

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: September 18, 2012

TIME: 9:28 a.m.

PLACE: Fillmore Street Complex

PRESENT: Dennis Swartout, Roger Rycenga, Donald Disselkoe, Robert Karsten, Joseph Baumann

STAFF & GUESTS: Alan Vanderberg, Administrator; Mike Mikita, Road Commission; Brett Laughlin, Road Commission Managing Director; Robert Spaman, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Connie VanderSchaaf, Fiscal Services; Greg Rappleye, Corporate Counsel; Bradley Slagh, Treasurer

SUBJECT: CONSENT ITEMS

FC 12-084 Motion: To approve the agenda of today as presented and amended adding Discussion Item #3 – Road Commission Member Benefits and approve the minutes from the August 21, 2012 meeting as presented.

Moved by: Disselkoe

UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 12-085 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 2012.

Moved by: Rycenga

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 12-086 Motion: To approve budget adjustment numbers 480, 504 and 505.

Moved by: Disselkoe

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 12-087 Motion: To approve the Statement of Review for the month of August 2012.

Moved by: Karsten

UNANIMOUS

SUBJECT: BUDGET APPROVAL FOR MICHIGAN WORKS/COMMUNITY ACTION AGENCY (CAA)

FC 12-088 Motion: To approve and forward to the Board of Commissioner the recommendation that the County not do a budget for Michigan Works and Community Action Agency (CAA) beginning with the 2013 budget.

Moved by: Karsten

UNANIMOUS

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

FC 12-089

Motion: To approve and forward to the Board of Commissioners the resolution regarding the distribution of cigarette tax revenues to counties under Public Act 219 and 264 of 1987.

Moved by: Baumann

UNANIMOUS

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CONVENTION FACILITY TAX REVENUES TO COUNTIES

FC 12-090

Motion: To approve and forward to the Board of Commissioners the resolution regarding the distribution of convention facility tax revenues to counties under Public Act 106 and 107 of 1985.

Moved by: Disselkoen

UNANIMOUS

SUBJECT: SETTING OF PUBLIC HEARING ON THE 2013 OTTAWA COUNTY BUDGET

FC 12-091

Motion: To recommend to the Board of Commissioners to set a public hearing on the 2013 Ottawa County budget for Tuesday, October 9, 2012, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.

Moved by: Rycenga

UNANIMOUS

SUBJECT: OFFICER AND EMPLOYEE DELEGATE FOR MERS ANNUAL MEETING

FC 12-092

Motion: To approve and forward to the Board of Commissioners the nomination of Jennifer Orme as Officer Delegate, Marcie VerBeek as Alternate Officer Delegate, Paul Lindemuth as Employee Delegate and Robert Melamed as Alternate Employee Delegate to the MERS 66th Annual Meeting to be held October 3 – 5, 2012 in Grand Rapids, Michigan.

Moved by: Baumann

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Road Commission Member Benefits – The Administrator explained that when the Board of Commissioners cut their health benefits, the question came up if health benefits should also be cut for the Road Commission Board. Now that there are two positions posted for the Road Commission, a decision needs to be made in order to tell applicants if health benefits are included or not. Brett Laughlin stated the Road Commission staff would like to get rid of the benefits. Presently only two Road Commissioners take health insurance, the others opt out.

FC 12-093

Motion: To approve and forward to the Board of Commissioners the recommendation to end health insurance benefits for the Ottawa County Road Commissioners effective January 1, 2013.

Moved by: Karsten

Mr. Karsten withdrew his motion.

A recommendation and motion from Administration will be brought to the Finance and Administration Committee next month regarding Road Commissioners salary and health insurance.

2. Review of the 2013 Budget – Robert Spaman reviewed the 2013 proposed budget.
3. Treasurer’s Financial Month End Update August 2012 – The August 2012 Financial Month End Update was presented by Bradley Slagh.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:40 a.m.