

**ORIGIN OF
KENT COUNTY
BOARDS,
COMMISSIONS, AND
COMMITTEES**



MARCH 2010

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**ORIGIN OF KENT COUNTY BOARDS, COMMISSIONS, AND
COMMITTEES**

<i>Board/Commission</i>	<i>Statute</i>	<i>County Authorizing Resolution</i>
Aeronautics Board	PA 327 of 1945 MCLA 259.126	June 13, 1956
Agricultural Preservation Board	Ordinance by Board of Commissioners – Nov. 26, 2002	11-26-02-174 - First appointments made on February 27, 2003
Area Agency on Aging Advisory Council	PA 180 of 1981, as amended MCLA 400.589(4)	First appointments made in June 1974
Area Agency on Aging - Board of Directors	PA 180 of 1981 ¹ , as amended MCLA 400.589(4)	First appointments made in June 1974.
Canvassers, Board of	PA 53 of 1939 PA 611 of 1954, as amended	October 1940
City-County Building Authority	PA 31 of 1948	August 1975 February 1976 July 1976
Community Corrections Advisory Board	PA 511 of 1988	May 24, 1989
Community Health Advisory Committee		April 12, 2001 April 26, 2007 (Reorg)
Community Mental Health Authority Board (CMH Authority created effective April 1, 2003)	PA 258 of 1974 PA 290 of 1995	August 1975 October 1975 December 1975 September 26, 2002
Concealed Weapons Licensing Board	PA 372 of 1927	July 26, 2001
County Building Authority	PA 31 of 1948 MCLA 123.951	March 1, 1989
County/Township Liaison Committee		November 1971 January 1992 Chair Appointment
Department of Human Services Board (fka Dept. of Social Services and Family Independence Agency Board)	PA 230 of 1939	October 1939
Election Scheduling Committee	Public Act 611 of 1954, as amended	October 1970 (Disbanded January 2005)

¹ PA 180 of 1981 consolidated previous public acts relating to services and programs for Older Americans and repealed those laws.

<i>Board/Commission</i>	<i>Statute</i>	<i>County Authorizing Resolution</i>
Fire Commission	PA 15 of 1942	April 1942
Foreign Trade Zone Board	PA 154 of 1963	July 1989 August 12, 1999
Friend of the Court Citizens' Advisory Committee	PA 366 of 1996	Committee appointed on January 1, 1997
Grand Rapids-Kent County Convention/Arena Authority	PA 203 of 1999	March 28, 2000
Grand Rapids/Kent County Convention & Visitors Bureau		December 1979 May 1980 Chair Appointment
Grand Valley Metropolitan Council	PA 292 of 1989	September 1990
Health, Board of - (Replaced by Community Health Advisory Committee in April 2001)	PA 306 of 1927 PA 368 of 1978	October 1978
Housing Commission	PA 18 of 1933 Ordinance by Board of Commissioners - August 12, 1993	8-12-93-105 Chair Appointment
Human Services Committee		October 1974 Chair Appointment
John Ball Zoo Advisory Board		June 1987 July 1989 - Appointments
Jury Commission	PA 114 of 2001	
Kent Community Hospital Corporation - Board of Trustees	PA 177 of 1925 PA 181 of 1962 PA 230 of 1987	8-12-93-109 (Disbanded January 2005)
Kent County Dispatch Authority		7-27-06-66 11-16-06-121
Kent County Family & Children's Coordinating Council	Executive Order	February 1991 10-27-94-136 11-23-94-147
Kent District Library Board	PA 24 of 1989	October 1991 2-24-94-50
Kent Hospital Finance Authority	PA 38 of 1969	April 1971

<i>Board/Commission</i>	<i>Statute</i>	<i>County Authorizing Resolution</i>
Land Bank Authority	PA 258 of 2003	11-19-09-136
Local Development Financing Authority		January 2002 Chair Appointment
Millennium Park Architectural Advisory Review Board		01-06-04-1
Millennium Park Community Committee		6-09-05-48 12-11-08-123 (Disbanded December 2008)
Officers' Compensation Commission	PA 485 of 1978	February 1979 Chair Appointment
Park Commission – (Authority of Parks Department transferred to Administrator/ Controller Office on Oct. 1, 2002)	PA 90 of 1913	Not available ² 12-13-01-184
Pension Board	PA 240 of 1943 PA 427 of 1984 MCLA 46.12a (13)	December 1948
Public Works Board	PA 185 of 1957 MCLA 123.732	March 1962 April 1962 June 1969
Road Commission (previously Road and Park Commission - authority of Parks Dept. transferred to Administrator/ Controller on Oct. 1, 2002)	PA 238 of 1909 PA 598 of 2006	June 29, 1911 ³ 12-11-08-122 (Increased Board Size from three to five) 4-23-09-49
Solid Waste Management Planning Committee	PA 451 of 1994	8-28-97-105 6-24-99-79 First appointments made in February 1998
Veterans' Affairs Committee	PA 192 of 1953	October 2008 10-23-08-96

² We were unable to find any enabling resolution assigning the oversight of Parks to the Road Commission or establishing the Road Commission as a Parks Commission. The first reference to County Parks following the enabling legislation was on 1/16/24, when a citizen made a presentation to the Board of Supervisors re: a County Parks Commission and the Board appointed a committee to study the report. On May 7, 1924, the Board received and adopted the committee's report, a copy of which was not contained in the minutes. Subsequent references in the index identify a Parks Commission.

³ This resolution is still in the handwritten ledger book in the vault; it details a report accepted by the Board with 8 recommendations regarding the establishment of a Kent County Road Commission, including setting the number of commissioners as three, allowing commissioners to be at-large (as opposed to geographically selected) and requires a plan to be submitted by October for funding consideration.

AERONAUTICS BOARD

June 1956

RESOLUTION BY SUPERVISOR OBETS

WHEREAS, the Kent County Board of Supervisors presently exercises control over the Kent County Airport but has the power to vest authority for the construction, enlargement, improvement, maintenance, equipment, operation and regulation of the Kent County Airport in a Board of Control or Board of Trustees under the provisions of Act 327 of the Public Acts of 1945, as amended; and

WHEREAS, the Kent County Board of Supervisors desires to exercise such authority.

BE IT RESOLVED that a Board of Control of the Kent County Airport be and hereby is established, which Board of Control shall consist of six (6) citizens of the United States who are residents of Kent County, three (3) of whom shall be members of the Board of Supervisors at the time of their election and three (3) of whom shall be citizens not holding any elective public office; and

BE IT FURTHER RESOLVED that the three (3) Citizen and the three (3) Supervisor members of the said Board of Control shall be elected by the Board of Supervisors, and shall all serve for terms of three (3) years, with the said elections to be held at the annual October meeting of the Board of Supervisors, except that the three (3) Citizen members of the first Board of Control shall serve for terms commencing July 1, 1956, and ending, respectively, one (1), two (2), and three (3) years after the next annual October meeting of the Board of Supervisors, and the three (3) Supervisor members of the first Board of Control shall serve for terms commencing July 1, 1956, and ending, respectively, one (1), two (2), and three (3) years after the next annual October meeting of the Board of Supervisors; and

BE IT FURTHER RESOLVED that the three (3) Citizen members of said Board of Control shall be reimbursed for their reasonable out-of-pocket expenses incurred in performing the authority and duties herein prescribed and the three (3) members elected from this Board shall receive such per diem and expenses as may be prescribed from time to time for members of the Board of Supervisors in the performance of their duties as Supervisors; and

BE IT FURTHER RESOLVED that the Board of Control shall have the following powers, authority and duties;

(1) To operate, maintain, equip, improve, and enlarge the Kent County Airport.

(2) To employ a regular full-time Airport Manager who shall be responsible for the day-to-day operation of the Airport in accordance with the policies established by the Board of Control.

(3) To adopt and amend all needful rules and regulations for the management, government and use of Airport property, provide penalties for the violation of such rules and regulations and appoint Airport guards to enforce them.

(4) To lease the Airport and the aeronautical facilities thereon, or any part of them, or any real property acquired by Kent County for aeronautical purposes to the National or State Government or government of any political subdivision thereof, or to any person, firm or corporation.

(5) To confer the privilege of the concession of supplying goods, services, commodities, things and facilities upon the Airport, provided the public is not thereby deprived of its rightful, equal and uniform use thereof.

(6) To determine the charges and rentals for the use of any Airport properties and facilities, and the terms and conditions under which such properties or facilities may be used, and the charges for any of the services or accommodations, provided that in these matters the public is not deprived of its rightful, equal and uniform use of the Airport facilities.

(7) To adopt and amend rules and regulations reasonably designed to protect and safeguard the public upon or beyond the Airport limits against the perils and hazards of flying, provided such rules and regulations are consistent with and conform as nearly as possible to the laws of Michigan and the rules and regulations of the Michigan Department of Aeronautics.

(8) To investigate methods of improving the Airport, its facilities and the services provided there, and to make such reports or recommendations of needed improvements to the Board of Supervisors as in its opinion may be necessary.

(9) To prepare an annual budget showing the amount required for the Airport and maintenance of the Airport and to submit it to the Board of Supervisors at its April meeting.

(10) To enter into such contracts as may be necessary to carry out the above powers and duties, and in general to have all powers necessarily incidental to the exercise of the general and special powers here granted.

BE IT FINALLY RESOLVED that Section 11 of Rule III of the Standing Rules of the Board of Supervisors creating a Committee on Airports, being inconsistent with this Resolution, shall be and hereby is repealed, which repeal shall take effect July 1, 1956.

Supervisor Obets moved the adoption of the resolution.

Motion carried by the following vote:

Yeas: Anderson, Barto, Beuschel, Beute, Blandford, Bowerman, Brouwer, Collins, Davis, DeBoer, DeKorne, DeVries, Dickinson, Fase, Finger, Goebel, Gritter, Hoffman, Houghton, Huizenga, Klackle, Knutson, Kosten, Koster, Kozak, Linn, Lockley, Matthews, Mitus, Mol, Momber, Oakes, Obets, Ploeg, Richardson, Roth, Sevensma, Sietsema, Stevens, Tisdell, Ulberg, Vanderlaan, VanDyke, Chairman – 44.

Nays: Baker, Bird, Davies, Jewell, Newland, Pattison, Smith, Wolven – 8.

AGRICULTURAL PRESERVATION BOARD

11-26-02-174

RESOLUTION BY COMMISSIONER MCGUIRE

WHEREAS, Chair Heacock appointed the Urban Sprawl Subcommittee in January 2000 and commissioned it to study sprawl issues and determine whether the County could enact policy to reduce the negative impacts of sprawl; and

WHEREAS, the County Board of Commissioners accepted the Urban Sprawl Subcommittee Report on October 21, 2002; and

WHEREAS, the report contained five recommendations outlining potential actions of the County to reduce the negative impacts of sprawl; and

WHEREAS, one recommendation was to create a Purchase of Development Rights Program (PDR) as a method of preserving green space; and

WHEREAS, a PDR Taskforce worked to develop a PDR program since June 2002, submitted a preliminary report to the Board of Commissioners, held two public information meetings and submitted a final report to the Board of Commissioners in October 2002; and

WHEREAS, the PDR Taskforce recommends enactment of the Kent County Farmland Development Rights Ordinance to preserve green space, allow property owners and local units of government to utilize PDR's, and position the County to receive private non-profit foundation dollars, federal funds and potential future state funding for PDR's; and

WHEREAS, enactment of the Kent County Farmland Development Rights Ordinance shall provide for establishment of a Kent County Farmland Preservation Program, a County Agricultural Preservation Board, and a farmland preservation fund, among other things; and

WHEREAS, the policies and procedures established by the Kent County Farmland Development Rights Ordinance are authorized by Township Master Plans, Farmland and Open Space Preservation Act, State Agricultural Preservation Fund, Conservation and Historic Preservation Easement Act, portions of the County Zoning Act, and other state and local laws, rules, regulations, and policies.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby enacts the Farmland Development Rights Ordinance with an effective date of January 1, 2003.

Commissioner McGuire moved the resolution be adopted.

Taken From Ordinance No. 11-26-02-174

(A copy of the Ordinance is on file in the Board of Commissioner's Office)

Section 4: County Agricultural Preservation Board

- A. The County Board of Commissioners shall create a seven member body under this Ordinance to be named the County Agricultural Preservation Board. The seven voting members shall be residents of the county and will be appointed by the County Board of Commissioners and will include: (a) one County Commissioner, (b) three individuals with agricultural interests, (c) one representative from township government, (d) one individual with real estate or development interests, and (e) one individual representing local conservation interests.

- B. Members of the County Agricultural Preservation Board shall serve three-year terms, with the exception that the County Commissioner representative shall be designated on an annual basis. The initial term shall be staggered so that one of the agricultural representatives and the real estate representative serve an initial one-year term, another agricultural representative and the local township representative serve an initial two-year term and the third agricultural representative and the local conservation representative serve an initial three-year term. Members may be re-appointed to successive three-year terms by the County Board of Commissioners. The County Board of Commissioners shall have the discretion to remove members for inefficiency, neglect of duty or malfeasance in office. Vacancies due to removal or resignation shall be filled for the remainder of a term by appointment by the County Board of Commissioners. Members shall not be compensated for their services although reimbursement for attending meetings, for mileage and for other approved expenses shall be provided in accordance with the Standing Rules of the County Board of Commissioners as they pertain to County boards and committees.

AREA AGENCY ON AGING
ADVISORY COUNCIL & BOARD OF DIRECTORS

June 1974

Commissioner DeKraker placed in nomination the names of Paul Goebel, and Lawrence Calahan for appointment to the Board of Directors of Region 8 Area Agency on Aging, and Mrs. Sara Glover to the Advisory Council. Seconded by Commissioner Mazurkiewicz.

Motion carried, and Chairman Root declared Commissioner Goebel, and Lawrence Calahan appointed to the Board of Directors of Region 8 Area Agency on Aging, and Mrs. Sara Glover to the Advisory Council.

Committee Summary

Kent County appoints members to the Area Agency on Aging of Western Michigan's (AAAWM) Board of Directors and Advisory Council.

BOARD OF DIRECTORS – Two persons are appointed by each member unit of government to the Board. One person must be an elected official. The other must be 60 years of age or older. The Board meets nine times a year on the fourth Monday of the month beginning at 1:30 p.m. The Board makes policy decisions for AAAWM, which is a planning, funding, and advocacy organization for older adult programs. AAAWM's primary goal is to help older adults remain in their home as long as possible.

ADVISORY COUNCIL – Kent County appoints two persons to the AAAWM Advisory Council. One must be 60 years of age or older. The other must be a provider of services in some way. In the past, this has always been an elected official though that is not a requirement. AAAWM Advisory Council meets on the first Monday of the month beginning at 9:30 a.m. The Advisory Council is an advocacy group that focuses on legislative issues of importance to older adults.

BOARD OF CANVASSERS

October 1940

The following communication was presented and read:

Grand Rapids, Michigan

October 21, 1940

Honorable Board of Supervisors

Kent County, Michigan

Gentlemen:

I call your attention to an amendment of the election law (Act 33 P.A. of 1939) relative to the membership of the County Board of Canvassers.

In the past, this Board has consisted of certain County officers.

The amendment provides that at the regular annual meeting of the Board of Supervisors (the October session) for the year 1940 and every second year thereafter, there shall be elected by ballot three electors, none of whom shall be a member of said Board of Supervisors, or a candidate for office at the general election ensuing. It is further provided that not more than two of said Board shall be members of the same political party.

There is a further qualification added by the statute, namely, that the two members of the Board who are of the same political party shall be of the same political party as the majority of the County officers of the County.

Under various decisions of our Supreme Court, this last provision is doubtful constitutionally. *People vs. Hurlbut*, 24 Mich. 44; *Attorney General vs. Detroit*, 58 Mich. 213; *Harrington vs. Secretary of State*, 211 Mich. 295.

The statute further provides that the Board of Supervisors shall at the time of electing said Board of Canvassers, fix the amount of their compensation.

Pursuant to the statute, the compensation of said Board and the election of its members should be made prior to the November election.

Gentlemen:

Under the provisions of Act No. 52 of the Public Acts of 1939, it is necessary that the Board select three electors, none of whom shall be a member of the Board of Supervisors or candidate for office, as a Board of County Canvassers, and fix their compensation.

It is the recommendation of your Committee that the compensation per member of the Board of County Canvassers be Five (\$5.00) Dollars per diem for each day actually in session, together with mileage at the rate paid members of the Board of Supervisors.

Your Committee further recommends the following three individuals, who are qualified for election work and in the duties of this office, for appointment to this Board.

This recommendation complies with the provisions of the statute that no more than two members of the Board shall be of the same political party.

The names of the persons recommended are Charles Foote, Alto; James Richards, Grand Rapids, and Camillus Byrne of East Grand Rapids.

Respectfully submitted,
GEORGE W. WELSH,
J. C. WARD,
J. A. COLLINS,

RESOLUTION BY SUPERVISOR WELSH:

Resolved, That the compensation to be paid each member of the Board of County Canvassers be fixed at Five (\$5.00) Dollars per diem for each day that such Board is actually in session, together with mileage at the rate of ten cents per mile for actual traveling expenses.

Supervisor Welsh moved the adoption of the report and resolution.

Motion carried by the following vote:

Yeas: Albert, Alkema, Alles, Bailey, Ballast, Benjamin, Borgman, Boynton, Bryant, Buehler, Buttrick, Collins, Davies, Deane, Doran, Dregge, Foley, Greene, Haraburda, Hart, Hessler, Hoffman, Holmquist, Houghton, Hunsberger, Jakeway, Kamp, Kozak, Lamoreaux, Leonard, Lockley, Lovell, Manning, Mol, Newland, Panfil, Pattison, Pennington, Quinlan, Rettig, Smith, Steinmann, Troost, Wagemaker, Ward, Welsh, Wenger, Wierenga, Wiersma, Wolven, Young, Chairman – 52.

Nays: None.

Supervisor Pattison moved that the Board proceed to the election of a member of the County Board of Canvassers and placed in nomination the name of Charles Foote from Alto.

Supervisor Smith moved the nominations be closed, that the rules be suspended, that the vote be by acclamation and that the tellers be instructed to cast the unanimous vote of the members present for Mr. Foote.

The tellers announced 53 votes for Mr. Foote, and the Chairman declared him elected as a member of the County Board of Canvassers for a term of two years.

Supervisor Wierenga moved that the Board proceed to the election of a member of the County Board of Canvassers and placed in nomination the name of James Richards.

Supervisor Smith moved the nominations be closed, that the rules be suspended, that the vote be by acclamation and that the tellers be instructed to cast the unanimous vote of the members present for Mr. Richards.

The tellers announced 53 votes for Mr. Richards and the Chairman declared him elected as a member of the County Board of Canvassers for a term of two years.

Supervisor Collins moved that the Board proceed to the election of a member of the County Board of Canvassers and placed in nomination the name of Camillus Byrne.

Supervisor Dregge moved the nominations be closed, that the rules be suspended, that the vote be by acclamation and that the tellers be instructed to cast the unanimous vote of the members present for Mr. Byrne.

The tellers announced 53 votes for Mr. Byrne and the Chairman declared him elected as a member of the County Board of Canvassers for a term of two years.

CITY-COUNTY BUILDING AUTHORITY

August 1975

RESOLUTION BY COMMISSIONER DE KRAKER

WHEREAS, the City of Grand Rapids and the County of Kent desire to provide for the construction and acquisition of certain additions and improvements to the present convention and entertainment facilities located in the City of Grand Rapids, Michigan; and

WHEREAS, the Board of Commissioners of the County of Kent deems it necessary, advisable and in the best interest of the citizens of the County to provide said public buildings through the incorporation of a joint building authority with the City of Grand Rapids; and

WHEREAS, the County is authorized under and pursuant to the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, to incorporate, create and establish joint building authorities with a city for the purpose of acquiring, furnishing, equipping, owning, improving and enlarging such public facilities necessary or convenient for the effective use thereof; and

WHEREAS, the Board of Commissioners deems it advisable and necessary in the best interest of the County to create, establish and incorporate a joint building authority with the City of Grand Rapids pursuant to Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, to provide the County and the City of Grand Rapids with such public buildings and related facilities; and

WHEREAS, proposed Articles of Incorporation of the City-County Building Authority have been prepared and presented to the Board of Commissioners for review.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the County of Kent does hereby create, establish and incorporate the City-County Building Authority and that the Articles of Incorporation of the City-County Building Authority are hereby approved and adopted (a copy of the Articles of Incorporation are on file in the County Clerk's Office); and

IT IS FURTHER RESOLVED that the Chairman of the Board of Commissioners and the County Clerk are hereby authorized and directed to execute said Articles of Incorporation for and on behalf of the County of Kent; and

BE IT FURTHER RESOLVED that the County Clerk is directed to take such steps as are necessary under the provisions of State law to perfect the incorporation of the City-County Building Authority.

Commissioner DeKraker moved the adoption of the resolution.

Seconded by Commissioner Broersma.

Motion carried by the following vote:

Yeas: Boerema, Brewer, Broersma, Davis, DeKraker, DeRuiter, Ehlers, Fuller, Johnson, Koon, Lamoreaux, Mazurkiewicz, Schellenberg, Sevensma, Wahlfield, Wittenbach, Woodworth, Chairman – 18.

Nays: Eardley – 1.

February 1976

RESOLUTION BY COMMISSIONER WOODWORTH

WHEREAS, the Kent County Board of Commissioners and the City Commission for the City of Grand Rapids have heretofore approved the incorporation of the City-County Building Authority for purposes of proceeding with the expansion of the Civic Auditorium and Entertainment Center facilities; and

WHEREAS, the affairs of the City-County Building Authority are conducted by a Board of Commissioners which consists of three members, one of which is to be appointed by the City of Grand Rapids, one of which is to be appointed by Kent County, and one of which is to be appointed jointly by the City and the County; and

WHEREAS, the Riverfront Development Committee has recommended to the Finance Committee that it nominate Richard Platte as the County's representative on the Building Authority Board of Commissioners and that it join in the nomination of Mr. Henry DeWit as the joint appointee to the City-County Building Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby appoints Richard Platte as its representative on the Board of Commissioners of the City-County Building Authority for a term expiring the first Monday in January, 1978, (which term thereafter shall be a four-year term), and concurs and joins in the appointment of Henry DeWit as the joint representative on the City-County Building Authority for a term expiring the first Monday in January, 1980.

Commissioner Woodworth moved the adoption of the resolution.

Seconded by Commissioner Broersma.

Motion carried unanimously.

July 1976

RESOLUTION BY COMMISSIONER EHLERS

WHEREAS, the Kent County Board of Commissioners, at its regular meeting in February of 1976, appointed Richard Platte as its representative on the Board of Commissioners of the Grand Rapids-Kent County City-County Building Authority for a term expiring the first Monday in January, 1978; and

WHEREAS, the statute creating Joint Building Authorities does not allow for a staggered term but provides only for a four-year term.

NOW, THEREFORE, BE IT RESOLVED that Resolution 2-76-356 is hereby rescinded, and the Board of Commissioners hereby appoints Richard Platte as its representative on the Board of Commissioners of the Grand Rapids-Kent County City-County Building Authority for a term expiring the first Monday in January 1980, and concurs and joins in the appointment of Henry DeWit as the joint representative on the Grand Rapids-Kent County City-County Building Authority for a term expiring the first Monday in January, 1980.

Commissioner Ehlers moved the adoption of the resolution.

Seconded by Commissioner Root.

Motion carried.

