Ottawa County
Board of Commissioners

John Teeples
Chairperson

Josh Brugger
Vice-Chairperson

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Friday, November 21, 2025, at 11:30 AM** for a special meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom and YouTube.

The Agenda is as follows:

1. Call to Order by the Chairperson

2. Prayer and Pledge of Allegiance

3. Roll Call

4. Correspondence

5. Public Comment

6. Approval of Agenda

7. Consent Resolutions

   A. Board of Commissioners Meeting Minutes
   Suggested Motion:
   To approve the minutes of the October 28, 2025, Board of Commissioners meeting.

8. Agenda and Action Requests:

   A. Closed Session
   Suggested Motion:
   To go into closed session for the purpose of considering an opinion by counsel on State CMH funding pursuant to OMA section 8h.

9. Committee Reports

10. Public Comment

11. Administrator Update

Jim Barry | Jordan Jorritsma | Douglas Zylstra | Jacob Bonnema | Kendra Wenzel
Joe Moss | Phil Kuyers | Sylvia Rhodea | Allison Miedema

12. Commissioner Comments

13. Adjournment at Call of the Chairperson

PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
OCTOBER SESSION – FIRST DAY

The Ottawa County Board of Commissioners met on Tuesday, October 28, 2025, at 9:00 a.m. and was called to order by the Chairperson.

The prayer was pronounced by Commissioner Brugger.

Chairperson Teeples led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Jim Barry, Jordan Jorritsma, Douglas Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, John Teeples, Sylvia Rhodea, Philip Kuyers, Josh Brugger, Allison Miedema. (11)

Chairperson Teeples moved the 20th Circuit Court Probation & Parole 2024 Annual Report under Committee Reports to be presented after Correspondence.

Correspondence

A. Welcome Administrator Patrick Waterman-Chairperson Teeples welcomed new County Administrator Patrick Waterman.

B. Sheriff's Commendation Award-Sheriff DeBoer presented this award to Detective Jon Cieslinski.

C. Customer Service Award-Chair Teeples presented the 3rd quarter customer service award to Valente Morales, Public Health Pathways Team.

D. Legislative Update-Bob DeVries, GCSI, gave a quarterly update.

E. Veteran's Services Grant & Budget Update-Jason Schenkel, Veterans Services Director, gave an update.

Committee Reports

A. 20th Circuit Court Probation & Parole 2024 Annual Report-Heath White, Probation/Parole Manager, presented the 2024 20th Circuit Court Probation & Parole Annual Report.

Public Comments

1. Jennifer Brozowski-Ottawa County Community Action Agency Director
2. Craig Schultz-Robinson Township
3. Dan Zimmer-Port Sheldon Township
4. Sheila Dettloff-Holland Township
5. Nancy Pochran-Georgetown Township
6. Barbara Lee VanHorssen-Grand Haven City

7. Becky Patrick-Allendale Township

Online Public Comments

1. Joseph McCarter-Georgetown Township
2. Gail Roelofs-Allendale Township
3. Linda King-Tallmadge Township

Approval of the Agenda

B/C 25-183 Joe Moss moved to approve the agenda as amended.

The motion passed.

B/C 25-184 Jim Barry moved to amend the agenda to add a Resolution regarding Ottawa County Community Action Agency. Moved to Action Item 8A.

The motion passed by the following votes: Yeas: Joe Moss, Phil Kuyers, Jim Barry, Jacob Bonnema, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Jordan Jorritsma, Josh Brugger, John Teeples. (11)

Consent Resolutions

Allison Miedema requested to move Consent Items 7B through 7G to Action Items 8B through 8G. This will move all the current Action Items down.

