

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

BOARD OF COMMISSIONERS MEETING (ORGANIZATIONAL) – AGENDA

Thursday, January 5, 2023 – 9:00 AM

***REVISION #1 – 1/3/23**

3283 122nd Avenue, Allegan, MI 49010

Virtual Connectivity Instructions **Attached**

DISTRICT 1

Jim Storey
616-848-9767
jstorey@
allegancounty.org

9:00 AM

CALL TO ORDER: Deputy County Clerk Jackie Porter
OATH OF OFFICE: Chief Circuit Court Judge Roberts Kengis
ROLL CALL:
OPENING PRAYER: Commissioner Dean Kapenga
PLEDGE OF ALLEGIANCE:

DISTRICT 2

Mark DeYoung
616-318-9612
mdeyoung@
allegancounty.org

ELECTION OF TEMPORARY CHAIRPERSON:

*CHAIRPERSON'S TERM OF OFFICE:

ELECTION OF PERMANENT CHAIRPERSON:

ELECTION OF PERMANENT VICE-CHAIRPERSON:

DISTRICT 3

Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

PUBLIC PARTICIPATION:

PRESENTATION: Linda Lenahan & Steven Lanting—Retirement Recognition

BOARD POLICIES/PLANNING

1. Board Rules of Organization
2. Boards & Commissions— elections (E)/appointments (A)
 - a. Road Commission Board (E)
 - i. Representative—term expired 12/31/22 Applications REC 11/10 & 12/29
 - b. Area Community Services Employment & Training Council (A)
 - i. Board Chair Representative—term expired 12/31/22
 - c. Area Agency On Aging Inc. (A)
 - i. Commissioner Representative—term expired 12/31/22
 - d. Community Economic Development Strategies Committee (A)
 - i. Commissioner Representative—term expired 12/31/22
 - e. Commissioner Beltman Election/Appointments
 - f. Board of Public Works
3. Board Planning Sessions—approve 2023 Meeting Dates
4. Board of Commissioners—approve 2023 Meeting Dates
5. Review Budget Policy
6. Administrative Update
 - a. 2023/24 Board Plan Update

