

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: February 16, 2010

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Gordon Schrotenboer, Robert Karsten, Dennis Swartout

ABSENT: Donald Disselkoen

STAFF & GUESTS: Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Bradley Slagh, Treasurer; Greg Rappleye, Corporation Counsel; Keith Van Beek, Assistant Administrator; Ken Zarzecki, Road Commission; Media

SUBJECT: CONSENT ITEMS

FC 10- 018 Motion: To approve the agenda of today as presented and amended adding Action Item 8A – Agreement to Advance Funds for the Munn Drainage District.

Moved by: Karsten

UNANIMOUS

Approve by consent the minutes of the January 26, 2010 meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 10-019 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of January 2010.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 10-020 Motion: To approve budget adjustments # 44, 56, 67, 68 and 69.

Moved by: Rycenga

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR JANUARY

FC 10-021 Motion: To approve the Statement of Review for the month of January 2010.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: RESOLUTION TO MOVE TO A DEFINED CONTRIBUTION PENSION PLAN

FC 10-022 Motion: To approve and forward to the Board of Commissioners the Resolution and recommendations to move from a Defined Benefit Pension Plan to a Defined Contribution Pension Plan.
Moved by: Schrottenboer

FC 10-023 Motion: To table motion FC 10-022 until discussed at the next Board Work Session.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE PROJECT EXPENDITURES

FC 10-024 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to reimburse project expenditures for the Grandville Waste Water Treatment Plant with bond proceeds.
Moved by: Rycenga UNANIMOUS

SUBJECT: OTTAWA COUNTY ENERGY RETROFIT PROGRAM – BOILER REPLACEMENT

FC 10-025 Motion: To approve and forward to the Board of Commissioners a contract with Request Heating and Cooling to replace the boiler at 12265 James Street for \$22,105, funding to come from the Energy Efficiency and Conservation Block Grant (EECBG).
Moved by: Schrottenboer UNANIMOUS

SUBJECT: AGREEMENT TO ADVANCE FUNDS FOR THE MUNN DRAINAGE DISTRICT

FC 10-026 Motion: To approve and forward to the Board of Commissioners the Agreement to Advance Funds for the Munn Drainage District to cover expenditures incurred before the bond issuance, subject to final approval of the Agreement and Promissory Note language by Corporation Counsel. Funding will come from contingency until repaid upon bond issuance. Total cost not to exceed \$90,000.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update for January 2010 – The January 2010 Financial Month End update was presented by Brad Slagh.
2. Legislative Proposals Regarding Health Insurance Premiums for Government Employees – Mr. Karsten asked that this be put on today's agenda. He doesn't want to see the County lobby against legislative proposals to require government employees in Michigan to pay 15% to 20% of their health insurance premium. He believes the concept is valid. The Administrator explained the County is looking at a Health Management Plan and hiring a consultant to look at self-insured verses non self-insured. He also reported Human Resources is working on putting together comparisons.
3. Budget Principles – June Hagan presented the Budget Principles for the Committee to review. She asked for any concerns or changes. The Committee agreed this should go to a Board Work Session.
4. Fiscal Policies – Will be discussed at a Board Work Session.
5. Tax Revenue Projections – June Hagan gave a brief update on the 2010 estimated tax revenue. She reported packets went out to Department Heads/Elected Officials asking them to complete an analysis based on each of three scenarios to determine how they can make reductions in each and identify the impact of the reductions.
6. General Fund Projections – The long-term financial projections for the County were presented by June Hagan. She briefly went over two scenarios; one with revenue sharing fully reinstated and one with revenue sharing partially reinstated.
7. The Committee asked how many positions have been eliminated in the County. The Administrator reported 52 positions total including 8 layoffs.
8. June Hagan informed the Committee that Administration spoke with the Fitch Rating Agency and the call went well.

SUBJECT: ADJOURNMENT

FC 10-027 Motion: To adjourn at 10:34 a.m.
Moved by: Karsten

UNANIMOUS

