

**KENT COUNTY BOARD OF COMMISSIONERS**

*Thursday, July 24, 2003*

*Administration Building - Room 310*

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Meeting called to order at 8:31 a.m. by Chair David J. Morren.

**Present:** Commissioners Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Vonk, Voorhees, Wahlfield, Chair Morren – 18.

**Absent:** Horton – 1 (Excused).

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

**PUBLIC COMMENT**

There was no public comment.

**SPECIAL ORDER OF BUSINESS**

**LINK Michigan Presentation**

Ray Hoag, Project Facilitator of LINK Michigan, presented a PowerPoint presentation on broadband connectivity, including its background, technology trends, and benefits. (A copy of the presentation is on file in the Office of the County Clerk.)

**CONSENT AGENDA**

- a) Approval of the Minutes of June 26, 2003 Meeting
- b) July 1 and 15, 2003 Finance Committee Meeting Minutes  
(Reports of Claims and Allowances)
- c) Resolutions:

**7-24-03-88 – PAYMENT TO HAMMER CALF DAMAGE CLAIM / HEALTH DEPARTMENT - ENVIRONMENTAL DIVISION**

WHEREAS, Embert and Melissa Hammer of Spencer Township filed a claim with the Board of Commissioners, pursuant to the Dog Law of 1919, for loss of a calf attacked by stray dogs; and

WHEREAS, an investigation of the incident by the Spencer Township Supervisor, and Kent County Animal Control has confirmed the loss; and

WHEREAS, investigators were unable to identify the owners of the dogs involved in the attack; and

WHEREAS, the Dog Law of 1919 requires that upon receipt of a fully investigated and substantiated claim of livestock loss or damage, the Board of Commissioners pay for the loss or damage, along with necessary and proper costs, from the County's general fund; and

WHEREAS, Civil Counsel has reviewed the investigation and recommended that Embert and Melissa Hammer be paid for the loss of their calf in the amount of \$450.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves that Embert and Melissa Hammer be paid \$450 as the fair replacement value of their calf.

7-24-03-89 – STANDING RULES REVISION – SECTION 9.14 / BOARD OF COMMISSIONERS

WHEREAS, the Legislative and Human Resources Committee's Donation Solicitation Subcommittee, comprised of Commissioners Postmus (Chair), Hiddema, Mast, and Mayhue, was formed to address potential concerns regarding requests for donations by Commissioner(s); and

WHEREAS, the subcommittee recommends adding the sentence, "Solicitation of donations for any cause is not permitted." to the existing language in Section 9.14 Miscellaneous Matters, on page 27 of the Standing Rules; and

WHEREAS, the following related guideline for acceptable Miscellaneous Matters is as follows:

Commissioners may make reference to a donation/cause for purposes of providing information only.

- Example #1: "I would like to draw special attention to the upcoming County Employee Picnic on August 2. There will be a collection for two charities at the picnic. Details regarding the charities and suggested items to donate are outlined in the latest County Communicator issue."
- Example #2: "There is a blood drive scheduled for June 30 in the County Administration Building. There are further details in your mailbox or just see me following the meeting."

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners does hereby approve amending its Standing Rules by adding the sentence, "Solicitation of donations for any cause is not permitted." to the existing language in Section 9.14 Miscellaneous Matters with the examples referenced in the Appendix of the Standing Rules.

7-24-03-90 - AUTHORIZATION TO SUBMIT A GRANT APPLICATION AND CONTRACT APPROVAL – COMPREHENSIVE PLAN / COMMUNITY CORRECTIONS

WHEREAS, Public Act 511 of 1988 provides funding for Community Corrections Advisory Boards to administer and operate programs to provide alternatives to incarceration for offenders; and

WHEREAS, if approved, funding will be provided to the following local programs: Kent County Court Services Department (Pretrial Programs, Work Crew and Community Service Programs, Case Management and Risk Assessment), Pathfinder Resources,

Project Rehab, Alternative Directions, Salvation Army, Arbor Circle AOS, Grand Rapids Public Schools Business and Industry Center, Prodigal Human Services, and Goodwill Industries.

WHEREAS, the grant request also includes funding for Probation Residential Services for Alternative Directions, Pathfinder Resources, and Project Rehab.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the Community Corrections' Comprehensive Plan and application for funding under PA 511 of 1988, and authorizes contracts with the proposed vendors not-to-exceed the recommended funding amount.

7-24-03-91 – SUBMIT 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 20 full-time positions; and

WHEREAS, the grant period is October 1, 2003, to September 30, 2004.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Prosecutor's request to submit an application to the State Family Independence Agency for a FY 2004 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.