B/C 25-185 Phil Kuyers moved to approve the following Consent Resolutions:

A. To approve the minutes of the September 23, 2025, Board of Commissioners Meeting.

B. To approve the Jones easement agreement for the Allendale Segment of the Idema Explorers Trail.

C. To approve the Rapin-Szczesny easement agreement for the Allendale Segment of the Idema Explorers Trail.

D. To approve the Kooiker easement agreement for the Allendale Segment of the Idema Explorers Trail

E. To approve the general claims in the amount of $39,139,727.56 as presented by the summary report for September 1, 2025, through September 30, 2025.

F. To approve the Agreement for Extension Services between Ottawa County and Michigan State University Extension for Fiscal Year 2026 at a total cost of $289,172.

G. To approve the Memorandum of Understanding with Enterprise Fleet Management for countywide fleet management services.

H. To approve the resolution to change dental providers to Western Michigan Health Insurance Pool.

I. To approve the recommendation to change the life and disability insurance provider to Sun Life.

J. To approve the contract with Valley City Sign to replace the exterior signage at multiple County buildings for a total of $165,575.00.

K. To approve the 2025 Ottawa County Apportionment Report.

L. To approve the FY2025 and FY2026 budget adjustments per the attached schedule.

The motion passed by the following votes: Yeas: Sylvia Rhodea, Josh Brugger, Doug Zylstra, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Joe Moss, Jordan Jorritsma, Phil Kuyers, Jim Barry, John Teeples. (11)

Agenda and Action Requests

B/C 25-186 Jim Barry moved to approve the Ottawa County Community Action Agency Resolution, as amended, in favor of the Federal government providing funding for physical shelter, safety, and food security in line with its strategic plan.

The motion passed by the following votes: Yeas: Jacob Bonnema, Jordan Jorritsma, Josh Brugger, Allison Miedema, Kendra Wenzel, Jim Barry, Sylvia Rhodea, Joe Moss, Phil Kuyers, John Teeples. (10)

Nays: Doug Zylstra. (1)

B/C 25-187 Sylvia Rhodea moved to amend motion B/C 25-186, the second to last paragraph, the last sentence, to read: "…vote to provide funding for physical shelter, safety, and food security as soon as practicable, in line with the federal administration's strategic plan."

The motion passed.

B/C 25-188 Phil Kuyers moved to ratify all contracts for the period of September 20, 2025, to October 24, 2025, currently pending on the post-execution ratification list as authorized under Section IV(D)(2) of the Ottawa County Contracting Authorization and Form Policy.

The motion passed by the following votes: Yeas: Josh Brugger, Doug Zylstra, Phil Kuyers, Jim Barry, Joe Moss, Jordan Jorritsma, Sylvia Rhodea, Allison Miedema, Jacob Bonnema, Kendra Wenzel, John Teeples. (11)

B/C 25-189 Allison Miedema moved to approve the amended revised Substance Abuse Policy for a second reading.

The motion passed.

B/C 25-190 Doug Zylstra moved to amend 2.3 of motion B/C 25-189 to strike “before or during work”.

The motion passed.

B/C 25-191 Josh Brugger moved to approve the Animals in County Buildings Policy for a second reading.

The motion passed.

B/C 25-192 Josh Brugger moved to approve the revised Appointments to Boards and Commissions Policy for a second reading.

The motion passed.

B/C 25-193 Jordan Jorritsma moved to approve the revised Risk Management Policy for a first reading. (Tabled)

B/C 25-194 Allison Miedema moved to table motion B/C 25-193 and send it back to Planning and Policy Committee for a first reading.

The motion passed.

B/C 25-195 Joe Moss moved to approve the updated Ottawa County Land Bank Authority bylaws. (Tabled)

B/C 25-196 Allison Miedema moved to table motion B/C 25-195 and bring back a clean copy to the next Board of Commissioners meeting.

The motion passed.

B/C 25-197 Josh Brugger moved to approve the Resolution Approving the Project Area, Establishing the Project District Area, and Confirming the Appointment of Two Additional Directors to the Ottawa County Economic Development Corporation Board, in order to authorize the issuance of Limited Obligation Revenue Bonds not to exceed $10M for the benefit of Hope College.

