

**IONIA COUNTY BOARD OF COMMISSIONERS**  
**January 12, 2016**  
**Organizational Meeting**  
**4:00 p.m.**

County Clerk, Tonda Rich, called the meeting to order and led with the Pledge of Allegiance.

**Members present:** David Hodges, Larry Tiejema, Jim Banks, Brenda Cowling- Cronk, Scott Wirtz, Jack Shattuck and Julie Calley

**Others present:** Jim Valentine, Bob VanLente, Diane Adams, Ken Bowen, Robert Rose, Judy Clark, Nicholas Grenke, Stephanie Fox and Tonda Rich

**Organization of Board and Committees**

**A. Selection of Chairperson**

Clerk Rich opened up nominations for Chairperson of the Board of Commissioners for 2016. Commissioner Tiejema placed the name of Jack Shattuck in nomination.

Moved by Banks, supported by Tiejema, to close nominations and cast a unanimous vote for Jack Shattuck as Chairperson for the Board of Commissioners for 2016. Motion carried by the following roll call vote: yes – all.

Chair Shattuck proceeded to conduct the election of the Vice Chairperson

**B. Selection of Vice Chairperson**

Chair Shattuck called for nominations for Vice Chairperson for 2016. Commissioner Tiejema placed the name of Jim Banks as Vice Chairperson in nomination. Commissioner Wirtz placed the name of Brenda Cowling-Cronk in nomination as Vice Chairperson.

Chair Shattuck called for a vote on the nomination of Jim Banks as Vice Chairperson by a show of hands with Commissioners Hodges, Tiejema, Banks, Calley and Shattuck voting yes.

Chair Shattuck called for a vote on the nomination of Brenda Cowling-Cronk as Vice Chairperson by a show of hands with Commissioners Wirtz and Cowling- Cronk voting yes.

Commissioner Banks received the nomination of Vice- Chairperson for the Board of Commissioners for 2016.

### C. Review and Adoption of Board Rules

The Board Bylaws were reviewed and discussed as follows:

- **Section 7.3 Request for Remarks to Be Included**

Commissioner Banks requested that under Section 7.3 Request for Remarks to Be Included that the last sentence be deleted. The sentence reads as follows: *“Any contributor of “Public Comment” during the board meeting may submit his/her point of view in writing of 40 words or less to be included in an appendix to the meeting minutes.”* Banks stated that an appendix to the meeting minutes does not accomplish anything and there could be legal implications for doing so, such as defamation which is accusing another person of a crime in public.

Moved by Banks, supported by Wirtz, to remove the last sentence under Section 7.3. Discussion followed with Commissioners Tiejema and Cowling- Cronk voicing their opinions in opposition of the motion. Chair Shattuck called for a vote on the motion. Motion carried by voice vote with Commissioners’ Tiejema and Cowling- Cronk voting no.

- **Section 3.4 Notification to the Media and Others**

Commissioner Tiejema, in reference to Section 3.4 Notification to the Media and Others, wanted to confirm that the Clerk was sending a schedule of the Board’s meeting dates and times to the media. In addition to sending notification to the media, the Clerk indicated that the meeting dates and times are posted in the Courthouse, on the County’s website and emailed to all employees.

- **Section 5.2 Agenda for Special Meetings**

Commissioner Tiejema requested that the wording *“except when all members are present and a majority concurs”* be deleted from Section 5.2 Agenda for Special Meetings. Tiejema stated that in his opinion when a special meeting is called on a specific matter, only that matter be taken up at the special meeting. Moved by Tiejema, supported by Banks, to remove the wording (as stated and discussed above) from Section 5.2 Agenda for Special Meetings. Motion carried by voice vote.

- **Section 7.2 Record of Discussion**

Commissioner Tiejema recommended that new recording equipment be looked into.