COMMUNITY CORRECTIONS ADVISORY BOARD

5-89-83S – Corrections Advisory Board

WHEREAS, in March 1989 the Kent County Board of Commissioners determined to establish a County Advisory Board pursuant to Public Act 511 of 1988; and

WHEREAS, the Kent County Board of Commissioners has requested its Chairman to recommend nominees for membership to the County Advisory Board; and

WHEREAS, the necessary advance notice for publication pursuant to Section 7 (3) of the Act has been done; and

WHEREAS, Section 7(1) outlines the membership of the County Advisory Board established under the Community Corrections Act as follows:

- (a) One member shall be a county sheriff, or his or her designee.
- (b) One member shall be a chief of a city police department, or his or her designee.
- (c) One member shall be a judge of the circuit court or his or her designee.
- (d) One member shall be a judge of the district court or his or her designee.
- (e) One member shall be a judge of the probate court or his or her designee.
- (f) One member shall be a county commissioner.
- (g) One member shall be selected from one or the following service areas: mental health, public health, substance abuse, employment and training, or community alternative programs.
- (h) One member shall be a county prosecuting attorney, or his or her designee.
- (i) One member shall be a criminal defense attorney.
- (j) One member shall be from the business community.
- (k) One member shall be from the communications media.
- (l) One member shall be either a circuit court probation agent or a district court probation officer.
- (m) One member shall be a representative of the general public.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners appoint the County Advisory Board pursuant to Public Act 511 of 1988 (Community Corrections Act) to four year terms except that the members first appointed shall serve as indicated:

- | | | |
|-----|-------------------------|---------------|
| (a) | Philip J. Heffron | Dec. 31, 1992 |
| (b) | Lowell E. Henline | Dec. 31, 1991 |
| (c) | Roman J. Snow | Dec. 31, 1990 |
| (d) | Joel P. Hoekstra | Dec. 31, 1992 |
| (e) | John P. Steketee | Dec. 31, 1991 |
| (f) | Katherine O'Connor Kuhn | Dec. 31, 1990 |
| (g) | John Wynbeek | Dec. 31, 1992 |
| (h) | William A. Forsyth | Dec. 31, 1991 |
| (i) | Richard E. Hillary | Dec. 31, 1990 |

(j)	Frank Thomas	Dec. 31, 1992
(k)	Werner Veit	Dec. 31, 1991
(l)	Marlene O'Hara	Dec. 31, 1990
(m)	Julia A. Guevara	Dec. 31, 1992

BE IT FURTHER RESOLVED that the members of the County Advisory Board shall serve without compensation, but may be reimbursed for actual and necessary expenses incurred in attending meetings; and

BE IT FURTHER RESOLVED that the Chairperson of the Kent County Board of Commissioners shall annually appoint a chairperson from among the members of the County Advisory Board; and

BE IT FURTHER RESOLVED that the County Advisory Board shall report to the Finance Committee of the Kent County Board of Commissioners; and

BE IT FURTHER RESOLVED that the County Advisory Board shall have the powers, duties and responsibility as provided for in the Community Corrections Act – Public Act 511 of 1988; and

BE IT FURTHER RESOLVED that the County Advisory Board will operate and follow the attached list of procedures.

Motion by Commissioner Kuhn, supported by Commissioner VanderMolen, that the resolution be adopted.

Commissioner TerHorst asked if a budget has been developed. Commissioner Kuhn indicated that an application for funding has been submitted to the State by County staff on behalf of the Advisory Board.

Commissioner Ary asked how many applications were received and the names of those who were not appointed. Chairman Kuipers reviewed the list of applicants. He indicated that certain positions are dictated by the Community Corrections Act.

Commissioner Kuhn pointed out that the Advisory Board, by state law, will be advisory and must answer to the Board of Commissioners.

Commissioner Lamoreaux asked if there was a conflict between what the State has mandated on this program and the County's Standing Rules. Controller Platte stated there are possible conflicts which is why this has been set up pursuant to the law rather than the Standing Rules. As an example, the Standing Rules would set the maximum term at one year.

Commissioner Kuhn complimented Chairman Kuipers for not selecting people based on partisan loyalties. She stated she did not seek appointment as the representative of the Board of Commissioners but accepts the challenge. She hoped the Advisory Board will bring real and meaningful recommendations to the Board of Commissioners.

Motion to adopt Resolution 5-89-83S carried by the following vote:

Yeas: Wilcox, Wahlfield, VanderMolen, TerHorst, Sietsema, Schwab, Sak, Mayhue, Lorch, Lamoreaux, Kuhn, Hiddema, Harrison, DeVriendt, DeKraker, Byl, Buth, Boelema, Afendoulis, Chairman Kuipers – 20.

Nays: Ary – 1.

COMMUNITY HEALTH ADVISORY COMMITTEE

4-12-01-54

RESOLUTION BY COMMISSIONER KUHN

WHEREAS, earlier this year, Board Chair Heacock requested Commissioner Kuhn to lead a process to make a recommendation for the governance and staffing of the Health Department. In addition to working with staff from both the Administrator's Office and Human Resources Department, a group of community leaders was convened on two separate occasions to obtain public input into the process, and conversations were held with Michigan Department of Community Health (DCH) staff and public health officials in Genesee and Macomb counties; and

WHEREAS, in light of the size of its budget, the number of employees and the magnitude of issues facing Kent County in the future, the report recommended the reclassification of the Public Health Director as an Administrative Health Officer, and the creation of a Medical Director; and

WHEREAS, in order to expand community participation in public health issues and to eliminate the duplication that currently exists between the Board of Health and the Standing Committees of the Board, the report recommended restructuring the Board of Health a Community Health Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby authorizes the reclassification of the Public Health Director (MPP 34) as an Administrative Health Officer (MPP 33) with the responsibility of managing the daily operations of the Department, and for the planning, implementation, and evaluation of public health programming; and

BE IT FURTHER RESOLVED that the Health Officer shall report to the Board of Commissioners through the County Administrator/Controller; and

BE IT FURTHER RESOLVED that the position of Medical Director (MPP 34) be established which shall be responsible for developing and implementing all medical policies, procedures and standing orders. The Medical Director shall also serve as the Chief Medical Examiner. As outlined in the Administrative Rules, the Medical Director shall report to the Health Officer; and

BE IT FURTHER RESOLVED that the Board of Health be restructured as a Community Health Advisory Committee. Members of the Committee shall be appointed by the Board of Commissioners and shall include the Executive Committee of Healthy Kent 2010, five members selected from the Healthy Kent 2010 Steering Committee or Implementation Teams, three physicians, and up to two members of the Board of Commissioners; and

BE IT FURTHER RESOLVED that the Committee shall meet at least quarterly and be asked annually to provide input to the County Administrator/Controller regarding the performance of the Health Officer and the Medical Director; and

BE IT FURTHER RESOLVED that the County Administrator/Controller review the Standing Rules and various policies and procedures of the Board of Commissioners and, where required, recommend revisions to those documents to allow for the implementation of the recommendations contained in the report by December 31, 2001.

Commissioner Kuhn moved the resolution be adopted.

RESOLUTION BY COMMISSIONER HIDDEMA

WHEREAS, the Board of Commissioners approved the establishment of the Community Health Advisory Committee (CHAC) on April 3, 2001, in order to expand community participation in public health issues and to eliminate the duplication that existed with the then Board of Health and the Standing Committees of the Board; and

WHEREAS, in order to increase CHAC's overall effectiveness, an action plan has been developed by the Administrator's Office and the Administrative Health Officer with input and guidance from Commissioners Boelema and Mast and Dr. Larry Baer, current members of CHAC. The plan has also been reviewed with Chair Morgan and Legislative Committee Chair Agee; and

WHEREAS, membership of CHAC will be restructured from the current 14 member committee, reducing its size to 11 members. Committee members will include up to two members of the Board of Commissioners, one member of the Healthy Kent 2010 Board, one member from a faith-based organization, two members from community based organizations, three members from health care providers, and one member each from the Kent Intermediate School District and the Department of Human Services; and

WHEREAS, the Chair of the Board of Commissioners will appoint the Chair and Vice Chair of CHAC; and

WHEREAS, the Administrative Health Officer and the Chair of CHAC will provide appointment recommendations to the Board of Commissioners during the annual appointment process; and

WHEREAS, CHAC will continue to operate in an advisory capacity and will also provide input targeted toward specific health issues identified by the Health Department; and

WHEREAS, the initial appointment recommendations (staggered 2-year terms) to the restructured CHAC will be presented for consideration to the Legislative and Human Resources Committee and to the Board of Commissioners in the Spring of 2007.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners accepts the Action Plan to improve community participation for the Community Health Advisory Committee (CHAC), and authorizes the Chair of the Board and the Administrator/Controller to implement the recommendations contained therein.

Commissioner Hiddema moved the resolution be adopted.

Required Majority Vote of Members Elect

COMMUNITY MENTAL HEALTH AUTHORITY BOARD

(F.K.A – COMMUNITY MENTAL HEALTH BOARD)

August 1975

The following resolution regarding the establishing of Policy and Procedures by the Kent County Community Mental Health Board was presented: (All have received copies).

RESOLUTION BY COMMISSIONER EARDLEY

WHEREAS, the Board of Commissioners acting under Chapter 2 of the Mental Health Code, Act 258 of the Public Acts of 1974, has elected to establish a County Program and has established a 12 –member County Community Mental Health Board; and

WHEREAS, Section 204 of said Act provides that the County Board of Commissioners shall determine the County procedures and regulations that shall be applicable to the County program; and

WHEREAS, three public hearings on proposed procedures and regulations must be held before they take effect.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Community Mental Health Board be directed to prepare proposed procedures and regulations for submission to the Board of Commissioners through the Finance Committee within 60 days from the date hereof.

Commissioner Eardley moved the adoption of the resolution.
Seconded by Commissioner Koon.
Motion carried.

October 1975

RESOLUTION BY COMMISSIONER JOHNSON

WHEREAS, Act 258 of the Public Acts of 1974 in Section 204 provides that the County's Board of Commissioners shall determine the County procedures and regulations that shall be applicable to the County Mental Health Program; and

WHEREAS, Section 204 of said Act provides that the procedures and regulations shall not take effect until three public hearings on the procedures and regulations have been held; and

WHEREAS, the County Community Mental Health Board recommends certain County procedures and regulations; and

WHEREAS, the Legislative, Judicial and Taxation Committee has reviewed the recommended procedures and regulations and recommends their adoption with the addition of the section dealing with audits.

NOW, THEREFORE, BE IT RESOLVED that the procedures and regulations set forth in the attached document be and are hereby determined to be the County procedures and regulations that shall be applicable to the County Mental Health Program in accordance with Section 204 of Act 258 of the Public Acts of 1974; and

BE IT FURTHER RESOLVED that the procedures and regulations shall take effect November 5, 1975; and

BE IT FURTHER RESOLVED that public hearings on said procedures and regulations shall be conducted by the Chairman of the Board of Commissioners at the following times and places:

10:00 a.m. Monday, October 20, 1975, in Room 311, County Administration Building, Grand Rapids, Michigan,

10:00 a.m. Tuesday, October 28, 1975, in Room 311, County Administration Building, Grand, Rapids, Michigan,

10:00 a.m. Monday, November 3, 1975 in Room 311, County Administration Building, Grand Rapids, Michigan; and

BE IT FURTHER RESOLVED that the County Controller be and is hereby directed to cause notice of such public hearings to be published in the Grand Rapids Press prior to the scheduled dates and to mail a copy of such notice to each of the agencies which contracts with the Kent County Community Mental Health Board to provide mental health care.

COUNTY PROCEDURES AND REGULATIONS APPLICABLE TO THE COUNTY
COMMUNITY MENTAL HEALTH PROGRAMS ESTABLISHED UNDER ACT 258
OF THE PUBLIC ACTS OF 1974

SECTION 1.

Officers

A. Selection. The officers of the Kent County Community Mental Health Board (hereinafter called BOARD) shall be a Chairman, Vice Chairman, Secretary, and Treasurer, and such other officers as the BOARD shall deem necessary. The officers shall be selected by a majority vote of the membership of the BOARD. The terms of the officers shall be a period of one year each from the regular January meeting of the BOARD. Officers may be re-elected. Elections shall be held at the regular meeting in January of each year, or at such other times as there may be a vacancy in one or more of the officers.

B. Duties. The duties of the officers shall be as prescribed by the BOARD.

SECTION 2.

Fidelity Bonds

All persons responsible for handling funds must be fully bonded by sufficient coverage to offset maximum anticipated amounts under their control, or employees may be included by arrangement of a blanket bond covering other county employees with the additional cost being a justified charge against Act 258 program funds.

SECTION 3.

Matters to be Submitted to
the Board of Commissioners

A. Annual Plan and Budget and Public Hearing. Consistent with Section 226 (c) of the Act, the BOARD shall, on or before September 1 of each year, submit to the Board of Commissioners for approval the annual plan and budget for the next fiscal year beginning after such September 1. Consistent with Section 226 (d), the BOARD shall provide and advertise a public hearing on the annual plan and budget prior to submitting it to the County Board of Commissioners.

B. Request for County Funds. Consistent with Section 226 (e), the BOARD shall submit to the Board of Commissioners an annual request for county funds to support the county program on or before the 1st day of June of each year for the next following calendar year. The County funds appropriated for the BOARD will be paid to the BOARD on a quarterly basis except that upon request of the BOARD, the Board of Commissioners may prepay part or all of said payments.

C. Contract with Director. The Director shall be selected by the BOARD. The contract relating to terms and conditions of a County Director's employment, including tenure of service, shall be subject to approval of the Board of Commissioners upon recommendation of the BOARD.

D. New Programs. Any new program not previously part of the annual plan approved by the Board of Commissioners shall be submitted to the Board of Commissioners for approval before it is implemented.

E. Positions. The establishment or termination of employee positions shall be recommended by the BOARD to the Board of Commissioners for approval.

F. Minutes and Reports. Minutes of the meetings of the BOARD shall be distributed promptly after each meeting to each County Commissioner. A representative of the BOARD shall report on the BOARD's activities to the Board of County Commissioners at each monthly committee of the whole meeting.

SECTION 4.

Employees and Personnel Policies

Employees of the BOARD shall be County employees and all County personnel policies and procedures now or hereafter in affect shall be applicable to such employees, except as herein provided with respect to the County Director.

SECTION 5.

Contracts for Purchase of Services

All contracts for purchase of services entered into by the BOARD hereafter shall contain a provision that before the contracting party may add employee positions or make changes in programs, such addition or change is to be approved by the BOARD.

SECTION 6.

Audit

The BOARD will have is operations audited yearly either by the County audit staff or by independent auditors as determined by the Board of Commissioners.

SECTION 7.

Bylaws

The BOARD shall have power to adopt such bylaws as it may deem desirable from time to time, which bylaws shall be consistent with Act 258 of the Public

Acts of 1974, the rules promulgated by the Michigan Department of Mental Health, and these County Procedures and Regulations.

Commissioner Johnson moved the adoption of the resolution

Seconded by Commissioner Davis.

Motion carried by the following vote:

Yeas: Boerema, Brewer, Broersma, Davis, DeKraker, DeRuiter, Eardley, Ehlers, Fuller, Johnson, Kishkorn, Koon, Lamoreaux, Mazurkiewicz, Roberts, Schellenberg, Sevensma, Wahlfield, Wittenbach, Chairman – 20.

Nays: None.

December 1975

RESOLUTION BY COMMISSIONER JOHNSON

WHEREAS, Resolution 10-75-273 was adopted by the Board of Commissioners on October 14, 1975; and

WHEREAS, said Resolution adopted County Procedures and Regulations applicable to the County Mental Health Program; and

WHEREAS, certain changes in the Procedures and Regulations have been suggested as a result of the public hearings held thereon; and

WHEREAS, the County Community Mental Health Board is considering the suggested changes.

NOW, THEREFORE, BE IT RESOLVED that the effective date of such Procedures and Regulations be and is hereby changed from December 4, 1975, to January 8, 1976.

Commissioner Johnson moved the adoption of the resolution.
Seconded by Commissioner Woodworth.
Motion carried.

RESOLUTION BY COMMISSIONER KOORNDYK

WHEREAS, the Kent County Board of Commissioners created a Community Mental Health Services Program Board in April 1966; and

WHEREAS, pursuant to Public Act 258 of 1974 the Board of Commissioners adopted procedures and regulations for the operation of the Community Mental Health Services Program (CMH) in October 1975; and

WHEREAS, Public Act 290 of 1995 enables a county Board of Commissioners to create a CMH authority; and

WHEREAS, Kent County CMH in June 1997 requested the Board of Commissioners to establish Kent County CMH as an authority; and

WHEREAS, after nine months of study by a subcommittee established by the Board of Commissioners to evaluate the request, it was determined that the inability of an authority to hold a mortgage or borrow money under the Mental Health Code did not make it advisable to create a Kent CMH Authority at that time; and

WHEREAS, following statutory amendments allowing CMH authorities to hold mortgages and borrow money, the CMH Board on December 17, 2001, again voted to recommend to the Board of Commissioners to establish a Kent County CMH as an authority; and

WHEREAS, the Legislative and Human Resources Committee, after two work sessions and a special public comment period, recommended to the Board of Commissioners to consider the request to establish the authority; and

WHEREAS, the Board of Commissioners has held three public hearings in accordance with Public Act 267 of 1976 (the Open Meetings Act) as required by the Mental Health Code, and has received extensive written and verbal comments on the issue; and

WHEREAS, operation as an authority provides the Kent County CMH program maximum flexibility in planning, designing, financing and providing mental health service programs to benefit its consumers; and

WHEREAS, consistent with the Michigan Mental Health Code, under the authority form of organization, CMH consumers continue to possess the same rights, privileges and benefits with respect to CMH operations and services as they enjoy under the current CMH agency form of organization, including membership on the CMH Board; and

WHEREAS, under the authority form of organization the Board of Commissioners continues to have a statutory duty to appoint CMH Board members, to receive program and financial information and to appropriate funds to support the CMH program, thereby continuing to remain knowledgeable of the provision of CMH services in Kent County; and

WHEREAS, the public's right to be informed of and participate in the affairs of the CMH program continues to be protected by the Open Meetings Act and Freedom of Information Act, both of which are binding on CMH Authorities; and

WHEREAS, the Kent County Board of Commissioners desires to continue a CMH services program for the County of Kent and to provide the citizens of the County with timely, appropriate, effective and cost-efficient mental health services.

NOW, THEREFORE, BE IT RESOLVED THAT:

- I. **CREATION:** There is hereby created, effective April 1, 2003, a Kent County CMH Authority (hereinafter "Authority") pursuant to the Mental Health Code, Section 205, MCL 330.1205 to carry out the requirements under the Mental Health Code. The existing Kent County Community Mental Health Services Program (hereinafter "CMHSP") is dissolved upon the effective date of the creation of the Authority.
- II. **PURPOSE:** The purpose of the Authority shall be to comply with and carry out the provisions of the Mental Health Code, associated Administrative Rules, and this Resolution.
- III. **POWERS:** The Authority shall have all the powers provided to a mental health authority by the Mental Health Code, including but not limited to:
 - A. To fix and collect charges, rates, rents, fees and other charges and to collect interest.
 - B. To make purchases or contracts.
 - C. To transfer, divide, or distribute assets, liabilities or contingent liabilities.
 - D. To accept gifts, grants or bequests and determine the manner in which those gifts, grants or bequests may be used consistent with the donor's request.
 - E. To acquire, own, operate, maintain, lease or sell real or personal property. Before taking official action to sell residential property, however, the Authority shall do the following:
 1. Implement a plan for alternate housing arrangements for recipients residing on the Authority's property.
 2. Provide the recipients residing on the Authority's property, or their legal guardians, if any, an opportunity to offer their comments and concerns regarding the sale and planned alternates.
 3. Respond to those comments and concerns in writing.
 - F. To do the following in its own name:
 1. Enter into contracts and agreements.
 2. Employ staff.
 3. Acquire, construct, manage, maintain or operate buildings or improvements.
 4. Acquire, own, operate, maintain, lease or dispose of real or personal property.

5. Incur debts, liabilities or obligations that do not constitute the debts, liabilities or obligations of the County of Kent.
 6. Commence litigation and defend itself in litigation.
- G. To invest funds in accordance with statutes regarding investments.
- H. To set up reserve accounts, utilizing state funds in the same proportion that state funds relate to all revenue sources, to cover vested employee benefits including, but not limited to, accrued vacation, health benefits, the employee pay-out portion of accrued sick leave, if any, and workers' compensation. In addition, the Authority may set up reserve accounts for depreciation of capital assets and for expected future expenditures for an organizational retirement plan or for other matters identified by the Authority Board and as provided for by law.
- I. To develop a charge schedule for services provided to the public and utilize the charge schedule for first and third party payers. The charge schedule may include charges that are higher than cost for some service units by spreading non-revenue service unit costs to revenue-producing unit costs with total charges not exceeding total cost. All revenue over cost generated in this manner shall be utilized to provide services to priority populations.
- J. The Authority shall be responsible for all executive administration, personnel administration, finance, accounting, purchasing and management information system functions. The Authority may discharge this responsibility through direct staff or by contracting for services.

IV. GOVERNANCE: The Authority shall be governed by a community mental health services board ("Authority Board") which shall have such duties and responsibilities as are set forth in the Code, the Administrative Rules, and this Resolution.

- A. The initial governing board of the Authority shall consist of all members appointed and serving on the Kent County CMHSP Board on the effective date of the transfer.
- B. Future board appointments shall be made by the Kent County Board of Commissioners in accordance with the Mental Health Code, to include providers of mental health services; recipients or primary consumers of mental health services; agencies and occupations having a working involvement with mental health services; the general public; and at least one and up to four members of the Kent County Board of Commissioners.
- C. The Authority Board shall have the power to adopt policies and procedures, including bylaws, which shall be applicable to the Authority provided that said policies and procedures shall be consistent with the Code, the Administrative Rules and this Resolution. If any policy or procedure conflicts with the Code, the Administrative Rules or this Resolution, then the Code, the Administrative Rules or this Resolution shall supersede the conflicting policy or procedure. The order of priority for resolving conflicts shall be the Code,

the Administrative Rules, this Resolution and the Authority's Policies and Procedures.

- D. The Authority Board shall have the following duties and responsibilities in regards to the Authority's assets:
1. Assure that all funds received by the Authority are deposited and disbursed properly.
 2. Oversee the investment of all the Authority's funds.
 3. Determine, through the Authority's auditors (Certified Public Accountants), the proper and specific controls for the authorization and expenditure of the Authority's funds and safeguard all assets with which to assure proper financial reporting. The Authority's auditors shall evaluate the design of internal control structure and such other procedures to determine the suitability of the design in the prevention or detection of material misstatements of the financial statements on a timely basis. The auditor's evaluation on these internal controls shall be directly submitted by the Authority's auditors to the County Board and the County Administrator.
- V. **DURATION:** The duration of the Authority shall be perpetual unless dissolved or terminated as provided herein.

VI. DISSOLUTION OR TERMINATION:

- A. The Kent County Board of Commissioners may dissolve or terminate the existence of the Authority after adopting a resolution approved by a majority of the members elect and sending a copy of said resolution to the Chairperson of the Authority Board, the Executive Director of the Authority, the Secretary of State, and the County Clerk.
- B. The Authority Board shall not have the power to dissolve or terminate the Authority, however, the Authority Board upon vote of the majority of members, may request that the Kent County Board of Commissioners dissolve or terminate the Authority by sending a written request to the Kent County Board of Commissioners stating the reasons for such dissolution or termination.
- C. Review of Authority Status: The Kent County Board of Commissioners may review whether to continue the existence of the Authority at its discretion and including but not limited to the occurrence of any of the following events:
1. Receipt of notice that the State has revoked or failed to renew certification of the Authority.
 2. Receipt of notice of a material or substantial departure from generally accepted accounting principles (GAAP) or a fraudulent or inappropriate use of public funds.

3. Receipt of notice of state action that places either County public health programs or other programs or services provided by a County department or agency under the Kent County CMHSP.
4. Receipt of notice of cancellation or non-renewal of any of the Authority's insurance policies.
5. Receipt of written notice to the County Administrator/Controller of the Authority's intent to dispose of or transfer all or substantially all of its real or personal property assets, to substantially modify its organizational role or responsibilities or to make other changes not part of or in the ordinary course of the Authority's operations.
6. Receipt of a request to dissolve or terminate the authority as recommended by the Authority Board upon vote of the majority of members.
7. Action by the Authority Board which, in the opinion of the Board of Commissioners, would result in the inability of the Authority to protect the rights and interests of consumers or to fulfill its purpose as prescribed by the Code and this resolution.

D. Return of Net Financial Assets: Any net financial assets originally made available to the Authority by the Kent County Board of Commissioners shall be returned to the Kent County Board of Commissioners if the Authority is dissolved or terminated. All other remaining assets net of liabilities shall be transferred to the CMHSP or programs that replace the Authority, if any.

VII. COUNTY PROPERTY: The Authority shall be liable for all costs, liabilities and expenses associated with real or personal property purchased or leased by the Kent County Board of Commissioners for use by the CMHSP, unless otherwise provided for differently in a negotiated lease agreement between the two parties.

VIII. EMPLOYEES OF THE COMMUNITY MENTAL HEALTH AUTHORITY: As prescribed by the Code, upon the creation of the Authority, the employees of the former CMHSP shall be transferred to the Authority and appointed as employees subject to all rights and benefits for one (1) year as required by State statute. Such employees of the Authority shall not be placed in a worse position by reason of the transfer for a period of one (1) year with respect to workers' compensation, pension, seniority, wages, sick leave, vacation, health and welfare insurance, or any other benefit that the employee enjoyed as an employee of the former CMHSP as required by State law. Employees who are transferred shall not by reason of the transfer have their accrued pension benefits or credits diminished as required by State law.

