

# 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*

## BOARD PLANNING SESSION-AGENDA

Thursday, March 24, 2022, @ 9:00AM  
County Services Building, Board Room  
Virtual Meeting Options - Instructions **Attached**

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

9:00AM CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Tom Jessup

PLEDGE OF ALLEGIANCE:

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

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

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

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## DISCUSSION ITEMS:

1. Administration—authorize release of County Administrator Updates
2. Administration—approve Letter of Agreement
3. Administration—restore Transportation Director position/fully fund Executive Director of Services
4. Community Survey/Newsletter Update
5. Administration—adopt Healthy Workplace Plan
6. Administrative Update

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

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

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## OTHER ITEMS:

PUBLIC PARTICIPATION:

FUTURE AGENDA TOPICS:

1. Administrative Update

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

**ADJOURNMENT:** Next Meeting—Thursday, April 14, 2022, 9:00AM @ COUNTY SERVICES BUILDING, BOARD ROOM.

**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



# Allegan County Board of Commissioners Meeting

March 24, 2022



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

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# 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: 863 0066 7161, then #, then # again
- Type in Meeting Password: 32422, 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/86300667161>
- Meeting Password: 32422

<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 \*

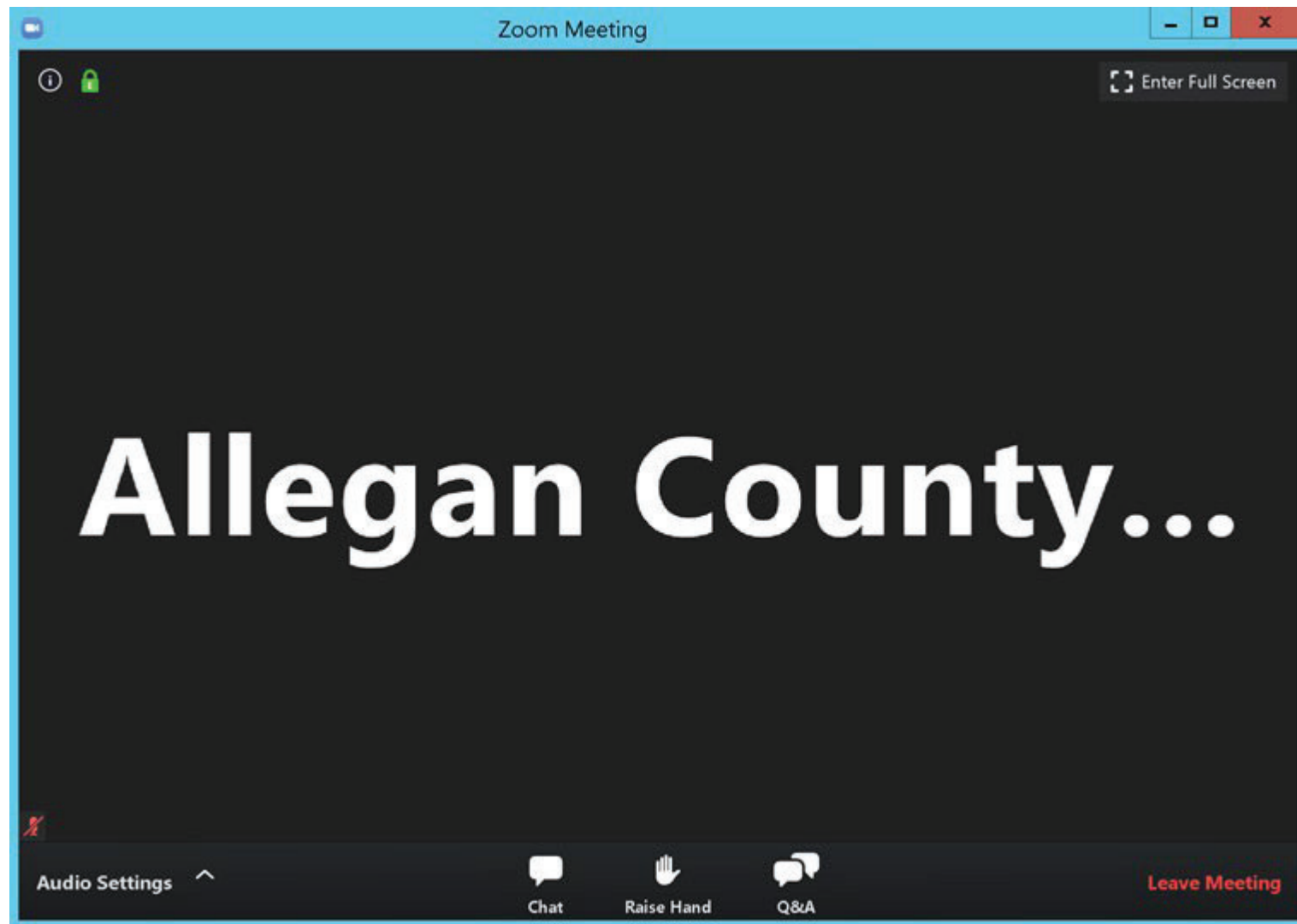
Additional elements:

- I'm not a robot (reCAPTCHA)
- Join Webinar in Progress (button)
- reCAPTCHA challenge grid with the instruction "Select all images with"

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)

The screenshot shows a meeting interface with a 'Settings' window open. The 'Audio' section is selected in the left sidebar. A context menu is open, showing options for speaker selection. Blue arrows labeled '1' and '2' indicate the steps to adjust audio settings.

**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

**Context Menu:**

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

**Meeting Content:**

269-673-4514  
mthiele@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 ^

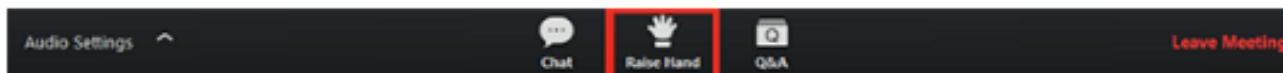
Chat Raise Hand Q&A

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

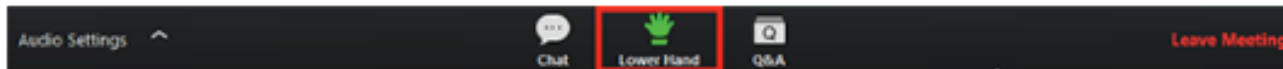
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

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 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, Allegan, MI 49010, and lists Jim Storey as Chairperson and Gale Dugan as Vice Chairperson. The agenda is titled "BOARD OF COMMISSIONERS MEETING - AGENDA" and lists items for District 1 through District 4, including a virtual meeting, 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. A blue arrow points to the "Leave Meeting" button in the bottom right corner of the Zoom interface. Other buttons in the bottom bar include "Audio Settings", "Chat", "Raise Hand", and "Q&A". The status bar at the bottom indicates "PAGE 1 OF 2" and "251 WORDS".

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*Jim Storey, Chairperson*  
*Gale Dugan, Vice Chairperson*

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**BOARD OF COMMISSIONERS MEETING - AGENDA**

**DISTRICT 1**  
Doan Kasperge  
616-218-2599  
dkasperge@allegancounty.org

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

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

**DISTRICT 4**  
Marilyn D. Young

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  
**ADMINISTRATIVE REPORTS:**

**CONSENT ITEMS:**

PAGE 1 OF 2 251 WORDS

Audio Settings ^ Chat Raise Hand Q&A Leave Meeting