

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>

Jim Storey, Chair
Dean Kapenga, Vice Chair

BOARD OF COMMISSIONERS MEETING – AGENDA *REVISION #1 – 3/15/24

Monday, March 18, 2024 – 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 Gale Dugan

PLEDGE OF ALLEGIANCE:

PUBLIC HEARING:

COMMUNICATIONS: Attached

APPROVAL OF MINUTES: February 22, 2024

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

PRESENTATIONS:

PROCLAMATIONS:

INFORMATIONAL SESSION:

Bob Genetski—County Clerk/Register of Deeds

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 (3/1/24 & 3/8/24 & 3/15/24)
-

ACTION ITEMS:

1. Household Hazardous Waste & Electronic Devices
-

DISTRICT 5

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

DISCUSSION ITEMS:

1. Environmental Health—Materials Management Plan
 2. Economic Development Commission—adopt amended By-Laws (236-615)
 3. Board of Commissioners—approve Deputy Medical Examiner
 4. *2023/27 Board Strategic Planning Update
-

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Road Commission Board (E):

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”

- a. One Member Representative—term expires 12/31/26
- 1. Community Mental Health (E):
 - a. Three Family Member Representatives—term expires 3/31/24 Applications REC 3/12/24
 - b. One General Public Representative—term expires 3/31/24 Application REC 3/12/24

ELECTIONS:

- 1. Economic Development Commission
 - a. Healthcare Representative—term expires 12/31/23

APPOINTMENTS:

- 1. 911 Policy & Procedure Board
 - a. East Side Fire Chief Representative—term expires 7/31/24
- 2. Community Corrections Advisory Board
 - 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
- 3. Local Emergency Planning Committee
 - a. Media Representative—term expired 12/31/22
 - b. Facilities Representative—term expires 12/31/25
 - c. Firefighter Representative—term expires 12/31/25
- 4. Tourist Council
 - a. Two Representatives—term expires 12/31/23
- 5. Jury Board (Circuit Judge recommends/Board appoints)
 - a. One Representative—term expired 8/31/23
 - b. One Representative—term expires 3/31/25

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS:

- 1. OPENING PRAYER: Commissioner Mark DeYoung
- 2. CONSENT: Motion to approve of claims paid and to incorporate into proceedings of the Board (3/22/24 & 3/29/24)
- 3. INFORMATIONAL SESSION: Jennifer Owens, Lakeshore Advantage—Economic Development
- 4. *DISCUSSION: Resolution to create the Calkins Dam/Lake Allegan Task Force

REQUEST FOR MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

CLOSED SESSION:

ADJOURNMENT: Next Meeting – Thursday, March 28, 2024, 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: **471420**, 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/UCQliZQstN2Pa57QAItAWdKA>
- 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: **Board**

<Continue with the rest of the instructions>

STEP 2: Enter registration information

Webinar Registration - Zoom

zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg

Webinar Registration

Topic: BOC Meeting - 4/9/2020

Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)


* Required information

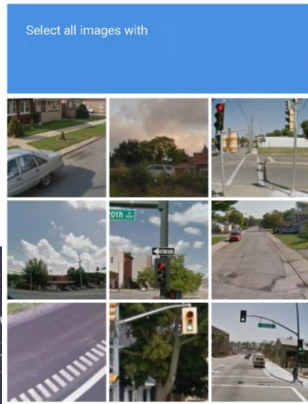
First Name *

Last Name *

Email Address *

Confirm Email Address *

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Select all images with 

VERIFY

US Dollars

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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 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 'Speaker' section with 'Test Speaker' selected and 'Remote Audio' in a dropdown menu. The 'Volume' slider is set to approximately 80%. The 'Microphone' section has 'Test Mic' selected. The 'Volume' slider is also set to approximately 80%, and the 'Automatically adjust volume' checkbox is checked. 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 visible at the bottom right of the settings window. At the bottom of the meeting window, there are icons for 'Chat', 'Raise Hand', and 'Q&A'.

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:

CONSENT ITEMS:

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

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

Audio Settings

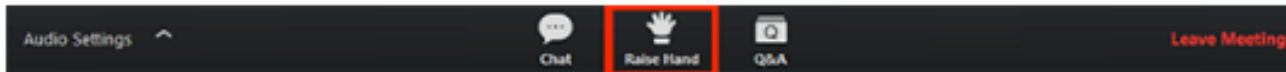
Chat Raise Hand Q&A

STEP 5: Raise hand to be recognized to speak.

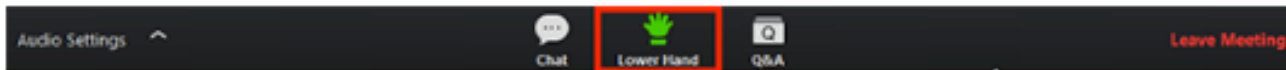
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 a "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.

