

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: September 21, 2010

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Gordon Schrottenboer, Robert Karsten, Dennis Swartout,
Donald Disselkoen

STAFF & GUESTS: Lisa Stefanovsky, Health Officer; Mark Knudsen, Planning &
Performance Director; Bradley Slagh, Treasurer; Robert Slickers,
Energetx Composites, LLC; Kelly Slickers, Energetx Composites, LLC;
Lynn Doyle, CMH; Helen Ash, Health Dept.; Marie Waalkes, Human
Resources Director; Robert Melamed; Jim Vannett; Alan Vanderberg,
Administrator; Greg Rappleye, Corporation Counsel; Keith VanBeek,
Assistant Administrator; Robert Spaman, Fiscal Services Director; Connie
VanderSchaaf, Fiscal Services; Lori Catalino, Clerk's Office; Media

SUBJECT: CONSENT ITEMS

FC 10-117 Motion: To approve the agenda of today as presented and to approve the
minutes of the August 24, 2010, meeting as presented.
Moved by: Rycenga UNANIMOUS

**SUBJECT: BUDGET ADJUSTMENTS GREATER THAN
\$50,000**

FC 10-118 Motion: To approve budget adjustment #524.
Moved by: Rycenga UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 10-119 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
August 2010.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR AUGUST

FC 10-120 Motion: To approve the Statement of Review for the Month of August 2010.
Moved by: Karsten **UNANIMOUS**

SUBJECT: 2009 COST ALLOCATION PLAN

FC 10-121 Motion: To approve and forward to the Board of Commissioners the 2009 Cost Allocation Plan for implementation in the 2011 budget.
Moved by: Karsten **UNANIMOUS**

SUBJECT: IT BILLING RATE STUDY FOR 2011

FC 10-122 Motion: To approve and forward to the Board of Commissioners the Information Technology Billing Rate Study for 2011 for implementation in the 2011 budget.
Moved by: Schrottenboer **UNANIMOUS**

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CONVENTION FACILITY TAX REVENUES TO COUNTIES UNDER PUBLIC ACTS 106 AND 107 OF 1985

FC 10-123 Motion: To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.
Moved by: Rycenga **UNANIMOUS**

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CIGARETTE TAX REVENUES TO COUNTIES UNDER PUBLIC ACTS 219 AND 264 OF 1987

FC 10-124 Motion: To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987.
Moved by: Schrottenboer **UNANIMOUS**

SUBJECT: SETTING OF PUBLIC HEARING ON THE 2011 OTTAWA COUNTY BUDGET

FC 10-125 Motion: To recommend that the Board of Commissioners set a public hearing on the 2011 Ottawa County budget for Tuesday, October 12,

2010, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.

Moved by: Rycenga

UNANIMOUS

SUBJECT: OTTAWA COUNTY RENEWABLE ENERGY
RENAISSANCE ZONE (RERZ) DESIGNATION
RECOMMENDATION FOR ENERGETX
COMPOSITES, LLC

FC 10-126 Motion: To approve and forward to the Board of Commissioners the Resolution to authorize designating approximately 26 acres of vacant property in Holland Township as an Energy Renaissance Zone (RERZ).
Moved by: Disselkoen MOTION PASSED

Yeas: Disselkoen, Rycenga, Schrotenboer, Swartout. (4)

Nay: Karsten. (1)

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL
REQUEST TO INCREASE A .6 FTE
UNCLASSIFIED, PAYGRADE 7E TO 1 FTE
UNCLASSIFIED, PAYGRADE 7E

FC 10-127 Motion: To approve and forward to the Board of Commissioners the request from Community Mental Health to increase a .6 FTE Program Coordinator – Evidence Based Practices (Unclassified, Paygrade 7E) to 1 FTE Program Coordinator - EBP (Unclassified, Paygrade 7E) at a cost of \$41,434.00. Funding to come from State Medicaid funds.
Moved by: Disselkoen UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO
ELIMINATE A .9 LPN (GROUP T, PAYGRADE
09) AND TO CREATE A .6 COMMUNITY
HEALTH NURSE (MNA)

FC 10-128 Motion: To approve and forward to the Board of Commissioners the request from Public Health to eliminate (1) .9 FTE LPN (Group T, Paygrade 09) and to Create (1) .6 FTE Community Health Nurse (MNA Paygrade, G Step) at a savings of \$7,598.
Moved by: Disselkoen UNANIMOUS

SUBJECT: TUITION REIMBURSEMENT

FC 10-129 Motion: To approve and forward to the Board of Commissioners a recommendation to suspend Tuition Reimbursement for the year 2011 and to review this recommendation in 2011 for the 2012 budget year.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENTS FOR COUNTY AND COURT UNCLASSIFIED AND GROUP T EMPLOYEES FOR 2011

FC 10-130 Motion: To approve and forward to the Board of Commissioners a 0% wage increase for County and Court Unclassified (Excluding Elected Officials, Judges and the Board of Commissioners) and Group T Employees for 2011.
Moved by: Disselkoe UNANIMOUS

Robert Melamed requested the Committee table the motion for more clarification and other alternatives.

SUBJECT: PROPOSED CHANGES IN TREASURER'S INVESTMENT POLICY

FC 10-131 Motion: To approve and forward to the Board of Commissioners the proposed, revised Investment Policy for Ottawa County.
Moved by: Schrottenboer

Bradley Slagh, Treasurer, will redraft and change some of the interest/details and present it at the next Finance and Administration Committee.

FC 10-132 Motion: To table Motion FC 10-131.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End update for August 2010 – The August 2010 financial update was presented by Bradley Slagh.
2. Review 2011 Budgets – Robert Spaman reviewed the revenues and expenditures. The Administrator stated these numbers are based on a 6% share from State revenue sharing so things can change based on what actually is received from the State. He also said there will be

significant savings from health care. The health care costs will be brought before the full Board on the 28th to be discussed.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:48 a.m.