DISTRICT 4

Scott Beltman
616-292-1414
sbeltman@
allegancounty.org

DISTRICT 5

Gale Dugan
269-694-5276
gdugan@
allegancounty.org

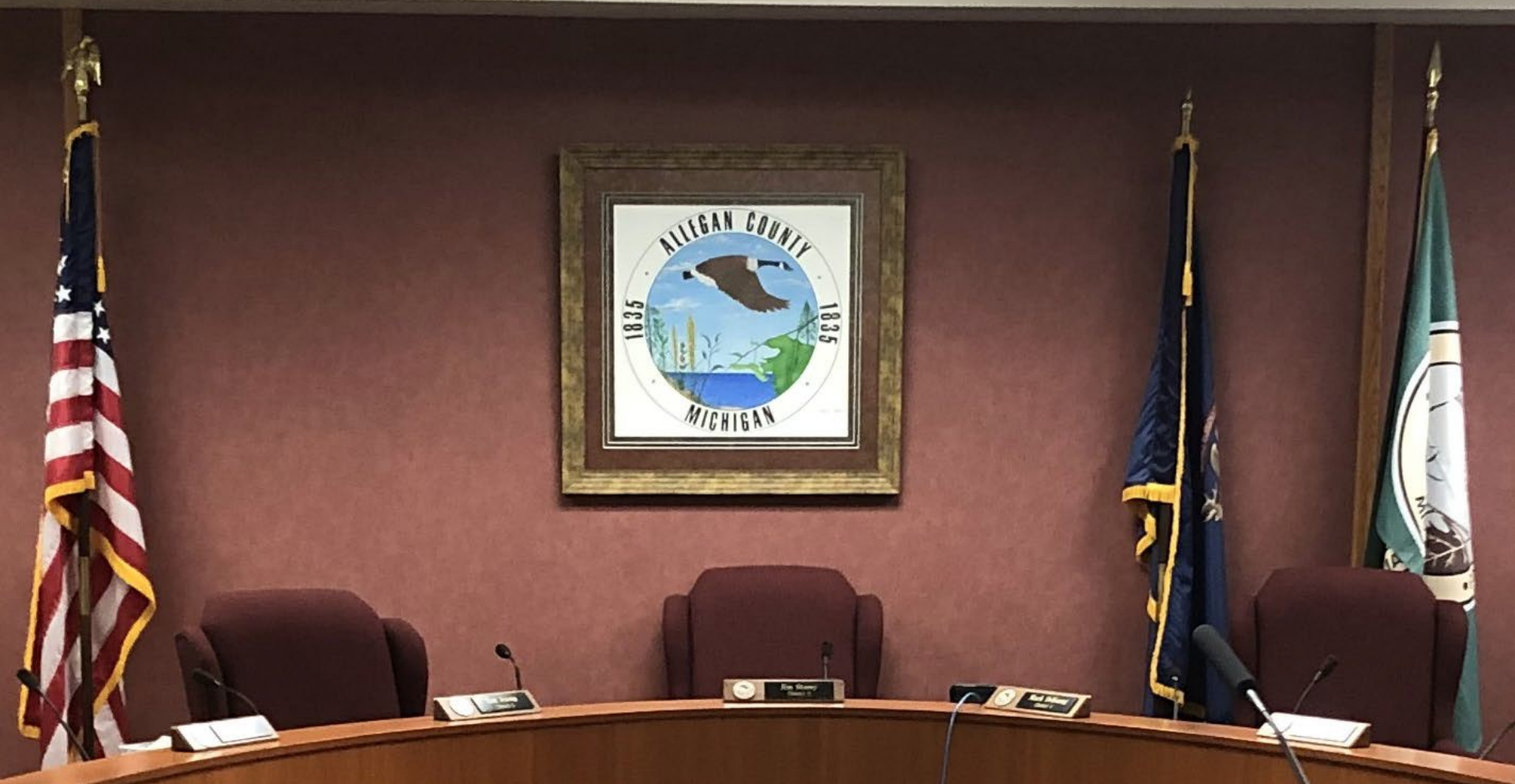
PUBLIC PARTICIPATION:

ROUND TABLE:

Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

ADJOURNMENT: Next Meeting—TBD.



Allegan County Board of Commissioners

STEP 1: Connect to the Meeting

- OPTION 1: Zoom over Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 891 6032 7098, then #, then # again
- Type in Meeting Password: 1523, then #

- To raise your hand to speak, press *9
- To Mute and Unmute, press *6

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 2: Youtube

- Open Internet Explorer or Chrome
- Navigate to <https://www.youtube.com/channel/UCQIiZQstN2Pa57QAItAWdKA>
- Click on image of “Live” video

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 3: Zoom over Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/89160327098>
- Meeting Password: 1523

<Continue with the rest of the instructions>

STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg`. The page title is "Webinar Registration".

Registration details:

- Topic: BOC Meeting - 4/9/2020
- Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)

Registration form fields (marked as required with an asterisk):

- First Name *
- Last Name *
- Email Address *
- Confirm Email Address *

Below the form is a reCAPTCHA challenge with the text "I'm not a robot" and a "reCAPTCHA Privacy - Terms" link. A blue arrow labeled "3. Answer challenge question" points to the reCAPTCHA images.

At the bottom of the form is a blue button labeled "Join Webinar in Progress". A blue arrow labeled "4. Click when done." points to this button.

