

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

APRIL 8, 2021 SESSION

JOURNAL 69

<u>PAGE</u>	<u>ITEM</u>	<u>SUBJECT MATTER</u>
266	1	APRIL 8, 2021 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL
266	2	COMMUNICATIONS
266	3	APPROVAL OF MINUTES FOR MARCH 25, 2021
266-267	4	PUBLIC PARTICIPATION - COMMENTS
267	5	ADDITIONAL AGENDA ITEMS
267	6	APPROVAL OF AGENDA AS AMENDED
267	7	INFORMATIONAL SESSION - 57 TH DISTRICT COURT
267	8	ADMINISTRATIVE REPORTS
267-269	9	CLAIMS 4/2/21 AND 4/9/21
269	10	BOC - RESCIND ORV ORDINANCE RESOLUTIONS FROM 7/24/2014 AND 7/23/2020
269	11	BREAK - 3:09 P.M.
269-271	12	STRATEGIC WORK PLAN
272	13	WEST SIDE PARK BEACH ACCESS
272-273	14	ADMINISTRATION - ADOPT REVISED EMPLOYMENT CLASSIFICATIONS #305
274	15	PUBLIC PARTICIPATION - COMMENTS
274	16	FUTURE AGENDA ITEMS
274	17	ADJOURNMENT UNTIL APRIL 22, 2021

AFTERNOON SESSION

APRIL 8, 2021 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on April 8, 2021 at 1:00 P.M. in accordance with the motion for adjournment of March 25, 2021, and rules of this board; Chairman Storey presiding.

The invocation was offered by District #6 Commissioner Dugan.

The Chief Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA-Manlius Twp	DIST #5	TOM JESSUP-Allegan Twp-left at 5:00p.m
DIST #2	JIM STOREY-Allegan Twp	DIST #6	GALE DUGAN-Allegan Twp
DIST #3	MAX THIELE-Allegan Twp	DIST #7	RICK CAIN-Allegan Twp
DIST #4	MARK DeYOUNG-Dorr Twp		

COMMUNICATIONS

2/ Chief Deputy Clerk Porter noted to the board that they received the following resolutions:

1. Resolutions from Hillsdale County; Cheboygan County; and Berrien County regarding COVID-19
2. Resolution from Genesee County in support of legislation to adopt 4-year terms for County Commissioners

MARCH 25, 2021 SESSION MINUTES - ADOPTED

3/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to approve the minutes for the March 25, 2021 session as distributed. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - COMMENTS

4/ Chairman Storey opened the meeting to public participation and the following individuals offered comments:

1. William Brown, AAESA Superintendent encourage the Board of Commissioners to prioritize internet access in Allegan County with spending of the COVID Funds.
2. Scott Beltman of 3110 130th Ave, Hopkins: request the commissioners to discuss the ORV ordinance and hold a public hearing.
3. Shawn Moulenbelt-1496 138th Ave Wayland: indicated support for an ORV ordinance.
4. Madeline Kalaskey-Clyde Township parcel#0402103100, indicated support of OVR ordinance.
5. Steve Tyler-1907 Sassafras Ln, Allegan: indicated support for ORV ordinance.
6. Joe Joblonski-1579 135th Ave, Wayland: indicated support for ORV ordinance.
7. Ken Kamps-3266 46th Street: indicated support for ORV ordinance.
8. Mark Evans, Hopkins Township, supported the use of COVID funds for countywide internet and did support the ORV ordinance.
9. David Gray-2629 134th Ave Hopkins: indicated support for ORV ordinance.

- 10. Shawn Moulenbelt-1496 138th Ave Wayland: indicated support for ORV ordinance.
- 11. Devin Rodanhisler-3233 16th St Hopkins: indicated support for ORV ordinance.
- 12. Scott Owen 5936 109th Ave: indicated support for ORV ordinance.

AGENDA - ADDITIONS

5/ Moved by Commissioner Cain, seconded by Commissioner Kapenga to amend the meeting agenda to place the ORV matter as discussion item number one. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Jessup and Cain. Nays: Thiele and Dugan.

Moved by Commissioner Storey, seconded by Commissioner Jessup to amend the meeting agenda to add the allocation of the ARPA funds as discussion item number two. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

AGENDA - ADOPTED AS AMENDED

6/ Moved by Commissioner Kapenga, seconded by Commissioner Jessup to adopt the meeting agenda as amended. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

INFORMATIONAL SESSION - 57TH DISTRICT COURT

7/ Chief District Court Judge Skocelas and District Court Administrator Linda Lenahan presented the annual report for the 57th District Court. Presentation can be found on the County Website at www.allegancounty.org Go to "Government" under quick links - Reports (Annual Reports and State of the County Report).

