

# 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**

---

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

**\*REVISION #1 – 4/9/20**

Thursday, April 9, 2020 – 1PM

Virtual Meeting – Connectivity Instructions **Attached**

DISTRICT 1  
Dean Kapenga  
616-218-2599  
dkapenga@  
allegancounty.org

1PM

### **CALL TO ORDER:**

### **ROLL CALL:**

**OPENING PRAYER:** Commissioner Gale Dugan

### **PLEDGE OF ALLEGIANCE:**

**COMMUNICATIONS:** Attached

**APPROVAL OF MINUTES:** Attached

March 26, 2020

### **PUBLIC PARTICIPATION:**

### **ADDITIONAL AGENDA ITEMS:**

### **APPROVAL OF AGENDA:**

### **PRESENTATIONS:**

### **PROCLAMATIONS:**

**INFORMATIONAL SESSION:** Attached

### **ADMINISTRATIVE REPORTS:**

DISTRICT 2  
Jim Storey  
616-848-9767  
jstorey@  
allegancounty.org

DISTRICT 3  
Max R. Thiele  
269-673-4514  
mthiele@  
allegancounty.org

### **CONSENT ITEMS:**

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

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (4/3/20 & 4/10/20)

---

### **ACTION ITEMS:**

DISTRICT 5  
Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

1. Board of Commissioners—approve Allegan Conservation District Millage Proposal

---

### **DISCUSSION ITEMS:**

DISTRICT 6  
Gale Dugan  
269-694-5276  
gdugan@  
allegancounty.org

1. Courthouse Cleaning
2. Pandemic Update
  - a. \*Frank Baker, County Sheriff – Enforcement Update
  - b. Scott Corbin, Emergency Management Director – Emergency Response Update
  - c. Angelique Joynes, Public Health Officer – COVID-19 County Update
  - d. Robert Sarro, County Administrator – Organizational Update
3. Finance—amend 2020 Budget Policy #211

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”

**NOTICE OF APPOINTMENTS & ELECTIONS:**

1. \*Advisory Tax Limitation Committee (public member not officially connected with or employed by any local or county unit of government)

**APPOINTMENTS:**

1. Brownfield Redevelopment Authority
  - One Representative—term expired 12/31/21
  - One Representative—term expired 12/31/19
2. Community Mental Health Authority
  - General Public Representative—term expired 3/31/22
3. Parks Advisory Board
  - One Representative—term expired 12/31/19
4. Local Emergency Planning Committee
  - Public Representative— term expired 12/31/19
5. Solid Waste Planning Committee
  - Two Solid Waste Industry Representative—term expired 12/31/19
  - One Township Representative—term expired 12/31/19
  - One General Public Representative—term expired 12/31/19
  - One City Gov. Representative—term expires 12/31/20
6. Tourist Council
  - One Representative—term expired 12/31/20

**ELECTIONS:**

1. Economic Development Commission
  - Downtown Representative—term expired 12/31/19
  - Private Sector Representative—term expires 4/26/21

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

**REQUEST FOR PER DIEM/MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

**ADJOURNMENT:** Next Meeting - Thursday, April 23, 2020, 7:00PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**



# Allegan County Board of Commissioner

Meeting  
April 9, 2020 @ 1:00p

Connecting via Zoom Webinar



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

Copyright © 2020 County of Allegan. All rights reserved.

# STEP 1: Connect to the Zoom Site

- OPTION 1: Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 850 796 912, then #, then # again
- Type in Meeting Password: 4920, 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.

- OR -

- OPTION 2: Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/850796912>

<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_SjqfnMwchbt/Eg`. 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 \*

Security and completion elements:

- I'm not a robot (reCAPTCHA)
- Join Webinar in Progress (button)
- reCAPTCHA challenge: Select all images with [object]

Footer 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

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  
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 ^

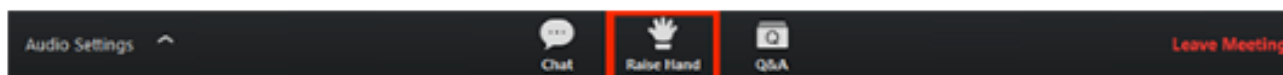
Chat Raise Hand Q&A

# 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. 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, Allegan, MI 49010. The agenda items listed are:

- DISTRICT 1** (Dean Kapenga): Virtual Meeting – Connectivity Instructions **Attached**
- DISTRICT 2** (Jan Storey)
- DISTRICT 3** (Max R. Thiele)
- DISTRICT 4** (Mark Drayton)

The central agenda items are: IPM, 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, there is a control bar with "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.