; and

WHEREAS, until last year, City of Grand Rapids staff was primarily responsible for the coordination and consultation needed to develop and write the Continuum of Care strategy; and

WHEREAS, the City Manager of Grand Rapids has previously indicated that City staff will no longer be available to provide this support; and

WHEREAS, the Kent County Board of Commissioners authorized (Resolution 2-24-00-16) the Community Development Department to contract with Kent County Family Independence Agency (KCFIA) to prepare the requisite document; and

WHEREAS, based on that contract, the Salvation Army created a position to handle this function; and

WHEREAS, the City of Grand Rapids, the County (through the Discretionary Funds administered by the FIA), and Community Development Block Grant will continue to share the cost of salary and fringes for the position; and

WHEREAS, KCFIA has agreed to be the fiduciary of the funds.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves Community Development's request to enter into a contract with Kent County Family Independence Agency; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the Board Chair to sign the agreement.

11-21-00-172 – AMEND THE 2001 BUDGET FOR THE HOUSING COMMISSION VOUCHER PROGRAM / COMMUNITY DEVELOPMENT

WHEREAS, the U.S. Department of Housing and Urban Development has \$503,345 in available funding under the Section 8 Family Unification Program; and

WHEREAS, the Housing Commission will use the funds for 37 additional Fair Share Housing Choice Vouchers and 50 additional Family Unification Program Housing Choice Vouchers.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Housing Commission's request to accept Section 8 Vouchers from the U.S. Department of Housing and Urban Development; and

BE IT FURTHER RESOLVED that the 2001 Housing Commission Budget be amended to reflect additional revenues and expenditures totaling \$503,345.

11-21-00-173 – REVISIONS TO DRAIN COMMISSIONER FEE SCHEDULE / DRAIN COMMISSIONER

WHEREAS, the Michigan Subdivision Control Act of 1967 allows the County Board of Commissioners to “. . .adopt a reasonable schedule of fees to be charged proprietors seeking approval of plats to compensate the county drain commissioner for his examination of those plat features which require approval of the county drain commissioner. . .;” and

WHEREAS, departments are required by the County's Fiscal Policy – Fees and Charges to review their fees and charges annually and to forward recommended changes to the Board of Commissioners; and

WHEREAS, a recent study conducted by DMG-Maximus, Inc. provided an evaluation of the fees charged by the Drain Commissioner for preliminary review and final inspection of new plats, as well as of mobile home parks, apartments, and condominiums; and

WHEREAS, the Drain Commissioner is recommending that these fees be revised as recommended by DMG-Maximus.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners adopt the revised Drain Commissioner fee schedule, effective January 1, 2001, as follows:

<u>Service</u>	<u>Current Fee</u>	<u>Recommended Fee</u>
<u>Preliminary Plat</u> <u>22 or less lots</u>	<u>\$150.00</u>	<u>\$200.00</u>
<u>Preliminary Plat</u> <u>23 or more lots</u>	<u>\$7.00/lot</u>	<u>\$9.00/lot</u>
<u>Mobile Home Park/</u> <u>Apartments/</u> <u>Condominiums/</u> <u>Site Condo</u>	<u>\$200.00</u>	<u>\$250.00</u>
<u>Industrial/Commercial</u> <u>10 acres or less</u>	<u>\$200.00</u>	<u>\$250.00</u>
<u>Industrial/Commercial</u> <u>11 acres or more</u>	<u>\$300.00</u>	<u>\$350.00</u>
<u>Final Inspection</u>	<u>\$150.00</u>	<u>\$200.00</u>

11-21-00-174 – RECLASSIFICATIONS OF ADMINISTRATIVE MANAGER AND SUPERVISOR POSITIONS IN PROSECUTOR’S OFFICE, COUNTY CLERK’S OFFICE AND HOL, COOPERATIVE EXTENSION, AND SHERIFF’S DEPARTMENT / HUMAN RESOURCES

WHEREAS, the Human Resources Department performed a study of 16 Administrative Manager and Administrative Supervisor positions in the County to determine if the classifications were assigned to the proper grades and if individual positions were properly classified; and

WHEREAS, the study identified the need for additional classifications to properly document and evaluate four positions in three departments; and

WHEREAS, the study also identified the need to change the grade assignment of two existing classifications and reclassify three additional positions; and

