

# Allegan County Board of Commissioners



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

*Jim Storey, Chairperson  
Dean Kapenga, Vice Chairperson*

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## **BOARD OF COMMISSIONERS MEETING – AGENDA**

Thursday, August 24, 2023 – 1 PM

County Services Building – Board Room

Virtual Connectivity Options Attached

### **DISTRICT 1**

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

1 PM

### **CALL TO ORDER:**

### **ROLL CALL:**

**OPENING PRAYER:** Commissioner Dean Kapenga

### **PLEDGE OF ALLEGIANCE:**

### **PUBLIC HEARING:**

**COMMUNICATIONS:** Attached

**APPROVAL OF MINUTES:** August 10, 2023

### **PUBLIC PARTICIPATION:**

### **ADDITIONAL AGENDA ITEMS:**

### **APPROVAL OF AGENDA:**

### **PRESENTATIONS:**

### **PROCLAMATIONS:**

### **INFORMATIONAL SESSION:**

Matthew Salas, Director—Department of Health & Human Services

### **ADMINISTRATIVE REPORTS:**

### **DISTRICT 2**

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

### **DISTRICT 3**

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

## **CONSENT ITEMS:**

### **DISTRICT 4**

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

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (8/18/23 & 8/25/23)
2. Sheriff's Department—adjust Specialized Weapons and Tactics (SWAT) Vests Project

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## **ACTION ITEMS:**

### **DISTRICT 5**

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

1. None

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## **DISCUSSION ITEMS:**

1. Facilities Management—replace County Services Building Server Room Air Conditioning System (229-670)
2. 2024 Elected Officials Salaries
3. 2024 Road Commissioner Compensation

### **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”

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**NOTICE OF APPOINTMENTS & ELECTIONS: None  
ELECTIONS:**

1. Economic Development
  - a. Private Sector Representative—term expires 12/31/24
2. Community Mental Health Board
  - a. One Primary Consumer Representative—term expires 3/31/26

**APPOINTMENTS:**

1. 911 Policy & Procedure Board
  - a. City/Village Government Representative—term expires 7/31/23
2. Jury Board (Circuit Judge recommends)
  - a. One Representative—term expires 3/31/25
3. Brownfield Redevelopment Authority
  - a. One Representative—term expires 12/31/2021 [Applications REC 5/9/23 & 8/18/23](#)
4. Local Emergency Planning Committee
  - a. One Media Representative—term expired 12/31/22
5. Tourist Council
  - a. One Representative—term expires 12/31/23 [Applications REC 8/9/23 & 8/16/23](#)
6. Solid Waste Planning Committee
  - a. One Solid Waste Industry Representative—term expired 12/31/20
  - b. One Solid Waste Industry Representative—term expired 12/31/19
  - c. One Township Representative—term expired 12/31/19
  - d. One General Public Representative—term expired 12/31/22
  - e. One Industrial Waste Generator Representative—term expired 12/31/20
  - f. One Regional Solid Waste Planning Rep—term expired 12/31/2022

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

1. OPENING PRAYER: Commissioner Jim Storey
2. INFORMATIONAL SESSION: Sally Brooks, County Treasurer
3. CONSENT: Motion to approve of claims paid and to incorporate into proceedings of the Board (9/1/23 & 9/8/23 & 9/15/23)
4. DISCUSSION: 2024 Proposed Budget
5. DISCUSSION: Childcare Budget & Grant

**REQUEST FOR MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

**CLOSED SESSION:**

**ADJOURNMENT:** Next Meeting – September 14, 2023, 1 PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

*Please note that Regular and Special Meetings of the Board of Commissioners held in the Board Room are streamed live and recorded in accordance with the County's Live Stream & Publishing Recordings of Meetings Policy, which can be viewed on the County's website.*

*Your attendance constitutes your consent to audio/visual streaming and/or recording and to permit the County to broadcast your name/voice/image/content to a broader audience.*



# 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: 82423, 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: 82423

<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 button labeled "Join Webinar in Progress" is located below the reCAPTCHA.

At the bottom of the page, there 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

Four blue arrows with white text provide instructions:

1. Enter name and email (points to the name and email input fields)
2. Click this box (points to the "I'm not a robot" checkbox)
3. Answer challenge question (points to the reCAPTCHA image grid)
4. Click when done. (points to the "Join Webinar in Progress" button)

STEP 3: This Window will appear when connected.



# STEP 4: Adjust audio settings (if needed)

The image shows a Zoom meeting interface with the 'Settings' window open to the 'Audio' tab. A vertical black bar on the left side of the meeting window has a blue arrow labeled '1' pointing to it. A blue arrow labeled '2' points from the 'Audio' tab in the settings window to the meeting content area. The meeting content area displays the name 'Economic Development - Greg King, Director' and 'ADMINISTRATIVE REPORTS:'. Below this, it says 'CONSENT ITEMS:' followed by a list item: '1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)'. The 'Settings' window shows the 'Audio' section with 'Speaker' set to 'Remote Audio' and 'Microphone' set to 'Test Mic'. There are volume sliders for both, and a checked box for 'Automatically adjust volume'. Other options include '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', and 'Sync buttons on headset'. An 'Advanced' button is at the bottom right of the settings window.

