

## ALLEGAN COUNTY BOARD OF COMMISSIONERS

## INDEX

FEBRUARY 23, 2023 SESSION

JOURNAL 71

<u>PAGE</u>	<u>ITEM</u>	<u>SUBJECT MATTER</u>
125	1	FEBRUARY 23, 2023 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL
125	2	COMMUNICATIONS
125	3	APPROVAL OF MINUTES 2/9/23
125	4	PUBLIC PARTICIPATION - NO COMMENTS
125	5	ADDITIONAL AGENDA ITEMS
125	6	APPROVAL OF AGENDA AS AMENDED
126	7	PUBLIC HEALTH REPORT - STATE OF MICHIGAN
126-128	8	COURTHOUSE/COUNTY SERVICES BUILDING - APPROVE DIAGRAMS
128	9	BREAK - 2:55 P.M.
128	10	PUBLIC HEALTH QUARTERLY REPORT
128	11	ADMINISTRATIVE UPDATE
128-130	12	CLAIMS 2/17/23 AND 2/24/23
130	13	PUBLIC PARTICIPATION - NO COMMENTS
130	14	ADJOURNMENT UNTIL MARCH 9, 2023

**AFTERNOON SESSION****FEBRUARY 23, 2023 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on February 23, 2023 at 1:00 P.M. in accordance with the motion for adjournment of February 9, 2023, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #2 Commissioner DeYoung.

The 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 JIM STOREY  
DIST #2 MARK DEYOUNG  
DIST #3 DEAN KAPENGA  
DIST #4 SCOTT BELTMAN  
DIST #5 GALE DUGAN

**COMMUNICATIONS**

2/ Deputy Clerk Tien noted to the board that they receive the following communication:

1. Resolution from Mackinac County honoring the Michigan Association of Counties on its 125<sup>th</sup> anniversary

**FEBRUARY 9, 2023 SESSION MINUTES - ADOPTED**

3/ Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the minutes for the February 9, 2023 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - NO COMMENTS**

4/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**AGENDA - ADDITIONS**

5/ Chairman Storey asked if there were any additions or changes to the agenda. Commissioner Storey requested to amend the agenda to move some of the discussion items next on the agenda. First will be the State public health report, followed by the courthouse/county services building discussion and then the local public health report.

**AGENDA - ADOPTED AS AMENDED**

6/ Moved by Commissioner Kapenga, seconded by Commissioner Beltman to adopt the meeting agenda as amended. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

**PUBLIC HEALTH REPORT - STATE OF MICHIGAN**

7/ Michigan Department of Health and Human Services team members Laura de la Rambelje from Local Health Services attended via Zoom to provide an overview of Local Health Department Michigan's Guide to Public Health for Governing Entities.

**COURTHOUSE/COUNTY SERVICE BUILDING - APPROVE DIAGRAMS**

8/ **WHEREAS**, the Board of Commissioners (Board) has authorized the renovation of the Courthouse and County Services Building and has engaged the services of Wightman for the planning phases of the project; and

**WHEREAS**, stakeholder input was sought through various sessions individually and collectively.

**THEREFORE, BE IT RESOLVED**, the Board approves the Courthouse and County Services Building diagrams, as presented, to proceed to detailed design development; and

**BE IT FURTHER RESOLVED**, the diagrams, as approved, outline the general building concept and location of space but do not in any way guarantee specific square footage and allocation of space to a department or area, as these factors may change as the design becomes more detailed; and

**BE IT FURTHER RESOLVED**, the County Administrator is authorized to negotiate an amendment to the existing contract with Wightman, to include but not limited, detailed design development, construction documents, creation and release of a request for proposal, and overall construction management of the project for an amount up to \$600,000 of the total cost of construction and based on an estimated project completion of December 31, 2024; and

**BE IT FINALLY RESOLVED**, the County Administrator is authorized to sign the necessary documents on behalf of the County, and the Executive Director of Finance is authorized to perform the necessary budget adjustments.

Moved by Commissioner Storey, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.



