

KENT COUNTY BOARD OF COMMISSIONERS

Thursday, July 12, 2001

Administration Building - Room 310

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

Present: Commissioners Boelema, Buege, Hiddema, Horton, Koorndyk, Kuhn, Kuipers, Mast, Mayhue, McGuire, Morgan, Morren, Postmus, Sak, Vaughn, Vonk, Wahlfield, Chair Heacock – 18.

Absent: Smoke (Excused) – 1.

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

PUBLIC COMMENT

There was no public comment.

Establish Public Hearing Date & Time

Motion by Commissioner Horton, supported by Commissioner Morgan, that a public hearing be held on July 26, 2001, at 8:30 a.m., for the revised 911 Plan.

Motion carried by voice vote.

CONSENT AGENDA

- a) Approval of the Minutes of June 14, 2001 Meeting
- b) June 19 and July 3, 2001 Finance Committee Meeting Minutes
(Reports of Claims and Allowances)
- c) Appointments to Community Mental Health Board – William Gray & John Lichtenberg, Arts Council – Commissioner Kathy Kuhn, and Kent Hospital Finance Authority – Commissioner Dan Koorndyk .
- d) Resolutions:

7-12-01-81 – APPROVE SUBMISSION OF HOUSING AND URBAN DEVELOPMENT GRANT AND BUDGET AMENDMENT / COMMUNITY DEVELOPMENT

WHEREAS, the US Department of Housing and Urban Development (HUD) has annually funded 100% of the salary and fringe benefits for a Family Self-sufficiency (FSS) Coordinator position; and

WHEREAS, the FSS Coordinator position provides guidance and referrals to remove barriers to employment or increased employability that are encountered by those families receiving a rental subsidy pursuant to the Section 8 Housing Choice Voucher Program; and

WHEREAS, the existing FSS Coordinator's caseload has grown to 123 families;
and

WHEREAS, for the first time, HUD has offered to fund a second FSS Coordinator position; and

WHEREAS, in the event grant funding is eliminated or decreased, the positions will be eliminated unless continuation funding is approved pursuant to the Fiscal Policy on Grants.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves submission of the Housing and Urban Development grant application to add a FSS Coordinator position; and

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes an amendment to the budget for revenues and expenditures associated with the grant.

7-12-01-82 – APPROVE PURCHASE OF MICROSOFT OFFICE SUITE LICENSING UPGRADE AND BUDGET AMENDMENT / INFORMATION TECHNOLOGY

WHEREAS, the significant majority of County personal computers currently operate Microsoft Office 97; however, Office 2000 is currently available and as new personal computers are purchased, the Office 2000 Professional license is typically purchased; and

WHEREAS, Microsoft has recently changed their process for purchasing licensing upgrades for their Microsoft Office Suite. Effective October 1, 2001, the current practice of purchasing just the upgrade license for a reduced cost will be eliminated and all users will be required to purchase a full license. The County's practice has been to purchase the upgrade license only; and

WHEREAS, prior to July 1, the County has the opportunity to purchase Microsoft's Upgrade Advantage offering to acquire the Office 2000 licenses at a cost of \$270 per license. After July 1, the cost for the Upgrade Advantage increases to \$295 per license and after October 1, 2001, the cost would be \$434 each (with an additional 5% cost increase anticipated after October). With an estimated 1,060 personal computers needing a license upgrade, the cost impact is substantial; and

WHEREAS, if the County is able to issue a Purchase Order for 1,060 Office Upgrade Advantage licenses in June, the total cost will be \$245,443. After July 1 and prior to October 1, that cost would increase to \$267,358. After October 1, the estimated cost for this upgrade would be \$393,334. The upgrade to Office 2000 was anticipated to occur and was submitted as a 2002 CIP request. The inducement from Microsoft was not anticipated.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves a transfer of \$250,000 from the Contingency Fund to the 2001 Information Technology operating budget to purchase Microsoft Office license upgrades.

7-12-01-83 – POSITION CHANGE FROM PART-TIME TO FULL-TIME / CIRCUIT COURT

WHEREAS, a full-time Court Reporter position was split into two part-time positions in 1999 in response to a request from an incumbent employee to transfer to part-time status; and

WHEREAS, one of those positions is now vacant due to resignation; and

WHEREAS, the Judge has requested this position be combined into one full-time position; and

WHEREAS, the salary and fringe benefit cost for FY 2001 will be \$5,531, which amount is currently available in the Circuit Court budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the creation of one full-time Court Reporter position by combining two part-time Court Reporter positions.