Settings

General

Video

**Audio**

Share Screen

Virtual Background

Recording

Statistics

Feedback

Keyboard Shortcuts

Accessibility

Speaker: Test Speaker Remote Audio

Output Level: \_\_\_\_\_

Volume:

Microphone: Test Mic \_\_\_\_\_

Input Level: \_\_\_\_\_

Volume:

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

Advanced

269-673-4514  
mthiele@allegancounty.org

Economic Development — Greg King, Director  
ADMINISTRATIVE REPORTS:

**DISTRICT 4**  
Mark DeYoung  
616-318-9612  
mdeyoung@allegancounty.org

**CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)

Audio Settings

Chat Raise Hand Q&A

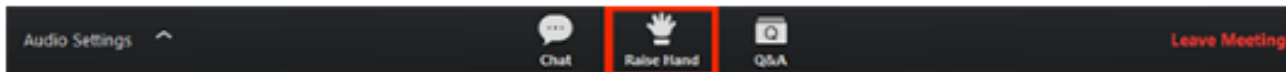


# STEP 5: Raise hand to be recognized to speak.

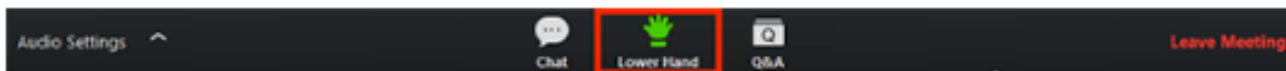
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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.

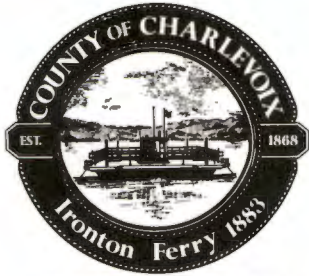




# STEP 6: To leave the meeting

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 is titled "BOARD OF COMMISSIONERS MEETING – AGENDA" and lists items for District 1, 2, 3, and 4, along with a central agenda list including "CALL TO ORDER", "ROLL CALL", "OPENING PRAYER", "PLEDGE OF ALLEGIANCE", "COMMUNICATIONS", "APPROVAL OF MINUTES", "PUBLIC PARTICIPATION", "ADDITIONAL AGENDA ITEMS", "PRESENTATIONS", "PROCLAMATIONS", "INFORMATIONAL SESSION", and "ADMINISTRATIVE REPORTS". At the bottom of the document viewer, it shows "PAGE 1 OF 2" and "251 WORDS".

At the bottom of the Zoom window, there is a control bar with "Audio Settings" on the left and "Chat", "Raise Hand", and "Q&A" in the center. On the right side of the control bar, there is a red "Leave Meeting" button, which is highlighted by a large blue arrow pointing towards it.



A MICHIGAN HISTORICAL SITE

# COUNTY OF CHARLEVOIX BOARD OF COMMISSIONERS

203 ANTRIM ST.  
CHARLEVOIX, MICHIGAN 49720

Telephone (231) 547-7200  
FAX (231) 547-7217

AUGUST 9, 2023

## CHARLEVOIX COUNTY RESOLUTION OPPOSING MICHIGAN LEGISLATURE BILLS SB299, SB300, HB 4479 & HB 4480

WHEREAS, there are currently pending in the Michigan Legislature certain bills, SB299, SB300, HB 4479 & HB 4480, which would impose statewide regulations for the implementation of and maintenance of septic systems; and

WHEREAS, these bills as presently drafted, would require inspection of all systems every five years and would impose much greater expenses and work hours on local public health departments; and

WHEREAS, the bills would dramatically increase the requirements for septic inspectors and make it much more difficult to find, hire & retain qualified personnel; and

WHEREAS, the current legislation does not provide a permanent, secure funding mechanism to cover these increased costs, which will invariably be shifted to our local health departments, and


WHEREAS, the Charlevoix County Board of Commissioners recognizes the critical importance of protecting the Michigan's water resources, including groundwater, lakes & streams, and other surface waters, but concludes that the bills do not provide a sustainable or financially feasible solution in areas that do not have the benefit of municipal sanitary systems; and

WHEREAS, soil types vary considerably throughout Michigan making it difficult to establish generalized "one size fits all" rules for septic systems.

THEREFORE BE IT RESOLVED, that the Charlevoix County Board of Commissioners opposes SB299, SB300, HB 4479 and HB4480 as introduced and urges the Michigan Legislature to consider the costs to local health departments before adopting changes to the septic provisions of the Michigan Public Health Code.

THEREFORE BE IT FURTHER RESOLVED, that this resolution shall be forwarded to all Michigan counties, Michigan Association of Counties, members of the Michigan Legislature and to other stakeholders.

  
Chairman of the Board

  
Clerk to the Board of Commissioners

## ALLEGAN COUNTY BOARD OF COMMISSIONERS

## INDEX

AUGUST 10, 2023 SESSION

JOURNAL 71

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307	12	ADJOURNMENT UNTIL AUGUST 24, 2023 AT 1:00 P.M.

**AFTERNOON SESSION****AUGUST 10, 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 August 10, 2023 at 1:03 P.M. in accordance with the motion for adjournment of July 27, 2023, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #5 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 JIM STOREY  
DIST #2 MARK DEYOUNG  
DIST #3 DEAN KAPENGA (EXCUSED)  
DIST #4 SCOTT BELTMAN  
DIST #5 GALE DUGAN

**JULY 27, 2023 SESSION MINUTES – ADOPTED**

2/ Moved by Commissioner Dugan, seconded by Commissioner Beltman to approve the minutes for the July 27, 2023 session as distributed. Motion carried by voice vote. Yeas: 4 votes. Nays: 0 votes. Absent: Kapenga.

**PUBLIC PARTICIPATION – NO COMMENTS**

3/ 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 – ADOPTED AS PRESENTED**

4/ Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: 4 votes. Nays: 0 votes. Absent: Kapenga

**INFORMATIONAL SESSION – MEDICAL CARE COMMUNITY**

5/ Kim Turcott, Director of the Medical Care Community, presented the 2022 Annual Report to the board.