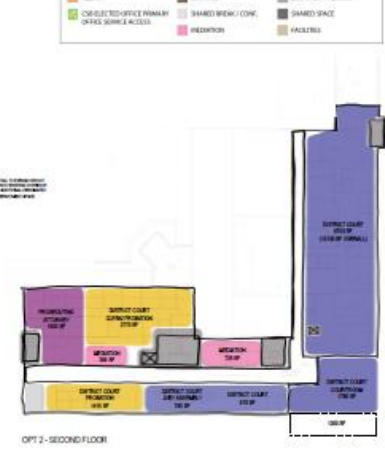
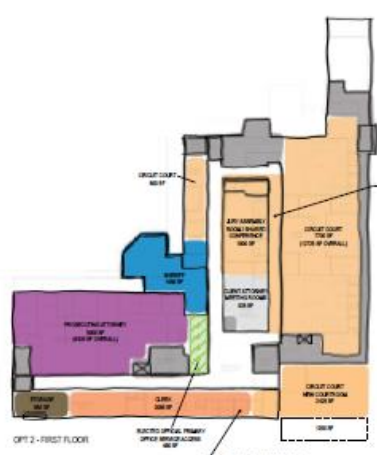
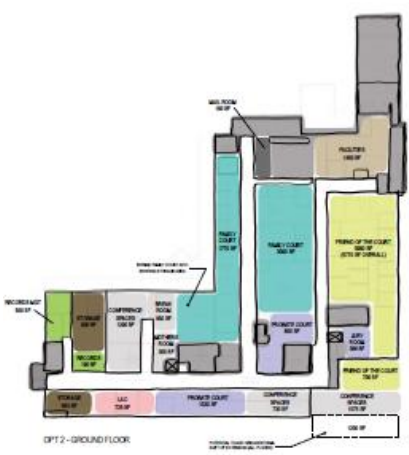
KEY

CIRCUIT COURT	TREASURER'S OFFICE	SHERIFF
NEW COURTROOM	VENUE RECORDS	LEGAL ASSISTANCE CENTER
PROBATE COURT	REGISTER OF DEEDS	DISTRICT CLERK PRODUCTION
FAMILY COURT	DEAN'S OFFICE	DISTRICT COURT
FRIENDS OF THE COURT	RECORDS UNIT	PROSECUTING ATTORNEY
CLERK	STORAGE	EXISTING TO REMAIN
COLLECTED OFFICE PRIMARY (SHARED WORK ACCESS)	SHARED BREAK/CONF.	SHARED SPACE
	MEZANINE	FACILITIES



ALLEGAN COUNTY COURTHOUSE MASTER PLAN

EXISTING COURTHOUSE PLAN



KEY

CIRCUIT COURT	TREASURER'S OFFICE	SHERIFF
NEW COURTROOM	VENUE RECORDS	LEGAL ASSISTANCE CENTER
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	MEZANINE	FACILITIES

What	REQUIRED CHANGE	Why
1. Friend of the Court to remain on the second floor	Relocates the suite of creating a suitable POC space on the first floor, as well as reconfiguring the existing POC space.	
2. Expand Family Court courtroom	To allow for an additional target, third, fourth court space.	
3. Move JLC space	To allow for construction of a conference/ breakroom area.	
4. Add conference space	To support all departments need for additional conference space of various sizes without each department needing their own conference rooms, waiting space overall.	

What	PROPOSED CHANGE	Why
1. Additional Courtroom	Expanding into the South East corner to accommodate the need. Create an Court Court Clerk staff on one side of hall.	
2. Move Clerk Office	Client access to two-story storage space. Collaborative to the Circuit Court is required for records needs.	
3. Move majority of Prosecuting Office	Consolidate District Court on 2nd floor. Minimize costs by POC remaining on ground floor.	
4. Create a District Office Primary Office	To allow an elected official a space designated for their needs since their department is moving to the County Services Building.	

What	REQUIRED CHANGE	Why
1. Expand District Court	The addition of a new Courtroom could require additional District Court office space be added. Creation of a District court jury assembly room that fits a juror workstation (see notes).	
2. Expand District Court Clerk	The clerk office has outgrown its space and is planning to add additional staff.	
3. Moved majority of Prosecuting Attorney Office to first floor	Cannot accommodate District Court needs while maintaining the PA office on the second floor. In order to satisfy the needs, the majority of the PA office must move to the first floor.	