An employee of the Authority is not a Kent County employee. The Authority is the employer with regard to all laws pertaining to employee and employer rights, benefits and responsibilities. The Authority assumes and is bound by the collective bargaining agreement between the County of Kent and UAW Local 2600, through its effective date of December 31, 2003. The formation of the authority shall not adversely affect any existing rights and obligations contained

in that agreement. As of the effective date of this resolution, the Authority shall be the employer for all collective bargaining purposes.

IX. REPORTING: The Authority shall annually provide to Kent County a year-end or cumulative, quarterly performance objective report, at the same time such reports are required to be submitted according to the Contract for services between the State of Michigan and the Authority. The Authority Board or its executive director shall respond in a timely manner to any requests for information on specific operating/program topics from the Kent County Board of Commissioners or the County Administrator/Controller.

X. INSURANCE: Prior to the effective date of the Authority, the Authority shall have arranged for insurance coverage to include, but not be limited to: commercial general liability insurance policy to include, but not be limited to, personal injury, bodily injury, property damage and contractual liability; property insurance covering all real and personal property on a replacement cost basis; a blanket dishonesty bond or blanket faithful performance bond covering employees, officers and board members; professional liability or malpractice coverage for doctors, nurses, social workers, or other licensed professionals; public officials' liability insurance coverage; workers' compensation coverage and unemployment compensation coverage as required by Michigan law.

Certificates of insurance providing the insurance coverages outlined shall be submitted to Kent County prior to April 1, 2003. If the Authority fails to provide the certificates of insurance, Kent County may, but it is not legally obligated to, purchase the insurance coverage required hereunder to the levels it deems appropriate, and the Authority shall reimburse Kent County promptly without objection upon presentation of an invoice.

XI. AUDIT: On or before April 1 of each year, the Authority shall provide the Kent County Administrator/Controller a copy of an annual independent audit performed by a certified public accountant in conformity with generally accepted accounting principles and in accordance with governmental auditing standards issued by the Comptroller of the United States and other state and federal laws. The Authority shall submit a copy of the auditor's management recommendations to the County Administrator/Controller within sixty (60) days of the Authority's receipt of the annual audit report. The Authority's auditor shall be freely accessible by Kent County personnel for questions and the auditor shall promptly report to the County Administrator/Controller any apparent improprieties, irregularities or material financial issues; material or substantial departure from generally accepted accounting principles; or a fraudulent or inappropriate use of public funds that are discovered in the course of the auditor's examination during the audit or any other time. The Authority must report to the Michigan Department of Treasury and the County Administrator/Controller any fraudulent or inappropriate uses of public funds upon learning of such.

XII. FISCAL RELATIONSHIPS BETWEEN THE COUNTY AND THE AUTHORITY:

- A. County Annual Local Match: As long as the Mental Health Code requires an annual match of local funds to support a county CMHSP, the County Board of Commissioners shall include in its annual budget a single appropriation to the Authority. Pursuant to the Code, the annual appropriation required shall be the amount of funds provided by the County Board of Commissioners for fiscal year 2001, which was \$2,025,942. The annual appropriation will be distributed by the County Board of Commissioners to the Authority on a quarterly basis provided the Authority submits a funding request to the County Administrator/Controller or designee before the due date of the advance.
 - B. Liquor Tax and Substance Abuse Coordinating Agency Funding: Currently, Kent CMH serves as the State-designated Coordinating Agency for Substance Abuse Services. Any appropriations to the Authority for substance abuse programming will be made separately and accounted for distinctly from the local match requirements of Section 302 of the Code.
 - C. Cost Allocation Charges: As of April 1, 2003, the Authority will no longer incur County cost allocation charges, but will still be liable for all roll forward amounts calculated based on actual activity following the 2002 and 2003 audit. If in the event actual charges are less than the initial amount charged to CMH for FY02 or FY03, excess funds previously paid by Kent CMH for County cost allocation shall be returned to the Authority.
 - D. Investment Pool Participation: Following execution of an investment pool agreement with the County Treasurer, the Authority may participate in the local government investment pool established by the Board of Commissioners and managed by the County Treasurer.
 - E. Loss Fund Coverage: The Kent County Comprehensive Liability and Property Loss Fund will pay claims incurred by CMH before April 1, 2003, that are determined to be covered by the Loss Fund even if those claims are reported after April 1, 2003. The Authority will be responsible for all claims occurring on or after April 1, 2003. A per claim deductible will be charged for all claims covered by the Loss Fund according to the Loss Fund requirements. For the period of January 1, 2003, to March 31, 2003, CMH will be charged an insurance cost allocation for three months of earned premium only.
 - F. Worker Compensation: The Kent County Self-Insured Worker Compensation program will pay claims incurred by CMH employees before April 1, 2003, that are determined to be covered by the Workers' Disability Compensation Act. Claims incurred but not reported (IBNR) or claims occurring prior to but reported after April 1, 2003, will be covered and paid to their conclusion. The Authority will be responsible for workers' compensation claims occurring on or after April 1, 2003.
- XIII. ASSIGNMENT OF AGREEMENTS:** Effective April 1, 2003, the County assigns to the Authority all agreements, contracts or leases originally signed by the County Board for the County community mental health services program with the understanding that the Authority shall be responsible for any past, present or future obligations related to said agreements, contracts or leases; furthermore,

effective April 1, 2003, the Authority shall hold the County Board harmless for any liabilities or obligations connected with said agreements, contracts or leases.

XIV. ASSETS, DEBTS AND OBLIGATIONS: All assets, debts and obligations of the former County community mental health services program or the Kent County Community Mental Health Department, including but not limited to equipment, furnishings, supplies, cash and other personal property are hereby transferred to the Authority.

A. Retirement Account Transfer: The County shall have completed an actuarial analysis to determine the actuarial accrued liabilities of the Kent County Retirement System attributable to active Community Mental Health employees as of February 28, 2003. The County shall also complete a valuation of the assets in the Pension Fund as of close of business on March 14, 2003. The County shall apply the resultant liabilities percentage to the asset valuation and transfer this amount to the Authority.

B. On July 13, 2000, the County approved a transfer of funds to CMH Fund to provide for the continuation of a cash advance to substance abuse provider agencies. All obligations of CMH, as the Coordinating Agency for substance abuse services contained in the Memorandums of Understanding between the individual agencies, the County and Kent CMH are transferred to the Authority.

C. Personal Property assets of the County community mental health services program are those items reflected in the CMH Audit as of September 30, 2001, as that inventory may be updated prior to April 1, 2003, to include other items purchased on behalf of or by CMH with State or Federal funds.

XV. LEASE OF SPACE AT THE KENT COUNTY FULLER COMPLEX: The County currently owns space occupied and utilized by Community Mental Health at the Kent County Fuller Campus. The facility and the land upon which it is located are not considered assets of the County community mental health services program. Prior to the effective date of the Authority, Kent CMH and the County will enter into a lease providing for continued use of the facility and grounds. Consistent with the County's Facility Use Policy, the lease will be structured so as to provide for services to, and maintenance of, the property.

XVI. PRIVILEGES AND IMMUNITIES: As prescribed by the Code, all the privileges and immunities from liability and exemptions from laws, ordinances and rules that are applicable to the former County community mental health services program or the Kent County Community Mental Health Department and its board members, officers and administrators and County elected officials and employees of County government are retained by the Authority and the Authority Board members, officers, agents and employees of the Authority. The privileges, immunities and exemptions granted under this paragraph do not include the immunity granted to a county under Paragraph XIX of this Resolution or under subsection 205(6) of the Code, being subsection 330.1205(6) of the Michigan Compiled Laws.

- XVII. TAXES OR BONDS:** The Authority shall not levy any type of tax or issue any type of bond in its own name, except as provided for by law. The Authority shall not financially obligate any unit of government other than itself.
- XVIII. PUBLIC BODY:** The Authority shall be a public government body, subject to the Open Meetings Act, Act 267 of the Public Acts of 1976, as amended, being Sections 15.261 to 15.275 of the Michigan Compiled Laws, and the Freedom of Information Act, Act 442 of the Public Acts of 1976, as amended, being Sections 231 to 15.246 of the Michigan Compiled Laws, except for those documents produced as part of the peer review process required in Section 143a of the Code and made confidential by Section 748(9) of the Code.
- XIX. COUNTY LIABILITY:** As prescribed by the Code, the County shall not be liable for any unintentional, intentional, negligent or grossly negligent act or omission, for any financial affairs, or for any obligation of the Authority, its board, employees, representatives or agents.
- XX. INTENT TO MAINTAIN GOVERNMENT COMMUNITY MENTAL HEALTH SERVICES PROGRAM:** In creating the Authority, it is the specific intent of the County Board to continue a community mental health services program for the County by means of an independent governmental authority rather than a County department or agency or a private provider. It is recognized that in the era of managed care, the future may hold the potential for other managed care providers to service community mental health needs either through the State or unilaterally by county. Therefore, with the exception of direct services, any action contemplated by the Authority to dispose of or transfer all or substantially all of its real or personal property assets, to substantially modify its organizational role or responsibilities or to make other changes not part of or in the ordinary course of the Authority's operations shall require 90 days written notice to the County Administrator/Controller prior to such action; and

BE IT FURTHER RESOLVED that County Administrative and Mental Health Staff are hereby authorized and directed to take the necessary steps to begin the transitioning of the County community mental health services program to authority status, including but not limited to, applying for liability insurance, health insurance, workers' compensation coverage, unemployment compensation coverage; obtaining a Federal employer identification; establishing bank accounts for payroll or other disbursements; executing any documents necessary to effect the transfer; and purchase of necessary equipment or software.

Commissioner Koorndyk moved the resolution be adopted.

CONCEALED WEAPONS LICENSING BOARD

A copy of the Statute is on file in the Board of Commissioners' Office

(Minutes of the July 2001 Legislative & Human Resources Committee)

BOARD OF COMMISSIONERS – APPOINTMENT TO THE CONCEALED WEAPONS LICENSING BOARD

Mr. Delabbio stated approval is requested to recommend to the Board of Commissioners to appoint Wallace Duffin to the Concealed Weapons Licensing Board (CCW) for the term expiring December 31, 2002. This request is proposed to go to the Board on July 26, 2001. A summary of the request follows:

- Prosecutor Forsyth recently resigned from the CCW Licensing Board. Per state statute, the Board of Commissioners shall appoint a “certified firearms instructor” should the Prosecutor resign his/her position.
- Four qualified applicant resumes were received. Chair Heacock named Commissioners Horton and McGuire to interview the four candidates. Wallace Duffin is recommended for appointment with a term expiring December 31, 2002.

No cost or funding is required.

Mr. McGuire moved to recommend to the Board of Commissioners to appoint Wallace Duffin to the Concealed Weapons Licensing Board for the term expiring December 31, 2002. (Serves until Prosecutor's term expires according to State Statute).

Supported by Mr. Hiddema.

Mr. Mayhue explained he would be voting no on this item. It is not because of the candidate or their qualifications but because of voting and funding issues as a result of the passing of the CCW law. For the Board to support an unfunded mandate and to not stand behind the citizens of the County who have objected to the passing of the CCW law is not good politics or good public policy. He suggested the Committee should take an initiative and vote no on this issue as a courtesy of good will to the people in the community and to those who are struggling with how this law will be funded.

Mr. McGuire commented that the Board is required by statute to make this appointment. To refuse to appoint a candidate to the CCW Board would put the County in violation of state statute.

Commissioner Horton arrived at this time.

Mr. Horton stated that he believes the Board needs to be expeditious in this appointment. For the Board to delay it would look like a delay tactic in trying to implement the law. This Board needs to abide by the statute of appointing a replacement and if the Board has issues with the law, those should be taken up with the Legislature.

Mr. Mayhue called for a roll call vote.

Ayes: Commissioners Kuipers, Boelema, Horton, Postmus, McGuire, Hiddema, and Mast.

Nays: Commissioner Mayhue.

Motion carried.

COUNTY BUILDING AUTHORITY

**(A copy of the Articles of Incorporation of the Kent County Building Authority
are on file in the Board of Commissioners' Office)**

3-89-29

Articles of Incorporation Kent County Building Authority

WHEREAS, on behalf of the County of Kent, State of Michigan (the "County"), the Board of Commissioners of the County determines that incorporation of an authority pursuant to provisions of Act 31, Public Acts of Michigan, 1948, as amended (the "Act") is necessary; and

WHEREAS, for the purpose of defraying all or part of the cost of acquiring, improving, and enlarging any building or buildings, automobile parking lots or structures, recreational facilities, stadiums, and the necessary site or sites for the property, together with appurtenant properties and facilities necessary or convenient for the effective use of the property, furnishing and equipping the same and to act as permitted by the Act and the Articles of Incorporation upon adoption to establish a Kent County Building Authority on behalf of the County, this Board of Commissioners hereby resolves to incorporate a Kent County Building Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF KENT, MICHIGAN, AS FOLLOWS:

1. For the purpose of acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, recreational facilities, stadiums, and the necessary site or sites for the property, together with appurtenant properties and facilities necessary or convenient for the effective use of the property, for use for any legitimate public purpose of the County, the Board of Commissioners of the County hereby approves and adopts Articles of Incorporation to incorporate the Kent County Building Authority.

Motion by Commissioner DeKraker, supported by Commissioner Kuhn, that the resolution be adopted.

Commissioner DeVriendt pointed out to the Board of Commissioners that one of the major objectives in the formulation of a Kent County Building Authority is to address the needs of the Area Agency on Aging. The Building Authority can assist the Area Agency on Aging in building and/or purchasing facilities that would result in a savings that will translate into more direct services.

Motion carried:

Yeas: Byl, Sak, TerHorst, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 20.

Nays: 0.

Absent from room: Lamoreaux – 1.

Uses and Conditions
Kent County Building Authority

WHEREAS, the Kent County Board of Commissioners has approved and adopted Articles of Incorporation for a Kent County Building Authority which has as its purpose the acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, recreational facilities, stadiums, and the necessary site or sites for the property, together with facilities necessary or convenient for the effective use of the property, for use for any legitimate public purpose of the County; and

WHEREAS, the Kent County Board of Commissioners may wish to use the purposes of the Kent County Building Authority to meet the facilities needs of a non-profit organization through a long-term lease agreement; and

WHEREAS, it is considered in the best interest of the County to set conditions which must be met before the County will consider using the Kent County Building Authority's purpose to meet the facilities needs of a public non-profit agency.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners adopt the following list of conditions which must be met by a public non-profit agency before the County will enter into a long-term lease agreement with the Kent County Building Authority for the purpose of meeting the long-term facilities needs of a non-profit agency:

1. That the agency be a non-profit organization established under a specific state or federal statute which authorizes the specific human service function offered by that agency and have been in operation at least five (5) years.
2. That the agency provides a human service function that is equally available to all citizens or residents of Kent County with at least fifty percent of the services provided to Kent County clients.
3. That the agency have a history of receiving General Fund support from the County outside of the discretionary funding process.
4. That the County has had a history of representation on the agency board by provision of the by-laws of that agency.
5. That the agency has financial resources sufficient to establish a ten percent cash bond reserve which would be made available to the County to meet principal and interest payments, if necessary, and if permitted by the agencies enabling legislation.
6. That the agency is not subject to a "sunset" clause.
7. That the County may pledge its full faith and credit for the payment of any bonds issued to finance facilities needs of the agency; provided, however, that in order to prevent any payment of costs from the County's General Fund for expenses not covered by the agency, the long-term lease agreement shall require a rental payment from the agency that is not less than: (a) the amount required to pay principal, premium, if any, and interest on any bonds which are issued to finance the long-term facilities needs of the agency, (b) any issuance costs and other expenses incurred by

the County or the Building Authority incident to the issuance of such bonds, and (c) any administrative costs incurred by the Building Authority on behalf of the agency.

Motion by Commissioner Kuhn, Supported by Commissioner DeVriendt, that the resolution be adopted.

Motion carried.

Yeas: Byl, Sak, TerHorst, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 20.

Nays: 0

Absent from room: Lamoreaux – 1.

COUNTY/ TOWNSHIP LIAISON COMMITTEE

November 1971

RESOLUTION BY COMMISSIONER WINTER

WHEREAS, the County of Kent and the several Townships of the County of Kent have many common problems and interests; and

WHEREAS, it would be advisable to form a Special Committee to meet with the Supervisors' Committee from time to time to discuss matters of mutual interest.

NOW, THEREFORE, BE IT RESOLVED by the Kent County Board of Commissioners that it join with the Townships of Kent County in the establishment of a joint County/Township Committee; and

BE IT FURTHER RESOLVED that the Committee consist of four (4) members from the County, one (1) of whom would be the Chairman of the Board, and four (4) members from the Townships, one (1) of whom would be the President of the Kent County Townships Association; and

BE IT FURTHER RESOLVED that the meetings will be chaired on an alternate basis by the Chairman of the Board and the President of the Townships Association.

Commissioner Winter moved the adoption of the resolution. Seconded by Commissioner Clancy.

Motion carried.

Chairman Brewer appointed Commissioners Jackson J. Root, Walter E. Sterkenburg, and Frederick E. Clancy as County Members of the County-Township Committee.

Commissioner Winter moved the concurrence of the appointments. Seconded by Commissioner Davidson.

Motion carried.

Chairman Brewer instructed Commissioner Root to move ahead to set up the first meeting of the Committee.

January 1992 (Taken from the Official Proceedings of the Board of Commissioners)

1992 COMMITTEE APPOINTMENTS BY THE CHAIRPERSON

Chairperson Kuhn prefaced the appointments by reviewing changes. The list does not include a City/County Committee; an ad hoc committee will be appointed if needed. **The same is true for the County/Township Committee; a liaison is being appointed to the Township Association.**

DEPARTMENT OF HUMAN SERVICES BOARD

**(F.K.A - SOCIAL SERVICES BOARD &
FAMILY INDEPENDENCE AGENCY)**

October 4, 1939
Hon. Board of Supervisors
Kent County, Michigan

Gentlemen:

Under the new Welfare Act, provision is made for the appointment by the Board of Supervisors of two members of a County Social Welfare Board. The third member is appointed by the State Social Welfare Commission.

Of the members first appointed, one member appointed by the Board of Supervisors is to be appointed for three (3) years, and one by the Board of Supervisors for a term of two (2) years, and the member appointed by the State Social Welfare Commission is appointed for a term of one (1) year. Thereafter, all appointments are for three (3) years.

By the terms of the Act, the members shall be appointed at the October session, and are to assume their duties not later than November 1st, 1939.

We recommend that the fixing of salary and the appointment of the two members by this Board be made an order of business as soon as possible after the convening of this Board at the October session, in order that proper preparations may be made for the administration of the Act by the new Board after November 1st.

Respectfully submitted,
FRED PATTISON
NICHOLAS KAMP
C.H. HOFFMAN
ERNEST C. ALBERT
JAMES A. DORAN,
Committee on Welfare.

Supervisor Pattison moved the adoption of the report.

Motion carried.

October 4, 1939
Grand Rapids, Michigan
Hon. Board of Supervisors
Kent County, Michigan

Gentlemen:

In an earlier communication, this Committee advised the Board that it is necessary that there be appointed by the Board of Supervisors, two members of the County Social Welfare Board, one for a three (3) year term and one for a two (2) year term.

Under the provision of the Welfare Act, the County Social Welfare Board may designate one of its members as Director.

It is the opinion of your Committee that efficiency and economy may best be served by the appointment of one member of the Board (preferably for the three year term) who is capable of performing the duties of Director.

Your Committee, therefore, recommends for the three year appointment, Ira M. Dean, who is at present Chairman of the County Emergency Welfare Commission, and who in the opinion of your Committee, is qualified in experience, training, and character to act both as member of the Board and Director.

Your Committee further recommends for the two year term, there be appointed William J. Thomas, who is at present a member of County Emergency Welfare Commission, and who has had long experience in the administration of relief, and is qualified, in the opinion of your Committee, to give to the County an economical and efficient administration of the new Act.

Respectfully submitted,
FRED PATTISON
NICHOLAS KAMP
C. H. HOFFMAN
ERNEST C. ALBERT
JAMES A. DORAN
Committee on Welfare

Supervisor Pattison moved the adoption of the recommendation.

Supervisor Kozak moved as a substitute that the report lie on the table and be made a special order of business for 10:00 A.M., Friday, October 13th.

Substitute motion carried.

Friday, October 13, 1939

The Board of Supervisors met pursuant to adjournment.

Called to order by the Chairman.

Roll called.

Present: Albert, Alkema, Alles, Ballast, Benjamin, Borgman, Boynton, Buehler, Buttrick, Collins, Davies, Deane, Doran, Dosker, Dregge, Foley, Greene, Haraburda, Hart, Hessler, Hoffman, Holmquist, Houghton, Hunsberger, Jakeway, Kamp, Kozak, Lamoreaux, Lockley, Lovell, Manning, Montgomery, Newland, Panfil, Pattison, Pennington, Quinlan, Read, Rettig, Smith, Steinmann, Troost, Ward, Welsh, Wenger, Wierenga, Wiersma, Wolven, Young, Zoet, Chairman – 51.

Absent: Kik, Leonard – 2.

Quorum present.

The minutes of Tuesday's session (October 11th) were read and approved.

Supervisor Dosker moved that Supervisor Kik be excused on account of illness.

There being no objections, Supervisor Kik was excused.

Supervisor Pattison moved that the Board proceed with the special order of business, viz., Recommendation of the Welfare Committee.

Motion carried.

The recommendation of the Welfare Committee was taken from the table and read.

Supervisor Collins moved that the recommendation lie on the table.

Motion carried.

Supervisor Collins moved that the Board recommend that the Kent County Department of Social Welfare consist of one person full time and two persons part time.

Motion lost by the following vote:

Yeas: Alkema, Ballast, Collins, Deane, Dosker, Dregge, Foley, Houghton, Kozak, Lockley, Lovell, Wierenga – 12.

Nays: Albert, Alles, Benjamin, Borgman, Boynton, Buehler, Buttrick, Davies, Doran, Greene, Haraburda, Hart, Hessler, Hoffman, Holmquist, Hunsberger, Jakeway, Kamp, Lamoreaux, Manning, Montgomery, Newland, Panfil, Pattison, Pennington, Quinlan, Read, Rettig, Smith, Steinmann, Troost, Ward, Welsh, Wenger, Wiersma, Wolven, Young, Zoet, Chairman – 39.

Supervisor Borgman moved that the Board recommend that the Kent County Department of Social Welfare consist of two full time commissioners.

Supervisor Quinlan moved as a substitute that the Kent County Department of Social Welfare Commission consist of three full time members.

Substitute motion carried by the following vote:

Yeas: Albert, Ballast, Buehler, Buttrick, Davies, Foley, Greene, Haraburda, Hart, Hessler, Hoffman, Hunsberger, Kamp, Kozak, Manning, Newland, Panfil, Quinlan, Read, Rettig, Smith, Steinmann, Troost, Ward, Wierenga, Wiersma, Zoet, Chairman – 28.

Nays: Alkema, Alles, Benjamin, Borgman, Boynton, Collins, Deane, Dosker, Dregge, Holmquist, Houghton, Jakeway, Lamoreaux, Lockley, Lovell, Montgomery, Pattison, Pennington, Welsh, Wenger, Wolven, Young – 22.

Supervisor Quinlan moved that the salary of the three commissioners of the Kent County Department of Social Welfare be paid a salary of \$2,000 per year with an additional \$1,000 to be paid to the member elected as director.

Motion carried by the following vote:

Yeas: Albert, Alles, Ballast, Boynton, Buttrick, Deane, Foley, Greene, Haraburda, Hoffman, Hunsberger, Kamp, Kozak, Lockley, Manning, Newland, Panfil, Pattison, Quinlan, Read, Rettig, Smith, Steinmann, Troost, Wierenga, Zoet, Chairman – 27.

Nays: Alkema, Benjamin, Borgman, Buehler, Collins, Davies, Dosker, Dregge, Hart, Hessler, Holmquist, Houghton, Jakeway, Lamoreaux, Lovell, Montgomery, Pennington, Ward, Welsh, Wenger, Wiersma, Wolven, Young – 23.

Collins moved that the recommendation of the Welfare Committee be taken from the table.

Motion carried.

Supervisor Quinlan moved that the recommendation be received and filed.

Motion carried.

Supervisor Wierenga moved that the Board proceed to the election of the members of the Kent County Department of Social Welfare Commission.