**ADMINISTRATIVE REPORTS**

6/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included: Broadband Action Workgroup, Collaboration of the Parks & Tourist Counsel regarding what Allegan County has to offer.

**FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS**

7/ **WHEREAS**, Administration has compiled the following claims for August 4, 2023 and August 11, 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.

**August 4, 2023**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	158,674.42	158,674.42	
Parks/Recreation Fund – 208	314.43	314.43	
Friend of the Court – Cooperative Reimb. – 215	1,749.74	1,749.74	
Health Department Fund – 221	11,812.64	11,812.64	
Solid Waste/ Recycling – 226	13,441.86	13,441.86	
Brownfield Redevelopment Auth – 243	495.00	495.00	
Register of Deeds Automation Fund – 256	243.16	243.16	
Central Dispatch Fund – 261	55.00	55.00	
Local Corrections Officers Training Fund – 264	1,066.39	1,066.39	
Grants – 279	12,513.21	12,513.21	
Crime Victims Rights Grant – 280	247.03	247.03	
Sheriffs Contracts - 287	1,255.00	1,255.00	
Transportation Fund – 288	3,898.87	3,898.87	
Child Care Fund - 292	5,239.85	5,239.85	
Senior Services Fund - 298	838.41	838.41	
American Rescue Plan Act – ARPA – 299	64,062.00	64,062.00	
Capital Improvement Fund - 401	9,758.80	9,758.80	
Property Tax Adjustments - 516	41,091.10	41,091.10	
Fleet Management/Motor Pool – 661	3.39	3.39	
Self-Insurance Fund - 677	395,988.47	395,988.47	
Drain Fund - 801	305.00	305.00	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$723,053.77</b>	<b>\$723,053.77</b>	

**August 11, 2023**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	202,038.99	202,038.99	
Parks/Recreation Fund – 208	7,777.79	7,777.79	
Friend of the Court – Cooperative Reimb. – 215	120.06	120.06	
Health Department Fund – 221	16,793.93	16,793.93	
Solid Waste/ Recycling – 226	1,224.83	1,224.83	

Indigent Defense Fund – 260	3,960.67	3,960.67	
Central Dispatch Fund – 261	5,077.32	5,077.32	
Grants – 279	2,139.00	2,139.00	
Sheriffs Contracts - 287	161.39	161.39	
Transportation Fund – 288	115.74	115.74	
Child Care Fund - 292	32,213.17	32,213.17	
Senior Services Fund - 298	2,027.89	2,027.89	
American Rescue Plan Act – ARPA – 299	25,360.85	25,360.85	
Capital Improvement Fund - 401	71,056.94	71,056.94	
CIP – Youth Home Building Fund – 492	9,000.00	9,000.00	
Property Tax Adjustments - 516	4,932.70	4,932.70	
Tax Reversion – 620	1,992.98	1,992.98	
Tax Reversion 2020 – 621	34.11	34.11	
Revolving Drain Maintenance Fund – 639	447.27	447.27	
Fleet Management/Motor Pool – 661	62.09	62.09	
Self-Insurance Fund - 677	716.52	716.52	
Drain Fund - 801	25,634.75	25,634.75	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$412,888.99</b>	<b>\$412,888.99</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for August 4, 2023 and August 11, 2023.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adopt the report of claims for August 4, 2023 and August 11, 2023. Motion carried by roll call vote. Yeas: 4 votes. Nays: 0 votes. Absent: Kapenga.

**DISCUSSION ITEMS:**

**2023/27 BOARD STRATEGIC PLAN UPDATE – FACILITIES MASTER PLAN**

8/ Administrator Sarro continued discussion on the facility assessment of the former Community Mental Health Clinic building. Mr. Daniel Prego III, 3360 25<sup>th</sup> Street, Hopkins MI 49328 addressed the board with concerns regarding allowing occupancy of the building space with specific expectation.

**BREAK – 2:38 P.M.**

9/ Upon reconvening at 2:45 P.M., the following Commissioners were present: Commissioner Storey, DeYoung, Beltman and Dugan. Absent: Kapenga.

**2024/28 BUDGET UPDATE**

10/ Discussion continued on the 2024/28 budget. Administrator Sarro informed the board of a stock holders meeting scheduled next week to discuss 2024 position request, a proposed budget will be prepared to submit to the board after the discussions.

**PUBLIC PARTICIPATION - NO COMMENTS**

11/ 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 AUGUST 24, 2023 AT 1:00 P.M.**

12/ Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adjourn until August 24, 2023 at 1:00 P.M. The motion carried by voice vote and the meeting was adjourned at 3:12 P.M. Yeas: 4 votes. Nays: 0 votes. Absent Kapenga.

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Chief Deputy Clerk

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Board Chairperson

Minutes approved during the 00/00/2023 Session

DRAFT



S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**FINANCE - CLAIMS & INTERFUND TRANSFERS**

**WHEREAS**, Administration has compiled the following claims for 8/18/23 and 8/25/23; 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.