ADMINISTRATIVE REPORTS

8/ Administrator Rob Sarro noted his written report was submitted to Commissioners. Highlights included: Courthouse project update and animal shelter entrance.

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

9/ WHEREAS, Administration has compiled the following claims for April 2, 2021 and April 9, 2021; and

WHEREAS, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

WHEREAS, said claims are listed in the 2021 Claims folder of the Commissioners' Record of Claims.

APRIL 2, 2021

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	86,353.35	86,353.35	
Park/Recreation Fund - 2080	222.40	222.40	
Central Dispatch/E911 Fund - 2110	9,835.63	9,835.63	
Friend of the Court Office - 2151	391.07	391.07	

Health Department Fund – 2210	5,814.70	5,814.70	
Solid Waste – 2211	30.00	30.00	
Transportation Grant – 2300	1,749.77	1,749.77	
Capital Improvement Fund - 2450	25,886.07	25,886.07	
Indigent Defense - 2600	297.40	297.40	
CDBG Loan Repayment - 2771	30.00	30.00	
Grants - 2790	7,634.44	7,634.44	
Child Care-Circuit/Family - 2921	3,313.48	3,313.48	
Senior Millage – 2950	2,129.87	2,129.87	
Tax Reversion - 6200	65.01	65.01	
Fleet Management - 6612	58.55	58.55	
Self-Insurance Fund - 6770	763.28	763.28	
Drain Fund - 8010	373.40	373.40	
TOTAL AMOUNT OF CLAIMS	\$144,948.42	\$144,948.42	

APRIL 9, 2021

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	140,486.58	140,486.58	
County Road Fund – 2010	3,065.60	3,065.60	
Park/Recreation Fund - 2080	3,022.21	3,022.21	
Friend of the Court Office – 2151	668.00	668.00	
Health Department Fund – 2210	123,079.85	123,079.85	
Solid Waste – 2211	72.92	72.92	
Transportation Grant – 2300	984.63	984.63	
Register of Deeds Automation Fund - 2560	259.89	259.89	
Local Corrections Officers Training Fund - 2640	2,276.00	2,276.00	
Law Library Fund - 2690	2,506.22	2,506.22	
Grants - 2790	11,901.40	11,901.40	
Sheriff Contracts – 2807	96.76	96.76	
Child Care-Circuit/Family - 2921	39,325.04	39,325.04	
Soldiers Relief Fund – 2930	3,159.67	3,159.67	
Senior Millage – 2950	32,134.80	32,134.80	
Otsego Water/Sewer Refunding Bond - 3669	80.37	80.37	
Medical Care Facility Fund - 5120	777.41	777.41	
Delinquent Tax Revolving Fund - 6160	4,747.78	4,747.78	
Delinquent Tax Revolving Fund -2020 Taxes - 6190	5,367,135.61	5,367,135.61	
Drain Equip Revolving – 6390	134.39	134.39	
Fleet Management – 6612	22.13	22.13	
Self-Insurance Fund - 6770	382,010.50	382,010.50	
Drain Fund - 8010	6,646.06	6,646.06	
TOTAL AMOUNT OF CLAIMS	\$6,124,593.82	\$6,124,593.82	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for April 2, 2021 and April 9, 2021.

Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the report of claims for April 2, 2021 and April 9, 2021. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

DISCUSSION ITEMS:

BOARD OF COMMISSIONERS- RESCIND ORV ORDINANCE RESOLUTIONS FROM 7/24/2014 AND 7/23/2020

10/ BE IT RESOLVED the Board of Commissioners rescinds previous board actions of July 23, 2020 and July 24, 2014 regarding ORV ordinance.

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts to rescind the Board of Commissioners actions dated July 23, 2020 and July 24, 2014 regarding the countywide ORV ordinance.

Moved by Commissioner DeYoung, seconded by Commissioner Kapenga to adopt the resolution. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Dugan, and Cain. Nays: Thiele and Jessup.

BREAK - 3:09 P.M.

11/ Upon reconvening at 3:20 P.M., the following Commissioners were present: Commissioner Kapenga, Storey, Thiele, DeYoung, Jessup, Dugan and Cain. Absent: None

STRATEGIC WORK PLAN

12/ Administrator Sarro reviewed the steps that brought us to the final draft of the 2021-22 Strategic Work Plan. Objective for today is to receive direction on outstanding items so they may be incorporated into the plan. Decision points will result in 1) project being referred for further analysis 2) project being moved to implementation or 3) project being removed from the plan.