The motion passed by the following votes: Yeas: Jordan Jorritsma, Jim Barry, Allison Miedema, Joe Moss, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Phil Kuyers, Jacob Bonnema, John Teeples. (10)

Absent at vote: Josh Brugger. (1)

B/C 25-198 Allison Miedema moved to take a recess at 11:25 a.m.

The motion passed.

Chairperson Teeples called the meeting back to order at 11:35 a.m.

B/C 25-199 Josh Brugger moved to approve the appointment of Administrator Patrick Waterman to the following boards, committees, and authorities:

Grand Valley Metropolitan Council Board of Directors and Executive Committee
Kent Ottawa Muskegon Foreign Trade Zone Board of Directors
Ottawa County Central Dispatch Authority Board
West Michigan Enforcement Team Board of Directors
Ottawa County Land Bank Authority
Ottawa County Building Authority
Ottawa County Insurance Authority
Lakeshore Advantage Board of Directors

The motion passed.

B/C 25-200 Josh Brugger moved to approve that the Board of Commissioners waive its attorney/client privilege in the Declaration and Memorandum of Attorney Nate Wolf regarding his communications with County officials and his activities and inactivity pertaining to the undated written complaint of former employee, Jordan Epperson.

The motion passed by the following votes: Yeas: Phil Kuyers, Jordan Jorritsma, Josh Brugger, Jacob Bonnema, Jim Barry, John Teeples. (6)

Nays: Kendra Wenzel, Joe Moss, Doug Zylstra, Sylvia Rhodea, Allison Miedema. (5)

B/C 25-201 Josh Brugger moved to accept the Defendant's settlement offer in the Ottawa County v. Chester Township case as recommended by the County Attorney in the opinion letter dated October 15, 2025. Upon motion and 2/3 vote, this matter could be addressed in Closed Session.

The motion passed by the following votes: Yeas: Joe Moss, Phil Kuyers, Jim Barry, Jacob Bonnema, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Jordan Jorritsma, Josh Brugger, John Teeples. (11)

B/C 25-202 Josh Brugger moved to accept the Holland Sentinel's offer to dismiss the appeal as recommended by the County Attorney in the opinion letter dated October 24, 2025. Upon motion and 2/3 vote, this matter could be addressed in Closed Session.

The motion passed by the following votes: Yeas: Josh Brugger, Doug Zylstra, Jacob Bonnema, Jordan Jorritsma, Phil Kuyers, Jim Barry, John Teeples. (7)

Nays: Sylvia Rhodea, Kendra Wenzel, Allison Miedema, Joe Moss. (4)

<u>Discussion Item</u>

A. Administrator Analyst Job Description-Scott Hawkes, HR Director, explained how this position came about and current policies and practices around this. Several Commissioners gave comments.

B/C 25-203 Doug Zylstra moved to delay filling of the Analyst position until the position is brought to the Board for approval.

The motion failed by the following votes: Nays: Jacob Bonnema, Jordan Jorritsma, Josh Brugger, Jim Barry, Joe Moss, Phil Kuyers, John Teeples. (7)

Yeas: Allison Miedema, Kendra Wenzel, Sylvia Rhodea, Doug Zylstra. (4)

Public Comment

1. Becky Patrick-Allendale Township
2. Dan Zimmer-Port Sheldon Township
3. Grace Holland
4. Gary Rosema-Interim Deputy County Administrator
5. Ron Frantz-Former Interim Deputy County Administrator

Online Public Comment

None.

Administrator Updates

A. Report of the County Administrator-Patrick Waterman, County Administrator gave updates.

B. Commissioner Comments-Several Commissioners gave comments.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 1:13 p.m.

JUSTIN F. ROEBUCK, Clerk/Register
Of the Board of Commissioners

JOHN TEEPLES, Chairperson
Of the Board of Commissioners