At the bottom of the page is a footer with navigation links:

- About: Zoom Blog, Customers, Our Team, Why Zoom, Features, Careers, Integrations, Partners, Investors
- Download: Meetings Client, Zoom Rooms Client, Browser Extension, Outlook Plug-in, Lync Plug-in, iPhone/iPad App, Android App
- Sales: 1.888.799.9666, Contact Sales, Plans & Pricing, Request a Demo, Webinars and Events
- Support: Test Zoom, Account, Support Center, Live Training, Feedback, Contact Us, Accessibility

On the right side, there is a language dropdown menu and a currency dropdown menu set to "US Dollars".

1. Enter name and email

2. Click this box

4. Click when done.

3. Answer challenge question

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

The screenshot shows the Zoom application interface. A large black vertical bar on the left side of the screen is highlighted with a blue arrow labeled '1'. A blue arrow labeled '2' points to the 'Audio' settings panel on the right. The 'Audio' settings panel includes a list of options on the left: General, Video, Audio (highlighted), Share Screen, Virtual Background, Recording, Statistics, Feedback, Keyboard Shortcuts, and Accessibility. The main settings area on the right is titled 'Settings' and contains the following options:

- Speaker:** Test Speaker, Remote Audio (dropdown)
- Output Level:** (slider)
- Volume:** (slider)
- Microphone:** Test Mic (dropdown)
- Input Level:** (slider)
- Volume:** (slider)
- Automatically adjust volume
- Use separate audio device to play ringtone simultaneously
- Automatically join audio by computer when joining a meeting
- Mute my microphone when joining a meeting
- Press and hold SPACE key to temporarily unmute yourself
- Sync buttons on headset

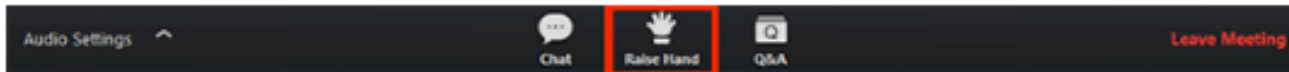
An 'Advanced' button is located at the bottom right of the settings panel. Below the settings panel, the meeting content is visible, including a name 'Economic Development - Greg King, Director' and a title 'ADMINISTRATIVE REPORTS:'. A 'CONSENT ITEMS:' section lists: '1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)'. At the bottom of the screen, there is a meeting toolbar with icons for Chat, Raise Hand, and Q&A.

STEP 5: Raise hand to be recognized to speak.

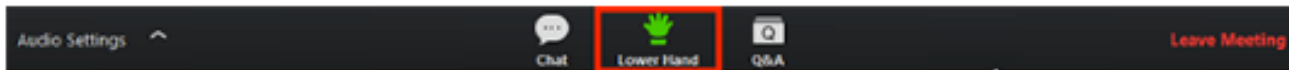
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.



2. The host will be notified that you've raised your hand.
3. Click **Lower Hand** to lower it if needed.



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there is an "Enter Full Screen" button. The main content is a document viewer displaying a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for County Services Building, including address, phone, fax, and website. Below the header, the document title is "BOARD OF COMMISSIONERS MEETING – AGENDA". The agenda items are listed by district: DISTRICT 1 (Dean Kasperge), DISTRICT 2 (Jim Storey), DISTRICT 3 (Max R. Thiele), and DISTRICT 4 (Mark DeYoung). The agenda items include "Virtual Meeting – Connectivity Instructions Attached", "1PM CALL TO ORDER: ROLL CALL: OPENING PRAYER: PLEDGE OF ALLEGIANCE: COMMUNICATIONS: Attached APPROVAL OF MINUTES: Attached", "PUBLIC PARTICIPATION: ADDITIONAL AGENDA ITEMS: APPROVAL OF AGENDA: PRESENTATIONS: PROCLAMATIONS: INFORMATIONAL SESSION: Attached ADMINISTRATIVE REPORTS:", and "CONSENT ITEMS:". The document footer shows "PAGE 1 OF 2 251 WORDS" and a zoom level of "100%". At the bottom of the Zoom window, there is a control bar with "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.