7-12-01-84 – ADOPTION OF INFORMATION TECHNOLOGY POLICY ON NETWORK SECURITY / INFORMATION TECHNOLOGY

WHEREAS, the County authorizes the use of computer resources for the performance of work and the efficient exchange of information and provides a networked infrastructure to support these uses; and

WHEREAS, the nature of a computer network is such that network intrusions by unauthorized individuals and organizations are a constant threat and may result in unauthorized access of confidential information or a breakdown in service rendering the County unable to continue critical operations; and

WHEREAS, the use of the County's network by non-County entities should be controlled and documented to ensure the proper use and protection of County resources through the use of memoranda of understanding; and

WHEREAS, the County has a significant investment in its technology infrastructure; and

WHEREAS, the Network Security Policy will help to ensure that the County's computer network remains available for use, data integrity and confidentiality are maintained, and users at all levels and locations are aware of their responsibilities for network security.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners adopts the Information Technology Policy – Network Security.

7-12-01-85 – APPROVE LEASE WITH ST. MARY'S MERCY MEDICAL CENTER AND AUTHORIZE BOARD CHAIR TO SIGN / PROSECUTOR'S OFFICE

WHEREAS, the Michigan Family Independence Agency provides funding to counties to operate a Cooperative Reimbursement Program (Resolution 06-22-00-84) designed to establish paternity and secure support orders; and

WHEREAS, as a part its grant responsibilities, the Prosecutor's Office will use genetic testing in an attempt to establish paternity which requires space for collecting genetic specimens as well as a wait area; and

WHEREAS, St. Mary's Mercy Medical Center is willing to continue to lease a community room two Thursdays a month for \$300 a month, which is the same amount that is currently being paid; and

WHEREAS, the proposed lease renewal is for a one-year period (October 1, 2001 to September 30, 2002) with an option to renew one additional year.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Prosecutor's Office request to execute a lease with St. Mary's Mercy Medical Center to provide space to facilitate the genetic draws; and

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

7-12-01-86 – GRANT APPLICATION TO STATE FAMILY INDEPENDENCE AGENCY /
PROSECUTOR’S OFFICE

WHEREAS, the Michigan Family Independence Agency provides funding to counties to operate a Cooperative Reimbursement Program designed to establish paternity as well as to secure and enforce support orders; and

WHEREAS, the Prosecutor’s Cooperative Reimbursement Program will continue with 19 full-time positions; and

WHEREAS, the anticipated grant period is October 1, 2001, to September 30, 2002.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Prosecutor’s Office application to the State Family Independence Agency for an FY2002 Title IV-D Cooperative Reimbursement Grant; and

BE IT FURTHER RESOLVED, that in the event grant funding is eliminated or decreased, the positions will be eliminated unless continuation funding is approved pursuant to the Fiscal Policy on Grants; and

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

7-12-01-87 – AMEND SHERIFF MET GRANT / SHERIFF’S DEPARTMENT

WHEREAS, the Sheriff’s Metropolitan Enforcement Team Grant (MET) is in need of a budget amendment to account for additional revenue and expenditures of \$22,650; and

WHEREAS, the original budget was prepared using the salary of an officer at the “A” Step (\$34,548 annual compensation) and the position was filled with an officer at the “G” Step (\$48,214 annual compensation); and

WHEREAS, the budget needs to be amended by an additional \$22,650 to cover wages (\$16,000), Overtime (\$5,000) and FICA (\$1,650) for the remainder of the contract; and

WHEREAS, the grant will provide 50% of the costs for wages and FICA for a total of \$8,612 with the remaining \$13,988 coming from forfeited funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves applying for additional MET Grant fund of \$8,612; and

BE IT FURTHER RESOLVED that the Board of Commissioners approves an amendment to the budget to account for the additional revenues and expenditures.

Motion by Commissioner Horton, supported by Commissioner Koorndyk, to approve the consent agenda items.

Motion carried:

Yeas: Buege, Morgan, Horton, Vonk, Morren, Hiddema, Boelema, McGuire, Wahlfield, Postmus, Mast, Kuhn, Sak, Vaughn, Mayhue, Koorndyk, Kuipers, Chair Heacock – 18.

Nays: 0.