7-24-03-92 – BIENNIAL UPDATE OF THE POLICY AND PROCEDURES MANUAL – FISCAL POLICY / FISCAL SERVICES

WHEREAS, the Policy and Procedures Manual of Kent County includes a requirement that a review of all established policies be conducted on a biennial basis; and

WHEREAS, a team consisting of; Gail Brink-Health Department Finance Director, Stephen Duarte-Deputy Director of Fiscal Services, Francine Farrington-Accounting Manager-Fiscal Services, Brian Picardat-Aeronautics Department-Finance and Administration, Lloyd Pitsch-Sheriff's Department-Administrator, Paula Taylor-Circuit Court-Finance Manager, Marvin VanNortwick-Fiscal Services-Budget Coordinator, Mary Swanson-Assistant County Administrator and Robert White-Fiscal Services Director reviewed certain Fiscal Policies including;

- Accounting and Auditing - Annual Budget - Asset Capitalization - Capital Improvement Program - Debt - Employee Business Expense - Employee Business Expense for One-Day Travel and Local Expenses - Employee Business Expense for Overnight Travel - Fees and Charges - Fund Balance/Fund Equity - Grants and Donations - Investments - Millage Requests.

- Capital Improvement Program - II.3. - the addition of this paragraph would establish by policy a minimum level of funding each year for the purpose of maintaining the inventory of county owned general fixed assets.
- Employee Business for One-day Travel and Local Expenses - II.3.b. - the addition of this paragraph will allow for in certain limited instances, cash advances to Circuit Court Family Division Probation Officers; and

WHEREAS, the staff team has recommended certain changes/additions to the policies noted in order to provide further clarification and authorization.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the revised policies as submitted.

Commissioner Mayhue requested that Resolution 7-24-03-88 be removed from the consent agenda.

Commissioner Voorhees requested that Resolution 7-24-03-92 be removed from the consent agenda.

Motion by Commissioner Postmus, supported by Commissioner Wahlfield, to approve the remaining consent agenda items.

Motion carried:

Yeas: Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Vonk, Voorhees, Wahlfield, Chair Morren - 18.

Nays: 0.

7-24-03-88 – PAYMENT TO HAMMER CALF DAMAGE CLAIM / HEALTH DEPARTMENT - ENVIRONMENTAL DIVISION

WHEREAS, Embert and Melissa Hammer of Spencer Township filed a claim with the Board of Commissioners, pursuant to the Dog Law of 1919, for loss of a calf attacked by stray dogs; and

WHEREAS, an investigation of the incident by the Spencer Township Supervisor, and Kent County Animal Control has confirmed the loss; and

WHEREAS, investigators were unable to identify the owners of the dogs involved in the attack; and

WHEREAS, the Dog Law of 1919 requires that upon receipt of a fully investigated and substantiated claim of livestock loss or damage, the Board of Commissioners pay for the loss or damage, along with necessary and proper costs, from the County's general fund; and

WHEREAS, Civil Counsel has reviewed the investigation and recommended that Embert and Melissa Hammer be paid for the loss of their calf in the amount of \$450.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves that Embert and Melissa Hammer be paid \$450 as the fair replacement value of their calf.

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

Motion carried:

Yeas: Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Vonk, Voorhees, Wahlfield, Chair Morren - 18.

Nays: 0.

7-24-03-92 – BIENNIAL UPDATE OF THE POLICY AND PROCEDURES MANUAL –  
FISCAL POLICY / FISCAL SERVICES

WHEREAS, the Policy and Procedures Manual of Kent County includes a requirement that a review of all established policies be conducted on a biennial basis; and

WHEREAS, a team consisting of; Gail Brink-Health Department Finance Director, Stephen Duarte-Deputy Director of Fiscal Services, Francine Farrington-Accounting Manager-Fiscal Services, Brian Picardat-Aeronautics Department-Finance and Administration, Lloyd Pitsch-Sheriff's Department-Administrator, Paula Taylor-Circuit Court-Finance Manager, Marvin VanNortwick-Fiscal Services-Budget Coordinator, Mary Swanson-Assistant County Administrator and Robert White-Fiscal Services Director reviewed certain Fiscal Policies including;

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- Capital Improvement Program - II.3. - the addition of this paragraph would establish by policy a minimum level of funding each year for the purpose of maintaining the inventory of county owned general fixed assets.
- Employee Business for One-day Travel and Local Expenses - II.3.b. - the addition of this paragraph will allow for in certain limited instances, cash advances to Circuit Court Family Division Probation Officers; and

WHEREAS, the staff team has recommended certain changes/additions to the policies noted in order to provide further clarification and authorization.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the revised policies as submitted.

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

Motion carried:

Yeas: Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Vonk, Wahlfield, Chair Morren - 17

Nays: Voorhees - 1.

