

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: March 16, 2021

TIME: 10:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Philip Kuyers, Douglas Zylstra (by zoom), Mathew Fenske, Gregory DeJong, Joseph Baumann

STAFF & GUESTS: Alan Vanderberg, Administrator; Karen Karasinski, Fiscal Services Director; John Shay, Deputy County Administrator; Sherri Sayles, Chief Deputy Clerk; Marcie VerBeek, Human Services Director; Keith Falkowski, Fiscal Services; Ann Heerde, CMH; Michele VanderSchel, CMH; Amanda Price, County Treasurer; Douglas VanEssen, Corporate Counsel; Patrick Staskiewicz, Road Commission; Steven Kempker, Sheriff; Val Weiss, Undersheriff

SUBJECT: CONSENT ITEMS

FC 21-021 Motion: To approve the agenda of today as presented and to approve the minutes from the February 16, 2021 Finance and Administration Committee as presented.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: FY2021 BUDGET ADJUSTMENTS

FC 21-022 Motion: To approve and forward to the Board of Commissioners the FY2021 budget adjustments per the attached schedule.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 21-023 Motion: To approve the Statement of Review for the month of January 2021.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: JAIL MANAGEMENT SYSTEM – JAILTRACKER

FC 21-024 Motion: To approve and forward to the Board of Commissioners the proposed five-year contract with Core Technology for the JailTracker Jail Management System funded under the Capital Improvement Plan for \$469,129.
Moved by: Gregory DeJong UNANIMOUS

SUBJECT: RESOLUTION TO AUTHORIZE "QUALIFYING STATEMENTS" FOR BONDING PURPOSES

FC 21-025 Motion: To approve and forward to the Board of Commissioners the Resolution to authorize certification of a "Qualifying Statement" for bonding purposes.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: OTTAWA COUNTY WATER SUPPLY REFUNDING BONDS, SERIES 2021

FC 21-026 Motion: To approve and forward to the Board of Commissioners the Resolution to Authorize the Issuance of Not to Exceed \$3,200,000 Ottawa County Water Supply Refunding Bonds, Series 2021 (Northwest Ottawa Water System).
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: FISCAL SERVICES (CMH) PERSONNEL REQUESTS

FC 21-027 Motion: To approve and forward to the Board of Commissioners the request from Fiscal Services (CMH) to add one (1.0 FTE) Claims/Billing Analyst (U2) at a cost of \$73,341.69, and increase one Accountant II (U4) to a Budget/Audit Analyst (U5) at a cost of \$5,974.72, for a total cost of \$79,316.41.
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL REQUESTS

FC 21-028 Motion: To approve and forward to the Board of Commissioners the request from Community Mental Health to make the following position additions at a total cost of \$352,614. To add four (.4875 FTE) commission based Mental Health Clinician at a cost of \$104,000 and to add four (1.0 FTE) Mental Health Aide workers at a cost of \$248,614.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update – Amanda Price, County Treasurer, presented the Treasurer's Financial Month End update. Douglas VanEssen gave a brief update on litigation on the post Rafaeli Case.

SUBJECT: ADJOURNMENT

FC 21-029 Motion: To adjourn at 10:38 a.m.
Moved by: Philip Kuyers UNANIMOUS