RESOLUTIONS

7-12-01-88 – ALLOCATION OF UNRESERVED, UNDESIGNATED FUND BALANCE –
MILLENNIUM PARK / BOARD OF COMMISSIONERS

WHEREAS, development of the Millennium Park Project is a priority of the Kent County Board of Commissioners; and

WHEREAS, the Millennium Park Project has been added to the *Kent County Parks, Recreation and Natural Areas Master Plan*; and

WHEREAS, in January 2000, the Secchia Millennium Commission selected the Millennium Park project as the “commemorative gift” to the community for the next millennium and made a commitment to raise \$2 million for the project; and

WHEREAS, the Secchia Millennium Commission has raised nearly \$4 million and has increased its fundraising commitment to \$5 million; and

WHEREAS, the Board of Commissioners, on March 23, 2000, approved Resolution 03-23-00-28, designating and reserve funding for the Millennium Park project in the amount of \$3 million; and

WHEREAS, significant effort has been made by the County to acquire property in the Millennium Park area and, as a result of this activity, only about \$100,000 from the original \$3 million remains; and

WHEREAS, the Fund Balance Review Subcommittee of the Board of Commissioners is recommending an additional allocation of \$3 million from the County’s unreserved, undesignated General Fund balance to continue to acquire property and begin development of the Millennium Park.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners allocate \$3 million from the County’s unreserved, undesignated General Fund balance for funding for the Millennium Park project.

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

Motion carried:

Yeas: Buege, Morgan, Horton, Vonk, Morren, Hiddema, Boelema, McGuire, Wahlfield, Postmus, Mast, Kuhn, Sak, Vaughn, Mayhue, Koorndyk, Kuipers, Chair Heacock – 18.

Nays: 0.

7-12-01-89 – PROPERTY ACQUISITION FOR MILLENNIUM PARK PROJECT / PARKS DEPARTMENT

WHEREAS, the purchase of property for the Millennium Park Project is a priority of the Kent County Board of Commissioners; and

WHEREAS, one parcel is currently being offered for sale and the County has entered into a purchase agreement for the property contingent on Board approval per Board Policy; and

WHEREAS, the Board has set funds aside for land acquisition and development of Millennium Park.

NOW THEREFORE BE IT RESOLVED, that the Kent County Board of Commissioners does hereby approve the purchase of the following property: Scott property for \$165,000, and authorizes Board Chair or designee to execute necessary documentation; and

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the payment of the total purchase price of \$165,000 plus necessary transactional expenses and realtor’s fee from the Millennium Park CIP Account.

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

Motion carried:

Yeas: Buege, Morgan, Horton, Vonk, Morren, Hiddema, Boelema, McGuire, Wahlfield, Postmus, Mast, Kuhn, Sak, Vaughn, Mayhue, Koorndyk, Kuipers, Chair Heacock – 18.

Nays: 0.

7-12-01-90 – PROPERTY ACQUISITION FOR MILLENNIUM PARK PROJECT / PARKS DEPARTMENT

WHEREAS, the purchase of property for the Millennium Park Project is a priority of the Kent County Board of Commissioners; and

WHEREAS, one parcel is currently being offered for sale and the County has entered into a purchase agreement for the property contingent on Board approval per Board Policy; and

WHEREAS, the Board has set funds aside for land acquisition and development of Millennium Park.

NOW THEREFORE BE IT RESOLVED, that the Kent County Board of Commissioners does hereby approve the purchase of the following property: Guiliano property for \$68,000, and authorizes the Board Chair or designee to execute necessary documentation; and

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the payment of the total purchase price of \$68,000 plus necessary transactional expenses and realtor's fee from the Millennium Park CIP Account.

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

Motion carried:

Yeas: Buege, Morgan, Horton, Vonk, Morren, Hiddema, Boelema, McGuire, Wahlfield, Postmus, Mast, Kuhn, Sak, Vaughn, Mayhue, Koorndyk, Kuipers, Chair Heacock – 18.

Nays: 0.

REPORTS

Urban Sprawl

Commissioner Postmus reported that the Urban Sprawl Committee is writing the final draft of its report. A meeting is scheduled for next week and the Committee's work is coming to a close.

Prevention

Commissioner Buege reported that the Board of Commissioners will most likely be receiving the Prevention Committee's report within the next month.

Parks Subcommittee

Commissioner Morren reported that the Parks Subcommittee met a couple of weeks ago and is now awaiting information from staff. The Subcommittee may submit its report by Labor Day.

Community Mental Health Funding Subcommittee

Commissioner Boelema reported that the Community Mental Health Funding Subcommittee has had a couple of meetings and has a very good agenda. This Committee should conclude its work within a couple of months.

MISCELLANEOUS

Administrative Health Director

Administrator Delabbio stated that the three finalists for the Administrative Health Director position are present at today's Board meeting and Commissioners will have an opportunity after the meeting to meet and talk with these individuals.

ADJOURNMENT

At 8:50 a.m., Commissioner Horton moved to adjourn, subject to the call of the Chair, and to Thursday, July 26, 2001, at 8:30 a.m., for an Official Meeting. Seconded by Commissioner Sak. Motion carried.

Steven R. Heacock, Chair

Mary Hollinrake, County Clerk