WHEREAS, the changes recommended by the study to maintain equity among positions within the Management Pay Plan are:

- create the classification Administrator Prosecutor’s Office (MPP 26) and reclassify the Administrative Manager (MPP 22) to this classification
- create the classification Chief Deputy Circuit Court Clerk (MPP 24) and reclassify the Administrative Manager (MPP 22) to this classification
- create the classification Administrator Cooperative Extension (MPP 24) and reclassify the Administrative Manager (MPP 22) to this classification
- create the classification Victim/Witness Coordinator (MPP 21) and reclassify the Administrative Supervisor to this classification
- reallocate the pay grade of the Chief Deputy Register of Deeds classification from MPP 22 to MPP 24
- reallocate the pay grade of the Administrative Manager classification from MPP 22 to MPP 21 and reclassify two positions at the Prosecutors’ Office and one at the Sheriff’s Department to this classification

WHEREAS, the additional salary costs for Fiscal Year 2000 will be \$3,969 (\$34,396 annually); and

WHEREAS, funding is available in the 2000 and 2001 budgets of the Prosecutor’s Office, Cooperative Extension, County Clerk’s Office and Sheriff’s Department.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approve the creation of the classifications of Administrator - Prosecutor’s Office (MPP 26); Chief Deputy Circuit Court Clerk (MPP 24); Administrator - Cooperative Extension (MPP 24); Victim/Witness Coordinator (MPP 21); reallocate the classification of Chief Deputy Register of Deeds from MPP 22 to MPP 24; and reallocate the classification of Administrative Manager from MPP 22 to MPP 21.

11-21-00-175 – AMEND THE 2000 BUDGET FOR THE PROBATE COURT / PROBATE COURT

WHEREAS, the rate for attorney fees increased 43% over 1999 levels following the adoption of the 2000 budget; and

WHEREAS, Probate Court has experienced an unanticipated 15% increase over 1999 in guardianship and mentally incompetent cases.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the transfer of \$34,500 from Contingency to Probate Court.

11-21-00-176 – APPROVE ACCEPTANCE OF EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) / SHERIFF

WHEREAS, the Emergency Management Performance Grant program provides supplemental funding for providing emergency management services to the community; and

WHEREAS, the contract period is October 1, 2000, to September 30, 2001.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves acceptance of an Emergency Management Performance Grant from the Michigan Department of State Police.

Motion by Commissioner Morren, supported by Commissioner Mast, that the Consent Agenda be adopted.

Motion carried:

Yeas: Kuipers, Talen, Turner, Kooiman, Sak, Mast, Smoke, Postmus, Wahlfield, McGuire, Boelema, Hiddema, Morren, Rekeny, Malone, Buege, Chair Heacock – 17.

Nays: Kuhn – 1.

PUBLIC HEARING

Appeal of Denied Freedom of Information Act Request - Sheriff's Department

Motion by Commissioner Sak, supported by Commissioner McGuire, to move into a public hearing.

Motion carried by voice vote.

Civil Counsel Farrens explained that a Freedom of Information Request (FOIA) was received for the subscription of names of arrestees, arrest codes and addresses of individuals currently being held in the Kent County Jail. The County denied that request under the privacy exemption of FOIA with a legal basis provided by the Courts of Michigan recently. The County received an appeal of that denial which is what's before the Board of Commission today.

Chair Heacock asked if there was anyone from the public who wished to speak to this particularly any representative(s) from the appealing entity.

There was no public comment.

Motion by Commissioner Sak, supported by Commissioner McGuire, to close the public hearing.
Motion carried by voice vote.

