

# 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, Chair  
Dean Kapenga, Vice Chair*

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

Thursday, December 14, 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 Mark DeYoung

### **PLEDGE OF ALLEGIANCE:**

### **PUBLIC HEARING:**

**COMMUNICATIONS:** Attached

**APPROVAL OF MINUTES:** November 9, 2023

### **PUBLIC PARTICIPATION:**

### **ADDITIONAL AGENDA ITEMS:**

### **APPROVAL OF AGENDA:**

### **PRESENTATIONS:**

### **PROCLAMATIONS:**

**INFORMATIONAL SESSION:** None

### **ADMINISTRATIVE REPORTS:**

### **DISTRICT 2**

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

### **DISTRICT 3**

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

### **CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (11/17/23 & 11/24/23 & 12/1/23 & 12/8/23 & 12/15/23)
2. Board of Commissioners—maintain Board of Commissioner Officers until Organizational Meeting

### **DISTRICT 4**

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

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### **ACTION ITEMS:**

### **DISTRICT 5**

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

1. Finance—appoint 2024 Survey and Remonumentation Peer Review Group (232-943)
2. Medical Care Community—Notice of Intent

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### **DISCUSSION ITEMS:**

1. Courthouse/County Services Building—award construction bid
2. Environmental Health—Solid Waste Transition
3. Board of Commissioners—sell County-Owned Manlius Township Properties (233-280)
4. Administration—adopt revised Compensation Plan Policy #304

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#### **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”

**NOTICE OF APPOINTMENTS & ELECTIONS:**

1. Community Corrections Advisory Board (A):
  - a. a representative from at least one, but not more than three of the following service areas: mental health, public health, substance abuse, employment, and training or community alternative program—term expires 12/31/23
  - b. Business Community Representative—term expires 12/31/23
2. Local Emergency Planning Committee (A)
  - a. Media Representative—term expired 12/31/2022
  - b. Facilities Representative—term expires 12/31/2025
3. Solid Waste Planning Committee (A)
  - a. General Public Representative—term expired 12/31/22
  - b. Solid Waste Industry Representative—term expired 12/31/19
  - c. Regional Solid Waste Planning Representative—12/31/22
  - d. Township Representative—term expired 12/31/19
4. Tourist Council (A)
  - a. One Representative—term expires 12/31/23
5. 911 Policy & Procedure Committee (A)
  - a. City/Village Government Representative—term expired 7/31/23
6. Economic Development Commission (E)
  - a. Private Sector Representative—term expires 12/31/24
  - b. Healthcare Representative—term expires 12/31/23

**ELECTIONS:** None

**APPOINTMENTS:** None

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

1. OPENING PRAYER: Commissioner Gale Dugan
2. CONSENT: Motion to approve of claims paid and to incorporate into proceedings of the Board (12/22/23 & 12/29/23 & 1/5/24 & 1/12/24)

**REQUEST FOR MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

**CLOSED SESSION:**

**ADJOURNMENT:** Next Meeting – Organizational Meeting, Thursday, January 11, 2023, 8 AM @ **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: 121423, 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: 121423

<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 fields (marked as required with an asterisk):

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

Below the fields 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". A "VERIFY" button is visible at the bottom right of the reCAPTCHA challenge.

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 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. The meeting content includes a title 'Economic Development — Greg King, Director ADMINISTRATIVE REPORTS:', a section 'CONSENT ITEMS:', and 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 Zoom status bar at the bottom shows 'Audio Settings', 'Chat', 'Raise Hand', and 'Q&A'.

**Settings - Audio**

**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

**Select a Speaker**

- Remote Audio
- Same as System
- Test Speaker & Microphone...
- Leave Computer Audio
- Audio Settings...

**Economic Development — Greg King, Director**  
**ADMINISTRATIVE REPORTS:**

**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 ^

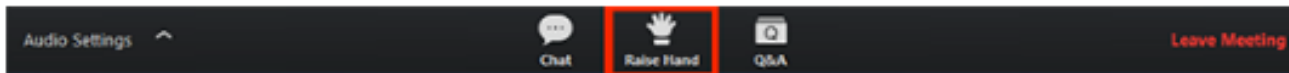
Chat Raise Hand Q&A

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

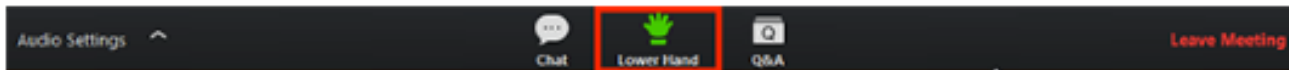
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 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", and "ADMINISTRATIVE REPORTS:". At the bottom of the document viewer, it shows "PAGE 1 OF 2" and "251 WORDS". The Zoom meeting controls are visible at the bottom of the screen, including "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.