Motion carried.

Supervisor Steinmann moved that the Chairman appoint three tellers.

Motion carried.

The Chairman appointed the following as tellers: Supervisors Manning, Deane and Houghton.

Supervisor Pattison placed in nomination the name of Ira M. Dean.

There being no further nominations the Chairman declared the nominations closed.

Supervisor Quinlan moved that the rules be suspended and that the vote be by acclamation and the tellers be instructed to cast the unanimous vote of the members present for Ira M. Dean for the office of Commissioner of the Kent County Department of Social Welfare for a term of three years.

The tellers announced fifty votes cast for Ira M. Dean and the Chairman declared him elected to the office of Commissioner of the Kent County Department of Social Welfare for a term of three years.

Supervisor Pattison placed in nomination the name of William J. Thomas for the second member of the Commission of the Kent County Department of Social Welfare.

Supervisor Collins placed in nomination the name of James A. Richards.

Supervisor Kozak placed in nomination the name of Louis Feringa.

Supervisor Quinlan moved the nominations be closed.

Motion carried.

Supervisor Kozak withdrew the name of Louis Feringa.

The Chairman ordered the ballot spread.

The ballot was spread.

All who wished having voted, the Chairman declared the ballot closed.

The tellers canvassed the vote and announced the result of the ballot as follows: William Jay Thomas received 39 votes, James A. Richards received 9 votes and Louis Feringa received 1.

Mr. Thomas having received the greatest number of votes, the Chairman declared him elected as a member of the Kent County Department of Social Welfare for a period of two years.

Supervisor Quinlan moved that the Board recommend to the State Commission the name of Louis Feringa as a third member of the Kent County Department of Social Welfare Commission.

Supervisor Welsh moved as a substitute to proceed with the next order of business.

Substitute motion carried.

Supervisor Kozak moved to adjourn until Tuesday, October 17th at 9:00

A.M.

Motion carried.

JACOB J. KOSTEN, Chairman

LEWIS J. DONOVAN, Clerk

ELECTION SCHEDULING COMMITTEE

October 1970

Commissioner Blandford placed in nomination the names of Mrs. Virginia Miller, John Rappleyea, and Niel A. Weathers as members of the Kent County Scheduling Committee.

There being no further nominations, Commissioner Winter moved the nominations be closed, the vote be by acclamation, and a unanimous ballot be cast for Mrs. Virginia Miller, John Rappleyea, and Neil A. Weathers as members of the Kent County Scheduling Committee.

Seconded by Commissioner Johnson.

Motion carried.

Chairman Brewer declared Mrs. Virginia Miller, John Rappleyea, and Niel A. Weathers elected to the Kent County Scheduling Committee for a term of one year.

FIRE COMMISSION

April 1942

Your Committee further discussed at length certain matters in connection with the purchase of certain fire extinguishing apparatus to furnish fire protection in certain areas within the County and the Committee recommends that a resolution be adopted providing for the appropriation of twenty-five thousand (\$25,000) dollars for the purchase of certain fire extinguishing apparatus, in accordance with the provisions of Act 15 of the 2nd Extra Session of 1942, which Act provides in part that the respective townships furnished such fire protection shall reimburse to the County of Kent a sum equal to fifty percent (50%) of the amount expended by said County for said purpose.

Your Committee further recommends that a resolution be adopted authorizing and directing a special committee composed of the Engineer of the Road Commission, the Purchasing Agent of the County of Kent, and the Chairman of the Board of Supervisors, to purchase the necessary fire equipment, and to make necessary and proper arrangements with the Kent County Road Commission to properly house and operate said fire extinguishing apparatus and equipment.

Your Committee further recommends that a resolution be adopted authorizing and directing the chairman of the Board of Supervisors and the County Clerk to enter into contracts with the respective townships, providing for the furnishing of fire protection in said townships, said contracts to be approved by the Prosecuting Attorney and to contain provisions that said respective townships shall reimburse the County of Kent in sums of money amounting to fifty percent (50%) of the amount expended by the County of Kent for the furnishing of said fire protection.

Respectfully submitted,
IRVING PENNINGTON
GEORGE W. WELSH
CLAYTON C. DAVIES
FRANK L. HOUGHTON
H. C. LEONARD

Supervisor Welsh moved the adoption of the report.
Motion carried.

The following resolution was presented and read:

RESOLUTION BY SUPERVISOR WELSH

WHEREAS, the County of Kent is among those Counties authorized by the provisions of Act 15 of the Public Acts of the State of Michigan, 2nd Extra Session of 1942, to purchase fire extinguishing apparatus for the purpose of providing fire protection in certain areas within the County jointly with townships; and

WHEREAS, it is deemed desirable for the County of Kent to purchase certain fire extinguishing apparatus to carry out the purposes set forth in said Act 15.

IT IS THEREFORE RESOLVED that the County of Kent appropriate the sum of twenty-five thousand (\$25,000) dollars from the General Fund of the County for the purpose of purchasing, housing, and operating certain fire extinguishing apparatus.

IT IS FURTHER RESOLVED that said equipment shall be operated under the terms of certain contracts to be entered into by and between the County of Kent and the respective townships in accordance with the provisions of said Act 15 of the Public Acts of the State of Michigan, 2nd Extra Session of 1942, which said contracts shall provide among other things, that said respective townships shall reimburse the County of Kent in the amount of fifty percent (50%) of said sums of money so expended.

Supervisor Welsh moved the adoption of the resolution and that the rules be suspended and that the resolution be given immediate effect.

Motion carried by the following vote:

Yeas: Albert, Alles, Bailey, Ballast, Benjamin, Borgman, Boynton, Buehler, Collins, Davies, Deane, Dickinson, Doran, Dosker, Dregge, Greene, Haraburda, Hart, Hessler, Hoffman, Holmquist, Houghton, Huizenga, Hunsberger, Jakeway, Kamp, Kik, Kozak, Lamoreaux, Leonard, Lovell, Manning, Mol, Montgomery, Newland, Panfil, Quinlan, Rettig, Sherk, Smith, Steinmann, Towne, Wagemaker, Ward, Welsh, Wierenga, Wiersma, Wolven, Young, Chairman – 50.

Nays: None.

The following resolution was presented and read:

RESOLUTION BY WELSH

WHEREAS, the Board of Supervisors of the County of Kent has appropriated certain sums of money for the purpose of purchasing, housing and operating certain fire extinguishing apparatus in accordance with the provisions of Act 15 of the Public Acts of the State of Michigan of the 2nd Extra Session for the year 1942; and

WHEREAS, it is deemed advisable that a special committee be appointed to purchase said fire extinguishing apparatus and to make arrangements for the housing and operation of the same through and in conjunction with the Road Commissioners of the County of Kent.

BE IT, THEREFORE, RESOLVED that a committee consisting of the engineer of the Kent County Road Commission, the Purchasing Agent of the County of Kent and the Chairman of the Board of Supervisors be hereby designated and appointed as a special committee of the Board of Supervisors of Kent County for the purpose of purchasing such fire extinguishing apparatus as said committee shall deem necessary and to make the necessary arrangements with the Kent County Road Commission to provide housing of said equipment and the proper operation of the same until the 1st day of November, 1942.

Supervisor Welsh moved the adoption of the resolution.

Motion carried.

The following resolution was presented and read:

RESOLUTION BY SUPERVISOR WELSH

WHEREAS, the County of Kent has directed the purchase of certain fire extinguishing apparatus and equipment in accordance with the provisions of Act 15 of the Public Acts of the State of Michigan, of the 2nd Extra Session for the year 1942; and

WHEREAS, said Act 15 provides that certain contracts shall be entered between the County of Kent and the respective townships within the County of Kent for

the purpose of making arrangements to furnish certain necessary fire protection within certain areas located within the County of Kent.

NOW, THEREFORE, IT IS RESOLVED that the Chairman of the Board of Supervisors of the County of Kent and the County Clerk be authorized to enter into contracts with the respective townships on behalf of the County of Kent, said contracts to be approved by the Prosecuting Attorney, and amongst other things to contain provisions that said respective townships shall reimburse the County of Kent in the sum of money to be equivalent to fifty percent (50%) of any moneys expended by said County of Kent in the furnishing of said fire protection, in accordance with the provisions of said Act 15 of the 2nd Extra Session, above referred to.

Supervisor Welsh moved the adoption of the resolution.

Motion carried.

Kent County Fire Commission

HISTORY

The present Kent County Fire Commission originated with the Fire Protection Committee established in 1942 by the Kent County Board of Supervisors pursuant to Public Act 15 (1942 Second Extra Session, MCLA) to provide fire protection to the unincorporated areas of the county. The Board of Supervisors authorized the Committee to contract with those townships that wished to participate and did not have their own fire protection at the time. Without this legislation, counties did not have the authority to provide fire protection services in unincorporated areas. With this legislation, the county's contribution to fire service was limited to 50 percent of the cost, while the townships' minimum contributions were 50 percent of the cost.

Between 1947 and 1957, a County Fire Chief was employed to coordinate the activities. At the same time, as population centers shifted and grew, a number of townships began building their own fire stations. The county fire system, however, still provided drivers for the locally owned units. In 1949, the name of the Committee was changed to the Kent County Fire Commission with a governing Fire Commission Board made up of five members. One of the Board members had to be from the City of Grand Rapids. It was later changed in 1951 to include one member from the Road Commission and four members from the Board of Supervisors. In 1961, the Attorney General ruled that the county had no authority to contract with a city to provide fire protection within the city. The county could, however, contract with the city for that city to provide fire fighting service in the areas surrounding the city's borders.

The development of township fire departments proceeded rapidly between 1958 and 1974. A number of fire departments had organized and obtained their own apparatus. A system of a single telephone number for fire emergencies was discussed and finally implemented in 1968. Mutual aid agreements between the County Fire Commission through the Board of Commissioners and surrounding cities were executed. In 1969, membership of the Fire Commission Board was changed to seven members. There were three employees paid by and under the direction of the Commission Board: a coordinator, a clerk, and a driver who was located at one out-county fire station that served over 80 square miles. All three positions have subsequently been eliminated.

Since 1974, the composition of the Fire Commission Board has not changed significantly. Their goals remain those of providing information on the latest training requirements from the state, coordinating fire protection efforts, spare apparatus in case of a breakdown, pumper replacement on a scheduled basis for each department, bulk purchasing power for bidding out the departments' equipment needs, various supply items, improved dispatching services, maintenance on the county-owned pumpers, and other services necessary for the operation of the departments.

MEMBERSHIP

Presently, the Kent County Fire Commission Board is made up of seven members: one representative of the Road Commission, four representatives of townships that are members of the Fire Commission, and two representatives of the Kent County Board of Commissioners. All appointments to the Fire Commission Board are made by the Kent County Board of Commissioners. The term of each member is two years unless the member ceases to hold the municipal office which he/she represents.

All members of the volunteer fire departments and the participating units of government of which they are a part are members of the Fire Commission. Any changes in the Fire Commission percentage contribution schedule or in the agreement made between the county and the participating units of government must be approved by a 3/4 vote of the participating units of government, the Fire Commission Board, and the Kent County Board of Commissioners.

FUNDING

The Fire Commission budget is adjusted annually to correspond with changes in the SEV of the members of the Fire Commission. If the total SEV of all the members of the Fire Commission increases by five percent, then the Fire Commission budget will also increase five percent. In 1994, the Fire Commission budget did not increase at the same rate of increase of the SEV, which was 14 percent. This large increase was due to the lifting of the property tax assessment freeze in effect for 1992. Of this total budget, the county contributes 50 percent and the remaining 50 percent is assessed through the following formula to the participating units of government.

The formula was devised in 1976 and takes into consideration multiple factors, including the number of Fire Commission-owned apparatus effectively serving the participating unit, population, SEV of the unit of government, and a factor called "local effort," which is the amount of money a participating unit pays for local fire protection as reported in their annual financial statements. The "local effort" amount is a factor which serves to reduce the contribution of local governments.

Fifty percent of the total dollar amount assessed to members of the Fire Commission is based on one-half of the cost of a new pumper, according to Kent County Purchasing Department specifications. The remaining half is allocated into portions. The first is an equal amount paid by each government that is a member of the Fire Commission. In 1995 this fixed, equal amount was \$935. The remaining portion is allocated on the basis of population, SEV, and local effort. The assessments are recalculated every year by county staff; the participating units of government are billed at the beginning of each calendar year.

FORMULA

Every year, the Board of Commissioners establishes the Fire Commission budget. Each government's contribution is based on this final budget and individual contributions cannot be determined until it is approved. Determining how much each government contributes is done in reverse since the final budget must be approved before costs can be allocated. There are three basic elements of the Fire Commission budget: Apparatus Allocation units, Fixed Amount, and Local Government Contributions/Expenditures. Definitions for each of these elements are listed below.

1. *Apparatus Allocation Units.* The number of units of Fire Commission-owned pumpers used by members. While the majority of members have a unit of one, some have units of .5. The difference between members having one and members having .5 depends on whether or not a pumper is shared with another community. In 1995, there was a total of 16 units, 14 of which were units of one and 4 of which were units of .5 (that is, four communities shared two pumpers).

2. *Fixed Amount.* An even amount contributed by each government that is a member of the Fire Commission.

3a. *Local Government Contribution.* Involves both population and State Equalized Value. The percent of one member in comparison to the total population of the Fire Commission area. For example, in 1995, Ada had a population of 7,578. The total population of the Fire Commission area is 100,215. Ada represented 7.561 percent of the total population. In addition, the percent of one member's SEV in comparison to the Fire Commission area SEV. Again, Ada's SEV in 1995 was \$330,336,396. The total SEV in the Fire Commission area was \$2,156,444,557. Ada's SEV was 15.3186 percent of the total SEV. Combining the two percentage figures indicates that Ada's "local government contribution" was 22.8803 percent.

3b. *Local Expenditures.* The amount of funds expended by a local unit on its own fire protection, not including the contribution made to the Fire Commission. Obtained through audited financial statements of a community. The expenditures of all Fire Commission member governments are totaled, and a percentage of the total for each unit is determined based on individual contributions. In 1995, Ada spent \$228,792 on fire protection. The total amount spent on fire protection by all member units of the Fire Commission totaled \$1,692,150. Thus, Ada's local expenditures represented 13.5208 percent of the total amount.

Each government's local expenditure percentage is subtracted from the combined percentages of the population and SEV. The remaining figure can be considered the "final" percentage. In 1995, Ada's "final" percent was 9.3595 (22.8803 - 13.5208).

One-half of the final Fire Commission budget is paid based on how many Apparatus Allocation units each government has. In 1995, the Fire Commission budget was set at \$109,022. The portion of this budgeted to Apparatus Allocation was \$54,511, which was divided by the total number of Allocation units (16). This resulted in \$3,406.94 for each Allocation unit. Because 14 of the governments had Apparatus Allocation units of one, their contributions for this section was \$3,406.94. The four remaining governments each contributed amounts of \$1,703.47 based upon their Allocation units of .5.

The fixed amount is an even amount contributed by each government that is a member of the Fire Commission. It is \$935 per government, totaling \$16,830 in 1995.

The final portion of the Fire Commission budget is based on local factors: population, SEV and local expenditures. As stated earlier, the "final" percentage is the result of population and SEV percentages being subtracted from the local expenditures percentage. This "final" percentage is then multiplied against the remaining amount of the budget that has not been allocated in the previous two paragraphs. In 1995, this amount is \$37,681 [\$109,022 - (\$54,511 + \$16,830)]. Listed below are several assessments from the 1995 Fire Commission budget.

Locality	Apparatus Allocation	Population as % of Total	SEV as % of Total	Local Exp. as % of Total	"Final" Percentage
Ada	1	7.5617%	15.3186%	13.5208%	9.3595%
Rockford	1	3.7420%	3.4390%	7.6253%	-0.4443%

Vergennes	.5	2.4867%	2.9594%	1.2381%	4.2080%
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Locality	“Final” % x \$37,681	Fixed Amount	Amount for Apparatus	1995 Assessment
Ada	\$3,526.76	\$935	\$3,406.94	\$7,868.70
Rockford	\$-167.43	\$935	\$3,406.64	\$4,174.51
Vergennes	\$1,585.60	\$935	\$1,703.47	\$4,224.07

FUND USAGE

The assessments which are paid by the participating units along with the County contribution are accounted for by the county in a separate Fire Prevention fund. This fund provides for the following items:

- * Purchase of a new pumper every year/year and one-half.
- * Maintenance to and supplies for the county-owned pumps.
- * Fire Department identification cards.
- * Fleet insurance, both on county-owned and, as an option, locally owned fire department vehicles.
- * Access to county and state bid prices and assistance with equipment and apparatus purchasing.
- * Air refills, hydrostatic testing, powder and carbon dioxide cylinders, and other miscellaneous services.

A schedule for pumper replacement allocates a new pumper to each fire department of the participating units of government on approximately a seventeen to twenty year basis. These pumps and the equipment are housed at the various fire departments. The pumps supplied by the county to members of the Fire Commission are owned by the county until a specified period of time passes. After this period has passed that member has the opportunity to purchase the pumper. The period of time is based on the schedule of pumper distribution.

When a local government joins the Fire Commission it does not automatically receive a county-owned pumper. That new member is put at the end of the schedule to receive a new pumper and must wait until the cycle reaches them before they receive a county-owned pumper. Presently, this schedule is between seventeen and twenty years. Even after they receive the pumper it is not their property. The time that must pass prior to that local government having the opportunity to purchase the pumper is the same length of time as it would take for them to receive a new county-owned pumper (seventeen to twenty years). For example, based on a seventeen year schedule a new member that joined in 1960 will receive its first county-owned pumper in 1977. The county owns that pumper until the schedule returns to that local government, another seventeen years later in 1994, when that member is given the opportunity to purchase the pumper. The cost of the pumper is based on a strict amortization schedule that is agreed upon when the local government joins the Fire Commission.

In addition, the county acts as the purchaser for most equipment items the departments wish to order with a unit value of over \$50. These items are reviewed to assure that minimum NFPA standards are met. The county invites departments to participate in an annual joint bid in order to obtain more interest from potential vendors. The county

purchases these items, notifies the departments when the equipment is received, and invoices the departments for reimbursement.

MEMBERS

There are 29 fire departments in Kent County representing 35 governmental units. Of these, 16 are members of the Kent County Fire Commission representing 18 units of government. The major metropolitan areas of the county, namely the city of Grand Rapids and neighboring communities, are not participants in the Fire Commission.

The following is a list of the members of the Fire Commission:

Ada	Grattan
Algoma	Lowell
Alpine	Oakfield
Byron	Rockford
Caledonia	Sand Lake
Cannon	Solon
Cedar Springs	Spencer
Courtland	Tyrone
Gaines	Vergennes

RECEIVED & FILED BY
BOARD OF COMMISSIONERS
MAY 9, 1996

FOREIGN TRADE ZONE BOARD

7-89-105 – Agreement to Establish a Kent-Ottawa-Muskegon Foreign Trade Zone Authority

WHEREAS, Kent County is interested in promoting economic expansion by assisting the development of foreign trade opportunities for Kent County businesses; and

WHEREAS, the Kent County Board of Commissioners determines that the establishment of a Foreign Trade Zone Authority to operate a foreign trade zone and sub zones will enhance foreign trade opportunities for Kent County businesses; and

WHEREAS, the Kent County Board of Commissioners determines that Kent County can most effectively develop a Foreign Trade Zone Authority by joining efforts with Ottawa County and Muskegon County and that the attached “Agreement to Establish the Kent, Ottawa, Muskegon Foreign Trade Zone Authority” effectively creates such a joint venture; and

WHEREAS, the Kent County Board of Commissioners recognizes that various private companies have already pledged financial support for the development of the authority described in the attached agreement and further recognize that the success of this authority requires continued cooperation between the public and private sectors.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves the attached “Agreement to Establish a Kent, Ottawa, Muskegon Foreign Trade Zone Authority,” and

BE IT FURTHER RESOLVED that the Chairperson of the Kent County Board of Commissioners is hereby authorized and directed to execute the original of the attached agreement on behalf of Kent County and that the County Clerk is hereby authorized and directed to attest the Chairperson’s signature on that agreement.

Motion by Commissioner Buth, supported by Commissioner Afendoulis, that the resolution be adopted.

Motion carried:

Yeas: Byl, Sak, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 19.

Nays: Lamoreaux – 1.

August 1989

Foreign Trade Zone Authority

Chairman Kuipers reported that Muskegon and Ottawa Counties have approved the Foreign Trade Zone Agreement. The Authority will be comprised of 12 individuals, four from each county. At least one Commissioner and one business person is to be appointed from each county. Applications will be received during August for appointment at the September meeting.

September 1989

APPOINTMENTS

Foreign Trade Zone Board

Motion by Commissioner Schwab, supported by Commissioner DeVriendt, that the following appointments be approved for the Foreign Trade Zone Board:

Sam Afendoulis	1990
Richard M. Devos, Jr. and Birgit M. Klohs	1991
Richard J. Platte	1992

Terms expire on December 31. Subsequent terms will be for three years.

Commissioner Sak reported receipt today of an application for the Foreign Trade Zone Board from Cudie L. Maddox.

Commissioner Mayhue expressed concern that the County is saturating the time of some individuals by appointing them to various important boards.

Motion carried.

8-12-99-109

RESOLUTION BY COMMISSIONER HIDDEMA

WHEREAS, Grand Valley State University was added as a fourth partner to the Kent, Ottawa, and Muskegon Counties' Foreign Trade Zone Board (FTZB); and

WHEREAS, the recent amendment to the by-laws, which the Board approved, requires that representation on the FTZB be reduced from 4 to 3 for each body, enabling the size of the FTZB to remain at twelve; and

WHEREAS, currently, the appointed members and their terms are:

Commissioner Smoke	Jan 1997 – Dec 1999
Ken Parrish	Jan 1998 – Dec 2000
Birgit Klohs	Jan 1998 – Dec 2000
Commissioner Sak	Jan 1999 – Dec 2001

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners reaffirms the appointments of:

Commissioner Smoke	Jan 1997 – Dec 1999
Ken Parrish	Jan 1998 – Dec 2000
Birgit Klohs	Jan 1999 – Dec 2001

Commissioner Hiddema moved the resolution be adopted.

FRIEND OF THE COURT CITIZENS' ADVISORY COMMITTEE

(A copy of the Statute is on file in the Board of Commissioners' Office)

Friend of the Court Act P.A. 366 of 1996:

Creates a Friend of the Court Citizens Advisory Committee in each county that is appointed by the county board of commissioners. The Citizens Advisory Committee is advisory only, and will review and investigate certain grievances regarding the Friend of the Court; advise the court and the board of commissioners on the performance of the Friend of the Court, and submit an annual report.

MCL 552.504

Citizen friend of the court advisory committee; establishment; composition; appointment and terms of members; vacancies; officers; guidelines; limitation of number of successive terms; reappointment of members.

Sec. 4 (1) Each county may establish a citizen friend of the court advisory committee composed of the following members, each of whom is a resident of the county:

- (a) A noncustodial parent.
- (b) A custodial parent.
- (c) An attorney who engages primarily in family law practice.
- (d) The county sheriff or the sheriff's designee.
- (e) The prosecuting attorney or the prosecuting attorney's designee.
- (f) The director of the family independence agency or the director's designee.
- (g) A mental health professional who provides family counseling.
- (h) Two members of the general public who are not serving on the committee in a category listed in subdivisions (a) to (g).

(2) Except for a member serving under subsection (1)(d), (e), or (f), and except as otherwise provided in this subsection, the county board shall appoint the citizen advisory committee members. In a county organized under 1966 PA 293, MCL 45.501 to 45.521, the county executive shall appoint the citizen advisory committee members with the advice and consent of the county board, and shall exercise the other powers and duties prescribed for the county board by this section in regard to the citizen advisory committee.

(3) A vacancy on the citizen advisory committee shall be filled for the remainder of the term in the same manner as the position was originally filled. The county board shall attempt to compose the citizen advisory committee so that its membership reflects the ethnic, racial, and gender distribution of the community that it serves.

(4) Committee members shall serve renewable terms of 3 years for each time appointed. Members appointed under subsection (1)(a), (b), (c), (g), and (h) shall serve initial terms of 3 years for 2 members, 2 years for 2 members, and 1 year for 2 members to allow 1/3 of those members to be appointed to the committee each year.

(5) A citizen advisory committee shall elect 1 of its members as chairperson and 1 as vice-chairperson.

(6) A citizen advisory committee shall honor any guidelines established by the state court administrative office for a friend of the court office pertaining to citizen advisory committees.