A RESOLUTION SUPPORTING SB228 TO REPEAL THE LAW PREVENTING LOCAL
ORDINANCES TO BAN PLASTIC BAGS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

FEBRUARY 7, 2024

WHEREAS, it is a goal of Washtenaw County to promote the economic, environmental and physical welfare of the County and all of its communities; and

WHEREAS, Washtenaw County has long grappled with the environmental and health consequences of single-use plastics. Single-use plastics are a glaring example of consumers and manufacturer desire for convenience instead of investing in quality packaging that is durable and sustainable for the long-term health and environment of communities; and

WHEREAS, the over-reliance on these plastics has resulted in the accumulation of waste at a staggering rate. Reducing the use of plastics is the most effective means of avoiding this waste and the impacts linked to plastic production; and

WHEREAS, plastic by itself does not break down; plastics just break up. Over time, sun and heat slowly turn plastics into smaller and smaller pieces until they eventually become what are known as microplastics. Microplastics end up in the water, eaten by wildlife, pets and inside our bodies. Exposure to microplastics, as well as the chemicals that are added to plastics during processing are harmful to the County's physical and environmental health; and

WHEREAS, many of the chemicals in plastics are known endocrine disruptors, and research has suggested that human exposure could cause health impacts including hormonal imbalances, reproductive problems like infertility, and even cancer; and

WHEREAS, in 2016, the passage of Michigan Public Act (PA) 389 of 2016, prohibited local jurisdictions from regulating the use of reusable and single-use plastic containers. Specifically, MCL 445.592 restricted a local unit of government in the State of Michigan from adopting or enforcing an ordinance that:

- (a) Regulates the use, disposition, or sale of auxiliary containers.
- (b) Prohibits or restricts auxiliary containers.
- (c) Imposes a fee, charge, or tax on auxiliary containers.

Pursuant to the PA 389 of 2016, auxiliary container means a bag, cup, bottle, or other packaging, whether reusable or single-use, that meets both of the following requirements:

- (a) is made of cloth, paper, plastic, cardboard, corrugated material, aluminum, glass, postconsumer recycled material, or similar material or substrates, including coated, laminated, or multilayer substrates, and
- (b) is designed for transporting, consuming, or protecting merchandise, food, or beverages from or at a food service or retail facility; and

WHEREAS, Senator Shink introduced SB 228 that would repeal PA 389 of 2016 and would restore local control and aid community efforts to control litter and waste by allowing the implementation of plastic bag bans or any motion regulating the use or sale of plastic bags, or imposing any fee, charge, or tax on certain containers; and

WHEREAS, The Washtenaw County Board of Commissioners supports the elimination and repeal of the prohibition against local municipalities from regulating single-use or reusable plastics. Local municipalities are best positioned to assess and mitigate the environmental and health impacts of such materials within their communities.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners does hereby fully support SB228 and the elimination and repeal of the prohibition against local municipalities from regulating single-use and reusable plastic containers.

BE IT FURTHER RESOLVED, that the Washtenaw County Commission expresses its collective belief that local municipalities should have the right to enact ordinances that are in the best interest of their residents and the environment.

BE IT FURTHER RESOLVED, that the Washtenaw County Commission strongly urges the Michigan Legislature and Governor Gretchen Whitmer to support SB228, sponsored by Senator Sue Shink.

BE IT FURTHER RESOLVED, the Washtenaw County Board of Commissioners directs the County Clerk to send a copy of this resolution to the Washtenaw County delegation of both the Michigan Senate and House of Representatives; the Michigan State Senate Committee on Energy and Environment; Governor Gretchen Whitmer; and as a communication to other Michigan Counties.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
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Beeman	X			Maciejewski	X			Somerville	X		
Hodge	X			Rabhi	X						
LaBarre	X			Sanders	X						
Lyte	X			Scott	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE:

9 0 0

STATE OF MICHIGAN)

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on February 7th, 2024, as it appears of record in my office.

COUNTY OF WASHTENAW)^{SS}.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 8th day of February 2024.

LAWRENCE KESTENBAUM, Clerk/Register

BY:



Deputy Clerk



Res. No. 24-027

A RESOLUTION SUPPORTING STATEWIDE WATER AFFORDABILITY LEGISLATION

WASHTENAW COUNTY BOARD OF COMMISSIONERS

February 7, 2024

WHEREAS in October 2023, a package of “Water Affordability” bills was introduced in the Michigan Senate and House of Representatives which, if enacted, would establish a first in the nation statewide program to provide eligible low-income households with water bill payments considered affordable based on national standards, along with a sustainable funding source to support the program and protections from water service shut off; and

WHEREAS SB 0549’23 and HB 5088’23 would create a low-income water residential affordability program under which qualifying individuals would not pay more than an average of 3% of their household income for water services and, if eligible, receive arrearage forgiveness for past due water debt and household plumbing repairs to prevent water loss; and

WHEREAS SB 0550’23 and HB 5089’23 would create the low-income water affordability fund within the Michigan Department of Treasury using a \$2 per month, per retail water metered account funding factor which would be used as a dedicated funding source to support the low-income residential water affordability program and, among other things, ensure that water utility providers recover the full cost of services provided to eligible and enrolled customers; and

WHEREAS SB 0551’23 and HB 5090’23 would create the “Water Shutoff Protection Act” which would require water utility providers give various forms of notice to residential customers prior to the disconnection of water service due to non-payment and to prevent water service disconnection for individuals meeting the requirements of a critical care customer whose life would be at imminent risk without household water services; and

WHEREAS the average inflation-adjusted water costs have roughly doubled (increased by 188%) for the state as a whole since 1980 and the cost of water service, on average, has increased at a faster rate than all other essential goods and services, except health care; and

WHEREAS customers who cannot afford water bill payments are at risk of water service shut off, property tax liens that can result in foreclosure, and other potentially devastating consequences including housing insecurity and harm to personal health, dignity, and family relationships; and

WHEREAS the Washtenaw County Board of Commissioners recognizes that access to affordable water services is a fundamental human right, essential for the fiscal stability of water utility providers, necessary to protect public health and safety, and critical to the resilience and prosperity of Washtenaw County and all Michigan residents.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners supports and urges the Michigan Legislature to take action to pass Senate Bills 0549-0551 and House Bills 5088-5090.

