APPROVED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
MAY SESSION – FIRST DAY

The Ottawa County Board of Commissioners met on Tuesday, May 19, 2026, at 6:30 p.m. and was called to order by the Chairperson.

The prayer was pronounced by Commissioner Jorritsma.

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

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

Correspondence

A. Innovation and Technology 2025 Annual Report-Paul Klimas, IT Director, presented the 2025 Innovation and Technology Annual Report.

B. Facilities Maintenance 2025 Annual Report-David Cripps, Facilities Director, presented the 2025 Facilities Maintenance Annual Report.

C. 20th Circuit Court Probation and Parole 2025 Annual Report-Heath White, Probation/Parole Manager presented the 2025 20th Circuit Court Probation and Parole Annual Report.

Public Comments

Public comments were made by the following:

1. Sue O'Connor-President of the Ottawa County Employee Association for the 58th District Court
2. Fred Sawyers -Area Manager Waste Management-Grand Rapids
3. Ken Schreur-Union representative for the FOC Employee Union Association

Online Public Comments

None.

B/C 26-083 Joe Moss moved to approve the agenda.

Motion B/C 26-083 passed.

Consent Resolutions

B/C 26-084 Philip Kuyers moved to approve the following Consent Resolutions as presented:

A. To approve the meeting minutes of the April 30, 2026, Board of Commissioners meeting.

B. To receive for information the Annual Comprehensive Financial Report of the County of Ottawa for the Year Ended September 30, 2025.

C. To approve the general claims in the amount of $19,690,379.16 as presented by the summary report for April 1, 2026, through April 30, 2026.

D. To approve the creation of a capital project to relocate the Equalization Department within the Administration Building at a not to exceed cost of $100,000 for Phase I.

E. To approve the agreement with Thomson Reuters for the Westlaw Advantage legal research tool for 5 years at a cost of $285,000.

F. To approve the 3-year contract with Brightly Software for Facilities Maintenance work order and conference room reservation systems at a cost of $120,897.94.

G. To approve the Resolution pledging the full faith and credit of Ottawa County for the Kragspough Drain Drainage District Note in an amount not to exceed $195,147.39.

H. To approve the Resolution pledging the full faith and credit of Ottawa County for the Sleepy Hollow Drain Drainage District Note in an amount not to exceed $1,695,621.95.

I. To approve the 5-year lease extension for the building located at 1207 Beechtree Street, in Grand Haven, for continued use by the Ottawa County Department of Public Health, at a total cost of $186,300.

J. To approve the contract with Brookview Lawncare for landscaping services at the Grand Haven Courthouse parking lots at a cost of $133,126.60.

K. To approve the contract with Michigan Paving and Materials to include pavement improvements at the Fillmore Campus at a cost of $484,988.40.

L. To approve the 5-year agreement with Core Technology at a total cost of $76,597.

M. To approve the FY2026 budget adjustments per the attached schedule.

N. To approve the Resolution establishing millage rates for tax year 2026 and authorizing the Board Chair to sign form L4029.

O. To receive the Local Government Retirement System Annual Report, form 5572, as required by Public Act 202 of 2017.

P. To receive the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher-level summary for the Special Revenue funds, through the end of the 2nd quarter of Fiscal Year 2026.

Q. To approve an easement with Consumers Energy to allow for installation of a light pole on Polk Street near Pine Bend Park.

R. To approve the contract with Eng. Inc. for engineering services related to Phase 2 of the Bass River Segment of the Idema Explorers Trail at a not to exceed cost of $48,555.00 and to authorize the Parks Director to take such actions as are necessary to implement the intent of the Commission in this matter.

S. To approve an easement with Georgetown Township as required for new sidewalk construction at Hager Park and to authorize the Parks Director to take all actions necessary to implement the intent of the Board in this matter.