RESOLUTIONS

11-21-00-177 – APPEAL OF DENIED FREEDOM OF INFORMATION ACT (FOIA) REQUEST / SHERIFF" DEPARTMENT

WHEREAS, on July 27, 2000, the Sheriff's Department received a Freedom of Information Act (FOIA) request from the criminal defense law firm of Miller & Associates, headquartered in Santa Monica, California; and

WHEREAS, Miller & Associates requested that the Sheriff provide lists of recent arrestees on an ongoing basis, including each arrestee's first and last name, address, and arrest code; and

WHEREAS, on August 23, 2000, Civil Counsel denied the request on the grounds that booking and arrest records of those not convicted of a crime are exempt from disclosure under FOIA's privacy exemption; and

WHEREAS, on October 6, 2000, Miller & Associates appealed the denial of its request; and

WHEREAS, on October 24, 2000, the Legislative & Human Resources Committee received the appeal in accordance with FOIA; and

WHEREAS, Civil Counsel prepared a legal opinion and supporting documentation recommending that the Board affirm the denial of the request; and

WHEREAS, the Board has reviewed Civil Counsel's opinion, conducted a public hearing, and made appropriate inquiry.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners, being fully informed in the premises, hereby affirms the denial of Miller & Associates' FOIA request for arrestees' names, addresses, and arrest codes.

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

Motion carried by voice vote.

11-21-00-178 – SENIOR MILLAGE SERVICES AND CONTRACTS FOR 2001 /
ADMINISTRATOR'S OFFICE

WHEREAS, on July 19, 2000, Area Agency on Aging of Western Michigan, Inc., issued a request for proposals for senior services for 2001-2003; and

WHEREAS, the Kent County Senior Millage Review Committee reviewed the requests and made recommendations regarding funding for each agency. These recommendations were forwarded to the AAAMW Executive Committee on October 23, 2000, which is now recommending them to the County; and

WHEREAS, in addition to the annual contracts, senior millage funds will also be used to provide services to seniors through purchase of service and voucher arrangements. Amounts to be allocated through this process have been included on the bid tabulation and recommendation sheet; and

WHEREAS, AAAMW continues to provide care management services as allowed for by contract. The provision of Home Support services by AAAMW is currently under review by County and AAAMW staff. Recommendations regarding the delivery of service by AAAMW and the associated funding will be forthcoming prior to the award of funds for 2002; and

WHEREAS, the final recommendation includes use of interest and unspent funds from 1999 not included in the original 2001 budget recommendation.

WHEREAS, although the contract period will be from January 1, 2001, to December 31, 2003, only a one-year funding allocation is recommended at this time. Funding levels for 2002 will be forwarded in the fall of 2001, following an evaluation of current

year

operations and an evaluation of new program proposals.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the allocation of \$4,342,417 in Senior Millage funds for 2001 as recommended by the Area Agency on Aging of Western Michigan, Inc. excepting those funds targeted to the Older Learner Center for training purposes which will be subject to a cost-sharing arrangement; and

BE IT FURTHER RESOLVED that the Board authorizes an amendment to the budget to reflect the use of unspent 1999 allocations and interest earnings.

Motion by Commissioner Wahlfield, 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, Malone, Buege, Chair Heacock – 17.

Nays: Kuhn – 1.

11-21-00-179 – GUIDELINES TO REDUCE THE IMPACT OF PRENATAL EXPOSURE TO ALCOHOL, TOBACCO AND OTHER DRUGS / HEALTH DEPARTMENT

WHEREAS, the Health Department has estimated that each year more than 1,500 infants are prenatally exposed to alcohol and more than 500 are prenatally exposed to illicit drugs; and

WHEREAS, over the past year, representatives of various health care, child welfare, public health, and substance abuse treatment systems have met to develop a community standard to address prevention and treatment of prenatal substance abuse; and

WHEREAS, in order to ensure community support, the guidelines have been presented to a variety of community agencies and advisory bodies for endorsement, and will continue to be disseminated throughout the community to increase awareness of the problem and the promote a consistent community response to the issue; and

WHEREAS, the request to endorse the guidelines is independent from any request for financial commitment. If, in the future, funding is desired for distribution of the document or implementation of any measures associated with the guidelines, a separate request would be forwarded at that time.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby endorses the Kent County Guidelines to Reduce the Impact of Prenatal Exposure to Alcohol, Tobacco and Other Drugs.

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

Motion carried by voice vote.

REPORTS

There were no reports.

MISCELLANEOUS

Happy Thanksgiving

Chair Heacock wished everyone a safe and Happy Thanksgiving.

ADJOURNMENT

At 9:05 a.m., Commissioner Morren moved to adjourn, subject to the call of the Chair, and to Thursday, December 14, 2000 at 8:30 a.m. for an Official Meeting. Seconded by Commissioner Sak. Motion carried.

Chair

County Clerk