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners directs the County Clerk to send a copy of this resolution to the Washtenaw County delegation of both the Michigan Senate and House of Representatives; Governor Gretchen Whitmer; and as a communication to other Michigan Counties.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Beeman	X			Maciejewski	X			Somerville	X		
Hodge	X			Rabhi	X						
LaBarre	X			Sanders	X						
Lyte	X			Scott	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE:

9 0 0

STATE OF MICHIGAN)

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on February 7th, 2024, as it appears of record in my office.

COUNTY OF WASHTENAW)SS.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 8th day of February 2024.

LAWRENCE KESTENBAUM, Clerk/Register

BY:



Deputy Clerk



Res. No. 24-028

A RESOLUTION SUPPORTING THE PROTECT MY KIDS BILL PACKAGE IN THE
MICHIGAN LEGISLATURE

WASHTENAW COUNTY BOARD OF COMMISSIONERS

March 6, 2024

WHEREAS, tobacco use is the leading cause of preventable death and disability in Michigan and contributes greatly to heart disease, cancer, and stroke; and

WHEREAS, tobacco retail licensing is an effective tobacco control measure that requires every store that sells tobacco products to have a license and Michigan is one of only 10 states that does not require retailers to obtain a license to sell tobacco making effective enforcement almost impossible; and

WHEREAS, Senate Bills 651 and 652 seek to establish a statewide Tobacco Retail Licensing (TRL) program, requiring all establishments selling nicotine or tobacco products to obtain a license, thereby enhancing compliance with existing tobacco sales regulations and reducing youth initiation to nicotine and tobacco; and

WHEREAS, Michigan state law prohibits local governments from enacting policies that regulate the sale and licensure of tobacco and nicotine products, keeping local communities from protecting kids' health; and

WHEREAS, 79% of Washtenaw County residents are concerned about young people using tobacco products; and

WHEREAS, Senate Bill 647 aims to repeal preemption provisions that prohibit local governments from enacting ordinances and regulations pertaining to the sale or licensure of tobacco products, empowering local communities to implement tailored tobacco control measures to protect their residents, particularly youth; and

WHEREAS, Michigan currently has no state tax on e-cigarettes or vaping products that contain nicotine and has not increased its tax on cigarettes in nearly 20 years; and

WHEREAS, The U.S Surgeon General has called raising prices on cigarettes "one of the most effective tobacco control interventions because increasing the price is proven to reduce smoking, especially among kids; and

WHEREAS, Michigan spends less than 10% of the Centers for Disease Control recommendation on tobacco prevention programs; and

WHEREAS, Senate Bill 648 proposes to establish a new tax on e-cigarettes and increase taxes on cigarettes and other tobacco products, with revenue generated dedicated to tobacco prevention and cessation programs, tax enforcement, and enforcement of smoke-free air laws, aligning with evidence-based strategies to reduce tobacco use, especially among youth; and

WHEREAS, flavored tobacco products play a key role in youth initiation and continued use of tobacco. More than 80 percent of 12-17-year-olds who have ever used a tobacco product start with a flavored product. Two-thirds of youth have reported using these products

“because they come in flavors [they] like.” More than 72 percent of current tobacco users surveyed have reported using a flavored tobacco product in the past month; and

WHEREAS, many states and over 360 localities have ended the sale of flavored tobacco products to protect kids and reduce health disparities. If Michigan takes this step, it would be a leader in protecting the health of its residents; and

WHEREAS, 77% of Washtenaw County residents support ending the sale of flavored tobacco products, including menthol cigarettes; and

WHEREAS, Senate Bills 649 and 650 aim to prohibit the sale of flavored tobacco products, including flavored e-cigarettes and menthol-flavored cigarettes, recognizing the significant role flavors play in driving youth initiation to tobacco and nicotine products and addressing health disparities within communities disproportionately targeted by the tobacco industry; and

WHEREAS, Michigan laws prohibiting and penalizing the possession, use, and purchase of tobacco products by minors, are ineffective as deterrents to youth smoking are often enforced inequitably and currently retailers are not held accountable for selling to minors; and

WHEREAS; Minors could be criminally charged for attempting to purchase, use, or possess tobacco products and research shows penalizing children is not an effective strategy for reducing youth smoking; and

WHEREAS, Senate Bills 653 and 654 repeal provisions in the Youth Tobacco Act that impose civil and criminal penalties on minors for purchasing, using or possessing tobacco products.

NOW THEREFORE BE IT RESOLVED. that the Washtenaw County Board of Commissioners support the Protect MI Kids Bill Package and urge the Michigan Legislature to swiftly pass these critical bills to protect the health and well-being of Michigan's children and youth.

BE IT FURTHER RESOLVED that Washtenaw County Board of Commissioners directs the County Clerk to send a copy of this resolution to the Washtenaw County delegation of both the Michigan Senate and House of Representatives; Governor Gretchen Whitmer; and as a communication to other Michigan Counties.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Beeman	X			Maciejewski	X			Somerville	X		
Hodge	X			Rabhi	X						
LaBarre	X			Sanders	X						
Lyte	X			Scott	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE:

9 0 0

STATE OF MICHIGAN)

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on March 6th, 2024, as it appears of record in my office. In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 7th day of March 2024.

COUNTY OF WASHTENAW)^{SS}.

LAWRENCE KESTENBAUM, Clerk/Register

BY:



Deputy Clerk



Res. No. 24-047

ALLEGAN COUNTY BOARD OF COMMISSIONERS

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FEBRUARY 22, 2024 SESSION

JOURNAL 72

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89	2	FEBRUARY 13, 2024 SESSION MINUTES -ADOPTED
89	3	PUBLIC PARTICIPATION -NO COMMENTS
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AFTERNOON SESSION**FEBRUARY 22, 2024 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 22, 2024 at 1:05 P.M. in accordance with the motion for adjournment of February 13, 2024, and rules of this Board; Chair Storey presiding.

