

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: April 17, 2001

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Cornelius Vander Kam, Robert Rinck, Roger Rycenga, D. Dale Mohr, Gordon Schrotenboer

ABSENT: Fred VanderLaan

STAFF: Bob Oosterbaan, Administrator; June Hagan, Accounting Director; Rich Schurkamp, Human Resources Director, Rosemary Zink, Finance Director; John Johnson, Equalization Director; Kenneth Zarzecki, Public Utilities Director; Travis Parsons, Personnel Specialist; Daniel Krueger, Clerk; Becky Borer, Clerk's Office

MEDIA

SUBJECT: CONSENT ITEMS

Approved by consent the Minutes of the March 20, 2001 meeting as presented and approved the agenda of today as presented.

SUBJECT: BOND RESOLUTION FOR HOLLAND TOWNSHIP

FC 01-029 Motion: To approve and forward to the Board the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not-to-exceed amount of \$1,400,000 to refund the Holland Township 1991 Water and Sewer Bonds.

Moved by: Schrotenboer Supported by: Vander Kam UNANIMOUS

SUBJECT: BOND RESOLUTION FOR SPRING LAKE TOWNSHIP

FC 01-030 Motion: To approve and forward to the Board the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not-to-exceed amount of \$850,000 to refund the Spring Lake Township 1989 Water System Refunding Bonds.

Moved by: Rinck Supported by: Schrotenboer UNANIMOUS

SUBJECT: BOND RESOLUTION FOR HOLLAND TOWNSHIP

FC 01-031 Motion: To approve and forward to the Board the Resolution authorizing the

County Road Commission to issue Act 342 Bonds in the not-to-exceed amount of \$9,800,000 to refund the 1994 Holland-Area Sewage Disposal System Bonds.

Moved by: Vander Kam Supported by: Mohr UNANIMOUS

SUBJECT: 2001 EQUALIZATION REPORT

FC 01-032 Motion: To approve and forward to the Board the 2001 Equalization Report and appoint the Equalization Director to represent Ottawa County at State Equalization hearings.

Moved by: Vander Kam Supported by: Mohr **Unanimous**

SUBJECT: 2001 EQUAL EMPLOYMENT OPPORTUNITY PLAN

FC01-033 Motion: To approve and forward to the Board the 2001 County of Ottawa Equal Employment Opportunity Plan.

Moved by: Rinck Supported by: Mohr **Unanimous**

SUBJECT: HUMAN RESOURCES ANNUAL REPORT

FC01-034 Motion: To receive for information and forward to the Board the Ottawa County Human Resources Annual Report for Year 2000.

Moved by: Schrotenboer Supported by: Mohr UNANIMOUS

SUBJECT: BUDGET ADJUSTMENT FOR ELECTION MAGIC

FC01-035 Motion: To recommend the budget adjustment in the amount of \$6,000 for the purchase of Election Magic software and maintenance agreement.

Moved by: Schrotenboer Supported by: Mohr UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC01-036 Motion: To approve the Statement of Review for the month of March 2001.

Moved by: Schrotenboer Supported by: Mohr MOTION PASSED

YEAS: Mohr, Rinck, Vander Kam, Rycenga (4)

NAYS: Schrotenboer (1)

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC01-037 Motion: To approve Budget Adjustments #210-#213.

Moved by: Rinck Supported by: Mohr UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC01-038 Motion: To approve and forward to the Board the appropriation changes greater than \$50,000 and those approved by the Administrator and Finance Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of March 2001.

Moved by: Schrotenboer Supported by: Vander Kam UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC01-039 Motion: To receive for information the Quarterly Financial Status Reports for General Fund, Health, and Mental Health as of March 31, 2001.

Moved by: Mohr Supported by: Vander Kam UNANIMOUS

SUBJECT: EXTENSION OF AUDIT CONTRACT

FC01-040 Motion: To approve and recommend to the Board the extension of the audit contract for the County's audit and the Ottawa County Drain Commission audit for 2002-2006.

Moved by: Mohr Supported by: Vander Kam UNANIMOUS

SUBJECT: TAX ALLOCATION

FC01-041 Motion: Recommend to the Board that the Tax Allocation be left the same as last year at 4.44 and to go for another year.

Moved by: Schrotenboer Supported by: Mohr UNANIMOUS

DISCUSSION ITEM

1. Rosemary Zink, Finance Director, spoke to the committee about the General Fund Balance at 12/31/00.

SUBJECT: ADJOURNMENT

FC 01-042 Motion: To adjourn at 10:26 a.m.

Moved: Schrotenboer Supported by: Rinck UNANIMOUS