ALLEGAN COUNTY COURTHOUSE MASTER PLAN

COURTHOUSE FINAL BUBBLE PLAN



**BREAK - 2:55 P.M.**

9/ Upon reconvening at 3:07 P.M., the following Commissioners were present: Commissioner Storey, DeYoung, Kapenga, Beltman and Dugan. Absent: None.

**PUBLIC HEALTH QUARTERLY REPORT - ALLEGAN COUNTY**

10/ Health Officer Angelique Joynes presented the Health Department's quarterly report to the board.

**ADMINISTRATIVE UPDATE**

11/ Administrator Sarro noted his written report was submitted to Commissioners.

**FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS**

12/ **WHEREAS**, Administration has compiled the following claims for February 17, 2023 and February 24, 2023; 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 2023 Claims folder of the Commissioners' Record of Claims.

**February 17, 2023**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	125,061.12	125,061.12	
Parks/Recreation Fund - 208	2,834.55	2,834.55	
Friend of the Court - Other. - 216	792.98	792.98	

Health Department Fund – 221	18,391.60	18,391.60	
Solid Waste/Recycling - 226	60,620.98	60,620.98	
Brownfield Redevelopment Auth – 243	86,120.00	86,120.00	
Indigent Defense Fund – 260	2,873.51	2,873.51	
Central Dispatch Fund – 261	976.76	976.76	
Concealed Pistol Licensing Fund – 263	515.88	515.88	
Grants – 279	3,432.07	3,432.07	
Sheriffs Contracts – 287	4,452.11	4,452.11	
Transportation Fund – 288	4,607.18	4,607.18	
DHHS Board – 290	9.38	9.38	
Child Care Fund – 292	3,874.35	3,874.35	
Veterans Relief Fund - 293	425.05	425.05	
Senior Services Fund – 298	85,663.40	85,663.40	
American Rescue Plan Act – ARPA – 299	10,923.20	10,923.20	
Central Dispatch CIP - 496	9,523.63	9,523.63	
Property Tax Adjustments – 516	53,286.15	53,286.15	
Tax Reversion – 620	18,792.00	18,792.00	
Tax Reversion 2018 - 629	310.50	310.50	
Revolving Drain Maintenance Fund – 639	227.95	227.95	
Self-Insurance Fund – 677	203,497.77	203,497.77	
Drain Fund - 801	20,883.96	20,883.96	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$718,096.08</b>	<b>\$718,096.08</b>	

**February 24, 2023**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	78,577.41	78,577.41	
Parks/Recreation Fund – 208	623.47	623.47	
Friend of the Court – Cooperative Reimb. – 215	140.53	140.53	
Health Department Fund – 221	17,348.58	17,348.58	
Animal Shelter – 254	6,830.00	6,830.00	
Register of Deeds Automation Fund – 256	749.98	749.98	
Indigent Defense Fund – 260	23,513.10	23,513.10	
Justice Training Fund – 266	1,000.00	1,000.00	
Grants – 279	450.00	450.00	
Sheriffs Contracts – 287	129.55	129.55	
Transportation Fund – 288	2,616.42	2,616.42	
Child Care Fund – 292	5,947.48	5,947.48	
Veterans Relief Fund - 293	1,864.66	1,864.66	
Senior Services Fund – 298	116,586.26	116,586.26	
Capital Improvement Fund – 401	7,740.22	7,740.22	
Property Tax Adjustments – 516	17,970.54	17,970.54	
Fleet Management/Motor Pool - 661	259.78	259.78	

Self-Insurance Fund – 677	452.37	452.37	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$282,800.35</b>	<b>\$282,800.35</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for February 17, 2023 and February 24, 2023.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adopt the report of claims for February 17, 2023 and February 24, 2023. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION – NO COMMENTS**

**13/** Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**ADJOURNMENT UNTIL MARCH 9, 2023 AT 1:00 P.M.**

**14/** Moved by Commissioner Beltman, seconded by Commissioner DeYoung to adjourn until March 9, 2023 at 1:00 P.M. The motion carried by voice vote and the meeting was adjourned at 4:46 P.M. Yeas: 5 votes. Nays: 0 votes.




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Deputy Clerk

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Board Chairperson

Minutes approved during the 00/00/2023 Session