The invocation was offered by District #3 Commissioner Kapenga.

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
 DIST #4 SCOTT BELTMAN
 DIST #5 GALE DUGAN

February 13, 2024 SESSION MINUTES - ADOPTED

2/ Moved by Commissioner Dugan, seconded by Commissioner Beltman to approve the minutes for the February 13, 2024 session with a change be made to page 83 item #16 second motion. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - NO COMMENTS

3/ Chair 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 a distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PRESENTATION: MIDWEST STRATEGY GROUP -LEGISLATIVE UPDATE

5/ Eric Wright updated the commission regarding legislative activities that included; the Governor's Budget Presentation, MEAP program, Disability Property Tax Fix, Solar Site Petition Proposal, Ax MI Tax Proposal, Minimum Staffing Bill, and the Pitman Robertson Act as it is related to the Allegan County State game area.

ADMINISTRATIVE REPORTS

6/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included: on-line services available on the county web page; Equestrian Trail Lease Report; Essential Services Award and Broadband.

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

7/ **WHEREAS**, Administration has compiled the following claims for February 16, 2024 and February 23, 2024; 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 2024 Claims folder of the Commissioners' Record of Claims.

February 16, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	143,114.45	143,114.45	
Friend of the Court – 215	373.65	373.65	
Health Department Fund – 221	3,037.68	3,037.68	
Solid Waste/Recycling Fund – 226	53,519.59	53,519.59	
Multi-Agency Collab. Committee – 245	12,457.00	12,457.00	
Animal Shelter – 254	29.48	29.48	
Indigent Defense Fund – 260	3,242.15	3,242.15	
Central Dispatch Fund – 261	1,472.16	1,472.16	
Grants – 279	2,251.10	2,251.10	
Sheriffs Contracts – 287	183.96	183.96	
Transportation Fund – 288	106,296.36	106,296.36	
Child Care Fund – 292	37,599.35	37,599.35	
Veterans Relief Fund – 293	123.94	123.94	
Senior Services Fund – 298	736.71	736.71	
American Rescue Plan Act – ARPA – 299	11,484.60	11,484.60	
Capital Improvement Fund – 401	190,279.01	190,279.01	
Property Tax Adjustments – 516	4,980.71	4,980.71	
Tax Reversion – 629	240.00	240.00	
Revolving Drain Maintenance Fund – 639	58.97	58.97	
Fleet Management/Motor Pool – 661	64.62	64.62	
Self -Insurance Fund – 677	18,521.30	18,521.30	
Drain Fund – 801	27,173.31	27,173.31	
TOTAL AMOUNT OF CLAIMS	\$617,240.10	\$617,240.10	

February 23, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	135,119.20	135,119.20	
Parks/Recreation Fund – 208	1,802.43	1,802.43	
Friend of the Court – 215	1,571.00	1,571.00	
Health Department Fund – 221	3,052.50	3,052.50	

Solid Waste/Recycling Fund – 226	19,333.98	19,333.98	
Animal Shelter – 254	35.27	35.27	
Indigent Defense Fund – 260	13,327.14	13,327.14	
Central Dispatch Fund – 261	459.97	459.97	
Grants – 279	4,389.84	4,389.84	
Sheriffs Contracts – 287	6,173.58	6,173.58	
Transportation Fund – 288	8,457.89	8,457.89	
Child Care Fund – 292	3,204.71	3,204.71	
Veterans Relief Fund – 293	1,780.00	1,780.00	
Senior Services Fund – 298	161,363.01	161,363.01	
Capital Improvement Fund – 401	645.00	645.00	
Property Tax Adjustments – 516	10,336.63	10,336.63	
Revolving Drain Maintenance Fund – 639	28.26	28.26	
Self -Insurance Fund – 677	804.86	804.86	
Drain Fund – 801	14,204.98	14,204.98	
TOTAL AMOUNT OF CLAIMS	\$386,090.25	\$386,090.25	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for February 16, 2024 and February 23, 2024.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adopt the report of claims for February 16, 2024 and February 23, 2024. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DISCUSSION ITEMS:

HOUSEHOLD HAZARDOUS WASTE

8/ Discussion to authorize a pilot project for 2024 to scheduled events for hazardous waste drop-offs for Participating Governmental Units.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to move this for an Action item at the March 18, 2024 Board of Commissioners meeting. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

2023/27 BOARD STRATEGIC PLANNING UPDATE

9/ County Administration highlights included; Calkin Dam, Housing needs in Allegan County, Child Care/Early Education, PACE program, and Domestic Violence & School Resource Officers.

ELECTIONS

10/

COMMISSION ON AGING

Chairman Storey opened nominations to fill the term on the Board of Commission on Aging Member at Large Representative position; terms to expire 12/31/2024.

Commissioner Kapenga nominated Jo Verbeek, 4150 Beeline Rd, Holland.

Moved by Kapenga, seconded by DeYoung to close the nominations and cast a unanimous ballot for Jo Verbeek, as nominated. Motion carried unanimously.

ECONOMIC DEVELOPMENT COMMISSION

Chairman Storey opened nominations to fill the term on for the Private Sector Representative on the Board of Economic Development position; terms to expire 12/31/2024.

Commissioner Storey nominated Joe Novakoski, 3347 Gaslight Lane, Saugatuck.

Moved by Kapenga, seconded by Storey to close the nominations and cast a unanimous ballot for Joe Novakoski, as nominated. Motion carried unanimously.