Decision point #1 - American Rescue Plan Act (ARPA)

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to move the American Rescue Plan Act decision point to implementation as recommended.

Moved by Commissioner Jessup, seconded by Commissioner Thiele to table the ARPA project as presented in the Strategic Work Plan. Motion to table failed by roll call vote. Yeas: Storey, Thiele and Jessup. Nays: Kapenga, DeYoung, Dugan and Cain.

Amendment 1: Moved by Commissioner Dugan, seconded by Commissioner Kapenga to amend decision point 1 under Deliverables to include "the following shall be used as a framework for the development of a plan and the plan shall be subject to Board consideration prior to reimbursement or expenditure of funds being sought." Motion amendment carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Amendment 2: Moved by Commissioner Thiele, seconded by Commissioner Dugan to amend decision point 1 under if eligible to include "with prioritization given to the Public Health response not covered by other funds" in the first and second bullet points. Motion amendment carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Amendment 3: Moved by Commissioner Storey, seconded by Commissioner Dugan to amend decision point 1 to include "The ARPA Plan developed upon the framework outlined below shall be subject to a noticed public hearing prior to final consideration by the Board of Commissioners." Motion amendment passed by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Final revised motion by Commissioner Dugan, seconded by Commissioner Kapenga to move the American Rescue Plan Act decision point to implementation as recommended with the above three amendments carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Original Copy prior to amendments:



Decision Point 1

Administration Recommendation for Project Plan:

Strategic Goal: Provide valuable and necessary quality services to our customers.

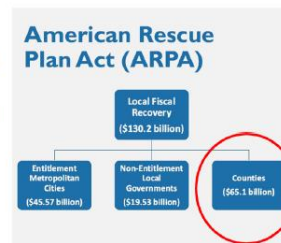
Board Priority Project: American Rescue Plan Act (ARPA)

ARPA provides support to the public health response and lays the foundation for a strong and equitable economic recovery. Specifically, the State and Local Fiscal Fund provides resources to help governments address revenue losses experienced and cost incurred, to invest in infrastructure, including water, sewer, and broadband services, among other possible uses.

(Adapted from the U.S. Department of The Treasury Fact Sheet)

Deliverables:

- Research the eligible use of ARPA funds, reporting requirements, and other parameters as information is released
- If eligible:
 - First, reimburse County for expenditures and loss in revenue in connection with pandemic response
 - Second, allocate funds to the continued pandemic response efforts
 - Third, allocate funds to the extent they can support the Priority Projects contained within this plan
- If determined applicable by the Board, develop a system to obtain additional stakeholder input once funds have been allocated to initial priorities.



Revised Copy with amendments:



Decision Point 1

Strategic Goal: Provide valuable and necessary quality services to our customers.

Board Priority Project: American Rescue Plan Act (ARPA) - ARPA provides support to the public health response and lays the foundation for a strong and equitable economic recovery. Specifically, the State and Local Fiscal Fund provides resources to help governments address revenue losses experienced and cost incurred, to invest in infrastructure, including water, sewer, and broadband services, among other possible uses. (Adapted from the U.S. Department of The Treasury Fact Sheet)

Deliverables (Amendment 1: “the following shall be used as a framework for the development of a plan and the plan shall be subject to Board consideration prior to reimbursement or expenditure of funds being sought”):

- Amendment 3 “The ARPA Plan developed upon the framework outlined below shall be subject to a noticed public hearing prior to final consideration by the Board of Commissioners.”
- Research the eligible use of ARPA funds, reporting requirements, and other parameters as information is released
- If eligible:
 - First, reimburse County for expenditures and loss in revenue in connection with pandemic response, Amendment 2 “with prioritization given to the Public Health response not covered by other funds”.
 - Second, allocate funds to the continued pandemic response efforts, Amendment 2 “with prioritization given to the Public Health response not covered by other funds”
 - Third, allocate funds to the extent they can support the Priority Projects contained within this plan
- If determined applicable by the Board, develop a system to obtain additional stakeholder input once funds have been allocated to initial priorities.

WEST SIDE PARK BEACH ACCESS

13/ WHEREAS, on April 6, 2021, the Parks Advisory Board recommended to the Board of Commissioners that up to \$25,000 be reserved within the local revenue sharing fund to maintain access to the beach via the north stairs at West Side Park for the duration of the 2021 season to the degree practicable; and

WHEREAS, the Parks Advisory Board also recommended a Request for Proposal process to be conducted for engineering solutions/designs to maintain long term access to the beach which shall incorporate ADA accessibility to the degree practicable.