(7) Except for a member serving under subsection (1)(d), (e), or (f), a citizen advisory committee member shall not serve more than 2 consecutive terms. After completion of 2 consecutive terms, a former member shall not be reappointed to serve during the 2 years immediately following the end of his or her previous term.

Act 294 of 1982. Add. 1996, Act 366, Eff. Jan. 1, 1997.
Amended 2004 by Act 210, Eff. Oct. 1, 2004.

GRAND RAPIDS – KENT COUNTY
CONVENTION / ARENA AUTHORITY

3-28-00-38

RESOLUTION BY COMMISSIONER BUEGE

WHEREAS, the County along with the City of Grand Rapids (the "City") have determined to establish the Grand Rapids-Kent County Convention/Arena Authority (the "Authority") pursuant to Act 203 of the Public Acts of Michigan of 1999, MCL 141.1401 et seq. (the "Act"); and

WHEREAS, the County desires to (a) approve articles of organization of the Authority; (b) approve an operating agreement between the County and the City; (c) approve a memorandum of understanding between the County, the City, the City of Grand Rapids Downtown Development Authority (the "DDA") and the Grand Action Committee ("Grand Action"); and (d) recommend bylaws of the Authority; and

WHEREAS, by taking such action the County has determined to assist in the development, construction and operation of a new convention center in downtown Grand Rapids (the "Convention Center"); and

WHEREAS, the Board desires to appoint the County's initial two director appointments to the Authority's Board of Directors (the "Board").

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Kent, Michigan:

1. Subject to the conditions of this resolution, the Board hereby establishes the Authority pursuant to the provisions of the Act.

2. The Board hereby approves the Articles of Organization (the "Articles") of the Authority in the form presented at this meeting and the Chairman of the Board of Commissioners and the County Clerk are hereby authorized and directed to execute the Articles for and on behalf of the County.

3. The Board hereby approves the Operating Agreement related to the Authority between the County and the City in the form presented at this meeting and the Chairman of the Board of Commissioners and the County Clerk are hereby authorized and directed to execute the Operating Agreement for and on behalf of the County.

4. The Board hereby approves the Memorandum of Understanding (the "Memorandum") between the County, the City, the DDA and Grand Action in the form presented at this meeting and the Chairman of the Board of Commissioners and the County Clerk are hereby authorized and directed to execute the Memorandum for and on behalf of the County.

5. The Board hereby recommends for approval to the Board of the Authority the Bylaws presented at this meeting.

6. The Board hereby appoints Steven R. Heacock as director to the Authority Board for the initial two-year term and Joseph Tomaselli as director to the Authority Board for the initial four-year term.

7. The establishment of the Authority is subject to satisfaction of the following conditions:

a. Approval of a resolution similar to this resolution by the Grand Rapids City Commission.

b. Confirmation from the State of Michigan of a grant of \$65,000,000 for the development and construction of the Convention Center.

c. Approval and execution of the Operating Agreement and the Memorandum by the Board of the DDA.

d. Approval and execution of the Memorandum by Grand Action.

8. Upon receiving confirmation from the County Administrator that the conditions in paragraph 7 above have been satisfied, the County Clerk shall file a certified copy of this resolution with the Michigan Secretary of State.

9. The Chairman of the County Board of Commissioners and the County Clerk are hereby authorized to execute all agreements, certificates and documents as are necessary to accomplish the transactions contemplated by the Articles, the Operating Agreement, the Memorandum and this resolution as shall be approved by the County Administrator and County legal counsel.

10. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

Commissioner Buege moved the resolution be adopted.

CONVENTION / ARENA AUTHORITY APPOINTMENT

ARTICLES OF ORGANIZATION

(A copy of the Articles of Organization and By-Laws are on file in the Board of Commissioners Office)

ARTICLE V GOVERNING BOARD

A. **Board of Directors.** The powers, duties and functions of the Authority are vested in, and exercised by, a seven (7) member Board of Directors (hereinafter referred to as the “Board”).

B. **Board Appointments.** Directors of the Board shall be selected as follows:

1. One (1) member shall be appointed by the Governor of the State of Michigan (hereinafter referred to as the “Governor Appointee”).
2. Two (2) members shall be appointed by the County Board of Commissioners, after seeking applications from prospective candidates (hereinafter referred to as the “County Appointees”). One (1) of the appointments shall be from the private sector with experience in economic development.
3. Two (2) members shall be appointed by the Mayor of the City, after seeking applications from prospective candidates, and approved by the City Commission (hereinafter referred to as the “City Appointees”). One (1) of the appointments shall be from the private sector with experience in economic development.
4. Two (2) members shall be appointed by the other five (5) members as the first item of business at the first Board meeting (and the first meeting of the Board after expiration of the term of a member appointed pursuant to this subparagraph) from a list containing at least three (3) persons provided by the Grand Rapids/Kent County Convention Visitors Bureau (hereinafter referred to as the “Bureau”) compiled from applications solicited and received by the Bureau from prospective candidates (hereinafter referred to as the “Board Appointees”). If the Bureau shall no longer exist, the list of potential appointees shall be provided by a local convention and visitors bureau designated by the City and the County.

All Board members shall be residents of Kent County. In addition, the City Appointees to the Board shall be residents of the City.

C. **Term of Office.** Except as otherwise provided in this paragraph, the directors of the Board shall serve the following terms of office:

1. The Governor Appointee shall serve a 4-year term.

2. The County Appointees shall serve 4-year terms provided, with respect to the initial appointments, one shall serve a 2-year term and the other shall serve a 4-year term.
3. The City Appointees shall serve 4-year terms provided, with respect to the initial appointments, one shall serve a 2-year term and the other shall serve a 4-year term.
4. The Board Appointees shall serve 4-year terms provided, with respect to the initial appointments, one shall serve a 2-year term and the other shall serve a 4-year term.

The term of office of the initially appointed directors of the Board shall commence on the date of appointment (or the date the Authority is established if later) and shall end on December 31, 2004, if a 4-year term and December 31, 2002, if a 2-year term. Thereafter all terms shall begin January 1 of a year and end on December 31 four years thereafter. Notwithstanding any other provisions in this paragraph a director shall hold office until his/her successor is appointed and qualified.

D. **Oath of Office.** Each director of the Board, upon appointment and before exercising his/her duties, shall take the constitutional oath of office which shall be filed as a part of the Authority's records.

E. **Filling of Vacancies.** A director vacancy on the Board shall be filled in the same manner as the original appointment for the remainder of the unexpired term of the directorship vacated.

GRAND RAPIDS – KENT COUNTY
CONVENTION & VISITORS' BUREAU

December 1979

RESOLUTION BY COMMISSIONER BUTH

WHEREAS, in November 1979, the Kent County Board of Commissioners in resolution 11-79-239 approved a contract with the Greater Grand Rapids Convention Bureau and an amendment to the City-County Agreement dated November 9, 1976, as amended; and

WHEREAS, the amendment to the City-County Agreement should be revised, as attached (which need not be printed in the minutes).

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board and Clerk are hereby authorized to sign the attachment amendment to the City-County Agreement.

Commissioner Buth moved the adoption of the resolution.

Seconded by Commissioner Somerville.

Civil Counsel DeWitt explained this is a corrected agreement to replace the one approved at the last meeting concerning the Grand Rapids Convention Bureau.

Commissioner Wahlfield asked if the County has representation on the Convention Bureau.

Controller Platte explained there are representatives of organizations outside the City limits of Grand Rapids, but in order for a County Commissioner to become a member, it would be necessary to contribute a membership fee of \$25. Then the Board could attempt to have a County Commissioner member on the Grand Rapids Convention Bureau.

Motion carried by the following vote:

Yeas: Boerema, Buth, Byington, DeRuiter, Eardley, Fuller, Hess, Johnson, Kempker, Lamoreaux, Mazurkiewicz, Sietsema, Smolenski, Somerville, Wahlfield, Chairman – 16.

Nays: None.

May 1980

Commissioner Both placed in nomination the name of Commissioner Donald L. Davis as a recommendation to the Greater Grand Rapids Area Convention Bureau. Seconded by Commissioner Kempker.

There being no further nominations, Commissioner DeRuiter moved the nominations be closed, the vote be by acclamation, and a unanimous ballot be cast to recommend Commissioner Davis for membership on the Greater Grand Rapids Area Convention Bureau. Seconded by Commissioner Smolenski.

Motion carried unanimously.

**BY-LAWS OF THE GRAND RAPIDS/KENT COUNTY
CONVENTION & VISITORS BUREAU
Adopted 5/25/99**

(The By-Laws are on file in the Board of Commissioners Office)

ARTICLE IV – BOARD OF DIRECTORS

Section 1. Number and Term. The affairs and business of the Bureau shall be vested in a Board of Directors, which shall number not less than sixteen (16) nor more than twenty-five (25) members. The Mayor of the City of Grand Rapids or designee; the Chairman of the Kent County Board of Commissioners or designee; the Chairman of the Grand Rapids Area Chamber of Commerce; and the President of the Kent County Lodging Association, are to be ex-officio members of the board with full voting power. Directors shall be elected for a term of three (3) years. Terms of office shall begin at the close of the annual meeting at which they are elected. Directors shall be elected initially to terms of one, two or three years so that terms thereafter may be staggered to permit continuity of representation. The members of the Board of Directors shall hold office until the annual meeting of members next succeeding their election, or until their respective successors have been duly elected.

GRAND VALLEY METROPOLITAN COUNCIL

9-90-146 – Membership in the Grand Valley Metropolitan Council

WHEREAS, Public Act No. 292 of the Michigan Public Acts of 1989 authorizes two or more local governmental units to form a Metropolitan Council; and

WHEREAS, pursuant so said Act local governmental units have proposed to form the Grand Valley Metropolitan Council; and

WHEREAS, the purpose of the Grand Valley Metropolitan Council is to plan for the growth and development of the metropolitan area, to maintain the quality of life and manage the growth of the metropolitan area, to provide services and promote the coordination and cooperation of governmental services within the metropolitan area, and to promote the social well-being of the metropolitan area; and

WHEREAS, the Grand Valley Metropolitan Council shall commence operation October 1, 1990; and

WHEREAS, the articles of incorporation and bylaws of the Grand Valley Metropolitan Council are attached as Exhibit A; and

WHEREAS, the membership fee for the County for the 1990-91 fiscal year amounts to \$65,359.00, and

WHEREAS, it is in the best interest of the citizens for the County of Kent to become a member of the Grand Valley Metropolitan Council.

NOW, THEREFORE, BE IT RESOLVED that the County of Kent become a participating local governmental unit in the Grand Valley Metropolitan Council and hereby adopts the articles of incorporation of the Grand Valley Metropolitan Council attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners approves the transfer of \$65,359.00 from the General Fund Contingency Account to a Special Projects Account for the payment of a membership fee to the Grand Valley Metropolitan Council for the fiscal year 1990-91.

Motion by Commissioner TerHorst, supported by Commissioner DeVriendt, that the resolution be adopted.

Motion by Commissioner Kuhn, supported by Commissioner DeVriendt, that the resolution be amended to add the following paragraph:

BE IT FURTHER RESOLVED that the County members to the Grand Valley Metropolitan Council be appointed by the Kent County Board of Commissioners in accordance with the Standing Rules of the Board and Article VIII, Sections A and B, of the Articles of Incorporation for the Grand Valley Metropolitan Council.

Commissioner TerHorst accepted the amendment to his motion.

Commissioner Sak asked the County's role in Metro Council, mechanisms for citizen complaints, and the County's role in representing communities that do not join.

Nyal Deems, Mayor of East Grand Rapids, stated that the Metro Council would have functions determined by those units that join. Metro Council will be subject to the Open Meetings Act and would receive public comment just as the County

Commission does. The County's role would be with regard to governments the County serves.

Commissioner Wahlfield asked if an assessment is levied against units that choose not to join. Mr. Deems indicated they would not be assessed.

Commissioner Sietsema referred to Section 19. He noted that the Metro Council will have the power to issue special assessment bonds to take care of the Grand Rapids overflow problem. It is wrong for appointed people to be able to levy special assessments.

Commissioner Lamoreaux stated that the Department of Public Works has been very much involved in sewer on a county-wide basis. He asked who might be considered as Executive Director of Metro Council. Mr. Deems stated that a meeting was held last week of member units, and they determined there was no reason to set a timetable for selecting an Executive Director.

Motion by Commissioner DeVriendt, supported by Commissioner Kuhn, to call for the question.

Motion was defeated.

Commissioner Boelema asked the salary of the Executive Director and if the position would be full or part time. Mr. Deems was not sure about salary or whether the position would be full or part time. There is general concurrence that staff could come later.

Commissioner Mayhue asked if members would be elected or appointed. Mr. Deems stated that members will be appointed. As the Council evolves and develops, it may be changed to elected members.

Commissioner Mayhue expressed concern for the erosion of neighborhood strength and power.

Commissioner Sietsema stated there is nothing the citizens can do to replace appointed officials.

Motion by Commissioner DeKraker, supported by Commissioner Schwab, that the resolution be tabled.

Motion failed:

Yeas: Wahlfield, VanderMolen, Schwab, Lamoreaux, Hiddema, Harrison, DeKraker, Afendoulis – 8.

Nays: Wilcox, TerHorst, Sietsema, Sak, Mayhue, Lorch, Kuhn, DeVriendt, Byl, Buth, Boelema, Ary, Chairman Kuipers – 13.

Commissioner TerHorst noted that under the Standing Rules a Commissioner may speak to an issue twice.

Commissioner Lamoreaux noted that there are several opportunities to participate in existing cooperating units. He pointed to the Department of Public Works, Library, and Fire Commission as three agencies in place at the County level that can be helpful and have been utilized. The County has joined many organizations and have never terminated membership. Will taxpayers save money if the County joins Metro Council? Is it necessary to have more agencies to do county-wide planning? He urged a “no” vote.

Commissioner Afendoulis assumed that the governing body of a municipality would make the decision to withdraw from Metro Council if they choose. Mr. Deems agreed.

Commissioner Afendoulis asked about the obligation to make payments. Mr. Deems indicated that if a unit withdraws, they would be obligated to those debts they were a part of but would not be obligated to future debts.

Commissioner VanderMolen felt the County should give Metro Council an opportunity to succeed by actively supporting it.

Commissioner Schwab stated that the Metro Council cannot do anything the County Board cannot do. Instead of being asked to join Metro Council, they should be part of the County.

Commissioner Kuhn agreed that the County cannot fund every organization it is asked to join, but it is unreasonable to cut funding before Metro Council has a chance. If Metro Council does not work, the County can withdraw. There are many people who do not trust the County. Metro Council will bring representatives of all units together as equals to work on common issues. The County would not be giving up local authority. The issue of taxes must go to the public. The membership fee must be approved annually. The County has many boards and commissions with citizen members making decisions.

Commissioner Wilcox indicated that she has suggested to people who have expressed concern about members being appointed that they ask their local unit to appoint an elected official to the Metro Council.

Commissioner Boelema stated that if municipalities do not grow together they will be hurting singularly.

Commissioner Hiddema felt no Commissioner would vote against cooperation, but some are uncomfortable with the approach being used. He did not feel Metro Council was a cure all, nor the best approach.

Commissioner Buth felt Metro Council will come into being, and the County should be a member. If it does not work, he would favor withdrawing. He would like to give Metro Council a chance to succeed.

Motion by Commissioner Boelema, supported by Commissioner Sak, to call for the question.

Motion carried.

Resolution 9-90-146, as amended, is as follows:

WHEREAS, Public Act No. 292 of the Michigan Public Acts of 1989 authorizes two or more local governmental units to form a Metropolitan Council; and

WHEREAS, pursuant to said Act local governmental units have proposed to form the Grand Valley Metropolitan Council; and

WHEREAS, the purpose of the Grand Valley Metropolitan Council is to plan for the growth and development of the metropolitan area, to maintain the quality of life and manage the growth of the metropolitan area, to provide services and promote the coordination and cooperation of governmental services within the metropolitan area, and to promote the social well-being of the metropolitan area; and

WHEREAS, the Grand Valley Metropolitan Council shall commence operation October 1, 1990; and

WHEREAS, the Articles of Incorporation and Bylaws of the Grand Valley Metropolitan Council are attached as Exhibit A; and

WHEREAS, the membership fee for the County for the 1990-91 fiscal year amounts to \$65,359.00; and

WHEREAS, it is in the best interest of the citizens for the County of Kent to become a member of the Grand Valley Metropolitan Council.

NOW, THEREFORE, BE IT RESOLVED that the County of Kent become a participating local governmental unit in the Grand Valley Metropolitan Council and hereby adopts the Articles of Incorporation of the Grand Valley Metropolitan Council attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners approves the transfer of \$65,359.00 from the General Fund Contingency Account to a Special Projects Account for the payment of a membership fee to the Grand Valley Metropolitan Council for the fiscal year 1990-91; and

BE IT FURTHER RESOLVED that the County members to the Grand Valley Metropolitan Council be appointed by the Kent County Board of Commissioners in accordance with the Standing Rules of the Board and Article VIII, Sections A and B, of the Articles of Incorporation for the Grand Valley Metropolitan Council.

Motion to adopt resolution 9-90-146 as amended carried by the following vote:

Yeas: Wilcox, VanderMolen, TerHorst, Sak, Lorch, Kuhn, Harrison, DeVriendt, DeKraker, Byl, Buth, Boelema, Ary, Afendoulis, Chairman Kuipers – 15.

Nays: Wahlfield, Sietsema, Schwab, Mayhue, Lamoreaux, Hiddema – 6.

HEALTH, BOARD OF

October 1978

RESOLUTION BY COMMISSIONER DERUITER

WHEREAS, the Legislature has adopted a new "Public Health Code" effective September 30, 1978 (Public Act 368 of 1978) which repeals many statutes presently controlling public health bodies, including Public Act 306 of 1927; and

WHEREAS, under the new Public Health Code, many of the functions, duties, and responsibilities formerly vested in the County Health Board are now vested in the County Board of Commissioners; and

WHEREAS, under the new Public Health Code, a county may, but is not required to, have a County Board of Health, which Board is advisory in nature to the Kent County Board of Commissioners, and further provides that in the event a county establishes a County Board of Health, members shall be appointed only as terms of the former members expire or vacancies occur.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby reaffirms and continues the present Kent County Board of Health subject to the provisions of the new Public Health Code.

Commissioner DeRuiter moved the adoption of the resolution.

Seconded by Commissioner Mazurkiewicz.

Motion carried by the following vote:

Yeas: Broersma, Davis, DeRuiter, Eardley, Ehlers, Ensing, Hess, Johnson, Kempker, Lamoreaux, Landheer, Mazurkiewicz, Root, Schellenberg, Sevensma, Wahlfield, Wittenbach – 17.

Nays: None.

HOUSING COMMISSION

8-12-93-105

RESOLUTION BY COMMISSIONER HIDDEMA

WHEREAS, Public Act 18 of the extra session of 1933, permits any county to create by ordinance, a housing commission; and

WHEREAS, recently conducted housing studies of the Kent County area all have emphasized the value and need for a Kent County Housing Commission; and

WHEREAS, the Kent County Community Development Department and the Human Services Committee endorse the creation of a Kent County Housing Commission.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners adopt the attached ordinance to establish the Kent County Housing Commission for the County of Kent, Michigan; and

BE IT FURTHER RESOLVED that the Chairperson of the Board of Commissioners and the County Clerk be authorized to sign the above-stated ordinance.

Commissioner Hiddema moved the resolution be adopted.

**KENT COUNTY HOUSING COMMISSION
FACT SHEET**

- Established by ordinance adopted by the Kent County Board of Commissioners on August 12, 1993
- Housing Commission members (5) were first appointed in January 1994
- Staff: Ron Stonehouse, Muriel James, Lori Witte and Barbara Fulmer (Mr. Stonehouse continues to serve as an Associate Member on Home and Building Association's Affordable Housing Committee)
- Funding Source: U.S. Department of Housing and Urban Development (HUD) 100%
- Programs being operated:

Section 8 Housing Choice Vouchers: 330 vouchers are currently being used to assist very-low income families to pay their rent. Participating families pay 30% of their income toward their rent, and the Housing Commission pays the difference up to the fair market rent established annually by HUD.

Family Self-Sufficiency Program: This program is used to define barriers to employment faced by each participating family, and to then provide referrals to the resources needed to eliminate those barriers and to move eligible families receiving Section 8 rental assistance from welfare to work.

Family Unification Program: Under this program, Section 8 Housing choice Vouchers are used to prevent children from being placed in foster care, or to assist in bringing a child out of a foster care placement, when the housing situation of a family is creating a part of the need for foster care. Of the 330 Section 8 Housing Choice Vouchers assigned to date by HUD to the Kent County Housing Commission, 150 are being used in the Family Unification Program. All families participating in this program are certified as being eligible by the Kent County Family Independence Agency, which also provides on-going case management.

- The Kent County Housing Commission does not own and operate any of its own rental units, as federal funding for new construction is not available at this time.

This Fact Sheet looks remarkably similar to last year's report. Since the U.S. Congress has not authorized any new or different housing programs, there are no new activities or programs to highlight for you and the Home and Building Association. We did increase our voucher resources from 237 to 330 during this past year, thanks to additional allocations to us by HUD.

02/11/02

HUMAN SERVICES COMMITTEE

October 1974

RESOLUTION BY COMMISSIONER BREWER

WHEREAS, in May of this year representatives of the Michigan Association of Counties, the Michigan County Social Services Association, the Michigan Association of Boards of Health, and the Michigan Association of Community Mental Health Boards held a meeting in Lansing to discuss relationships among the four associations. It was unanimously resolved by all groups that there is a strong need for effective working relationships among those organizations to provide more efficient services to the people of Michigan and to develop a broad view of services that encompasses all the organizations. To effectuate that working relationship at the County level, it was decided that each board of County Commissioners should create a local Committee on Human Services. It would be the function of this committee to exchange information and to explore ways in which the various local agencies dealing with human services can work together efficiently and effectively.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 3.14 of the Standing Rules of the Kent County Board of Commissioners, the Chairman of the Board with the approval of the Board appoints such a special committee to be known as the Committee on Human Services; and

BE IT FURTHER RESOLVED that the composition of the Committee on Human Services be as follows: the Chairman of the Kent County Board of Health, the Chairman of the Kent County Community Mental Health Board, the Chairman of the Kent County Department of Social Services, and the Chairman of the Kent County Board of Commissioners. Ex-officio members will be the Director of the Kent County Board of Health, the Director of the Kent County Community Mental Health Board, the Director of the Kent County Department of Social Services, and the Kent County Controller; and

BE IT FURTHER RESOLVED that when any person on said board no longer occupies the position by reason of which he was appointed to the Committee of Human Services, he shall no longer be a member of said committee.

Commissioner Brewer moved the adoption of the resolution.

Seconded by Commissioner Woodworth.

Motion carried.

**HUMAN SERVICES COMMITTEE
STRATEGIC PLANNING SESSION
As adopted on 5/3/00**

The Mission of the Human Services Committee is to facilitate and coordinate Kent County's provision of human services

MEMBERSHIP¹

Chair of the County Board of Commissioners
Chair of the Mental Health Services Board
Chair of the Board of Health
Chair of the Family Independence Agency Board
Chair of the Family and Children's Coordinating Council
County Administrator/Controller
CMH Director
Public Health Department Director
FIA Director
ACSET Director
Circuit Court-Family Division Administrator

OBJECTIVES WITH RESPECT TO KENT COUNTY HUMAN SERVICES ISSUES:

1. Coordinate, plan and integrate each of the member organizations in common activities
2. Avoid unwarranted duplication
3. Report, advise and serve as a resource to the Legislative and Human Resources Committee and the Board of Commissioners
4. Liaison with community organizations
5. Share information regarding each member organization's activities
6. Proactively search for and evaluate appropriate State, Federal and private funding
7. Collectively support efforts to foster a healthy community
8. Promote a positive relationship with the State to maximize human services to Kent County citizens
9. Assure consistent and continuous accountability to the citizens of Kent County

¹Currently, only the Chair of the Board of Commissioners, the chairs of the various boards and the Administrator/Controller are "members" of the Committee; Department Directors are considered "ex-officio" members. The membership as proposed extends full membership status to all individuals listed.

JOHN BALL ZOO ADVISORY BOARD

June 1987

Commissioner Kuhn moved to remove the matter of the John Ball Park Zoo Agreement from the table. Seconded by Commissioner DeVriendt.

Motion carried.