August 18, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	219,661.46	219,661.46	
Parks/Recreation Fund - 208	1,886.37	1,886.37	
Friend of the Court - Cooperative Reimb. - 215	479.26	479.26	
Friend of the Court - Other - 216	2,879.53	2,879.53	
Health Department Fund - 221	12,601.30	12,601.30	
Solid Waste/ Recycling - 226	75,173.06	75,173.06	
Indigent Defense Fund - 260	11,533.83	11,533.83	
Central Dispatch Fund - 261	413.00	413.00	
Concealed Pistol Licensing Fund - 263	15.56	15.56	
Grants - 279	13,633.61	13,633.61	
Sheriffs Contracts - 287	7,011.32	7,011.32	
Transportation Fund - 288	1,244,428.69	1,244,428.69	
Child Care Fund - 292	13,421.54	13,421.54	
Veterans Relief Fund - 293	1,485.57	1,485.57	
Senior Services Fund - 298	2,238.75	2,238.75	
American Rescue Plan Act - ARPA - 299	11,249.60	11,249.60	
Capital Improvement Fund - 401	64,016.90	64,016.90	
Property Tax Adjustments - 516	22,728.44	22,728.44	
Tax Reversion 2018 - 629	180.00	180.00	
Fleet Management/Motor Pool - 661	766.96	766.96	
Self-Insurance Fund - 677	660.65	660.65	
Drain Fund - 801	34,141.90	34,141.90	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$1,740,607.30</b>	<b>\$1,740,607.30</b>	

August 25, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	136,813.30	136,813.30	
Parks/Recreation Fund - 208	905.51	905.51	
Friend of the Court - Cooperative Reimb. - 215	103.90	103.90	
Health Department Fund - 221	7,124.64	7,124.64	
Animal Shelter - 254	6,830.00	6,830.00	
Indigent Defense Fund - 260	283.60	283.60	
Central Dispatch Fund - 261	684.02	684.02	
Grants - 279	11,788.47	11,788.47	
Sheriffs Contracts - 287	571.99	571.99	
Transportation Fund - 288	10,514.18	10,514.18	
Child Care Fund - 292	7,184.03	7,184.03	
Capital Improvement Fund - 401	205,997.31	205,997.31	
Property Tax Adjustments - 516	7,309.06	7,309.06	
Self-Insurance Fund - 677	519,140.48	519,140.48	
Drain Fund - 801	16,919.65	16,919.65	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$932,170.14</b>	<b>\$932,170.14</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for 8/18/23, 8/25/23, and interfund transfers.

## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**SHERIFF'S DEPARTMENT—ADJUST SPECIALIZED WEAPONS AND TACTICS  
(SWAT) VESTS PROJECT**

**WHEREAS**, the Board of Commissioners (Board) appropriated \$40,000 in 2023 within the #401 - Sheriff Capital Improvement Plan to fund the replacement of SWAT vests and accessories; and

**WHEREAS**, consistent with the County's Purchasing Policy, a request for proposal process was used to solicit competitive bids, of which a sole bid with a satisfactory proposal was received was for \$40,800.

**THEREFORE BE IT RESOLVED** that the Board authorizes a \$800 increase to the existing project for a new total of \$40,800; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to make the necessary budget adjustments.



## REQUEST FOR ACTION PROCUREMENT OF GOODS AND/OR SERVICES

RFA #: 229-404 RFA Date: 8/10/2023 RFA Submitted By: Patti Wartella

**PROJECT/SERVICE:** SWAT Vest and Accessories Procurement  
Project/Service: SWAT vest and accessories for Sheriff's Office  
Description:  
Project/Contract #: 1040-23 Contact Name: Ben Haas  
Department: Sheriff's Office Contact Info: [bhaas@allegancounty.org](mailto:bhaas@allegancounty.org)

**PROCUREMENT METHOD:** Public Solicitation / RFP  
5 Firms invited to bid and bidding opportunity posted to County Website. 1 Bids Received

**CONTRACT AWARD:** \$40,800.00  
Parties - County and: On Duty Gear  
Contract Duration: Contract ends upon delivery and acceptance of equipment.  
Evaluation Team: Ben Haas, Valdis Kalnins  
References Checked: No - Current or previous vendor with satisfactory performance Debarred: No

**FUNDING SOURCE:** #401 Capital Improvement Plan

\$ 40,000.00	Approved Appropriation
\$ -	Additional Appropriation Requested through this RFA
\$ 40,000.00	Total Funding available if this RFA is approved
\$ -	Expenditures to Date
\$ -	Committed Funds
<u>\$ 40,800.00</u>	<u>Award Amount</u>
\$ (800.00)	Funds Remaining

\$800 shortfall in capital funding to be charged to Sheriff's Operations - 101-301.301-745.020

**NEW CONTRACT SUMMARY:** No Contract Terms (Purchase Order, Reverse Auction, etc.)

## 2023 Capital Project List - Recommended for Approval as of 8/22/2022

<b>#401 Capital Improvement Fund</b>			
#	Project Name	Project Description	2023 Request
1	Vehicles - Sheriff - 6 AWD Utility Patrol or Equivalent	Vehicle Replacement Plan - Cost of six replacement AWD Patrol Utility vehicles, one designed for K9 use.	\$ 261,000
2	Vehicles - Sheriff - 2 AWD Escapes or Equivalent	Vehicle Replacement Plan - Cost of two replacement AWD Escape vehicles.	\$ 51,000
3	Vehicle Equipment and Upfitting - Sheriff - 8 vehicles	Vehicle Replacement Plan - Equipment to upfit 5 patrol, 2 detective, 1 K9 unit replacement vehicles.	\$ 83,000
4	Resurface Main Drive at County Services Complex	Repair & Maintenance - Resurface main drive at the County Services Complex from the water tower entrance to the start of the Central Dispatch parking lot (not including the east drive to the Human Services Building Parking Lot).	\$ 250,000
5	Heat Pump Replacement - Courthouse	Replacement Plan - Replace all (approximately twelve) remaining heat pumps at the Courthouse that are over twenty years old.	\$ 105,000
6	Courthouse Roof Replacement - Section 3	Replacement Plan - This replacement will complete the replacement of all four Courthouse roof sections.	\$ 80,000
7	Generator Replacement - CSB	Replacement Plan - Replace the generator at the County Services Building to ensure continued reliability of this emergency power system. Generator was installed in 1999 and is past its twenty year replacement schedule.	\$ 70,000
8	Microsoft Office Upgrade	Replacement Plan - Microsoft will end support on 2013 Office in 2023. This \$70,000 will be combined with the \$60,000 reserved in 2022 to complete the upgrade.	\$ 70,000
9	Environmental Health Records Scanning	Strategic Project - Continue and potentially finish the scanning of Environmental Health records which was started in 2022.	\$ 60,000
10	Boiler Replacement - ACSO	Repair & Maintenance - Replace failing boiler that no longer provides reliable back-up domestic hot water for the Sheriff's Office and Jail.	\$ 50,000
11	Building Wireless System Upgrade	Replacement Plan - Replace 35 of the 46 wireless access points (WAPs) in various County buildings which are scheduled for replacement every seven years.	\$ 35,000
12	Parking Lot/Drive Repair and Maintenance	Repair & Maintenance - Annual parking lot/drive repair and maintenance.	\$ 30,000
13	Furniture Replacement	Replacement Plan - Annual furniture replacement.	\$ 30,000
14	Copier Replacements	Replacement Plan - Replace copiers that are at the end of their reliable service life of 7 years.	\$ 25,000