THEREFORE BE IT RESOLVED the Board of Commissioners approves the Parks Advisory Board's recommendation in full; and

BE IT FINALLY RESOLVED the County Administrator is authorized to carry out the work in accordance with County policies, and upon review and authorization by the County Administrator, the Executive Director of Finance is authorized to make the necessary budget transfers in order to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner Jessup to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

ADMINISTRATION - ADOPT REVISED EMPLOYMENT CLASSIFICATIONS #305

14/ WHEREAS, Administration continues to review employment policies to ensure information remains up to date; and

WHEREAS, needs arise to expand working hours for temporary and irregular positions under extending circumstances.

THEREFORE BE IT RESOLVED the Board of Commissioners adopts the revised Employment Classification Policy #305, as attached, which reflects providing the County Administrator authority to expand the hours of said classifications for limited durations; and

BE IT FURTHER RESOLVED the policy shall take effect immediately; and

BE IT FINALLY RESOLVED County Administration shall update the Employee Handbook online.

Moved by Commissioner Dugan, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.

**ALLEGAN COUNTY
POLICY**



**TITLE: EMPLOYMENT CLASSIFICATIONS
POLICY NUMBER: 305**

APPROVED BY: Board of Commissioners

EFFECTIVE DATE: April 8, 2021

1. **CLASSIFICATIONS OF EMPLOYEES:** The employment classifications below are not intended to imply a guaranteed term of employment for any employee. If applicable, benefits are mentioned under each classification (see specific benefit section for more in-depth information). Any employee, regardless of classification, working a regular schedule of less than 20 hours per week (or less than 1,040 per year) is not eligible to receive benefits.
 - 1.1 **Regular Full-Time Employee.** A regular full-time employee is normally scheduled to work 36 to 40 hours per week. Regular full-time employees qualify for all benefits set forth in this Handbook, subject to various eligibility rules and applicable collective bargaining agreements.
 - 1.2 **Regular Part-Time Employee.** A regular part-time employee is normally scheduled to work at least 20 hours per week but less than 36 hours per week. Regular part-time employees are eligible for most benefits on a pro rata basis, subject to various eligibility guidelines and applicable collective bargaining agreements.
 - 1.3 **Irregular Part-Time Employee.** An irregular part-time employee is normally scheduled to work less than 20 hours per week (less than 1040 per year). Department Heads may submit a request to Human Resources to increase the normally scheduled hours on a temporary basis. Subject to approval by the County Administrator, the normally scheduled hours may be increased for a period of up to twelve months. Irregular part-time employees are not eligible to receive benefits unless otherwise authorized in County policy or as required by applicable law.
 - 1.4 **Temporary Employee.** A temporary employee may work up to 40 hours per week for a period not to exceed six months. Department Heads may submit a request to Human Resources to increase temporary working period. Subject to approval by the County Administrator, working period may be increased up to an additional six months (for a total working period of up to 12 consecutive months). Temporary employees are not eligible to receive benefits unless otherwise authorized in County policy or as required by applicable law.
 - 1.5 **Student Internship (Intern).** Students who are enrolled in or accepted for enrollment in a qualifying educational institution may have an opportunity to work either part-time or full-time to explore career paths related to their academic fields of study or career interests. Student interns are generally not eligible to receive benefits. Whether a student internship is paid or unpaid will be determined based on the facts and circumstances of the particular opportunity and the provisions of applicable law.

PUBLIC PARTICIPATION - COMMENTS

15/ Chairman Storey opened the meeting to public participation and the following individual offered comment:

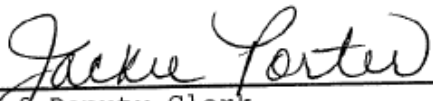
1. Scott Beltman of 3110 130th Ave, Hopkins: thanked the Board for rescinding previous actions in regards to the ORV ordinance.

FUTURE AGENDA ITEMS


16/ Commissioner Storey asked for the Appointments; Elections; and the remaining ARPA process to be placed on the agenda for the planning session on April 22, 2021. Meeting will start at 1:00 P.M., not 3:00 P.M.

ADJOURNMENT UNTIL APRIL 22, 2021 AT 7:00 P.M.

17/ Moved by Commissioner Dugan, seconded by Commissioner Cain to adjourn until April 22, 2021 at 7:00 P.M. The motion carried by roll call vote and the meeting was adjourned at 5:19 P.M. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.



 Chief Deputy Clerk



 Board Chairperson

Minutes approved during the 05/13/2021 Session