ECONOMIC DEVELOPMENT COMMISSION

Chairman Storey opened nominations to fill the term for the Education Representative on the Board of Economic Development Commission position; terms to expire 12/31/2026.

Commissioner Storey nominated Richard Okoniewski, 2891 116th Ave, Allegan

Moved by Kapenga, seconded by DeYoung to close the nominations and cast a unanimous ballot for Richard Okoniewski as nominated. Motion carried unanimously.

APPOINTMENTS**11/ TOURIST COUNCIL**

Chairman Storey opened nominations to fill the position on the Tourist Council Board; for the remainder of the term to expire 12/31/2026.

Commissioner Storey nominated Jenny Boerman, 204 Second Ave, Plainwell.

Moved by Beltman, seconded by Dugan to approve the appointment as made. Motion carried by voice vote. Yeas: 5 votes. Nays 0 votes.

PUBLIC PARTICIPATION - COMMENTS

12/ Chair Storey opened the meeting to public participation and the following individuals offered comments:

1. Tim Culver from State Representative Matt Hall's office addressed the commission with legislative updates.

ADJOURNMENT UNTIL March 18, 2024, 2024 AT 1:00 P.M.

13/ Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adjourn until March 18, 2024 at 1:00 P.M. The motion carried by voice vote and the meeting was adjourned at 3:54 P.M. Yeas: 5 votes. Nays: 0 votes.

Chief Deputy Clerk

Board Chair

Minutes approved during the 00/00/2023 Session

DRAFT

ANNUAL REPORT
For 2023
From BOB GENETSKI
COUNTY CLERK AND REGISTER OF DEEDS
TO THE
ALLEGAN COUNTY BOARD OF
COMMISSIONERS

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COUNTY BOARDS OF COMMISSIONERS (EXCERPT)
Act 156 of 1851

*46.11 Powers of county board of commissioners.
Sec. 11.*

A county board of commissioners, at a lawfully held meeting, may do 1 or more of the following:

...

(k) Require a county officer whose salary or compensation is paid by the county to make a report under oath to the county board of commissioners on any subject connected with the duties of that office

Office of the Register of Deeds

Document Recording

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023
Mortgage Documents	4,785	6,041	4,973	4,664	5,727	7,339	7,883	5,268	3,625
Land Transfers	6,218	5,089	6,373	6,265	6,074	6,256	7,128	6,341	5,757

Total Documents Record year

19,011 2023

24,019 2022

Monies Collect in the Register of Deeds Office

	2018	2019	2020	2021	2022	2023
State Real Estate Transfer Tax	\$5,111,665	4,594,170	5,886,885	7,302,414	7,417,146.25	6,014,928.75
County Real Estate Transfer Tax	\$761,399	692,515	878,164	1,092,204	1,181,615.05	893,578.40
Recording Fees	\$478,060	500,813	618,094	677,957	529,568.00	416,851.00
State Remonumentation Fees	\$92,064	85,224	102,688	115,640	88,552.00	69,188.00
Copy Sales	\$91,673	90,762	99,509	122,343	98,111.20	81,129.90

The Automation Fund took in \$95,000 during 2023. The amount taken from the Automation Fund for the County's Cost Allocation Plan is \$9,795.

Passports

2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
275	318	354	281	353	349	129	263	392	565

Passport Revenues

Year	2020	2021	2022	2023
Money	\$12,215	\$4,515	\$13,720	\$19,775

COUNTY CLERK

Vital Records

Year	Number of Transactions
2017	4,210
2018	4,356
2019	4,254
2020	5,129
2021	5,067
2022	4,686
2023	4,386

Births Recorded

Year	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Births	12	27	25	30	29	35	22	32	39	42	30

Marriage License Applications

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023
Applications	773	821	815	850	775	669	797	731	750

Number of Honorable Discharge Papers Recorded by Military Veterans

YEAR	2015	2016	2017	2018	2019	2020	2021	2022	2023
Number Filed	4	1	44	24	16	6	28	19	15

In 2023, there were 869 deaths recorded, 203 Notaries conferred, 401 DBA's, and 2,118 CPL's issued.

The Vital Records Division took in \$229,618.60 for the services provided.

Elections in 2023

May 2nd Jurisdictions with Proposals on the Ballot

Otsego City (fire)
City of Holland (property sale, pool authority)
Allegan Township (road, fire)
Otsego Township (fire)
Bloomingdale Schools
Caledonia Schools
Hamilton Schools
Hudsonville Schools
Wayland Schools

August 8th Proposals and Offices on the Ballot

Fennville Schools (recreation)
Otsego Schools
Lake Michigan College proposal

November 7th Proposals and Offices on Ballot

City of Holland Mayor & City Council
The City of the Village of Douglas Council
City of Saugatuck City Council
City of Wayland City Council
City of Fennville City Commission
Otsego Township (solid waste proposal)
Village of Hopkins (Headlee Override)
Gobles Public Schools (bond)
Martin Public Schools (bond)

The Circuit Court Records Division

Overview of New Cases Filed in the 48th Circuit Court

Appeals: 31 Adoptions: 27 Criminal: 741 Civil: 194 Domestic: 609

Juvenile/Neglect: 575 Personal Protection Orders: 463 Misc. Family: 0

Breakdown in Personal Protection Orders

Adult PPO's (Domestic): 295

Adult PPO'S (Non-Domestic): 160

Juvenile PPO'S: 7

Collection and Disbursement of Monies for the Court

Relative to collection of monies and disbursement to crime victims in 2023, the Circuit Court Records Division started off the year with a beginning balance of \$200,708.54, collected \$214,332.62 and then paid out \$245,541.14 to victims of crimes in adult cases.