Commissioner Vaughn moved to approve the purchase of John Ball Park and Zoo. Seconded by Commissioners Kuhn, VanderMolen, Lorch, and Buth.

Commissioner Vaughn stated it is a common sense approach to government, and he was confident the John Ball Park Neighborhood Association would be represented on the advisory board.

Commissioner Buth moved to call for the question on the previous motion. Seconded by Commissioner DeVriendt.

Motion carried.

Chair Byington explained that the purchase of land requires a two-thirds majority for approval.

Civil Counsel Jon DeWitt reviewed the motion, stating it is to authorize the execution of the agreement for the purchase of John Ball Park and Zoo from the City of Grand Rapids.

Motion carried by the following vote:

Yeas: Kuipers, Byl, TerHorst, Vaughn, Kuhn, VanderMolen, DeVriendt, Boelema, Thomas, Hiddema, DeKraker, Lorch, Buth, Chair Byington – 14.

Nays: Sak, Kempker, Harrison, Lamoreaux, Wilcox, Wahlfield, Schwab –

7.

Absent: None.

Commissioner VanderMolen excused.

WHEREAS, the Kent County Board of Commissioners has adopted Standing Rules to govern the Board and its actions and deliberations; and

WHEREAS, the Legislative, Judicial and Taxation Committee, under the Standing Rules, has the responsibility for recommending revisions of, or amendments to, the Standing Rules; and

WHEREAS, pursuant to Paragraph 14 of the Agreement for the Purchase of City Property for Use as a County Zoological Garden dated June 3, 1987 between the City of Grand Rapids and Kent County, the Board of Commissioners agreed to establish a Zoo Advisory Board; and

WHEREAS, responsibilities for the operation, maintenance and improvement of the County Zoological Garden should be assigned to a standing committee and the Zoo Advisory Board should report to a standing committee; and

WHEREAS, the Legislative, Judicial and Taxation Committee has fully discussed the procedures that should be followed concerning amendments to the Standing Rules and recommend the following additions to the Standing Rules.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby adopt the recommended additions to Section 4.2., adding Subsection K and adding Section 6.1 as specifically set forth on the amended pages of the Standing Rules attached hereto and made a part hereof (copies need not be printed in the minutes).

Motion by Commissioner Lorch, supported by Commissioner Mayhue, that the resolution be adopted.

Motion carried:

Yeas: Byl, Sak, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 19.

Nays: 0.

Absent from room – Lamoreaux – 1.

7-89-94 – Zoo Advisory Board Charter

WHEREAS, Paragraph 14 of the Agreement for the Purchase of City Property for Use as a County Zoological Garden dated June 3, 1987 between the City of Grand Rapids and Kent County stated that the County would establish a Zoo Advisory Board consisting of seven members; and

WHEREAS, the Kent County Board of Commissioners has amended their Standing Rules establishing a Zoo Advisory Board under Section 6.1.; and

WHEREAS, the Buildings, Parks and Transportation Committee has reviewed the rules and procedures that the Zoo Advisory Board should operate under.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners adopt the Charter for the Zoo Advisory Board which is attached (which need not be printed as part of the minutes).

Motion by Commissioner Afendoulis, supported by Commissioner DeVriendt, that the resolution be adopted.

Motion carried:

Yeas: Byl, Sak, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 19.

Nays: 0.

Absent from room – Lamoreaux – 1.

July 1989

Zoo Advisory Board

Motion by Commissioner Schwab, supported by Commissioner Sak, that the following be appointed to the Zoo Advisory Board:

Ann Koeze, Daniel Groce and Steve Haarman	1990
Robert DenGate and Joe Sypniewski	1991
Goerge TerHorst and Dan Molhoek, Chairman	1992

Terms expire December 31. Subsequent terms will be for three years.

Commissioner Devrient noted that the John Ball Park Neighborhood Association submitted a recommendation that Jeff Portko be appointed to the Zoo Advisory Board, but it was received after the recommendation on appointments has been made.

Motion carried:

Yeas: Byl, Sak, Mayhue, Afendoulis, Ary, Kuhn, VanderMolen, Harrison, DeVriendt, Lamoreaux, Boelema, Sietsema, Hiddema, DeKraker, Lorch, Buth, Wilcox, Wahlfield, Schwab, Chairman Kuipers – 20.

Nays: 0.

The following is from the Charter of the Zoo Advisory Board:

(A copy of the Charter is on file in the Board of Commissioners Office):

III. NUMBER AND QUALIFICATIONS

The Advisory Board shall consist of seven (7) members. Each member of the Advisory Board shall be a resident of Kent County. The Zoo Director, County Controller (or designee) and the Chairperson of the Finance and Physical Resources Committee of the Board of Commissioners shall serve as Ex Officio members of the Advisory Board.

IV. APPOINTMENT AND TERM

A. Appointed Members. The Kent County Board of Commissioners shall appoint the members of the Advisory Board. Each member shall hold office for a term of three (3) years provided, however, that the first appointments shall be as follows: Three (3) members shall be appointed for terms expiring December 31, 1990, two (2) members shall be appointed for terms expiring December 31, 1991, and two (2) members shall be appointed for terms expiring December 31, 1992. The term of office shall commence on the date of the appointment. Each member shall hold office until a successor is appointed (unless the members resigns, is removed, or the office otherwise becomes vacant before expiration of the term).

B. Ex-Officio Members. An Ex Officio member serves on the Advisory Board only by virtue of official position. An individual shall serve as an Ex Officio member until such individual no longer holds the official position which is the basis for Ex officio membership.

JURY COMMISSION

P.A. 114 of 2001

MCL 600.1301 Jury board; members; appointment; qualifications; term; vacancies

Sec. 1301.

(1) In counties having a population of less than 2,000,000, the jury board consists of 3 qualified electors of the county appointed by the county board of commissioners on recommendation of the circuit judges of the judicial circuit in which the county is situated, not more than 2 of whom shall be members of the same political party. The appointments shall be for 6-year terms.

(2) In counties having a population of 2,000,000 or more, the jury board consists of 7 qualified electors of the county appointed for 6-year terms by the county executive, with the concurrence of the county board of commissioners, on recommendation of the circuit judges of the judicial circuit in which the county is situated, not more than 4 of whom shall be members of the same political party. The executive secretary and stenographer shall receive compensation in an amount fixed by the county board of commissioners.

(3) A jury board member who was appointed under this section and is serving as a member on the effective date of the 2000 amendatory act that amended this section shall continue to serve as a member of that jury board until a vacancy is created by expiration of term or otherwise. A new appointment or an appointment to fill a vacancy in a jury board shall be made as provided in subsections (1) and (2).

KENT COMMUNITY HOSPITAL CORPORATION
BOARD OF TRUSTEES

8-12-93-109

RESOLUTION BY COMMISSIONER HIDDEMA

WHEREAS, the Michigan Legislature enacted Act 230 of the Public Acts of 1987, entitled the "Municipal Health Facilities Corporation Act" to provide counties the opportunity to incorporate certain county health facilities for the purposes of fostering the financial viability, the competitive character, and the effective administration of health services; and

WHEREAS, the Kent Community Hospital complex is an eligible health care facility for the purposes of incorporation under the provisions of Public Act 230; and

WHEREAS, the Kent County Board of Institutions has considered the administrative and operational benefits to be gained from incorporating under the provisions of Public Act 230 and recommend implementation; and

WHEREAS, the Kent County Board of Commissioners on May 27, 1993, approved the reorganization of Kent Community Hospital as a corporation under the Municipal Health Facilities Corporation Act (Public Act 230 of 1987) and authorized the Chairperson of the Kent County Board of Commissioners in cooperation with the Chairperson of the Board of Institutions to establish an implementation committee composed of a representative of the Board of Institutions, a representative of the Kent County Board of Commissioners, and appropriate staff members from the County and the Hospital for preparing Articles of Incorporation; and

WHEREAS, the attached Articles of Incorporation, as prepared by Civil Counsel, are presented for approval.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the attached Articles of Incorporation to form Kent Community Hospital Corporation pursuant to Act 230, Public Acts of 1987.

Commissioner Hiddema moved adoption of the resolution.

ARTICLES OF INCORPORATION

**(A copy of the Articles of Incorporation are on file in the
Board of Commissioners Office)**

ARTICLE III BOARD OF TRUSTEES

3.1 Except as may otherwise be provided in these Articles of Incorporation or applicable law, the business and affairs of the Corporation shall be managed by a Board of Trustees. The Board of Trustees shall consist of eleven (11) members. Trustees shall be nominated by the Board of Trustees of the Corporation and appointed by the Kent County Board of Commissioners (“Board of Commissioners”) in conformance with Act 230, Public Acts of 1987. Trustees shall be eligible to serve for a term of three (3) years and may serve not more than three (3) consecutive terms.

3.2 The Board of Trustees shall be divided into three (3) classes by the Board of Commissioners. Trustees of the first class shall hold office for a term expiring on December 31, 1994, trustees of the second class shall hold office for a term expiring on December 31, 1995, and trustees of the third class shall hold office for a term expiring on December 31, 1996. Each year thereafter, a number of trustees equal to the number of the class whose term expires shall be appointed to hold office until the third succeeding year. Trustees shall serve until their respective terms expire and their successors are appointed or until their earlier resignation or removal.

3.3 All trustees shall be chosen from among the citizens at large of Kent County with reference to their fitness to such office, but not more than one-third (1/3) of the trustees serving at any time shall be direct providers of health care.

KENT COUNTY DISPATCH AUTHORITY

7-27-06-66

RESOLUTION BY COMMISSIONER TANIS

WHEREAS, in May 2005, the County and the cities of Grandville, Walker, and Wyoming entered into an agreement to create the Kent County Central Dispatch Authority (KCCDA) with an interim administrative policy board to make a recommendation regarding a move forward plan for central dispatch functions for Kent County; and

WHEREAS, at the June 22, 2006, work session, the KCCDA interim board presented its findings and recommendations to the Board of Commissioners. The recommendation to move forward with the formal Authority were predicated on 1) formalizing the board and participation in the Authority by all municipalities with primary dispatch centers, including the City of Grand Rapids; 2) a focus on technology initiatives to integrate dispatch operations but not centralizing all dispatch operations into one center; and 3) the use of a wire line telephone operational surcharge of up to four percent to fund Authority initiatives; and

WHEREAS, by its terms, the current KCCDA Agreement will expire on August 31, 2006; and

WHEREAS, the interim KCCDA Board is recommending the current participating municipalities extend the existing Agreement until November 14, 2006, the deadline for all municipalities to approve the amended and restated Agreement and join the Authority; and

WHEREAS, the amended and restated agreement has been reviewed and approved as to form by Corporate Counsel.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby extends the existing Kent County Central Dispatch Authority Agreement until November 14, 2006; and

BE IT FURTHER RESOLVED that the Board of Commissioners approves the amended and restated KCCDA Agreement subject to the approval of the City Commissions of Grand Rapids, Grandville, Walker, and Wyoming.

Commissioner Tanis moved the resolution be adopted.

Requires Majority Vote of Members Elect

RESOLUTION BY COMMISSIONER HIDDEMA

WHEREAS, at its July 27, 2006 meeting, the Board of Commissioners approved the amended and restated Kent County Dispatch Authority (KCDA) Agreement. The participating municipalities, cities of Grand Rapids, Wyoming, Walker and Grandville, also approved the KCDA Agreement; and

WHEREAS, the KCDA will be responsible for the implementation of technology integration and operational compatibility of E911 dispatch in Kent County; and

WHEREAS, the general policies governing the KCDA are established by the Administrative Policy Board. The board will consist of twelve members: a representative of Kent County and a representative from the Sheriff Department; two representatives from the City of Grand Rapids, one representative each from the cities of Grandville, Walker, and Wyoming, two representatives from supporting cities, two representatives from supporting townships, and a representative from the Michigan State Police; and

WHEREAS, Commissioner Art Tanis and Sheriff Larry Stelma served as members of the interim KCDA board.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners appoints Commissioner Art Tanis and Sheriff Larry Stelma to serve on the KCDA Administrative Policy Board.

Commissioner Hiddema moved the resolution be adopted.

Requires Majority Vote of Members Elect

KENT COUNTY FAMILY & CHILDREN'S
COORDINATING COUNCIL

2-91-25 – Kent Coordinating Council for Services to Children and Youth

WHEREAS, the Kent County Board of Commissioners is committed to improving services for children; and

WHEREAS, the Kent County Human Services Committee, acting on behalf of the Commission, has convened a series of workgroups and public hearing to review community need for services for children, adequacy of existing child service systems, and proposals for improvement of services; and

WHEREAS, the Kent County Human Services Committee having analyzed this information unanimously recommends the formation of a Kent Coordinating Council for Services to Children and Youth.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners establish a Kent Coordinating Council for Services to Children and Youth comprised of the Directors of the Departments of Social Services, the Juvenile Court, Community Mental Health, Public Health, and the Office of Substance Abuse and additional members selected by the Board of Commissioners; and

That the mission of this Council is to enhance coordinated planning and service delivery to children and youth in accord with the guiding principles adopted by the Human Services Committee in the proposal dated February 9, 1989; and

FURTHER BE IT RESOLVED that the Council shall report to Personnel, Safety and Social Services Committee; and

That the Council shall meet as frequently as necessary but at least quarterly; and

That the Council shall elect a Chairperson; and

That the Council shall recommend a representative from Education Administration, a representative from children's service advocates, a representative from private providers, and such additional members as they may deem appropriate; and

That the Council shall develop a plan for evaluating the effectiveness and efficiency of the council's activities and shall present evaluation reports to the Personnel, Safety and Social Services Committee every six months; and

That the Council shall develop a county-wide plan for services to children which will be reviewed and modified at least annually; and

That the Council shall support comprehensive coordination through acting as an information clearing house on program development and modification and shall support the activities of case level coordinating groups working to integrate services from various departments; and

That the council shall develop a description of a full coordinated continuum of early intervention services and recommend methods for implementation of pilot projects, and

That the council shall develop recommendations for means to expand resources available to serve children and their families in Kent County.

Motion by Commissioner Lorch, supported by Commissioner Sak, that the resolution be adopted.

Commissioner Sak asked that all Commissioners be informed of the deadline for applications for the members to be selected by the Board of Commissioners.

Motion carried:

Yeas: Friske, Wahlfield, Malone, Buth, Lorch, DeKraker, Hiddema, Sietsema, Boelema, Lamoreaux, DeVriendt, VanderMolen, Kuhn, Ary, Afendoulis, Mayhue, TerHorst, Sak, Byl, Chairman Kuipers – 20.

Nays: 0.

10-27-94-136 – APPROVAL OF FORMATION OF THE FAMILY AND CHILDREN’S COORDINATING COUNCIL

WHEREAS, the State of Michigan has instituted a new program called Strong Families/Safe Children with funding provided to Family Coordinating Councils, which are to be appointed by counties; and

WHEREAS, in 1991, the Kent County Board of Commissioners established the Kent County Coordinating Council for Services to Children & Youth with a mission to enhance coordinated planning and service delivery to children and youth; and

WHEREAS, the Human Services Committee, after reviewing the responsibilities of a Family Coordinating Council, has agreed to recommend that the current Kent County Coordinating Council for Services to Children & Youth be designated as the Kent County Family and Children’s Coordinating Council; and

WHEREAS, the Human Services Committee also recommended that the Prosecutor, William A. Forsyth, the Service Delivery Area Director, Beverly Drake, Probate Court Judge Nanaruth H. Carpenter, Cooperative Extension Director, William A. Harrison, and President of the Grand Rapids Foundation Diana Sieger be added to the Council; and

WHEREAS, this action has been reviewed by the Legislative and Human Resources Committee with a recommendation of approval.

NOW, THEREFORE, BE IT RESOVED that the Kent County Board of Commissioners hereby approves of the designation of the Kent County Coordinating Council for Services to Children & Youth as the Kent County Family and Children’s Coordinating Council; and

BE IT FURTHER RESOLVED that the Prosecuting Attorney, William A. Forsyth, the Service Delivery Area Director, Beverly Drake, Probate Court Judge Nanaruth H. Carpenter, Cooperative Extension Director, William A. Harrison, and President of the Grand Rapids Foundation Diana Sieger be appointed to the membership of the Kent County Family and Children’s Coordinating Council.

Motion by Commissioner Mayhue, supported by Commissioner Hiddema, that the resolution be adopted.

Motion carried:

Yeas: Afendoulis, Boelema, Buth, Byl, Friske, Harrison, Hiddema, Kuipers, Malone, Mayhue, Parrish, Pestka, Sak, Sietsema, Talen, VanderMolen, Wahlfield, Chairperson Kuhn – 18.

Nays: 0.

11-23-94-147 – AUTHORIZATION TO PERFORM CERTAIN DUTIES – KENT COUNTY FAMILY & CHILDREN’S COORDINATING COUNCIL

WHEREAS, on October 27, 1994, the Kent County Board of Commissioners approved designating the Kent County Coordinating Council for Services to Children & Youth as the Kent County Family & Children’s Coordinating Council; and

WHEREAS, the State has given counties latitude to determine the organizational structure in implementing the responsibilities of the Strong Families/Safe Children Program; and

WHEREAS, the Family & Children’s Coordinating Council can now begin the application process for funding provided by the Strong Families/Safe Children Program and Kent County would be eligible to receive \$1,280,700 over a five-year period; and

WHEREAS, it is desirable for the Family & Children’s Coordinating Council to be provided with authority to perform certain duties to facilitate implementation of programs consistent with the purpose of Strong Families/Safe Children; and

WHEREAS, the Human Services Committee and the Legislative and Human Resources Committee are in agreement that the Kent County Family & Children’s Coordinating Council should be provided authority to perform certain duties.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby authorizes the Kent County Family & Children’s Coordinating Council to perform the following:

1. To seek Strong Families/Safe Children Program planning funds to augment the current planning initiative.
2. To make Strong Families/Safe Children Program funding decisions which are consistent with those Strong Families/Safe Children elements outlined within the County’s comprehensive plan.
3. To enter into contracts with approved providers for Strong Families/Safe Children services which address any needs outlined within the County’s comprehensive plan.

Motion by Commissioner Mayhue, supported by Commissioner Friske that the resolution be adopted.

Motion carried by voice vote.

KENT DISTRICT LIBRARY BOARD

10-91-126 – District Library Recommendations

WHEREAS, the Kent County Board of Commissioners has appointed a special Library Study Committee to present recommendations regarding the feasibility of establishing a District Library; and

WHEREAS, the Library Study Committee has completed their study and issued a report calling for the formation of a District Library and setting forth certain recommendations; and

WHEREAS, this report has been reviewed by the Kent County Library Board and the Kent County Legislative, Judicial, and Taxation Committee; and

WHEREAS, both the Kent County Library Board and the Kent County Legislative, Judicial, and Taxation Committee support the concept of the formation of a District Library; and

WHEREAS, the Kent County Legislative, Judicial, and Taxation Committee has examined the role of the County in the formation of a District Library and recommends the following, with the understanding that such recommendations are advisory except as they define the role of Kent County and are not intended to be binding on any other unit of government:

- ❖ that the County not be a “participating municipality” (as defined by the District Library Act) in the formation of a District Library;
- ❖ that the Kent County Library Board be requested to pursue the formation of a District Library by approaching each of the twenty-six (26) units of government currently served by the Kent County Library System to negotiate a District Library Agreement;
- ❖ that upon approval of a District Library Agreement by a minimum of twelve (12) of the sixteen (16) units of government which have branch library facilities and six (6) of the ten (10) units of government which do not have branch library facilities, the County contract with the newly formed District Library Board as follows:
 - upon formation, and through the period ending December 31, 1993, or until the collection of a millage (whichever occurs first), the County continue to make an annual budget appropriation thereto at a level to be determined by the Kent County Board of Commissioners;
 - upon formation, and through the period ending December 31, 1993, or until the collection of a millage (whichever occurs first), the County lease the tangible assets (both building and contents) presently used by the Library to the District Library for the annual sum of \$1;
 - upon formation, and through the period ending December 31, 1993, or until the collection of a millage (whichever occurs first), the County lease to the District Library those employees of the County who are employed for the purposes of providing library services.

- ❖ that the District Library Board consist of eight (8) members; four (4) of which shall be appointed by the six (6) largest participating governmental units, and four (4) appointed by the remaining participating governmental units. Appointments shall provide for staggered terms and shall be made on a rotating alphabetical basis;
- ❖ that District Library Board members be compensated at a rate to be determined by the District Library Board in accordance with State law;
- ❖ that the District Library Board work towards the passage of a voter approved millage to support the District Library and that such millage be not less than four-tenths (0.4) but not more than six-tenths (0.6) of a mill to be levied by the District Library Board on the District Library service area;
- ❖ that the financial commitment of the County and of the local units of government cease after passage of a millage or December 31, 1993, (whichever occurs first);
- ❖ that if the District Library is not successful in passing a millage by December 31, 1993, the County consider renegotiating its contracts with the District Library Board for personnel and assets;
- ❖ that the local units of government continue to own and provide for the maintenance of the branch library facilities within their communities, with complete local control, and be responsible for coordinating any new or expanded facilities with the District Library;
- ❖ that if, for any reason, the District Library should go out of existence, all tangible assets belonging to the District Library revert to the County;
- ❖ that upon the levy and collection of a millage, or at such time as the County and the District Library Board shall mutually determine (whichever occurs first), a transfer of County employees be made to the District Library, and the District Library Board place such employees in equivalent positions with respect to the salaries and benefits they had prior to their transfer from County employment;
- ❖ that upon the levy and collection of a millage, or at such time as the County and the District Library Board shall mutually determine (whichever occurs first), upon a transfer of County employees to the District Library, the County give every consideration to arrange for the actuarial value of current pension benefits of such employees to be rolled over into the pension plan established by the District Library Board.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby accepts the above-listed recommendations as guidelines to be used to determine its role in relationship to a new District Library; and

BE IT FURTHER RESOLVED that the Kent County Library Board is requested to work with the local units of government to reach agreement regarding the formation of a District Library and present periodic reports as requested to the Kent County Legislative, Judicial, and Taxation Committee regarding their progress in the negotiation of a District Library Agreement.

Motion by Commissioner Mayhue, supported by Commissioner Kuhn, that the resolution be adopted.

Commissioner Kuhn stated that this resolution does not dictate what recommendations are taken to the local units. It does request the Library Board to pursue the formation of a District Library with the local units. The option for the County to join the District Library could come back to the Board through the Legislative, Judicial, and Taxation Committee.

In response to a question from Commissioner Lamoreaux, Controller Richard Platte indicated that the County's contribution is currently .18 mill. Under the District Library, State funds and penal fines would be available. Current funding is one-third County, one-third local unit and one-third other sources. If a millage is secured, there would be no County or local unit participation.

Joseph Garcia, Director of the Kent County Library System, indicated that the total contribution from the County and local units is .44 mills.

Commissioner TerHorst, member of the Library Board, indicated that the Library Board's position is that County membership is a practical way of creating the District Library from the existing service area. The area served now is the same area that would be served by the District Library if the County is a member.

Commissioner Byl asked if State certification of the District Library would be a problem if the district did not include all of the current system.

Mr. Richard Butler, Civil Counsel, did not see that as a problem. The District Library Act of 1989 allows the County to create a District Library that would consist of less than the entire County or less than the current system if desired.

Commissioner Sak opposed appointment of District Library board members. He expressed disappointment that the City of Grand Rapids is not part of the District Library proposal.

Commissioner Kuhn indicated that appointment versus election of board members came from the Library Study Committee, but the local units must choose how members are selected.

Commissioner Wahlfield asked how election costs and campaign expenses would be paid. Controller Platte explained that campaign expenses must be paid privately. Civil Counsel Butler indicated that election expenses would be borne by the District Library, with local expenses charged back to the District Library.

Commissioner Harrison felt the County should agree to be a member of the District Library without sweeping in the local units.

Commissioner Kuhn agreed that not joining gives a negative connotation. If the County joined without sweeping in the local units, the County would have one vote but would not represent anyone. It would complicate the process of contracting with the District Library during the interim.

Chairman Kuipers asked Vice Chairman Kuhn to assume the chair so that he might comment. As a member of the Library Study Committee, he understands their desire to have the County as a member and sweep in the local units as an easy way of accomplishing a District Library. In discussions with the study committee he pointed out

the need to be sensitive to the political implications of sweeping in the local units. The local units need to decide for themselves whether to become a part of the District Library. The role of the County in the present library system is as a provider of library services with statutory authority for those units willing to become members. Under the District Library, the County's role changes completely. The District Library is the provider. The County should continue to support services for the District during which the District Library would pursue the property tax millage.

