

**FINANCE AND ADMINISTRATION COMMITTEE**

**Approved Minutes**

DATE: December 8, 2021

TIME: 11:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Philip Kuyers, Douglas Zylstra, Matthew Fenske, Gregory DeJong, Joseph Baumann

STAFF & GUESTS: John Shay, County Administrator; Jason Shambly, Parks & Recreation Director; Karen Karasinski, Fiscal Services Director; Douglas Van Essen, Corporate Counsel; Allen Dannenberg, Commissioner; Adeline Hambley, Environmental Health Director; Spencer Ballard, Environmental Health; Paul Sachs, Planning & Performance Improvement Director; Patrick Cisler, ARPA Task Force; Elizabeth Butler, ARPA Task Force; Hadley Streng, ARPA Task Force; Lynne Doyle, CMH Director; Marcie VerBeek, Human Resources Director; Tina Dee, ARPA Task Force; Lisa Stefanovsky, Health Officer; Sherri Sayles, Chief Deputy Clerk; Madison Schnaidt, Clerk's Office; Amanda Price, County Treasurer; David Barnosky; Ryan Kilpatrick, ARPA Task Force

**SUBJECT: PUBLIC COMMENTS**

Public comments were made by the following:

1. Hadley Streng
2. Patrick Cisler
3. Elizabeth Butler
4. Ryan Kilpatrick

**SUBJECT: CONSENT ITEMS**

FC 21-126 Motion: To approve the agenda of today as presented and to approve the minutes from the November 16, 2021 Finance and Administration Committee Meeting.  
Moved by: Matthew Fenske UNANIMOUS

**SUBJECT: STATEMENT OF REVIEW**

FC 21-127 Motion: To approve the Statement of Review for the month of November 2021.  
Moved by: Matthew Fenske UNANIMOUS

**SUBJECT: FISCAL SERVICES PERSONNEL REQUEST**

FC 21-128 Motion: To approve and forward to the Board of Commissioners the request from Fiscal Services to add one, full-time, benefited Provider Compliance and Claims Supervisor at Unclassified, Paygrade 10, at a cost of \$110,732 paid for with Medicaid and grant funds.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: GRANT AGREEMENT FOR OTTAWA SANDS

FC 21-129 Motion: To approve and forward to the Board of Commissioners the four-way Grant agreement with the Bill and Bea Idema Foundation, Ottawa County Parks Foundation and the Ottawa County Parks Commission for the financial support for the Ottawa Sands Master Plan which would offset the development cost needed to construct infrastructure to the already funded Idema Explorers Camp (Treehouse Village and Yurt Village) and to approve the naming of the Ottawa Sands Greenway Camping Area the "Idema Explorers Camp".  
Moved by: Gregory DeJong UNANIMOUS

SUBJECT: COASTAL ZONE MANAGEMENT GRANT APPLICATION FY2023

FC 21-130 Motion: To approve and forward to the Board of Commissioners the Resolution for the Michigan Coastal Zone Management (CZM) program for funding assistance to construct a kayak launch and supporting facilities at Ottawa Sands.  
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: COVID-19 AMERICAN RESCUE PLAN ACT ADVISORY COMMITTEE ITEMS

FC 21-131 Motion: To approve and forward to the Board of Commissioners the COVID-19 American Rescue Plan Act Advisory Committee proposed Lenses Project Evaluation, Focus Areas, and Flow Diagram.  
Moved by: Philip Kuyers MOTION PASSED

Yeas: Philip Kuyers, Matthew Fenske, Gregory DeJong, Joseph Baumann. (4)  
Nays: Douglas Zylstra. (1)

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST

FC 21-132 Motion: To approve and forward to the Board of Commissioners the request from Public Health to increase the part-time, non-benefited Environmental Health Specialist position to a full-time, benefited position in Group T at Paygrade 8 at an increased cost of \$64,350.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: ADJOURNMENT

FC 21-133

Motion: To adjourn at 11:59 a.m.

Moved by: Philip Kuyers

UNANIMOUS