

**FINANCE AND ADMINISTRATION COMMITTEE**

**Proposed Minutes**

DATE: August 8, 2024

TIME: 10:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gretchen Cosby, Roger Belknap, Joe Moss, Rebekah Curran via zoom from Jenison, MI, and Kendra Wenzel. (5)

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: APPROVAL OF AGENDA

FC 24-091 Motion: To approve the agenda of today.  
Moved by: Moss UNANIMOUS

SUBJECT: CONSENT RESOLUTIONS

FC 24-092 Motion: To approve the minutes from the July 2, 2024, Finance and Administration  
Committee Meeting.  
Moved by: Wenzel UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 24-093 Motion: To approve the Statement of Review.  
Moved by: Moss

The motion passed with the following votes: Yeas: Roger Belknap, Rebekah Curran, Joe Moss, Kendra Wenzel, Gretchen Cosby. (5)

SUBJECT: ACCOUNTS PAYABLE FOR JUNE 24, 2024, THROUGH JULY 19, 2024

FC 24-094 Motion: To approve the general claims in the amount of \$12,789,928.13 as presented by  
the summary report for June 24, 2024, through July 19, 2024.  
Moved by: Belknap

The motion passed with the following votes: Yeas: Joe Moss, Kendra Wenzel, Rebekah Curran, Roger Belknap, Gretchen Cosby. (5)

## SUBJECT: QUARTERLY FINANCIAL STATUS REPORT

FC 24-095 Motion: To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher-level summary for the Special Revenue Funds, through the end of the 3<sup>rd</sup> quarter of Fiscal Year 2024.  
Moved by: Wenzel

The motion passed with the following votes: Yeas: Kendra Wenzel, Joe Moss, Rebekah Curran, Roger Belknap, Gretchen Cosby. (5)

## SUBJECT: SETTING OF PUBLIC HEARING

FC 24-096 Motion: To recommend to the Board of Commissioners to set a public hearing on the 2025 Ottawa County budget for Tuesday, September 10, 2024, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.  
Moved by: Belknap UNANIMOUS

## SUBJECT: EGLE RECYCLING GRANT AMENDMENT

FC 24-097 Motion: To approve and forward to the Board of Commissioners a contract with EGLE (MI Dept of Environment, Great Lakes and Energy).  
Moved by: Wenzel UNANIMOUS

## SUBJECT: CONTRACT FOR THE PROVISION OF SHERIFF'S UNIFORMS, APPAREL, ACC

FC 24-098 Motion: To approve and forward to the Board of Commissioners a five-year contract with On Duty Gear for the Sheriff's Office uniforms, apparel, accessories, and equipment. The approximate first year cost is \$110,000.  
Moved by: Moss

The motion passed with the following votes: Yeas: Roger Belknap, Rebekah Curran, Kendra Wenzel, Joe Moss, Gretchen Cosby. (5)

## SUBJECT: AXON BODY CAMERAS, IN-CAR VIDEO, TASERS CONTRACT

FC 24-099 Motion: To review and approve the contract with Axon.  
Moved by: Moss

The motion passed with the following votes: Yeas: Roger Belknap, Joe Moss, Rebekah Curran, Kendra Wenzel, Gretchen Cosby. (5)

## SUBJECT: DIRECTOR OF RECIPIENT RIGHTS UPGRADE

FC 24-100 Motion: To approve and forward to the Board of Commissioners the request to upgrade the Director of Recipient Rights from a pay grade 11 to a pay grade 13 at a cost of \$1,489.  
Moved by: Moss

The motion passed with the following votes: Yeas: Roger Belknap, Joe Moss, Kendra Wenzel, Rebekah Curran, Gretchen Cosby. (5)

## SUBJECT: CONTRACT FOR COUNTYWIDE COURIER SERVICES

FC 24-101 Motion: To approve and forward to the Board of Commissioners a five-year contract for Ottawa County inter-office courier services and out-going mail pick up services at a total cost of \$351,100.00  
Moved by: Moss

The motion passed with the following votes: Yeas: Joe Moss, Rebekah Curran, Kendra Wenzel, Roger Belknap, Gretchen Cosby. (5)

## SUBJECT: FY2024 BUDGET ADJUSTMENTS

FC 24-102 Motion: To approve and forward to the Board of Commissioners the FY2024 budget adjustments per the attached schedule.  
Moved by: Moss

The motion passed with the following votes: Yeas: Rebekah Curran, Kendra Wenzel, Roger Belknap, Joe Moss, Gretchen Cosby. (5)

## SUBJECT: COMMITTEE REPORTS

1. Treasurer's Financial Month End Update-Cheryl Clark, Ottawa County Treasurer, gave the monthly update.

## SUBJECT: PUBLIC COMMENT

None.

## SUBJECT: ADJOURNMENT

The chairperson called for adjournment at 11:12 a.m.