### ●2016 Meeting Dates and Times

Moved by Banks, supported by Cowling- Cronk, to keep the same meeting schedule for 2016. The Board of Commissioners will hold two regular board meetings each month; one being held on the second Tuesday of each month starting at 4:00 p.m. (Courthouse, 3<sup>rd</sup> floor) and the other meeting on the fourth Tuesday of each month starting at 7:00 p.m. (Central Dispatch Building). The Board will also have a monthly Committee- of- the- Whole meeting which will be on the third Tuesday of each month starting at 3:00 p.m. (Courthouse, 3<sup>rd</sup> floor). Motion carried by voice vote.

Moved by Tiejema, supported by Hodges, to approve the Bylaws of the Board of Commissioners as amended. Motion carried by voice vote.

### Approval of Agenda

Commissioner Calley requested that ACSET Governing Board be added under item B. Commissioner Appointments to Boards/Commission. Moved by Cowling- Cronk, supported by Calley, to approve the amended agenda. Motion carried by voice vote.

### Consent Calendar

A. Approve the minutes of the previous meeting(s)

Commissioner Calley requested to pull the December 15, 2015 board minutes and amend number 2. and 3. under Unfinished Business to reflect that Margery Briggs was appointed to the Substance Abuse Initiative and not the West Michigan Regional Planning Commission. Moved by Calley, supported by Tiejema, to approve the amended December 15, 2015 board minutes as discussed. Motion carried by voice vote.

### Appointments

A. Appointments to Standing Committees

1. Audit Committee – Moved by Wirtz, supported by Cowling- Cronk, to appoint Commissioners Banks, Hodges and Tiejema to the Audit Committee. Motion carried by voice vote.

2. Facilities Committee – Moved by Banks, supported by Tiejema, to appoint Commissioner Hodges to the Facilities Committee. Motion carried by voice vote.

3. **Grievance Hearing Committee** – Moved by Cowling- Cronk, supported by Wirtz, to appoint Commissioners Shattuck, Banks and Cowling- Cronk to the Grievance Hearing Committee. Motion carried by voice vote.
4. **Personnel Committee** – Moved by Wirtz, supported by Cowling- Cronk, to appoint Commissioners Calley, Tiejema and Wirtz to the Personnel Committee. Motion carried by voice vote.

## **B. Commissioner Appointments to Boards/Commissions**

1. **Bargaining Committee Representative** – Moved by Wirtz, supported by Hodges, to appoint Chair Shattuck as the Bargaining Committee Representative. Motion carried by voice vote.
2. **Board of Public Works** – Moved by Tiejema, supported by Banks, to appoint Commissioner Cowling- Cronk to the Board of Public Works. Motion carried by voice vote.
3. **Central Area Michigan Works! Consortium** – Moved by Cowling- Cronk, supported by Wirtz, to appoint Commissioners Tiejema and Banks, with Banks designating Don Benjamin to act on his behalf, to the Central Area Michigan Works! Consortium. Motion carried by voice vote.
4. **Community Corrections Advisory Board** – Moved by Banks, supported by Tiejema, to appoint Commissioner Wirtz to the Community Corrections Advisory Board. Motion carried by voice vote.
5. **Department of Human Services Board** – Moved by Calley, supported by Wirtz, to appoint Commissioner Cowling- Cronk to the Department of Human Services Board. Motion carried by voice vote.
6. **Green View Point Park Advisory Board** – Moved by Banks, supported by Cowling- Cronk, to appoint Chair Shattuck to the Green View Point Park Advisory Board. Motion carried by voice vote.
7. **Ionia County Economic Alliance** – Moved by Tiejema, supported by Banks, to appoint Commissioner Hodges to the Ionia County Economic Alliance. Motion carried by voice vote.
8. **Lake Boards** – Moved by Cowling- Cronk, supported by Wirtz, to appoint Commissioner Wirtz to the Long Lake Board, Commissioner Banks to the Jordan Lake Board and Commissioner Tiejema to the Morrison Lake Board. Motion carried by voice vote.
9. **MAC Workers' Compensation Board** – Moved by Wirtz, supported by Calley, to appoint Chair Shattuck to the MAC Workers' Compensation Board. Motion carried by voice vote.
10. **Road Commission Board** – Moved by Banks, supported by Calley, to appoint Commissioner Wirtz to the Road Commission Board. Motion carried by voice vote.
11. **Tax Allocation Board** – Moved by Banks, supported by Calley, to appoint Commissioner Calley to the Tax Allocation Board. Motion carried by voice vote.