For Juvenile cases, the office collected \$26,274. Of that, the deputy clerks mailed \$25,406.58 to victims of crimes.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

HOUSEHOLD HAZARDOUS WASTE & ELECTRONIC DEVICES

WHEREAS, Allegan County maintains a Resource Recovery Program for recycling; and

WHEREAS, household hazardous waste (HHW) and electronic device drop-off events and scheduled drop-offs have been held for Participating Governmental Units (PGU); and

WHEREAS, the cost of these events is charged back to PGU accounts, and citizens residing in non-PGU are not eligible to participate; and

WHEREAS, the County desires to encourage the safe and responsible disposal of HHW and electronic devices while minimizing program overhead.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes a pilot project for 2024 scheduled events and drop-off services to the Health Department as a county-wide eligible event; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments (including the allocation from the PCB Water Pollution Class Action Settlement Pay Out and apply/accept grant funding), and any necessary documents to complete this action are authorized to be signed.

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 3/1/24, 3/8/24 and 3/15/24; 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 2024 Claims folder of the Commissioners' Record of Claims.

March 1, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	293,226.30	293,226.30	
Parks/Recreation Fund - 208	58.48	58.48	
Health Department Fund - 221	3,045.34	3,045.34	
Solid Waste/Recycling Fund - 226	125.34	125.34	
Animal Shelter - 254	1,491.00	1,491.00	
Register of Deeds Automation Fund - 256	341.80	341.80	
Indigent Defense Fund - 260	40,537.78	40,537.78	
Central Dispatch Fund - 261	165.59	165.59	
Justice Training Fund - 266	150.00	150.00	
Grants - 279	2,712.50	2,712.50	
Sheriffs Contracts - 287	43,512.00	43,512.00	
Transportation Fund - 288	4,143.36	4,143.36	
Child Care Fund - 292	5,381.78	5,381.78	
Veterans Relief Fund - 293	3,680.04	3,680.04	
Senior Services Fund - 298	419.53	419.53	
Capital Improvement Fund - 401	73,894.00	73,894.00	
Central Dispatch CIP - 496	8,061.51	8,061.51	
Property Tax Adjustments - 516	3,341.81	3,341.81	
Revolving Drain Maintenance Fund - 639	437.85	437.85	
Fleet Management/Motor Pool - 661	748.32	748.32	
Self -Insurance Fund - 677	766.58	766.58	
Drain Fund - 801	5,325.00	5,325.00	
TOTAL AMOUNT OF CLAIMS	\$491,565.91	\$491,565.91	

March 8, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	214,023.39	214,023.39	
Parks/Recreation Fund - 208	1,627.56	1,627.56	
Friend of the Court - Cooperative Reimb. - 215	1,314.11	1,314.11	
Health Department Fund - 221	21,158.80	21,158.80	
Solid Waste/Recycling Fund - 226	8,484.83	8,484.83	
Animal Shelter - 254	12,096.64	12,096.64	
Indigent Defense Fund - 260	787.38	787.38	
Local Corrections Officers Training Fund - 264	772.00	772.00	
Law Library Fund - 269	2,152.50	2,152.50	
CDBG Program Income Fund - 277	727.80	727.80	
Sheriffs Contracts - 287	670.58	670.58	
Transportation Fund - 288	121,577.29	121,577.29	
Child Care Fund - 292	10,217.42	10,217.42	
Senior Services Fund - 298	16,023.84	16,023.84	
America Rescue Plan Act - ARPA - 299	21,068.04	21,068.04	
Capital Improvement Fund - 401	34,498.39	34,498.39	
Property Tax Adjustments - 516	17,800.74	17,800.74	
Revolving Drain Maintenance Fund - 639	225.77	225.77	
Fleet Management/Motor Pool - 661	1,164.61	1,164.61	
Self -Insurance Fund - 677	442,087.01	442,087.01	
Drain Fund - 801	7,119.72	7,119.72	
TOTAL AMOUNT OF CLAIMS	\$935,598.42	\$935,598.42	

March 15, 2024

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	128,522.47	128,522.47	
Parks/Recreation Fund - 208	1,406.29	1,406.29	
Friend of the Court - Cooperative Reimb. - 215	996.22	996.22	
Health Department Fund - 221	4,745.14	4,745.14	
Solid Waste/Recycling Fund - 226	10,198.93	10,198.93	
Animal Shelter - 254	730.95	730.95	
Indigent Defense Fund - 260	79,628.27	79,628.27	

Central Dispatch Fund - 292	4,863.64	4,863.64	
Grants - 279	2,741.12	2,741.12	
Crime Victims Rights Grant - 280	579.12	579.12	
Sheriffs Contracts - 287	536.39	536.39	
Child Care Fund - 292	37,329.21	37,329.21	
Veterans Relief Fund - 293	2,145.84	2,145.84	
Senior Services Fund - 298	1,270.39	1,270.39	
Capital Improvement Fund - 401	245,879.58	245,879.58	
Property Tax Adjustments - 516	5,710.06	5,710.06	
Tax Reversion 2018 - 629	63.00	63.00	
Revolving Drain Maintenance Fund - 639	43.21	43.21	
Self-Insurance Fund - 677	2,063.28	2,063.28	
Drain Fund - 801	15,921.76	15,921.76	
TOTAL AMOUNT OF CLAIMS	\$545,374.87	\$545,374.87	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 3/1/24, 3/8/24, 3/15/24, 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

ENVIRONMENTAL HEALTH—MATERIALS MANAGEMENT PLAN

WHEREAS, under Part 115 of Public Act No. 451 of 1994, as amended, each county shall have a Materials Management Plan (MMP), and each governing body shall determine whether the development and management of the MMP shall be through a single county or multi-county approach; and

WHEREAS, the Allegan County Board of Commissioners (Board) has considered its options based on the research and analysis of the Solid Waste Planning Committee and the County Recycling Coordinator; and

WHEREAS, the Board intends to maintain local control over services provided to citizens of Allegan County by becoming the County Approval Agency (CAA); and

WHEREAS, the Board will appoint the members of the Materials Management Planning Committee (MMPC) and the Recycling Coordinator will currently act as the Designated Planning Agency and provide oversight of the MMPC and the Work Program.