Motion B/C 26-084 passed by the following votes: Yeas: Joe Moss, Philip Kuyers, Jim Barry, Jacob Bonnema, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Jordan Jorritsma, John Teeples, Josh Brugger. (11)

Action Items

Public Hearing – Justice Assistance Grant

B/C 26-085 Joe Moss moved to open the Public Hearing at 7:06 p.m. to receive comments on the Edward Byrne Memorial Justice Assistance Formula Grant Program as required for the grant application.

Motion B/C 26-085 passed.

Public Comments

None.

Online Public Comment

None.

B/C 26-086 Philip Kuyers moved to close the Public Hearing at 7:09 p.m. on the Edward Byrne Memorial Justice Assistance Formula Grant Program.

Motion B/C 26-086 passed.

B/C 26-087 Joe Moss moved to approve the amended recommendation for Ottawa County to adjust positions, pay grades, and the wage scale, as recommended, to maintain a competitive position in the marketplace, and to authorize the County Administrator to make individual wage adjustments, as warranted.

Motion B/C 26-087 passed by the following votes: Yeas: Philip Kuyers, Joe Moss, Allison Miedema, Kendra Wenzel, Jim Barry, Doug Zylstra, John Teeples, Jacob Bonnema, Sylvia Rhodea, Jordan Jorritsma, Josh Brugger. (11)

B/C 26-087a Doug Zylstra moved to include the red circled employees to receive the next COLA adjustment as a stipend at the beginning of the year, January 1, 2027.

Motion B/C 26-087a failed by the following votes: Nays: John Teeples, Jacob Bonnema, Joe Moss, Jordan Jorritsma, Philip Kuyers, Jim Barry, Josh Brugger. (7)

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

B/C 26-087b Josh Brugger moved to amend the recommendation to allow for the increase of wages of the red circled outlying employees, an increase of 50% of COLA per annum until parity with the recommended wage scales is achieved.

Motion B/C 26-087b passed by the following votes: Yeas: Allison Miedema, Kendra Wenzel, Jim Barry, Sylvia Rhodea, Joe Moss, Doug Zylstra, Josh Brugger. (7)

Nays: Jacob Bonnema, Jordan Jorritsma, John Teeples, Philip Kuyers. (4)

B/C 26-087c Joe Moss moved to amend the original motion to make wages retroactive to May 1, 2026.

Motion B/C 26-087c passed.

B/C 26-087d Doug Zylstra moved to adopt model B, which includes all employees except Sheriff sworn.

Motion B/C 26-087d failed without a second.

B/C 26-088 Jordan Jorritsma moved to ratify all contracts on the Ratification Report pursuant to the County's Contracting policy.

Motion B/C 26-088 passed by the following votes: Yeas: John Teeples, Doug Zylstra, Philip Kuyers, Jim Barry, Joe Moss, Jordan Jorritsma, Sylvia Rhodea, Allison Miedema, Jacob Bonnema, Kendra Wenzel, Josh Brugger. (11)

B/C 26-089 Joe Moss moved to approve the revised Investment Policy for a second reading.

Motion B/C 26-089 passed.

B/C 26-090 Joe Moss moved to approve the new Artificial Intelligence Policy for a second reading.

Motion B/C 26-090 passed.

B/C 26-091 Jordan Jorritsma moved to approve the new remote work policy for a second reading as amended.

Motion B/C 26-091 passed.

B/C 26-091a Doug Zylstra moved to remove the word seldom from the second sentence in section I. Policy.

Motion B/C 26-091a passed by the following votes: Yeas: Doug Zylstra, John Teeples, Jordan Jorritsma, Philip Kuyers, Jim Barry, Allison Miedema, Jacob Bonnema, Sylvia Rhodea, Joe Moss, Kendra Wenzel, Josh Brugger. (11)

B/C 26-092 Joe Moss moved to approve the revised Debt Management Policy for a first reading.

Motion B/C 26-092 passed.

B/C 26-093 Jordan Jorritsma moved to approve the revised Legal Services Policy for a first reading as amended.

Motion B/C 26-093 passed.