15	Courthouse Renovation - Inmate Corridor	Safety & Security - Create a secure wall to block off inmate entryway area from adjacent public corridor.	\$ 20,000
16	Duty Weapon Replacement - Sheriff	Replace approximately 115 duty weapons which have been in service for over 10 years and are due for replacement per manufacturer's recommendation.	\$ 55,000
17	SWAT Vest Replacement - Sheriff	Replace the SWAT vests that have been in use for over 5 years and should be replaced per manufacturer's recommendation.	\$ 40,000
18	Cost Allocation Plan for Vehicles	Strategic Project - Contract with a professional firm to develop a cost allocation plan for the County's vehicle fleet so that costs can be correctly allocated.	\$ 20,000
19	File Server Replacement	Replacement Plan - The reliability of the County's main file server is critical and is scheduled for replacement every 4 years.	\$ 15,000
20	Well #3 - Clean and Overhaul	Repair & Maintenance - Well pump mechanism should be pulled, cleaned and overhauled every 5-7 years. Well was installed in 2015.	\$ 13,000
<b>Gross Capital Expenditures</b>			<b>\$ 1,363,000</b>
Estimated Vehicle Resale (6 patrol, 2 fusions)			\$ (68,000)
Estimated Duty Weapon Trade-in			\$ (30,000)
<b>Final Estimated Expenditure</b>			<b>\$ 1,265,000</b>
<b>Target Threshold</b>			<b>\$ 1,300,000</b>
<b>Amount Below Threshold</b>			<b>\$ 35,000</b>

### Parks - Capital Projects

The following parks projects are to be funded through a Transfer-In from the fund balance of #208 – Parks/Recreation Fund to #401 – Capital Improvement Fund as needed to reimburse actual expenditures on the listed projects.

#	Project Name	Project Description	2023 Request
21	Heritage Trail Sign Replacement	Contract for services to design, manufacture and install new signs for approximately 25 heritage trail stops.	\$ 26,000
22	Parking Lot/Drive Repair and Maintenance - Various Parks	Annual parking lot/drive repair and maintenance.	\$ 25,000
23	Replace Three Parks Trailers	Replace three parks trailers.	\$ 20,000
24	Move Utility Pole with Light at Dumont Lake	Gradual bank erosion and creek encroachment are now threatening electrical/light pole and underground electrical connections. Pole needs to be replaced and relocated away from the creek.	\$ 10,000
25	Snow Plow Attachment for Parks Truck	Purchase a snow plow attachment that would allow Parks to clear snow from Parks parking lots to allow for increased winter utilization.	\$ 10,000
<b>Total Appropriation</b>			<b>\$ 91,000</b>

<b>#492 CIP - Youth Home Building Fund</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
26	HVAC Equipment Replacement	Replace one of six aging HVAC systems.	\$ 100,000
27	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 5,000
<b>Total Appropriation</b>			<b>\$ 105,000</b>

<b>#496 Central Dispatch CIP</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
28	Carpet Replacement	Replace the carpeting in Central Dispatch	\$ 100,000
29	Replace HVAC Systems	All HVAC equipment is original to the building installed in 2002 and due for replacement. It is anticipated that 1/2 of it can be replaced in 2023 within this project budget.	\$ 75,000
30	UPS Battery Replacement	Replace UPS batteries per replacement schedule.	\$ 8,000
31	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 2,000
<b>Total Appropriation</b>			<b>\$ 185,000</b>

<b>#288 Transportation Fund</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
32	Vehicles - 8 Transit buses	Purchase and equip 8 buses to replace bus eligible for replacement per MDOT.	\$ 768,756
33	Storage Area Construction	Construct additional storage space to house Transportation equipment.	\$ 498,205
34	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 2,000
<b>Total Appropriation</b>			<b>\$ 1,268,961</b>

<b>#287 Vehicles for Local Law Enforcement Contracts</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
35	Vehicles - Sheriff - 3 AWD Utility Patrol or Equivalent for Local Law Enforcement Contracts	Purchase and equip three new AWD Utility Patrol vehicles for Local Law Enforcement Contracts.	\$ 165,750
<b>Total Appropriation</b>			<b>\$ 165,750</b>