THEREFORE, BE IT RESOLVED the Board appoints itself as the County Approval Agency (CAA); and

BE IT FURTHER RESOLVED the Board adopts the recommendation to develop a single county MMP, through the assistance of a qualified consultant or contracted employee to the extent funding is received for this purpose; and

BE IT FURTHER RESOLVED said plan shall include, to the extent practicable, the ability for Allegan County to enter into interlocal agreements for collaboration with other counties and entities; and

BE IT FURTHER RESOLVED the County Administrator is authorized to accept funds for the development of an MMP; 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.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

ECONOMIC DEVELOPMENT COMMISSION—ADOPT AMENDED BY-LAWS

BE IT RESOLVED, that the Board of Commissioners hereby approves the amended by-laws of the Allegan County Economic Development Commission effective immediately, as attached; and

BE IT FURTHER RESOLVED, that these attached by-laws supersede any previously established by-laws; and

BE IT FINALLY RESOLVED, that the one Commissioner representative currently serving existing term shall be Commissioner Jim Storey.

DRAFT

Allegan County Economic Development Commission Bylaws

The Allegan County Economic Development Commission, hereinafter referred to as “Commission”, is an agency of the County established pursuant to Act 46, Public Acts of Michigan 1966, as amended, and subject to the general control of the County Board of Commissioners, hereinafter referred to as “Board”. The Board may make such rules and regulations in respect to the Commission as it deems necessary.

ARTICLE I – PURPOSE

Section 1. The Commission shall be a voluntary organization created by Allegan County to foster cooperative efforts that will enhance economic development opportunities in the region. The Commission shall assist in providing guidance regarding the Economic Development initiatives for County Economic Development and shall assist in the achievement of economic development goals for Allegan County. In addition, the purpose of the Commission is to:

- A. Investigate and study the conditions affecting the economy of the area, technical studies and statistical research and surveys necessary or useful for the expansion of the economy, and the collection and dissemination of such information.
- B. Recommend to the Board for the study and elimination of restrictions, barriers and burdens imposed by law or otherwise, which may adversely affect or retard the development and expansion of area industry, commerce or agriculture.
- C. Study and advise the Board, industry and interested organizations and associations as to means and methods of providing financing for economic expansion in the county or region.
- D. Promote and encourage the expansion and development of markets for products of the County.
- E. Publicize the material, economic and cultural advantages of the County.
- F. Conduct research and make recommendations to the Board for the general purpose of guiding and accomplishing a coordinated and efficient development of the County in accordance with present and future needs and to best utilize County resources.

ARTICLE II - MEMBERSHIP

Section 1. The Commission shall consist of ~~fifteen~~ **fourteen** members who shall be elected by the County Board of Commissioners. The ~~fifteen~~ **fourteen** memberships will be filled on a priority basis as follows:

Priority 1: Economic Development Focus Area

There should be one representative for each of the following ~~twelve~~ **thirteen** focus areas:

- Agriculture
- Arts and Culture

- Downtowns
- Education – K-12 and post-secondary
- Manufacturing/Industry
- Real Estate/Development
- Recreation and Tourism
- Healthcare
- Workforce Development
- Utilities
- Non-Profit
- Private Sector
- **Public At-Large**

In addition to these ~~twelve~~ **thirteen** focus areas, there shall be ~~two~~ **one** County Commissioners and a member of the public at large. ~~Not more than two County Commissioners shall be on the Economic Development Commission.~~

Priority 2: Geography

Recognizing that Allegan County is large and geographically diverse, membership on the Commission shall be filled with representatives from all regions of the County to the extent possible.

- Section 2. **Terms, Replacement and Vacancies.** Of the initial members elected, an equal number, or as near as practicable, shall be elected for one year, two years and three years. Thereafter, each member shall serve for a term of three years. Subsequent Commissioners shall be elected in the same manner as original members at the expiration of each Commissioner’s term of office. A Commissioner whose term of office has expired shall continue to hold office until the Board has elected his/her successor. The Board may reelect a Commissioner to serve additional terms. If a vacancy is created, the Board shall elect a successor within sixty (60) days to hold office for the remainder of the term of office so vacated.
- Section 3. **Removal.** By a majority vote, the Commission may recommend to the Board that a Commissioner be removed from office for one or more of the following reasons: inefficiency, neglect of duty, misconduct, malfeasance or missing 50% or more of regularly scheduled Commission meetings in a given calendar year.
- Section 4. **Conflict of Interest.** A Commissioner who has a direct interest in any matter before the Commission shall disclose his/her interest prior to any discussion of the matter by the Commission, which disclosure shall become a part of the record of the Commission’s official proceedings. The interested Commissioner shall further refrain from participation in the Commission’s action relating to the matter. Each Commissioner, upon taking office and annually thereafter, shall acknowledge in writing that they have read and agree to abide by this section.

