

# 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  
Gale Dugan, Vice Chairperson*

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## BOARD PLANNING SESSION-AGENDA

Thursday, March 25, 2021, @ 9:00AM

Pursuant to MCL 15.263a, the Board will conduct this meeting remotely via electronic teleconference to prevent the spread of COVID.

Virtual Meeting - Connectivity Instructions **Attached**

### **DISTRICT 1**

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

9:00AM CALL TO ORDER:

### **DISTRICT 2**

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

ROLL CALL:

OPENING PRAYER: Commissioner Tom Jessup

PLEDGE OF ALLEGIANCE:

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

### **DISTRICT 3**

Max R. Thiele  
269-673-4514  
mthiele@  
allegancounty.org

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## DISCUSSION ITEMS:

### **DISTRICT 4**

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

1. Groundwater Study
2. 2021/22 Board Planning (Strategic Work Plan)
3. Administrative Update

### **DISTRICT 5**

Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

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## OTHER ITEMS:

### PUBLIC PARTICIPATION:

**ADJOURNMENT:** Next Meeting—Thursday, April 8, 2021, 9:00AM VIRTUAL MEETING UNLESS OTHERWISE NOTIFIED.

### **DISTRICT 6**

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

### **DISTRICT 7**

Rick Cain  
269-744-7918  
rcain@  
allegancounty.org

#### **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”



# Allegan County Board of Commissioners Meeting

March 25, 2021

Connecting via Zoom Webinar



Allegan County  
3283 122<sup>nd</sup> Ave  
Allegan, MI 49010

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# STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbt/Eg`. The page title is "Webinar Registration". The registration details are as follows:

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

Below the details, there are four required input fields:

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

There is a reCAPTCHA challenge with the text "I'm not a robot" and a "Join Webinar in Progress" button. A reCAPTCHA image grid is visible on the right side of the page.

Four blue arrows with white text provide instructions:

1. Enter name and email (points to the name and email 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)

The footer contains navigation links for About, Download, Sales, and Support.

STEP 3: This Window will appear when connected.



# STEP 4: Adjust audio settings (if needed)

**1**

Select a Speaker  
✓ Remote Audio  
Same as System  
Test Speaker & Microphone...  
Leave Computer Audio  
Audio Settings...

**2**

Settings

General  
Video  
**Audio**  
Share Screen  
Virtual Background  
Recording  
Statistics  
Feedback  
Keyboard Shortcuts  
Accessibility

Speaker: Test Speaker Remote Audio

Output Level: [Slider]

Volume: [Slider]

Microphone: Test Mic

Input Level: [Slider]

Volume: [Slider]

Automatically adjust volume

Use separate audio device to play ringtone simultaneously

Automatically join audio by computer when joining a meeting

Mute my microphone when joining a meeting

Press and hold SPACE key to temporarily unmute yourself

Sync buttons on headset

Advanced

269-673-4514  
mblee@allegancounty.org

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

**DISTRICT 4**  
Mark DeYoung  
816-318-9612  
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 ^

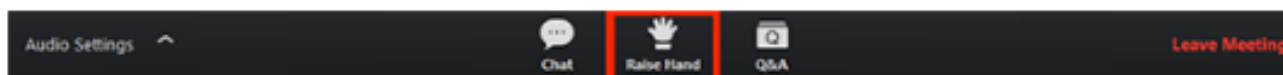
Chat Raise Hand Q&A

# 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.

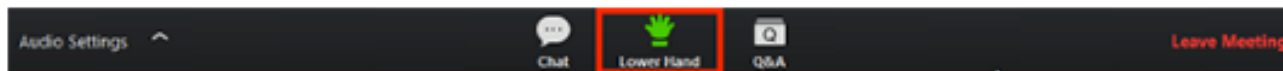
On bottom of screen.

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 displays a Zoom meeting window. 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 area shows a Microsoft Word document titled "BOC20200409\_agenda [Compatibility Mode] - Word" by Steve Sedore. The document header includes the "Allegan County Board of Commissioners" logo and contact information for County Services Building (3283 - 122<sup>nd</sup> Avenue, Allegan, MI 49010) and Chairperson Jim Storey and Vice Chairperson Gale Dugan. The agenda items are listed under "BOARD OF COMMISSIONERS MEETING - AGENDA":

- DISTRICT 1** (Doan Kasperge): Virtual Meeting - Connectivity Instructions **Attached**
- DISTRICT 2** (Jim Storey)
- DISTRICT 3** (Max R. Thiele)
- DISTRICT 4** (Marilyn D. Young)

The agenda items include: 1PM CALL TO ORDER; ROLL CALL; OPENING PRAYER; PLEDGE OF ALLEGIANCE; COMMUNICATIONS: Attached; APPROVAL OF MINUTES: Attached; PUBLIC PARTICIPATION; ADDITIONAL AGENDA ITEMS; APPROVAL OF AGENDA; PRESENTATIONS; PROCLAMATIONS; INFORMATIONAL SESSION: Attached; ADMINISTRATIVE REPORTS; and CONSENT ITEMS.

At the bottom of the Zoom window, the "Audio Settings" menu is open, showing options for "Chat", "Raise Hand", and "Q&A". A red "Leave Meeting" button is located in the bottom right corner, with a large blue arrow pointing to it.