## 2023 Capital Project List - Additional Projects Recommended for Approval

<b>#401 - Capital Improvement Fund - Additional Projects Recommended for Approval</b>			
If approved, the following capital projects are to be funded by a redirection of State Revenue Sharing dollars from the Liability Sinking Fund.			
#	Project Name	Project Description	2023 Request
36	Aerial Imagery Acquisition	Replacement Plan - Acquire a new set of County-wide oblique aerial imagery as it has will have been five years since the last acquisition.	\$ 210,000
37	Generator Replacement - HSB	Replacement Plan - Replace the generator at the Human Services Building, installed in 2002 and due for replacement based on 20 year replacement schedule, to ensure continued reliability of this emergency power system.	\$ 160,000
38	Architectural Design Services for CSB Renovation	Strategic Project - Secure the services of an architectural design firm to develop construction specifications for renovations at the County Services building based on Facilities Master Plan study.	\$ 100,000
39	Scan Marriage, Death and Military Discharge Records.	Strategic Project- Approximately twelve boxes of the oldest birth/death certificates and sixteen bound books of the oldest Military Discharge documents remain to be scanned to complete digitization of this record set.	\$ 85,000
40	Enterprise FOIA Management Solution	Strategic Project - Implement a new enterprise solution to manage FOIA requests and resolutions.	\$ 25,000
41	Vehicles - Sheriff - 2 AWD Utility Patrol or Equivalent	Vehicle Replacement Plan - Cost of two replacement AWD Patrol Utility vehicles	\$ 87,000
42	Vehicle Equipment and Upfitting - Sheriff - 2 vehicles	Vehicle Replacement Plan - Equipment to upfit two Sheriff's vehicles.	\$ 25,000
<b>Gross Capital Expenditures</b>			<b>\$ 692,000</b>
Estimated Vehicle Resale (2 patrol)			\$ (12,000)
Estimated Minimum Local Contribution to Pictometry Flight			\$ (75,000)
<b>Total added cost for additional projects</b>			<b>\$ 605,000</b>
<b>If additional recommended projects are approved, the total expenditures, revenues and net expenditures will be budgeted as follows:</b>			
<b>Total #401 Expenditures</b>			<b>\$ 2,055,000</b>
<b>Total #401 Revenues</b>			<b>\$ (185,000)</b>
<b>Total #401 Net Expenditures</b>			<b>\$ 1,870,000</b>

**LISTING OF CARRY-OVER CAPITAL PROJECTS  
NEEDING A RE-APPROPRIATION OR ADJUSTMENT OF FUNDS IN 2023  
Updated as of 10/13/22**

Tables A and B below summarize the maximum capital project funding appropriations that may need to be carried over into 2023. In approving the 2023 budget, the Allegan County Board of Commissioners authorizes the re-appropriation of funds necessary to complete any projects listed in the tables below that do not get completed by 12/31/22. The actual 2023 re-appropriation amounts shall not exceed the total approved funding less expenditures to date for any project that is not completed as of 12/31/2022.

<b>TABLE A - Projects scheduled to be carried-over into 2023 showing re-appropriation of unspent funds needed.</b>						
#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
	<b>#496</b>	<b>CENTRAL DISPATCH CIP</b>				
1	<a href="#">1509-22</a>	Generator Replacement - Dispatch	2022	\$ 150,000	\$ 150,000	Development
2	<a href="#">1175-20</a>	Emergency Siren Activation Solution	2020	\$ 100,000	\$ 100,000	Development
		<b>PROJECTED CARRY-OVER FOR #496</b>		<b>\$ 250,000</b>	<b>\$ 250,000</b>	
	<b>#288</b>	<b>TRANSPORTATION FUND</b>				
3	<a href="#">1509-22</a>	Generator Replacement - Transportation	2022	\$ 55,000	\$ 52,247	Development
		<b>PROJECTED CARRY-OVER FOR #288</b>		<b>\$ 55,000</b>	<b>\$ 52,247</b>	
	<b>#401</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
4	<a href="#">1125-22</a>	Facilities Master Plan	2022	\$ 80,000	\$ 80,000	Execution
5	<a href="#">1107-22</a>	UPS Replacement - CSB (+\$15,000 Needed to Accept Low Bid)	2022	\$ 45,000	\$ 60,000	Contracting
6	<a href="#">1206-21</a>	MCT Replacement (Funding split with Dispatch #496)	2021	\$ 10,000	\$ 10,000	Contracting
7	<a href="#">1133-22A</a>	Old Animal Shelter Demolition	2022	\$ 100,000	\$ 100,000	Development
8	<a href="#">1247-22</a>	Microsoft Office Upgrade	2022	\$ 60,000	\$ 60,000	Scoping
9	<a href="#">1102-23</a>	2022 ACSO Boiler Replacement - add to 2023 project #1102-23	2022	\$ -	\$ 60,000	Scoping
		<b>PROJECTED CARRY-OVER FOR #401</b>		<b>\$ 295,000</b>	<b>\$ 370,000</b>	