12. **ACSET Governing Board** – Moved by Tiejema, supported by Banks, to appoint Commissioner Calley to the ACSET Governing Board. Motion carried by voice vote.

### C. Legal Counsel

Moved by Banks, supported by Hodges, to appoint Peter Cohl as the County's legal counsel. Motion carried by voice vote.

### D. Department Heads

1. **Administrative Health Officer** – Moved by Wirtz, supported by Cowling- Cronk, to appoint Ken Bowen as the Health Officer for a one year appointment. Motion carried by voice vote.
2. **Building Codes Official** – Moved by Tiejema, supported by Hodges, to appoint Bert Gale as the Building Codes Official for a one year appointment. Motion carried by voice vote.
3. **Central Dispatch Director** – Moved by Tiejema, supported by Calley, to appoint Jim Valentine as the Central Dispatch Director for a one year appointment. Motion carried by voice vote.
4. **Equalization Director** – Moved by Cowling- Cronk, supported by Hodges, to appoint Anthony Meygaard as the Equalization Director for a one year appointment. Motion carried by voice vote. Commissioner Banks would like to discuss the Equalization Department/Director at a Committee- of- the- Whole meeting for an update on how things are going in that department.

### Unfinished Business

#### A. Appointments

1. **Central Dispatch Board of Directors** – Moved by Tiejema, supported by Calley, to appoint Brenda Cowling- Cronk to the Central Dispatch Board of Directors as a citizen representative. Motion carried by voice vote.
2. **West Michigan Regional Planning Commission** – Moved by Banks, supported by Cowling- Cronk, to appoint David Hodges to the West Michigan Regional Planning Commission as the elected official representative. Motion carried by voice vote.
3. **West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee** – Moved by Tiejema, supported by Banks, to appoint Morgan Carroll to the West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee as the public sector representative. Motion carried by voice vote.

### New Business

- A. Moved by Wirtz, supported by Tiejema, to approve the FY 14 EMPG Grant disbursement and authorize appropriate signatures. Motion carried by voice vote.
- B. Moved by Tiejema, supported by Cowling- Cronk, to approve filling the dispatcher position at Central Dispatch. Motion carried by voice vote.
- C. Moved by Tiejema, supported by Wirtz, to authorize the Sheriff's Department to purchase one 2016 unmarked Ford Taurus at a cost not to exceed \$20,480. Motion carried by voice vote.
- D. Chair Shattuck acknowledged the upcoming appointments to the AAAWM, Board of Public Works, Park Advisory Board and the Tax Allocation Board.

**Chairperson's Report**

Chair Shattuck thanked the Board for their support and nomination as Chairperson. Shattuck stated that he will be touching base with the department heads.

Commissioner Hodges thanked Commissioner Calley for her work as Chairperson in 2015.

**County Administrator's Report**

- 1. The 2015 Year in Review will be posted to the website.
- 2. Confirmed that the Airport Board Meeting Schedule will remain the same.

Commissioner Calley acknowledged Judy Clark, Jim Valentine, Jim Buxton, Tonda Rich, Dale Miller, Dorothy Pohl and members of the Road Commission and Chair Shattuck for attending the Michigan Township Association meeting on Monday, January 11, 2016.

Moved by Hodges, supported by Cowling- Cronk, to adjourn the meeting at 5:08 p.m. Motion carried by voice vote.

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Jack Shattuck, Chair

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Tonda Rich, Clerk

Minutes approved on
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