Section. 5. **Compensation.** Members of the Commission may receive compensation and mileage, as set by the Board. The members of the Commission shall not be full-time officers. All members of the Commission shall be reimbursed for actual, reasonable and necessary expenses incurred in the discharge of their duties.

ARTICLE III – OFFICERS

Section 1. **Officers.** The officers of the Commission shall be elected by the Commission and shall consist of a Chairperson, Vice Chairperson, and Secretary. The Commission may also appoint a Recording Secretary who need not be a member of the Commission. An officer shall not execute, acknowledge, or verify an instrument in more than one capacity if the instrument is required by law or the Bylaws to be executed, acknowledged or verified by two or more officers.

Section 2. **Nomination, Election and Term of Office.** The officers of the Commission shall be elected by the Commission at an annual meeting held during the first calendar quarter of each year. The term of each office shall be for one (1) year. Each officer shall hold office until his/her successor is elected. No person shall hold the same office for more than three successive terms.

Section 3. **Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled at any meeting of the Commission for the unexpired portion of the term of such office.

Section 4. **Chairperson and Vice Chairperson.** The Chairperson shall be the chief executive officer of the Commission, and may from time-to-time delegate all or any part of his/her duties to the Vice Chairperson. In his/her absence, the Vice Chairperson, shall preside at all meetings of the Commission. He or she shall have general and active management of the business of the Commission and shall perform all the duties of the office as provided by the law or these Bylaws.

Section 5. **Secretary and Recording Secretary.** The Secretary or Recording Secretary shall attend all meetings of the Commission and record all votes and minutes of all proceedings and shall perform like duties for the standing committees when required. They shall further perform all duties of the office of Secretary or Recording Secretary as provided by law or these Bylaws. They shall be sworn to the faithful discharge of these duties.

Section 6. **Delegation of Duties of Offices.** In the absence of any officer of the Commission, or for any other reason that the Commissioners may deem sufficient, the Commission may delegate, from time-to-time and for such time as it may deem appropriate, the powers or duties of such officer to any other officer, or to any Commissioner, provided a majority of the Commission then in office concurs therein.

ARTICLE IV - MEETINGS

- Section 1. **Regular Meetings.** The Commission shall hold, at a minimum, four regular meetings per year. Date, time and location for these meetings shall be determined by the Commission.
- Section 2. **Annual Meeting.** The Annual Meeting, which shall be for the purpose of the election of officers, shall be held at the time of the first regular meeting of each year.
- Section 3. **Special Meetings.** The Chairperson or any group of three Commissioners may call a special meeting of the entire Commission, provided each Commissioner is given at least 48 hours advance notice of the meeting and the purpose of the meeting.
- Section 4. **Notice.** Notice of any meetings shall be given in accordance with the Open Meetings Act (Act No. 267 of the Public Acts of 1976 as amended).
- Section 5. **Quorum.** A majority of the members of the Commission elected constitutes a quorum for the transaction of the business at any meeting of the Commission, provided that a majority of the Commission present may adjourn the meeting from time-to-time without further notice. The vote of the majority of the Commissioners present at a meeting at which a quorum is present constitutes the action of the Commission, unless the vote of a larger number is required by statute or by these Bylaws.
- Section 6. **Participation by Communication Equipment.** A member of the Commission or of a committee designated by the Commission may participate in a meeting by means of conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this provision constitutes presence at the meeting.
- Section 7. **Proceedings.** Proceedings of all meetings of the full Commission shall be governed by the current edition of Robert's Rules of Order and minutes shall be kept and distributed in accordance with the Open Meetings Act (Act No. 267 of the Public Acts of 1976 as amended).
- Section 8. **Committees.** Groups or individuals that represent stakeholder interests can be incorporated into economic development activities as members of short-term, project-specific committees. These committees shall be formed on an ad-hoc basis to complete specific tasks or projects and shall be elected by the Commission as needed.

ARTICLE V – FISCAL YEAR

- Section 1. The fiscal year of the Commission shall correspond at all times to the fiscal year of the County of Allegan.

ARTICLE VI – STAFFING

Section 1. **Appointment of Employees.** For the purpose of P.A. 46 of 1966, Section 125.1233, the Director of County Development shall be considered the only appointee of this Commission. Said appointee shall be an employee of Allegan County, reporting directly to the County Administrator, and shall be subject to all County policy as established by the Board of Commissioners. Additional resources may be provided through the Department of County Development consistent with the department’s annual budget as approved by the Board.

ARTICLE VII – MISCELLANEOUS

Section 1. **Waiver of Notice.** When the Commission or any committee thereof may take action after notice to any person or after lapse of a prescribed period of time, the action may be taken without notice and without lapse of the period of time, if at any time before or after the action is completed the person entitled to notice or to participation in the action to be taken submits a signed waiver of such requirements.

ARTICLE VIII - AMENDMENTS

Section 1. Any amendments to these bylaws are subject to final Board approval.

Section 2. **Date of Approval.** These bylaws were approved **March 18, 2024** ~~December 8, 2016~~ and shall become effective on that date.

Signed By:

Board Chairperson _____ Date

County Clerk ~~Secretary~~ _____ Date

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

BOARD OF COMMISSIONERS—APPROVE DEPUTY MEDICAL EXAMINER

WHEREAS, in accordance with the County's Medical Examiner Services Contract, the Allegan County Board of Commissioners (Board) must approve Deputy Medical Examiners designated by the Contractor.

THEREFORE BE IT RESOLVED that the Board hereby approves the Chief Medical Examiner's designation of Christine James, DO, effective 4/1/2024, as Deputy Allegan County Medical Examiner.

DRAFT