<b>TABLE B - Projects with expected 2022 completion showing 2023 re-appropriation needed if they are not.</b>						
#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
	<b>#496</b>	<b>CENTRAL DISPATCH CIP</b>				
10	<a href="#">16013-20</a>	Dispatch CAD Upgrade	2020	\$ 160,000	\$ 41,951	Monitoring
11	<a href="#">1206-21</a>	MCT Replacement (Funding split with CIP #401)	2021	\$ 811,000	\$ -	Monitoring
12	<a href="#">1004-21</a>	Tower HVAC System Replacement	2021	\$ 150,000	\$ 150,000	Execution
13	<a href="#">13074-20</a>	911 Radio System - Barry County Back-up	2020	\$ 120,230	\$ 120,230	Execution
14	<a href="#">13074-20</a>	911 Radio System - Enable CAD GPS	2020	\$ 120,230	\$ 120,230	Execution
15	<a href="#">1105-22</a>	911 Workstation Phone Upgrades	2022	\$ 66,000	\$ 28,418	Execution
16	<a href="#">1130-22</a>	HVAC Control System Replacement - Dispatch	2022	\$ 16,000	\$ 12,969	Execution
17	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Dispatch	2022	\$ 2,000	\$ 2,000	Execution
		<b>ADDITIONAL CARRY-OVER FOR #496 IF NOT COMPLETED</b>		<b>\$ 1,445,459</b>	<b>\$ 475,798</b>	
	<b>#288</b>	<b>TRANSPORTATION FUND</b>				
18	<a href="#">1107-22</a>	UPS Replacement - Transportation	2022	\$ 21,000	\$ 23,753	Execution
19	<a href="#">1130-22</a>	HVAC Control System Replacement - Transportation	2022	\$ 20,000	\$ 16,744	Execution
20	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Transportation	2022	\$ 2,000	\$ 2,000	Execution
		<b>ADDITIONAL CARRY-OVER FOR #288 IF NOT COMPLETED</b>		<b>\$ 45,753</b>	<b>\$ 42,497</b>	
	<b>#401</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
21	<a href="#">1440-22F</a>	2022 Vehicles - Sheriff Trucks - Replace 4	2022	\$ 138,000	\$ 111,031	Monitoring
22	<a href="#">1440-22E</a>	2022 Vehicles - Sheriff Escapes - Replace 5	2022	\$ 120,475	\$ 120,475	Monitoring
23	<a href="#">1440-22C</a>	2022 Vehicles - Sheriff Patrol - Replace 10	2022	\$ 330,840	\$ 60,894	Monitoring
24	<a href="#">1001-21</a>	Jury Management Solution	2021	\$ 33,557	\$ 12,547	Monitoring
25	<a href="#">12033-20</a>	Courthouse Improvements - Construction	2020	\$ 1,869,728	\$ 9,366	Monitoring
26	<a href="#">1130-22</a>	HVAC Control System Replacement - County	2022	\$ 138,000	\$ 111,031	Execution
27	<a href="#">1002-21</a>	Law Enforcement Body Cameras	2021	\$ 125,000	\$ 125,000	Execution
28	<a href="#">1130-22A</a>	CH Make-up Air Handler Unit Replacements	2022	\$ 120,000	\$ 109,466	Execution
29	<a href="#">1117-22</a>	CH Carpet Replacement	2022	\$ 50,000	\$ 50,000	Execution
30	<a href="#">1440-22D</a>	Vehicles - Equip Sheriff's Vehicles - 2022	2022	\$ 52,024	\$ 39,703	Execution
31	<a href="#">1396-21</a>	Water and Sewer Asset Mgmt Plan	2021	\$ 50,000	\$ 29,735	Execution
32	<a href="#">1404-22</a>	Pavement Maintenance 2022 - County	2022	\$ 30,000	\$ 30,000	Execution

#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
33	<a href="#">1018-21</a>	Network Switch Replacement	2021	\$ 25,000	\$ 25,000	Execution
34	<a href="#">1119-22</a>	Furniture Replacement	2022	\$ 30,000	\$ 24,227	Execution
35	<a href="#">11026-20A</a>	Probate Court Microfilm Scanning	2020	\$ 60,000	\$ 15,670	Execution
36	<a href="#">1317-22</a>	Copier Replacements	2022	\$ 18,000	\$ 8,384	Execution
37	<a href="#">1400-22</a>	CH Heat Pump Replacements - 2022	2022	\$ 96,000	\$ 96,000	Contracting
38	<a href="#">1426-22</a>	CH Radio Coverage Enhancement	2022	\$ 50,000	\$ 50,000	Contracting
39	<a href="#">1128-22</a>	Animal Shelter Alarm Panel	2022	\$ 20,000	\$ 20,000	Contracting
40	<a href="#">1440-22I</a>	2022 Vehicles - Court Vans - Replace 2	2022	\$ 97,158	\$ 97,158	Development
41	<a href="#">1126-22</a>	Scan Civil and Criminal Court Files - 2022	2022	\$ 70,000	\$ 68,080	Development
42	<a href="#">1440-22G</a>	2022 Vehicles - Sheriff Transport - Replace 1	2022	\$ 54,003	\$ 54,003	Development
43	<a href="#">1126-21A</a>	District Court Microfilm	2021	\$ 25,000	\$ 25,000	Development
		ADDITIONAL CARRY-OVER FOR #401 IF NOT COMPLETED		\$ 3,602,785	\$ 1,292,768	
	<b>#492</b>	<b>CHILD CARE CAPITAL</b>				
44	<a href="#">1117-22A</a>	YH Carpet Replacement	2022	\$ 15,000	\$ 15,000	Monitoring
45	<a href="#">1130-22</a>	HVAC Control System Replacement - Youth Home	2022	\$ 15,000	\$ 12,647	Execution
46	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Youth Home	2022	\$ 5,000	\$ 5,000	Execution
		ADDITIONAL CARRY-OVER FOR #492 IF NOT COMPLETED		\$ 35,000	\$ 32,647	
	<b>#104</b>	<b>LOCAL GOVERNMENT REVENUE SHARING (PARKS)</b>				
47	<a href="#">1012-18</a>	Gun Lake Watercraft Launch - Construction	2018	\$ 55,000	\$ 33,586	Monitoring
48	<a href="#">1016-21</a>	Parks - Playground Equipment Replacement	2021	\$ 25,500	\$ 25,500	Monitoring
49	<a href="#">1009-22</a>	Bysterveld Resurface Walking Trails	2022	\$ 28,872	\$ 28,872	Monitoring
50	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Parks	2022	\$ 25,000	\$ 25,000	Execution
51	<a href="#">1543-21</a>	RockTenn - Demolition Consultant	2021	\$ 63,000	\$ 3,481	Execution
		ADDITIONAL CARRY-OVER FOR #104 IF NOT COMPLETED		\$ 197,372	\$ 116,438	
	<b>#VARIOUS</b>	<b>OTHER CAPITAL PROJECTS</b>				
52	<a href="#">1543-21A</a>	RockTenn - Site Demolition	2021	\$ 1,500,000	\$ 754,677	Execution
53	<a href="#">1016-21A</a>	West Side Park Beach Access - Phase I	2021	\$ 15,500	\$ 8,500	Execution
54	<a href="#">1133-22</a>	Shelter Outdoor Dog Kennels	2022	\$ 45,000	\$ 45,000	Development
		ADDITIONAL CARRY-OVER IF NOT COMPLETED		\$ 1,560,500	\$ 808,177	

## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**FACILITIES MANAGEMENT—REPLACE COUNTY SERVICES BUILDING  
SERVER ROOM AIR CONDITIONING SYSTEM**

**WHEREAS**, the air conditioning (AC) system to the County's primary server room housed at the County Services Building (CSB) is eligible for replacement and has been experiencing recent issues; and

**WHEREAS**, the County's HVAC Maintenance Service Provider has been consulted and determined that the system should be replaced.

**THEREFORE, BE IT RESOLVED** that the Board of Commissioners (Board) authorizes a reallocation of appropriated 2023 capital project funds within the #401 Capital Improvement Fund in the amount of \$35,000 to establish funding for the replacement of the server room AC System at the CSB; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents to complete this action are authorized to be signed.



# ALLEGAN COUNTY REQUEST FOR ACTION FORM

## BUDGET ADJUSTMENTS OR TRANSFERS

Completed RFA form must be attached to a work order request through the Work Order system. If you have any questions regarding this process, please contact Finance @ext. 2658.

Date 8/10/2023

Department Requesting Project Management

Submitted by Valdis Kalnins

Contact Information vkalnins@allegancounty.org

Fund, Activity: 401-000

Describe the requested change, and why it is needed:

The attached Board resolution requests the that the Board authorizes the re-appropriation of \$35,000 left over from the approved 2023 capital project to Resurface the Main Drive at the County Services Complex (Project #1404-23A) to fund a 2023 mid-year capital request to replace the aging AC System at the County Services Center that is critical for cooling the County's main server room. The system was due for replacement in the next couple of years but has been experiencing intermittent issues this year and replacement now is advisable given the system's critical nature.

	ACCOUNT	AMOUNT
<input type="checkbox"/> Revenue Increase:		
<input type="checkbox"/> Revenue Decrease:		
<input checked="" type="checkbox"/> Expenditure Increase:	401-265.270-977.000	\$35,000.00
<input checked="" type="checkbox"/> Expenditure Decrease:	401-265.265-974.000	\$35,000.00

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**FY2024 ELECTED OFFICIALS AND CHIEF DEPUTY POSITION SALARIES**

**WHEREAS**, consistent with MCL 45.421, the Board of Commissioners (Board) has established salaries for non-judicial County elected officials prior to the beginning of their current term; and

**WHEREAS**, those salaries may be increased at the determination of the Board of Commissioners.

**THEREFORE BE IT RESOLVED** that the Board hereby establishes the salaries for the following officials for 2024 consistent with the Budget Policy; and

	<b>2024 Salary</b>
Clerk-Register	\$89,070.80
Chief Deputy County Clerk	\$74,225.58
Chief Deputy Register of Deeds	\$74,225.58
Drain Commissioner	\$89,070.80
Chief Deputy Drain Commissioner	\$74,225.58
Prosecuting Attorney	\$130,856.96
Chief Prosecuting Attorney	\$111,832.24
Sheriff	\$114,408.84
Undersheriff	\$104,390.52
Treasurer	\$89,070.80
Chief Deputy Treasurer	\$74,225.58

**BE IT FURTHER RESOLVED** these salaries shall become effective as of January 1, 2024.

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**2023 ROAD COMMISSIONER COMPENSATION**

**BE IT RESOLVED**, that the Allegan County Board of Commissioners hereby approves the 2023 Road Commissioner Compensation package for Road Commissioners appointed before January 1, 2013, to be as follows:

- Commission Chairperson annual salary \$8,190.59,
- Member annual salary \$7,561.12,
- Per diem and mileage rates consistent with the Allegan County Board of Commissioners,
- Life Insurance offered at 100% premium cost,
- Health/dental/vision plans with equivalent premium contribution as offered to Road Commission Exempt and Salaried employees, and equivalent rebate (opt-out) should they elect not to participate in the health insurance offerings,
- Road Commission Defined Benefit (B-2) Retirement Plan, with a 4% Commissioner contribution; and

**BE IT FURTHER RESOLVED**, new Road Commissioners appointed after January 1, 2013, shall be as follows:

- Commission Chairperson annual salary \$8,763.93,
- Member annual salary \$8,090.39,
- Per diem and mileage rates consistent with the Allegan County Board of Commissioners,
- \$20,000 Life Insurance Policy,
- Annual health allowance of \$3,000, and shall be eligible to participate in Health insurance as offered to Road Commission Exempt and Salaried employees with Commissioner contribution 100% the illustrative rate and no rebate (opt out) compensation,
- not eligible for participation in the Road Commission MERS Defined Benefit Plan, or other retirement options such as a MERS 457; and

**BE IT FINALLY RESOLVED** that the Allegan County Road Commissioner compensation package be reviewed annually by the Board of Commissioners.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve to take immediate action and approve the resolution as presented. Motion carried by voice vote. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.

ATTEST, A TRUE COPY



\_\_\_\_\_, Clerk-Register

APPROVED: September 8, 2022

cc: Admin. - Finance - Human Resources