Chairman Kuipers reassumed the chair.

Commissioner TerHorst requested that the issues be divided. Civil Counsel DeWitt ruled that the resolution can be divided only if what is left remains the same.

Commissioners Kuhn and Byl both expressed opposition to dividing the resolution, stating that it would affect the intent. Commissioner TerHorst withdrew his request.

Motion by Commissioner DeVriendt, supported by Commissioner Lamoreaux, to call for the question.

Motion carried.

Motion to adopt Resolution 10-91-126 carried by the following vote:

Yeas: Friske, Malone, Buth, Lorch, DeKraker, Sietsema, Boelema, DeVriendt, Harrison, Kuhn, Ary, Afendoulis, Mayhue, Byl, Chairman Kuipers – 15.

Nays: Wahlfield, Hiddema, Lamoreaux, VanderMolen, TerHorst, Sak – 6.

Commissioner TerHorst stated that if the County were a member, the process would be speeded up, but he was confident all 23 units of government will join the District Library.

2-24-94-50 – DISTRICT LIBRARY SYSTEM

WHEREAS, Resolution 10-91-126 expressed the intent of the Kent County Board of Commissioners regarding the formation of a District Library; and

WHEREAS, as result of a reevaluation of the feasibility of a District Library, the Kent County Library Board recommends that Resolution 10-91-126 be rescinded and the following recommendations be supported, with the understanding that such recommendations are advisory except as they define the role of Kent County and are not intended to be binding on any other unit of government:

- ❖ that Kent County be a “participating municipality” (as defined by the District Library Act) in the formation of a District Library;
- ❖ that the Kent County Library Board be requested to pursue the formation of a District Library by approaching each of the twenty-six (26) units of government currently served by the Kent County Library System to negotiate a District Library Agreement;
- ❖ that upon formation, and through the period ending December 31, 1995, or until the levy of a millage (whichever occurs first), the County continues to make an annual budget appropriation thereto;
- ❖ that upon formation, and through the period ending December 31, 1995, or until the levy of a millage (whichever occurs first), the County lease the tangible assets (both building and contents) presently used by the Library to the District Library for the sum of \$1;
- ❖ that the County reserve funds in the amount of \$400,000 to assist the District Library Board with funding for a new headquarters building in the event that either the County has a need for the existing site or the District Library Board determines that they need additional space;
- ❖ that upon formation, and through the period ending December 31, 1995, or until the levy of a millage (whichever occurs first), the County lease to the District Library those employees of the County who are employed for the purposes of providing library services;
- ❖ that the District Library Board consist of eight (8) members to be appointed by the Kent County Board of Commissioners for a term of four (4) years and that such appointments shall be made on the basis of eight geographic regions to provide for adequate representation from all areas within the District Library service area;
- ❖ that the District Library Board members be compensated at a rate to be determined by the District Library Board in accordance with State law;
- ❖ that the District Library Board work towards the passage of a voter approved millage to support the District Library and that such millage be not less than .55 mills but not more than .75 mills to be levied by the District Library Board on the District Library service area;
- ❖ that the current Library Service Agreements between the Kent County Library Board and the local units of government be assigned to the District Library, provided, however, that the financial commitment of the County and the local units of government cease after the levy of a millage or December 31, 1995, (whichever occurs first);
- ❖ that the local units of government continue to retain ownership of branch library facilities and books or other assets owned by them prior to the formation of a District Library;

- ❖ that, if for any reason, the district Library should go out of existence, all tangible assets belonging to the District Library shall revert to the county, or, if owned by the local unit of government, shall revert to that unit of government;
- ❖ that upon the levy of a millage, or at such time as the County and the District Library Board shall mutually determine (but not later than April 1 following such levy), a transfer of County employees be made to the District Library, and the District Library Board shall place such employees in equivalent positions with respect to the salaries and benefits they had prior to the transfer from County employment;
- ❖ that upon the levy of a millage, or at such time as the County and the District Library Board shall mutually determine (but not later than April 1 following such levy), upon a transfer of County employees to the District Library, the County give every consideration to arrange for the actuarial value of current pension benefits of such employees to be rolled over into a qualified pension plan to be established by the District Library Board.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby rescinds Resolution 10-91-126 and accepts the above-listed recommendations as guidelines to be used to determine its role in relationship to a new District Library; and

BE IT FURTHER RESOLVED that the Kent County Library Board is requested to work with the local units of government to reach agreement by May 1, 1994, regarding the formation of a District Library and to present such agreement to the Kent County Board of Commissioners for their approval by June 1, 1994.

Commissioner Parrish moved to have Resolution 2-24-94-50 introduced, supported by Commissioner VanderMolen.

Motion to amend Resolution on page one (1) second (2) to the last paragraph to now read District Library Board made by Commissioner Parrish, supported by Commissioner Harrison. Motion carried by voice vote.

A call for vote was made.

Motion carried:

Yeas: Buth, Byl, DeKraker, Harrison, Hiddema, Kuipers, Malone, Mayhue, Parrish, Pestka, Sak, Sietsema, Talen, VanderMolen, Chairperson Kuhn – 15.

Nays: 0.

Absent from room: Boelema – 1

KENT HOSPITAL FINANCE AUTHORITY

April 1971

RESOLUTION BY COMMISSIONER WINTER

WHEREAS, Act 38 of the Public Acts of Michigan of 1969, provides for the incorporation of local hospital authorities for the purpose of constructing, acquiring, reconstructing, remodeling, improving, adding to, enlarging, repairing, owning and leasing hospital facilities for the use of any hospital within or without the City or County incorporating a local authority; and

WHEREAS, such hospital authority will serve a public purpose and will be to the best interests of Kent County; and

WHEREAS, representatives of Butterworth, St. Mary's, Blodgett Memorial, and Grand Rapids Osteopathic hospitals have requested the adoption of the Articles of Incorporation of the Kent Hospital Finance Authority; and

WHEREAS, the City of Grand Rapids has heretofore agreed to act as one of the incorporators.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Commissioners and the Clerk of the Board of Commissioners are hereby authorized and directed to sign said Articles of Incorporation on behalf of the County of Kent as one of the incorporators, said Articles of Incorporation being hereunto annexed and made a part hereof; and

BE IT FURTHER RESOLVED that the Articles of Incorporation need not be printed as part of the proceedings of this Board; and

BE IT FURTHER RESOLVED that this Resolution is adopted on the condition that it be of no cost to the County of Kent and with the understanding and on condition that no County funds are to be expended for the benefit of the Kent Hospital Finance Authority.

Commissioner Winter moved the adoption of the resolution.

Seconded by Commissioner Donald Davis.

Motion carried by the following vote:

Yeas: Ary, Blandford, Buth, Davidson, David (Donald), Davis (Henry), DeKraker, Eardley, Johnson, Kishkorn, Root, Sterkenburg, Visser, Winter, Woodworth – 15.

Nays: Lamoreaux, Chairman – 2.

June 1971

NOMINATIONS TO KENT HOSPITAL FINANCE AUTHORITY

Commissioner Blandford moved to proceed to the Election of Kent County Representatives to the Kent Hospital Finance Authority.

Seconded by Commissioner DeWitt.

Motion carried.

Commissioner Blandford nominated C. Lincoln Linderholm for a term of three years, and Harold D. Garter for a term of two years.

Seconded by Commissioner Donald Davis.

Commissioner Winter moved that C. Lincoln Linderholm and Harold D. Garter being the only nominees for County Representatives to the Kent Hospital Finance Authority, the nominations be closed, the vote be by acclamation, and a unanimous ballot be cast for C. Lincoln Linderholm and Harold D. Garter, and that they be declared elected.

Motion carried.

LAND BANK AUTHORITY

11-19-09-136

RESOLUTION BY COMMISSIONER DILLON

WHEREAS, the Michigan Land Bank Fast Track Authority (“Authority”) was created as a public body corporate and politic within the Michigan Department of Energy, Labor and Economic Growth, a principal department of the executive branch of the state government, under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, and is authorized to enter into intergovernmental agreements with county foreclosing governmental units providing for the creation of a county authority to exercise the powers, duties, functions, and responsibilities of an authority under that act; and

WHEREAS, the Treasurer of the County of Kent, Michigan is a foreclosing governmental unit under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, and Section 78 of The General Property Tax Act, 1893 PA 206, MCL 211.78; and

WHEREAS, the Authority and the Treasurer and the Board of Commissioners of the County of Kent, Michigan desire to establish a county authority for Kent County as a separate legal entity and as a public body to exercise within Kent County, Michigan the powers, duties, functions and responsibilities of an authority under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to MCL 124.774.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the attached proposed Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Treasurer of the County of Kent, Michigan creating the Kent County Land Bank Authority, subject if necessary, to technical, typographical, or non-substantial modifications approved by the executive Director of, or legal counsel for, the Michigan Land Bank Fast Track Authority and Kent County Corporate Counsel before the formal signature of the Intergovernmental Agreement.

Commissioner Dillon moved the resolution be adopted.

KENT COUNTY LAND BANK AUTHORITY
INTERGOVERNMENTAL AGREEMENT

**(A copy of the Intergovernmental Agreement is on file in the
Board of Commissioners Office)**

ARTICLE IV
COUNTY AUTHORITY BOARD AND EXECUTIVE DIRECTOR

Section 4.01. County Authority Board Composition. The County Authority shall be governed by the County Authority Board, a board of directors that shall be appointed within 30 calendar days of the Effective Date. Elected officials and other public officers are eligible to serve as members of the County Authority Board to the extent permitted under Michigan law. The County Authority Board shall consist of the following members, except as provided in 4.02:

- (a) The Treasurer.
- (b) One member of the County Board, to be appointed by the County Board.
- (c) One member of the Grand Rapids City Commission, to be appointed by the County Board.
- (d) One township board member, located in Kent County, to be appointed by the County Board.
- (e) One city council or commission member for any city located in Kent County other than Grand Rapids, to be appointed by the County Board.

Section 4.02. Appointments by Elected County Executive. If Kent County adopts a unified form of government providing for an elected county executive under 1973 PA 139, MCL 45.551 to 45.573, or if Kent County adopts a county charter providing for an elected county executive under 1966 PA 293, MCL 45.501 to 45.521, the appointments under Section 4.01 (d) and (e) shall be made by the elected county executive.

Section 4.03. Terms of Office. The members under 4.01(b) and 4.01 (e) initially shall be appointed for a period of one year. The members under 4.01 (c) and 4.01 (d) initially shall be appointed for a period of two years. After the expiration of the initial terms, members appointed under Section 4.01 (b) through (e) shall be appointed in the same manner as the original appointments but for terms of two (2) years.

LOCAL DEVELOPMENT FINANCING AUTHORITY

Chair Appointment

(Taken from a communication from Susan Shannon – Business Advocate from the City of Grand Rapids – phone: 458-3196 – Nov. 2001)

The City of Grand Rapids has been selected as one of ten communities in the State to establish a high-tech SmartZone. The City's application was developed through a partnership with the Right Place Program, VanAndel Institute, Grand Valley State University, and Grand Rapids Community College. Our SmartZone will emphasize the biotechnology industry by encouraging business development related to the VanAndel Institute.

The new SmartZone legislation allows the City to create a Local Development Financing Authority, which can capture approximately 50 percent of new taxes in a designated area, or areas, to fund incubator space, infrastructure improvements, and marketing. (The State will make up any school tax increment captured by the Authority). The Authority is to be appointed by the taxing units of the district. The Mayor, with the approval of the City Commission, will appoint seven. The Grand Rapids Public Schools Superintendent has two appointments. The Chair of the Kent County Board of Commissioners and Grand Rapids Community College President will each have one. City staff will provide administrative support.

MILLENNIUM PARK ARCHITECTURAL ADVISORY
REVIEW BOARD

01-06-04-1

RESOLUTION BY COMMISSIONER VONK

WHEREAS, a Millennium Park Architectural Board was informally created in February 2003 to act as a “clearinghouse” for the numerous ideas regarding the Park development and to ensure Millennium Park’s architecture/design remains consistent with its Master Plan; and

WHEREAS, considering its long-term need and long-term responsibilities, it is Board Chair Morren’s recommendation to have the Millennium Park Architectural Advisory Board (MPAAB) formally created and appointed by the Board of Commissioners with an annual report/update from the MPAAB to the Board of Commissioners; and

WHEREAS, based upon the past ten months experience and other municipalities’ park advisory board models, it is recommended the MPAAB consist of three Commissioners (Board Chair, Finance and Physical Resources Committee (FPRC) Chair, and a Commissioner from one of the cities within the boundaries of Millennium Park); a citizen from the “Design Community;” and three citizens from the “Business Community” with County staff continuing to assist the Board; and

WHEREAS, the initial three-year term appointments are staggered as follows: Chair Morren – By virtue of office; FPRC Chair Morgan – By virtue of office; Commissioner Tanis – Walker – 12/1/03 – 12/31/06; Vern Ohlman – Design Community – 12/1/03 – 12/31/05; Francisco Vega – Business Community – 12/1/03 – 12/31/04; Peter Secchia – Business Community – 12/1/03 – 12/31/05; David Custer – Business Community – 12/1/03 – 12/31/06.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby create a seven member Millennium Park Architectural Advisory Board with members serving three-year terms; and

BE IT FURTHER RESOLVED the initial appointments are as follows: David Morren (Board Chair – “By virtue of office”); Roger Morgan (Finance Committee Chair – “By virtue of office”); Art Tanis (Commissioner – from a City within Millennium Park); Vern Ohlman (“Design Community”); Francisco Vega (“Business Community”); Peter Secchia (“Business Community”); David Custer (“Business Community”); and

BE IT FURTHER RESOLVED the Millennium Park Advisory Board shall provide the Board of Commissioners with an annual report and/or an update at a scheduled Board of Commission meeting.

Commissioner Vonk moved the resolution be adopted.

MILLENNIUM PARK COMMUNITY COMMITTEE

6-9-05-48

RESOLUTION BY COMMISSIONER POSTMUS

WHEREAS, in response to the community interest and investment in Millennium Park, Chair Morren has requested that a committee process be developed to facilitate the flow of information from the County to the community about the Park, as well as to provide a mechanism by which citizens can provide input into the development of this unique and significant - in both public and private support - gift to the community; and

WHEREAS, the proposed Millennium Park Community Committee will consist of 13 members:

- Two residents from each of the four cities that touch the park (Grandville, Walker, Wyoming and Grand Rapids);
- Two at-large appointees from outside of the four cities;
- Two County Commissioners, one of whom represents one of the four cities; and
- Chair of the Board of Commissioners; and

WHEREAS, appointments will be made by the Board of Commissioners through its regular appointment process with staggered, two-year terms; and

WHEREAS, the Committee would be advisory, and its primary purpose would be to serve as a conduit for input from its own membership and to provide a defined opportunity for public input outside of formal Board meetings or informal contact with Parks staff; and

WHEREAS, the Committee will serve as a clearinghouse where activity during the previous six-months will be presented, along with a preview of upcoming activities.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby establishes the Millennium Park Community Committee, to consist of 13 members, designated and appointed as described above.

Commissioner Postmus moved the resolution be adopted.

RESOLUTION BY COMMISSIONER VONK

WHEREAS, the Board created the Millennium Park Community Committee in June 2005, to provide a mechanism for citizens to provide input into the development and operation of the Park; and

WHEREAS, during 2006, the Committee participated in the revision of the Millennium Park Master Plan, which was adopted by the Board in November of that year. The committee also met to review and provide input on revisions to the fee structure and annual pass proposal which was adopted by the Board in 2007; and

WHEREAS, development has since slowed, awaiting acquisition and funding, and the new development that has been initiated – The Fred Meijer Millennium Trail Network – is as proposed in the Master Plan. While attendance at the Park has continued to increase, operations have remained fairly consistent with no significant operational changes. As a result, there have been insufficient items to warrant regular meetings of the group; and

WHEREAS, the Appointments Subcommittee requested that the need for the Millennium Park Community Committee be re-examined in light of the above, and that consideration be given to creating an expanded, county-wide committee that would expand its focus to include all 37 County parks, including Kent Trails.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby dissolves the Millennium Park Community Committee.

Commissioner Vonk moved the resolution be adopted.

OFFICERS' COMPENSATION COMMISSION

February 1979

RESOLUTION BY COMMISSIONER SIETSEMA

WHEREAS, the State Legislature has adopted Act 485 of the Public Acts of 1978 permitting county boards of commissioners to establish a county officers compensation commission to determine the compensation for the nonjudicial elected officials of the county; and

WHEREAS, the Kent County Board of Commissioners finds that the establishment of a county officers compensation commission to determine the compensation for the nonjudicial elected officials of the county is in the best interests of Kent County.

NOW, THEREFORE, BE IT RESOLVED as follows:

- 1) Pursuant to Act 485 of the Public Acts of 1978, the Kent County Officers' Compensation Commission (hereinafter "Commission") is hereby established.
- 2) The Commission shall consist of seven members who are registered electors residing in the County. Upon recommendations from the members of the Board, the Chairperson of the County Board of Commissioners shall appoint the members of the Commission subject to confirmation by a majority of the members elected to and serving on the County Board of Commissioners.
- 3) The term of office for members of the Commission shall be four (4) years, except that of the members first appointed, two (2) each shall be appointed for a term of one (1) year, two (2) shall be appointed for a term of two (2) years, two (2) shall be appointed for a term of three (3) years, and one (1) shall be appointed for a term of four (4) years. The initial members shall be appointed within thirty (30) days after the effective date of this Resolution. Thereafter, members shall be appointed before October 1 of the year of appointment. A vacancy shall be filled for the remainder of the unexpired term.
- 4) A person who is a member or employee of the legislative, judicial, or executive branch of any level of government or a member of that person's immediate family shall not be appointed to the Commission.
- 5) The Commission shall determine the compensation of the elected officials of the County, other than judges, which determination shall be the compensation of those officials unless the County Board of Commissioners rejects the determination by resolution adopted by two-thirds of the members elected to and serving on the Board. Unless rejected, the determination shall be effective at the beginning of the first odd-numbered year after the determination is made. If the determination is rejected, the compensation then in effect for those officials shall continue. An expense allowance or reimbursement paid to elected officials in addition to salary shall be for expenses incurred in the course of County business and accounted for to the County.
- 6) The Commission shall meet for not more than 15 session days each even-numbered year and shall make its determination within 45 calendar days after its first meeting of the year. "Session day" as used in the paragraph, means a calendar day on which the Commission meets and a quorum is present.
- 7) A majority of the members of the Commission constitutes a quorum for conducting the business of the Commission. The Commission shall not take action or make a

determination without a concurrence of a majority of the members appointed and serving on the Commission.

- 8) The Commission shall elect a chairperson from among its members.
- 9) Members of the Commission shall not receive compensation for their service on the Commission, but shall be entitled to their actual and necessary expenses incurred in the performance of their duties.
- 10) The business which the Commission may perform shall be conducted at a public meeting of the Commission held in compliance with Act No. 267 of the Public Acts of 1976, being Sections 15.261 to 15.275 of the Michigan Compiled Laws. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976.
- 11) This Resolution is subject to referendum if a petition requesting the referendum, signed by not less than five percent (5%) of the registered electors of the county, is filed with the County Clerk within sixty (60) days after the adoption of the Resolution. If the Clerk determines the petition to be valid, a proposition to approve or disapprove the Resolution shall be placed upon the ballot in the next general election. If the proposition is defeated, the Commission shall not be created, or if created, shall be abolished. If a valid referendum petition is filed, a determination of the Commission shall not take effect until the Resolution has been approved by the electors.

BE IT FURTHER RESOLVED that this Resolution shall take effect January 1, 1980; and

BE IT FURTHER RESOLVED that the Resolution of the Kent County Board of Commissioners adopted in December of 1977 establishing a county compensation advisory committee is rescinded effective January 1, 1980.

Commissioner Sietsema moved the adoption of the resolution.

Seconded by Commissioner Johnson.

Discussion followed as to whether to adopt this resolution or give the County Officers' Compensation Committee created by resolution adopted in December 1977 a chance, and add to their responsibilities the setting of the County Officials' Salaries.

Commissioner Sietsema's motion to adopt the resolution establishing a County Officers' Compensation Commission as provided by Act 485 of the Public Acts of 1978 carried by the following vote:

Yeas: Boerema, Buth, DeKraker, Johnson, Kempker, Mazurkiewicz, Root, Sietsema, Smolenski, Somerville, Wahlfield, Chairman – 12.

Nays: Byington, DeRuiter, Ensing, Hess, Lamoreaux, Sevensma – 6.

PARK COMMISSION

12-13-01-184

RESOLUTION BY COMMISSIONER MCGUIRE

WHEREAS, Chair Heacock established the Parks Subcommittee in May 2001 with the following mission and charge: To evaluate and recommend to the Board of Commissioners action relating to the governance of the County park system and the possibility of a dedicated millage to provide reliable and permanent funding for parks; and

WHEREAS, Subcommittee members spent considerable time gathering information regarding Parks Department funding, operations, and governance; and

WHEREAS, based on the information the Subcommittee developed the following recommendations:

- 1) Because land costs will only increase and land availability will only decrease, the County should take measures to acquire an additional 1,400 acres (over and above the 1,200 acres remaining to be purchased for Millennium Park) within the next seven to ten years, preferably sooner.
- 2) The Board of Commissioners appoint a “Blue Ribbon Task Force” that includes a combination of public officials and private citizens to determine the best mechanism to provide ongoing permanent funding of the Parks Department.
- 3) The Parks Department should become part of the County organization and report directly to the Office of the County Administrator under the provisions of PA 156 of 1917, as amended.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby accepts the report of the Parks Subcommittee and authorizes the Administrator/Controller to take measures necessary to establish a Parks Department pursuant to the provisions of PA 156 of 1917, as amended, by July 1, 2002; and

BE IT FURTHER RESOLVED that the Board Chair be authorized to create a Blue Ribbon Task Force for the purpose of developing a recommendation for permanent funding for acquisition, development, and operation and maintenance of the County’s Park system; and

BE IT FINALLY RESOLVED that the Administrator/Controller develop plans for the acquisition of parkland based upon the recommendations contained in the Blue Ribbon Task Force report.

Commissioner McGuire moved the resolution be adopted.

PENSION BOARD

December 1948

Supervisor Collins moved that Mr. Arnold Pigorsh be given the courtesy of the floor to explain the County Retirement Plan.

Motion carried.

Mr. McCready, Retirement Plan Consultant, was given the courtesy of the floor to answer the questions of the several Board members.

Supervisor Dickinson moved that the County Retirement Plan be adopted.

Substitute motion by Supervisor Holmquist that the Board concur in the Retirement Plan as presented by the Employees Association and that a Committee of seven, two from the Board of Supervisors, three from the Employees Association and two local business men, be appointed to carry out the trust agreement.

Motion carried.

Supervisor Dickinson moved that the following be appointed for one year as trustees under the retirement plan: From the Board of Supervisors, Collins and Holmquist; from the Employees Association, Arnold Pigorsh, Henry Romyn and Leonard Andrus; from the local business men – Lee Wilson Hutchins and Walter Thomasma.

Motion carried.

Pension Board

As provided in the Pension Trust Agreement, the Retirement Plan for Kent County employees is administered by a Pension Board of seven representatives as follows:

Two citizens are appointed by the Board of Commissioners for a three-year period. All subsequent citizen appointments are made in the same manner used to fill an unexpired term.

One representative shall be a member of the Board of Commissioners appointed by the Board of Commissioners Chair to serve during his or her term of office. These appointments are made at the January meeting beginning the representative's new term of office. Another representative is selected by and from the Board of Commissioners and shall be a 3-year term.

County employees elect three county representatives who are elected for three-year terms or to fill unexpired terms. Their term in office is from January 1 to December 31.

Pension Board members are reimbursed for their services at a per diem rate established by the Board of Commissioners; each member is reimbursed from the Income-Expense Fund of the System upon approval of the board for any necessary expenses incurred by him or her in attending meetings of the board or in the performance of other duties authorized by the board.

PUBLIC WORKS BOARD

March 1962

RESOLUTION BY SUPERVISOR ULBERG

WHEREAS, the County of Kent is growing at an unprecedented rate; and
WHEREAS, this growth in population, expanded building activities, expansion into the suburbs of Grand Rapids have caused and will continue to cause problems relative to sewage disposal and water supply; and

WHEREAS, Act 185 of the Public Acts of 1957 as amended is designed to meet these problems of sewage disposal and water supply on a county level through the establishment of a Department of Public Works; and

WHEREAS, said Act 185 of the Public Acts of 1957 as amended permits the Board of Supervisors, by a two-thirds vote of its members, to designate the Board of County Road Commissioners to be the Board of Public Works.