B/C 26-093a Doug Zylstra moved to revert to the original language in section IV. Procedure 1.b.1). Criminal and quasi-criminal prosecution legal services provided by the Prosecuting Attorney.

Motion B/C 26-093a failed by the following votes: Nays: Jordan Jorritsma, Jim Barry, Philip Kuyers, Jacob Bonnema, John Teeples, Josh Brugger. (6)

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

B/C 26-093b Jim Barry moved to maintain language in section IV. Procedure 1.b.1). ending with “the County does not provide such services to Recipients” and adding “except at the discretion of the Board of Commissioners.”

Motion B/C 26-093b passed by the following votes: Yeas: Kendra Wenzel, Joe Moss, Doug Zylstra, Philip Kuyers, Sylvia Rhodea, Allison Miedema, Jordan Jorritsma, John Teeples, Jacob Bonnema, Jim Barry, Josh Brugger. (11)

B/C 26-093c Doug Zylstra moved to delete “and upon the express prior written approval of the Board and/or the Administrator” in Section IV. Procedure 6, on page 4.

Motion B/C 26-093c passed by the following votes: Yeas: Jim Barry, Jordan Jorritsma, Doug Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, John Teeples, Sylvia Rhodea, Philip Kuyers, Josh Brugger, Allison Miedema. (11)

B/C 26-093d Doug Zylstra moved to add the following sentence, “The Director of Legal Services operates under the supervision and direction of the County Administrator, who is responsible to the Board of Commissioners for the work product, conduct and performance of the Department of Legal Services.” to section IV. Procedure 1.a. following the existing Department of Legal Services Language.

Motion B/C 26-093d passed by the following votes: Yeas: Sylvia Rhodea, John Teeples, Doug Zylstra, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Joe Moss, Jordan Jorritsma, Philip Kuyers, Jim Barry, Josh Brugger. (11)

B/C 26-093e John Teeples moved to call the question on motion B/C 26-093d.

Motion B/C 26-093e passed by the following votes: Yeas: Joe Moss, Philip Kuyers, Jim Barry, Jacob Bonnema, Doug Zylstra, Allison Miedema, Jordan Jorritsma, John Teeples, Josh Brugger. (9)

Nays: Sylvia Rhodea, Kendra Wenzel. (2)

B/C 26-094 Jordan Jorritsma moved to approve the revised Tuition Reimbursement Policy for a first reading.

Motion B/C 26-094 passed.

Committee Reports

None.

Public Comment

1. Micheal Kuras, Spring Lake Township
2. Russ Boersma-General Manager of Arrowaste Inc.-Holland Township
3. Becky Patrick-Allendale Township

Additional Business

A. Discussion on Solid Waste Financing Ordinance-Administrator Patrick Waterman and Chairperson Brugger gave an update. Chairperson Brugger said that the question today is whether the Board wants to enter closed session to discuss a legal opinion related to the proposed Solid Waste Financing Ordinance or open it for discussion. Discussion took place with the Commissioners.

B/C 26-095 Chairperson Brugger motioned to approve the resolution recognizing the solid waste management needs of Ottawa County and adopting the Ottawa County Solid Waste Financing Ordinance to finance those needs from landfill users, with the scheduled implementation date of October 1, 2026. WITHDRAWN

B/C 26-096 Allison Miedema moved to send the resolution to the Materials Management Committee for review and comment.

Motion B/C 26-096 passed by the following votes: Yeas: Allison Miedema, Kendra Wenzel, Jim Barry, Sylvia Rhodea, Joe Moss, Doug Zylstra. (6)

Nays: Jacob Bonnema, Jordan Jorritsma, John Teeples, Philip Kuyers, Josh Brugger. (5)

B/C 26-097 John Teeples moved to put the resolution on the Planning and Policy Committee for next month. WITHDRAWN

B. Report of the County Administrator-Administrator Patrick Waterman gave an update.

C. Commissioner Comments-Several Commissioners gave comments.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 10:02 p.m.

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

JOSH BRUGGER, Chairperson
Of the Board of Commissioners