

Agenda
Finance and Administration Committee
West Olive Administration Building – Board Room and YouTube
12220 Fillmore, West Olive, MI 49460
Tuesday, November 16, 2021
10:00 AM

Public Comment:

Consent Items:

1. Approval of the Agenda
2. Approval of Minutes from the [October 19, 2021](#) Finance and Administration Committee Meeting.

Action Items:

1. [2021 and 2022 Budget Adjustments](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the 2021 and 2022 budget adjustments per the attached schedule.
2. [Statement of Review](#)
Suggested Motion:
To approve the Statement of Review for the month of October 2021.
3. [Revised 2021 Ottawa County Apportionment Report](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the revised 2021 Ottawa County Apportionment Report.
4. [Ottawa County Correctional Facility Telecommunications](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the proposal from Smart Communications to provide telecommunications, tablets, and additional services within the Ottawa County Adult Correctional Facility.
5. [Declaration of Intent to Enter into a Contract of Lease with the Ottawa County Building Authority](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to ratify and confirm actions taken by the Board on October 26, 2021.

6. [Security Enterprise Agreement with Sentinel Technologies](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the 3-year Security Enterprise Agreement with contracted vendor Sentinel Technologies, Inc. for a total cost of \$376,369.06.

7. [Wage and Benefit Adjustments for Unclassified group, Group N and Group T Employees for 2022](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Unclassified, Group N, and Group T Employees for 2022:

- a.) Wages: Effective January 1, 2022, increase the existing salary schedule by 2%. (Excluding Elected Officials, Judges, and Board of Commissioners)
- b.) Benefits: In 2022, the employee co-pay on the 100/80 (High) plan would remain at 20%. The High Deductible Health Plan with a Health Savings Account would have a zero co-pay, and the deductibles in 2022 would be \$1,400 (single) and \$2,800 (family) and the Employer will fund the deductible for 2022 at 50% (\$700 single/\$1,400 two person/family). (Including Elected Officials and Judges)

8. [Holstege Conservation Easement Option Agreement](#)

Suggested Motion:

To approve and forward to the Board of Commissioners a Conservation Easement Option Agreement with Thomas W. Holstege and Janice L. Holstege in the amount of \$272,000 for +/- 36.1 acres located in Zeeland Township, Michigan.

9. [5-year Agreement for Copier and Print Management Services](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the 5-year agreement with Copy Tech for a countywide equipment assessment, replacement, and printer management services at a not to exceed cost of \$650,000.

10. [Spoonville Trail Ownership & Maintenance Issues](#)

Suggested Motion:

To approve and forward to the Board of Commissioners to have Ottawa County assume ownership of the Spoonville Trail and accept \$3,000 per year contribution from Crockery Township for 25 years for routine maintenance expenses of the Spoonville Trail.

11. [Community Mental Health Personnel Request](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the request from CMH to add 6 full-time, benefited positions and to increase the FTE of 2 part-time positions to full-time at a cost of \$622,466 paid for with Medicaid, millage, and grant funds.

Discussion Items:

1. [Treasurer's Financial Month End Update](#); Amanda Price
2. Scheduling a special meeting of the Finance Committee during the week of December 6, 2021.

Adjournment

Comments on the day's business are to be limited to three (3) minutes.