NOW, THEREFORE, BE IT RESOLVED that the County of Kent does hereby establish a Department of Public Works for the administration of the powers conferred upon the County by the terms of Act 185 of the Public Acts of 1957 as amended; and

BE IT FURTHER RESOLVED that the Department of County Road Commissioners is hereby designated as the Board of Public Works for the County of Kent.

Supervisor Ulberg moved the adoption of the resolution. Seconded by Supervisor Muraski.

Supervisor Sevensma moved as a substitute motion that the resolution be tabled for one month. Seconded by Supervisor Lawyer.

Motion lost by the following vote:

Yeas: Anderson, Bean, Brown, Collins, Davis, DeBoer, DeVries, Gumser, Jamo, Kozak, Lamberts, Lawyer, Ley, Miller, Muraski, Nelson, Schaefer, Sevensma, Sypniewski, Thielman, Tholen, VandenBerg, Zaagman, Zalenski, Chairman – 25.

Nays: Baker, Barto, Beuschel, Bird, Brewer, Brigham, DeMull, Dickinson, Eardley, Finger, Ford, Frank, Freeman, Gezon, Hanson, Hill, Huizenga, Jensen, Kennaugh, Knutson, Kolderman, Koster, Lewis, Lott, Lynch, McArthur, Norman, Obets, Ploeg, Post, Rittenger, Roth, Smith, Ulberg, VanderLaan (Al), Vander Laan (Robert), Van Putten, Visser, Vos, Watson – 40.

Supervisor Brown moved that the Board recess for ten minutes, Seconded by Supervisor Vander Laan (Al).

Motion carried by the following vote:

Yeas: Anderson, Bean, Brigham, Brown, Collins, Davis, DeBoer, DeMull, DeVries, Eardley, Finger, Huizenga, Jamo, Kennaugh, Knutson, Kolderman, Koster, Kozak, Lamberts, Lawyer, Lewis, Ley, Miller, Muraski, Nelson, Post, Roth, Sevensma, Smith, Sypniewski, Thielman, Tholen, Ulberg, Vanden Berg, Vander Laan (Al), Vander Laan (Robert), Van Putten, Vos, Watson, Winter, Zaagman – 41.

Nays: Baker, Barto, Beuschel, Bird, Brewer, Dickinson, Ford, Frank, Freeman, Gezon, Gumser, Hanson, Hill, Jensen, Lott, Lynch, McArthur, Norman, Obets, Ploeg, Rittenger, Schaefer, Visser, Zalenski, Chairman – 25.

After recess.

The Board reconvened.

A communication from the Board of County Road Commissioners was presented and read.

Supervisor Smith moved that the resolution relative to the Department of Public Works and item No. 11 on the Agenda, a resolution pertaining to the construction of Interstate Highway 96, be tabled for one month. Seconded by Supervisor Davis.

Motion carried by the following vote:

Yeas: Anderson, Barto, Bean, Beuschel, Brewer, Brown, Collins, Davis, DeBoer, DeMull, DeVries, Dickinson, Eardley, Finger, Ford, Freeman, Gezon, Gumser, Hanson, Hill, Huizenga, Jamo, Jensen, Kennaugh, Knutson, Kolderman, Kozak, Lamberts, Lawyer, Ley, Lott, Lynch, Miller, Muraski, Nelson, Obets, Ploeg, Post, Rittenger, Roth, Schaefer, Sevensma, Smith, Sypniewski, Thielman, Tholen, Ulberg, Vanden Berg, Winter, Zaagman, Zalenski, Chairman – 52.

Nays: Baker, Bird, Brigham, Frank, Koster, Lewis, McArthur, Norman, Vander Laan (Al), Vander Laan (Robert), Van Putten, Visser, Vos, Watson – 14.

April 1962

Supervisor Ulberg moved that the resolution relative to establishment of a Department of Public Works be taken from the table.

Seconded by Supervisor Lynch.

Motion carried.

Supervisor Ulberg moved the resolution be amended as follows:

BE IT FURTHER RESOLVED that the County Department of Public Works shall be specifically restricted in its operations in that it may not build, construct, enlarge, alter, or erect any building, structure, or system without the consent of the Kent County Planning Commission. Provided, however, that if the Kent County Planning Commission should take no action on any request of the County Department of Public Works within 30 days of its receipt by the Planning Commission, then the Planning Commission shall be deemed to have approved the request of the Department of Public Works.

AND BE IT FURTHER RESOLVED that the County Department of Public Works is specifically instructed to work in close harmony and cooperation with the Kent County Planning Commission.

Seconded by Supervisor Huizenga.

Motion carried.

Supervisor Ulberg moved the adoption of the resolution. Seconded by Supervisor Lynch.

Motion carried by the following vote:

Yeas: Anderson, Baker, Barto, Bean, Beuschel, Bird, Bosworth, Brewer, Brown, Collins, Davis, DeBoer, DeMull, Denton, DeVries, Dickinson, Eardley, Finger, Ford, Frank, Freeman, Gezon, Gumser, Hanson, Hill, Huizenga, Jamo, Jenson, Kennaugh, Knutson, Koster, Kozak, Lamberts, Lawyer, Lewis, Ley, Lott, Lynch, McArthur, Miller, Mol, Muraski, Norman, Obets, Ploeg, Post, Rittenger, Roth, Schaefer, Sevensma, Smith, Sypniewski, Thielman, Tholen, Thomas, Ulberg, Vanden Berg, Vander Laan (Al), Vander Laan (Robert), Van Putten, Visser, Vos, Watson, Winter, Zaagman, Zalenski, Chairman – 67

Nays: None

June 1969

RESOLUTION BY SUPERVISOR WINTER

WHEREAS, the County of Kent has heretofore established a County Department of Public Works pursuant to the provisions of Act 185, P.A. 1957, as amended, and named the Board of County Road Commissioners of Kent County as the Board of Public Works pursuant to said Act; and

WHEREAS, the Board of Supervisors of Kent County has now determined that it would be to the best interests of Kent County to remove the Board of County Road Commissioners as the Board of Public Works and in lieu thereof to establish a Board of Public Works consisting of seven members selected in the manner hereinafter mentioned.

NOW, THEREFORE, BE IT RESOLVED that:

1 – Effective the 6th day of August, 1969, the Board of County Road Commissioners of Kent County is removed as the Board of Public Works of the County Department of Public Works.

2 – Effective the 6th day of August, 1969, the Board of Public Works shall consist of seven members who shall be appointed by the Board of Supervisors as follows:

a. – The County Drain Commissioner, but whose membership on said Board shall terminate when he ceases to be said County Drain Commissioner;

b. – One Road Commissioner appointed by the Board of Supervisors provided his membership on the Board shall terminate when he ceases to be a County Road Commissioner;

c. – Five members of the Kent County Board of Supervisors to be appointed by the Board of Supervisors. In appointing members from the Board of Supervisors, the Board shall take into account nominations submitted by the Mayor and City Commission of Grand Rapids as to two Supervisors; nominations submitted by the Cities of Kent County other than the City of Grand Rapids as to one Supervisor; and nominations submitted by the Townships of Kent County as to one Supervisor; although the Board shall not be bound by said nominations.

3 – The tenure of office on the Board of Public Works shall automatically terminate whenever a Supervisor member is no longer a member of the County Board of Supervisors.

4 – In the first instance, two members shall be appointed for a term ending one year; two members for a term ending two years; three members for a term ending three years from the following January 1st. Thereafter, each member shall be appointed for a term of three years. The Board of Supervisors shall designate in the first instance the length of the terms of office for the persons appointed to the Board of Public Works in the first instance.

5 – The Board of Public Works hereby established shall have all the powers, duties and responsibilities contained in Act 185, P.A. 1957, as amended.

Chairman Brewer explained that in a following resolution, Kent County is committed to accept the nominations of the City of Grand Rapids, small cities, and townships, and suggested if the Supervisors were not in favor of this following resolution, they should not vote in favor of this first resolution. There was no dissenting opinion.

Supervisor Winter moved the adoption of the resolution. Seconded by Supervisor Boerema.

The motion carried unanimously by the following vote:

Yeas: Ary, Baker, Blandford, Boerema, Buth, Davis (Donald), Davis (Henry), DeKraker, DeWitt, Eardley, Ford, Heeren, Johnson, Kishkorn, Lamoreaux, Root, Sterkenburg, Visser, Winter, Chairman – 20.

Nays: None.

The following resolution regarding choosing of the members of the new Board of Public Works was presented: (All have received copies.)

RESOLUTION BY SUPERVISOR BAKER

WHEREAS, the Board of Supervisors of Kent County has on this date removed the Board of County Road Commissioners as the Board of Public Works and in lieu thereof established a Board of Public Works consisting of seven members; and

WHEREAS, under said Resolution, five of the members of the newly constituted Board of Public Works are members of the Kent County Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED that this Board of Supervisors indicates by this Resolution its intention to appoint to the Board of Public Works two Supervisors who shall be designated by the Mayor and City Commission of Grand Rapids, one Supervisor to be designated by the Cities of Kent County, other than Grand Rapids, and one Supervisor to be designated by the Townships of Kent County, provided designations are made.

Supervisor Winter asked that the words “effective August 6, 1969” replace “on this date” in the first line of the first paragraph of the resolution.

Supervisor Baker moved the adoption of the amended resolution. Seconded by Supervisor Sterkenburg.

Motion carried.

ROAD COMMISSION

This resolution is still in the handwritten ledger book in the vault; it details a report accepted by the Board with eight recommendations regarding the establishment of a Kent County Road Commission, including setting the number of commissioners as three, allowing commissioners to be at-large (as opposed to geographically selected), and requires a plan to be submitted by October for funding consideration.

RESOLUTION BY COMMISSIONER PARRISH

WHEREAS, Act 598, Public Acts of 2006, enables counties to increase the size of road commissions, upon the affirmative vote of boards of commissions, from three members to up-to-five members; and

WHEREAS, in 2007, Commissioner Dean Agee, Chair of the Legislative & Human Resources Committee, appointed Commissioner David Morren to chair a subcommittee to research the merits of increasing the size of the Kent County Road Commission. Commissioners Sandi Frost Parrish and Dean Agee were also appointed to serve on this subcommittee; and

WHEREAS, the Road Commission Subcommittee held its first meeting on March 25, 2008, and during the past six months, the Subcommittee met on eight occasions to fulfill its responsibilities; and

WHEREAS, the Subcommittee report recommends increasing the membership of the Kent County Road Commission from its current size of three members to five members and recommends that the current procedure for appointing Road Commissioners continue; and

WHEREAS, the primary reason for this recommendation is that the Subcommittee believes that a larger Road Commission will provide an opportunity for greater citizen representation and engagement; and

WHEREAS, pursuant to state statute, the Board of Commissioners held a public hearing on November 20, 2008, on the recommendations, with proper notice provided to the Kent County Road Commissioners and general public, as required by state statute.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Kent, that the County of Kent hereby exercises its option, pursuant to the provisions of Act 598, P.A. of 2006 to increase the size of membership of the Kent County Road Commission from three to five members; and

BE IT FURTHER RESOLVED that the Board of Commissioners continues to appoint members of the Kent County Road Commission, as provided by state statute; and

BE IT FURTHER RESOLVED that the compensation for Road Commissioners continues to be \$10,500 for Chair and \$9,500 for Commissioners.

Commissioner Parrish moved the resolution be adopted.

4-23-09-49

RESOLUTION BY COMMISSIONER DILLON

WHEREAS, on December 11, 2008, the Board of Commissioners approved increasing the size of the Road Commission from 3 to 5 members as allowed under Act 598, Public Acts of 2006; and

WHEREAS, solicitation of citizens interested in serving on the Road Commission took place in December and January with thirty-eight citizens submitting resumes to be considered for possible appointment; and

WHEREAS, the sub-committee of Commissioners Vonk (Chair), Antor, Parrish, and Synk reviewed and interviewed selected candidates and recommended Bill Stellin and Mark Rambo be appointed as the initial commissioners for the 2 new seats on the Road Commission and that they be appointed to staggered terms; and

WHEREAS, the Legislative and Human Resources Committee concurred in this recommendation; and

WHEREAS, state law states boards of commissions may stagger the initial terms of appointed road commissioners by resolution.

NOW, THEREFORE, BE IT RESOLVED the Kent County Board of Commissioners approves staggering the terms of the two additional road commission slots as follows:

Position 1: expires December 31, 2011

Subsequent appointment to be a six-year term

Position 2: expires December 31, 2012

Subsequent appointment to be a six-year term

BE IT FURTHER RESOLVED the Board of Commissioners appoints Mark Rambo (position 1) and Bill Stellin (position 2) to the Kent County Road Commission effective June 1, 2009.

Commissioner Dillon moved the resolution be adopted.

SOLID WASTE MANAGEMENT PLANNING COMMITTEE

Public Act 451 of 1994

324.11534 Planning committee; purpose; appointment, qualifications, and terms of members; approval of appointment; reappointment; vacancy; removal; chairperson; procedures.

Sec. 11534. (1) The county executive of a charter county that elects a county executive and that chooses to prepare a solid waste management plan under section 11533 or the county board of commissioners in all other counties choosing to prepare an initial solid waste management plan under section 11533, or the municipalities preparing an initial solid waste management plan under section 11533(4), shall appoint a planning committee to assist the agency designated to prepare the plan under section 11533. If the county charter provides procedures for approval by the county board of commissioners of appointments by the county executive, an appointment under this subsection shall be subject to that approval. A planning committee appointed pursuant to this subsection shall be appointed for terms of 2 years. A planning committee appointed pursuant to this subsection may be reappointed for the purpose of completing the preparation of the initial solid waste management plan or overseeing the implementation of the initial plan. Reappointed members of a planning committee shall serve for terms not to exceed 2 years as determined by the appointing authority. An initial solid waste management plan shall only be approved by a majority of the members appointed and serving.

(2) A planning committee appointed pursuant to this section shall consist of 14 members. Of the members appointed, 4 shall represent the solid waste management industry, 2 shall represent environmental interest groups, 1 shall represent county government, 1 shall represent city government, 1 shall represent township government, 1 shall represent the regional solid waste planning agency, 1 shall represent industrial waste generators, and 3 shall represent the general public. A member appointed to represent a county, city, or township government shall be an elected official of that government or the designee of that elected official. Vacancies shall be filled in the same manner as the original appointments. A member may be removed for nonperformance of duty.

(3) A planning committee appointed pursuant to this section shall annually elect a chairperson and shall establish procedures for conducting the committee's activities and for reviewing the matters to be considered by the committee.

8-28-97-105 – SOLID WASTE MANAGEMENT PLAN / PUBLIC WORKS

WHEREAS, the Kent County Board of Commissioners received notification from the Michigan Department of Environmental Quality regarding the commencement of the process to update County Solid Waste Management Plans under Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended; and

WHEREAS, the Michigan Department of Environmental Quality needs a formally adopted position concerning the desire of Kent County to complete an updated Solid Waste Management Plan and transmit a completed *Notice of Intent*, signed by the Board Chair; and

WHEREAS, the Kent County Board of Public Works adopted a motion recommending to the Board of Commissioners that the County Solid Waste Management Plan be updated.

NOW, THEREFORE, BE IT RESOLVED that it is the intent of Kent County to update the County Solid Waste Management Plan and the Kent County Board of Public Works is designated to serve as the agency responsible for preparation of the County Solid Waste Management Plan update; and

BE IT FURTHER RESOLVED that the Chair of the Board of Commissioners is authorized to sign the *Notice of Intent* and directs the Board of Public Works as the designated agency to carry out tasks required to complete the County Solid Waste Management Plan update.

Motion by Commissioner Hiddema, supported by Commissioner Kooiman, that the resolution be adopted.

Motion carried by voice vote.

RESOLUTION BY COMMISSIONER MCGUIRE

WHEREAS, PA 451 of 1994, the Natural Resources & Environmental Protection Act, as amended, requires all Michigan counties to have a Solid Waste Management Plan; and

WHEREAS, Michigan State law requires that all PA 451 plans be revised every five years; and

WHEREAS, the Kent County Board of Commissioners on August 28, 1997, indicated the County's intent to prepare a County Solid Waste Management Plan Update in accordance with the requirements of PA 451; and

WHEREAS, the Kent County Board of Commissioners selected the Board of Public Works as the designated planning agency for the Board of Commissioners to prepare the Solid Waste Management Plan; and

WHEREAS, the Kent County Board of Commissioners on February 12, 1998, appointed a Solid Waste Management Plan Advisory Committee to assist in the preparation of the Solid Waste Management Plan; and

WHEREAS, the Solid Waste Management Planning Committee prepared an updated draft plan, held a public hearing, reviewed the draft plan and revised it in response to public comments; and

WHEREAS, the Solid Waste Planning Committee has adopted and approved a final Kent County Solid Waste Management Plan; and

WHEREAS, the Board of Public Works has recommended that the Board of Commissioners approve the updated Plan; and

WHEREAS, the Board of Commissioners has reviewed the details of the Plan.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners wishes to compliment the Solid Waste Planning Advisory Committee and acknowledge its efforts in drafting a thoughtful and well conceived plan for solid waste management; and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners hereby approves the Solid Waste Management Plan for Kent County, Michigan, and directs the designated planning agency to present the Plan to all of the municipalities in the County for review and approval.

Commissioner McGuire moved the resolution be adopted.

VETERANS' AFFAIRS COMMITTEE

10-23-08-96

RESOLUTION BY COMMISSIONER VOORHEES

WHEREAS, Kent County has been operating since 1899 with a Soldiers' and Sailors' Relief Commission pursuant to Public Act 214 of 1899; and

WHEREAS, the County's administrative structure and veterans' needs have changed dramatically over the past 109 years, making the existing County veterans affairs structure obsolete and less effective than it could be; and

WHEREAS, Public Act 192 of 1953 authorizes the County to create a Department of Veterans' Affairs and to appoint a Veterans' Affairs Committee of between three and five members of the public and/or County Commissioners, who are residents of the County and veterans; and

WHEREAS, the County Administrator's staff have conducted an analysis of the current state of County veterans' services, presented it to an appointed Board of Commissioners subcommittee, which has determined that the creation of a Department of Veterans' Affairs, working with a Veterans' Affairs Committee, and under the general control and direction of the Board of Commissioners and the County Administrator/Controller will bring greater attention to the needs of veterans, will better organize and administer County programs for veterans, and will lead to greater public accountability in the area of appropriate County veterans activities and funding.

NOW, THEREFORE, BE IT RESOLVED that effective January 1, 2009, Kent County creates a Department of Veteran's Affairs with full authority under Michigan law, and subject to the terms of this resolution; and

BE IT FURTHER RESOLVED that effective January 1, 2009, the current Kent County Soldiers' and Sailors' Relief Commission is abolished, the terms of all appointed Commissioners thereof shall end, and all of its records, functions, funds and activities shall be transferred to the Kent County Department of Veterans' Affairs; and

BE IT FURTHER RESOLVED that the Committee of Veterans' Affairs shall have such duties and responsibilities as authorized under Michigan law and shall report directly to the Kent County Board of Commissioners; and

BE IT FURTHER RESOLVED that the County Administrator/Controller shall be responsible for the day-to-day operation of the County Department of Veterans' Affairs pursuant to the policies and procedures established by the Committee of Veterans' Affairs and the County Board of Commissioners; and

BE IT FURTHER RESOLVED that the Board of Commissioners of Kent County assigns the responsibility to and confers the authority upon the County Administrator/Controller to execute all documents, and to take all actions necessary to effect the actions described in this resolution.

Commissioner Voorhees moved the resolution by adopted.

**KENT COUNTY
VETERANS' AFFAIRS COMMITTEE (VAC)**

OPERATIONAL GUIDELINES

Approved March 5, 2009

DUTIES AND RESPONSIBILITIES – VETERANS' AFFAIRS COMMITTEE

The duties and responsibilities of the VAC shall be as set forth in enabling and mandating legislation, including Public Act 214 of 1899 (Veterans' Relief Fund Act), Public Act 235 of 1911 (Funeral Expenses of Veterans Act), and Public Act 192 of 1953 (County Department of Veterans' Affairs Act), as amended and supplemented.

In addition to the duties and responsibilities enacted by law, the Kent County VAC may:

1. Advise, and consult with the Kent County Board of Commissioners, and its appointed Administrator/Controller, for the enhancement and promotion of the welfare of all veterans in the County.
2. Identify critical issues related to the welfare of veterans and the provision of services to veterans in the County.
3. Serve as liaisons between the veteran community and the Board of Commissioners and its appointed Administrator/Controller.
4. Ensure that hired staff provides prompt, appropriate, and effective services to veterans in the County.

OVERSIGHT DUTIES AND RESPONSIBILITIES – BOARD OF COMMISSIONERS

The Board of Commissioners of Kent County shall provide support (as it determines is appropriate) to the VAC by fulfilling the following duties and responsibilities, subject to future Board of Commissioners' action and funding:

1. The Board of Commissioners shall appoint a staff person in the Administrator's Office to assist the VAC in the process of selecting and hiring a Veterans' Service Counselor (VSC) to carry out the responsibilities of the Veterans' Affairs Department.
2. The Board of Commissioners shall assign the responsibility for the daily supervision of the VSC to personnel in the Administrator's Office, who shall ensure the VSC complies with the policies, procedures, and other guidelines for service established by the VAC.
3. Personnel assigned the responsibility for supervision of the VSC shall work with the VAC to establish the expectations and standards for performance of the VSC, and shall assist the VSC in requesting the resources and support necessary for those expectations and standards to be met.
4. The Board of Commissioners shall diligently review the service needs of County veterans as presented to them by the VAC on an annual basis and shall endeavor to appropriate an annual budget sufficient to meet those needs within the constraints of sound fiscal policy.

MEMBERSHIP AND TERM OF OFFICE

The Veterans' Affairs Committee shall consist of five (5) members, one of which may be a member of the County Board of Commissioners, should a Commissioner fit the criteria for membership (i.e. is a veteran who shall have served honorably on active duty in the United States

armed forces, or who served actively in the United States armed forces in a war or received an armed forces campaign or service medal).

Members shall be appointed by the Board of Commissioners for a term of four years, except that members first appointed shall be staggered so that not more than two vacancies are scheduled to occur in a single year.

Members shall be recruited by the Board of Commissioners through solicitation of recommendations from the posts of each chartered veterans' organization within the county. Should more than four recommendations be received, the Board of Commissioners shall review the resumes of each veteran recommended to serve and choose the members in the same manner as the Board selects and appoints members to all of its County boards, commissions, and committees. If fewer than four recommendations are received, the Board of Commissioners shall solicit applications of veterans in the same manner as the Board solicits applications for all of its County boards, commissions, and committees; provided, however, that only veterans that meet the criteria for committee membership as required by law shall be considered. The selection shall be based on the respective qualifications and experience of each recommended candidate, and upon their ability to contribute effectively to the VAC and shall be within the discretion of the Board of Commissioners.

All vacancies occurring for members with unexpired terms of service shall be filled as required by law, which provides that the Board of Commissioners shall provide notice of that opening to one or more newspapers within the County and to veteran service organizations within the County. The selection of members for vacancies with unexpired terms shall then proceed in the same manner as the original appointment.

OFFICERS OF THE COMMITTEE

The officers of the VAC shall consist of a chair and a secretary. The chair of the committee shall be elected by the VAC on an annual basis. The secretary shall be selected by VAC membership and shall serve for a term of two years (but such term shall terminate sooner if that person's term on the VAC terminates sooner than two years after selection as Secretary).

A meeting schedule shall be established by the VAC at the first meeting of each calendar year.

MEETINGS

The Chair shall be responsible for preparation of an agenda for each meeting, and shall ensure that the Secretary takes minutes. Minutes from the previous meeting shall be reviewed and approved at each subsequent meeting. Meetings may be canceled at the direction of the Chair, but the VAC must meet at least 10 times per year.

In order for any decision of the VAC to be considered binding, a quorum of members shall be present and shall vote. A quorum shall be defined as three members. A simple majority is required to approve any question before the VAC.

While meetings may be used to propose funding certain veterans for certain services, it is the intention of the Board of Commissioners to serve each veteran requesting service as promptly as possible. To this end, the VAC shall set forth clear policies for the VSC that allows enough latitude that all veterans can be served expeditiously. In the case where a legitimate emergency request exceeds the authority of the VSC to grant, the vote of three members will be necessary to approve the request. In the interest of expediency, the VSC may canvas members via personal communication (i.e. telephone or email) in order to obtain a vote outside a regularly scheduled meeting.