## RESOLUTIONS

### 7-24-03-93 – EXECUTION OF QUITCLAIM DEEDS / ADMINISTRATOR’S OFFICE

WHEREAS, the County Property Book, last updated in 1974, was again updated in October 2002; and

WHEREAS, during that process, it was found that several properties had been conveyed incorrectly between and among County entities, including properties held by the County, Drain Commission, and Road Commission; and

WHEREAS, County Counsel and affected entities reviewed County conveyances for accuracy, comparing the legal descriptions of affected parcels with the current county parcel maps; and

WHEREAS, corrected conveyances are necessary to obtain good and proper title to properties between and amongst affected county entities; and

WHEREAS, corrected quitclaim deeds and Property Transfer Affidavits have been prepared to correct erroneous conveyances; and will be recorded with the Register of Deeds once executed.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the execution of Quitclaim Deeds for parcel numbers listed on attached list bearing serial numbers 1 through 27, and the Chair, or Vice-Chair in his absence is authorized and directed to sign the said deeds.

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

Motion carried by voice vote.

### 7-24-03-94 – REPORT FROM SUBCOMMITTEE ON BOARD SIZE / BOARD OF COMMISSIONERS

WHEREAS, Legislative & Human Resources Committee Chair Dan Koorndyk created a Subcommittee to review state legislation as it relates to the size of the Board of Commissioners; and

WHEREAS, in anticipation that Kent County’s 2010 census will exceed 600,000 persons, the Subcommittee was asked to determine whether to propose that current state law be amended to eliminate the mandated requirement that a county with a population in excess of 600,000 persons must have a Board of Commissioners of between 25 and 35 members; and

WHEREAS, the Subcommittee reviewed state legislation as well as other information, including comparative data, and is recommending to the Board that Kent County seek legislation to amend the current statute that would allow for the “over 600,000” population category to have “. . . not more than 35” commissioners; and

WHEREAS, the rationale behind this recommendation includes: 1) the proposed language is consistent with the current language identifying the number of commissioners for counties in the various population categories; 2) the proposed language allows for more flexibility in determining the number of commissioners; 3) the proposed language allows local apportionment boards to decide on the number of commissioners, rather than have a prescribed statutory number; and 4) the proposed language does not eliminate the maximum number of commissioners that a county of over 600,000 persons can have on its board.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby accepts the report and recommendation of the Subcommittee on Board Size and directs the Administrator/Controller to work with the County's Lobbyist to pursue an amendment to state statute pursuant to the recommendation included in the Subcommittee report.

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

Motion carried by voice vote.

7-24-03-95 – KENT COUNTY CONSERVATION DISTRICT LEASE / FACILITIES MANAGEMENT

WHEREAS, for several years, the County has leased space at 1330 Bradford NE to the Kent County Conservation District; and

WHEREAS, the District suspended operations for a period of time during 2002 and 2003, and discontinued use of the facility; and

WHEREAS, a new Board has been appointed, and the District has requested to resume use of the facility; and

WHEREAS, the lease complies with the requirements of the County's Facility Use Policy, and has been reviewed and approved to form by Civil Counsel.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the lease with the Kent County Conservation District for use of the County facility at 1330 Bradford NE.

Motion by Commissioner Agee, supported by Commissioner Tanis, that the resolution be adopted.

Yeas: Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Vonk, Voorhees, Wahlfield, Chair Morren - 18.

Nays: 0.

REPORTS

There were no reports.

MISCELLANEOUS

Award

Commissioner Kuipers presented an award to the County from NACO for website access. Dave Boehm, Director of Information Technology, accepted the award on behalf of his department.

GermanFest

Commissioner Wahlfield announced that GermanFest will be held this weekend on the Calder Plaza.

Public Hearing - Zoo

Chair Morren announced that a public hearing on the Zoo/Wildlife Park will be held Monday, August 11, 2003, at 7:00 p.m. in the Board of Commission chambers.

Letter

Chair Morren introduced Gary Milligan, President of the John Ball Zoological Society, to read a letter from the Meijer Family Foundation (copy of which is on file in the Office of the County Clerk) with regard to the proposed Wildlife Park. The letter states that the Meijer Foundation will match funds raised by the Zoo Society not to exceed \$25 million dollars, if the proposed Wildlife Park becomes a reality.

ADIOURNMENT

At 9:35 a.m., Commissioner Postmus moved to adjourn, subject to the call of the Chair, and to Thursday, August 14, 2003, Room 310, County Administration Building, at 8:30 a.m., for an Official Meeting. Seconded by Commissioner Koorndyk. Motion carried.

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David J. Morren, Chair

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Mary Hollinrake, County Clerk