

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: September 18, 2001

TIME: 8:34 a.m.

PLACE: Gordon Schrottenboer, Robert Rinck, D. Dale Mohr, Frederick VanderLaan, Cornelius Vander Kam, Roger Rycenga

STAFF: Robert Oosterbaan, Administrator, Rosemary Zink, Finance Director; June Hagan, Accounting Director; Connie VanderSchaaf, Accounting; Greg Rappleye, Legal Counsel; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

To approve by consent the Minutes of the September 4, 2001 Meeting as presented.

FC 01-090 Motion: To approve the agenda of today as presented and amended to change Action Items #10 and #11 to Discussion Items and to move Action Items #4 and #7 after Discussion Items.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 01-091 Motion: To approved Budget Adjustment #698 - #700.

Moved by: Schrottenboer Supported by: VanderLaan UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 01-092 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 August 2001.

Moved by: VanderLaan Supported by: Schrottenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 01-093 Motion: To approve the Statement of Review for the month of August 2001.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2001 MILLAGE RATE FOR E-911

FC 01-094 Motion: To approve and forward to the Board the Resolution to approve the 2001 Millage Rate for E-911 at .4493.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2001 MILLAGE RATE FOR PARKS

FC 01-095 Motion: To approve and forward to the Board the Resolution to approve the 2001 Millage Rate for Parks at .3229.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: WAGE AND FRINGE BENEFIT RECOMMENDATIONS FOR 2002.

FC 01-096 Motion: To approve and forward to the Board for approval the following wage and benefit adjustments for Elected Officials, County, and Court Unclassified employees (excluding Judges and the Board of Commissioners) for 2002:

1. Wages: Effective January 1, 2002, increase the existing salary schedule by 3.2% percent.
2. Increase maximum on employee prescription co-pay from \$10 to \$15.
3. Increase vacation to 5 weeks after 20 years of continuous service.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

FC 01-097 Motion: To approve and forward to the Board for approval the following wage adjustments for the County's non-represented, non-supervisory full-time and regular part-time (Group W) employees for 2002:

1. Wages: Effective January 1, 2002, increase the existing salary schedule by 3.2% percent.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

FC 01-098 Motion: To approve and forward to the Board for approval the following wage and benefit adjustments for the Parenting Plus Supervisory employee(s) for 2002:

1. Effective January 1, 2002, increase the existing salary schedule by 3.2% percent.
2. Increase maximum on employee prescription co-pay from \$10 to \$15.
3. Increase vacation to 5 weeks after 20 years of continuous service.

Moved by: Mohr Supported by: Vander Kam UNANIMOUS

FC 01-099 Motion: To approve and forward to the Board for approval the following wage

adjustments for the Parenting Plus non-supervisory employees for 2002:

1. Effective January 1, 2002, increase the existing salary schedule by 3.2% percent.

Moved by: Mohr Supported by: Rinck UNANIMOUS

FC 01-100 Motion: To approve and forward to the Board for approval an increase in the hourly wages of the County's temporary (non-seasonal) employees (excluding Relief ISP Officer, Cadet, Part-time Road Patrol Deputy, Part-time Corrections Officer, Reserve/Marine Patrol Officer, Mounted/Reserve Officer, Gatekeeper, Bailiff, Intern, Co-op Student) by 3.2% percent effective January 1, 2002.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

FC 01-101 Motion: To approve and forward to the Board for approval an increase of hourly wages for Cadets to \$7.50 per hour, Part-time Road Patrol Deputy to \$10.50 per hour, and Part-time Corrections Officer to \$10.50 per hour effective January 1, 2002.

Moved by: Schrotenboer Supported by: Mohr UNANIMOUS

SUBJECT: HOURLY RATE ON WORK AGREEMENTS WITH THE SHERIFF DEPARTMENT

FC 01-102 Motion: To approve and forward to the Board for approval an increase in the hourly rate to \$45 charged by the Sheriff's Departments on work agreements without the use of a car.

Moved by: Mohr Supported by: Schrotenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

Much discussion on the Operating Budget Policy. Mr. Schrotenboer explained and presented numerous handouts. Much discussion on "most recent completed audit" used. Rosemary Zink explained the 1999 audit was used as it was the most recent audit available at the time. Also much discussion on "Operating transfers to component units". Consensus of the Committee is to have the Board forward the policy to the Planning and Policy Committee.

SUBJECT: RESOLUTION TO APPROVE THE 2001 MILLAGE RATE FOR OTTAWA COUNTY OPERATIONS

FC 01-103 Motion: To approve and forward to the Board the Resolution to approve the 2001 Millage Rate for Ottawa County Operations at 3.5 mills.

Moved by: VanderLaan Supported by: Schrotenboer

FC 01-104 Motion: To amend motion FC 01-103 to 3.4 mills.

Moved by: Mohr Supported by: Rinck AMENDMENT FAILED

Yeas: Mohr, Rinck (2)

Nays: Rycenga, VanderLaan, Schrotenboer, Vander Kam (4)

A vote was than taken on the original motion and the motion passed.

Yeas: Mohr, Rinck, Schrotenboer, VanderLaan, Rycenga (5)

Nays: Vander Kam (1)

Break: 9:45 a.m. - 9:53 a.m.

SUBJECT: GENERAL FUND FUND BALANCE AT 12/31/00

FC 01-105 Motion: To approve and forward to the Board the following transfers from the 12/31/00 General Fund Fund Balance:

Public Improvement Fund \$2,092,718.50

Millage Reduction 219,014.00

Solid Waste Cleanup Fund 2,092,718.50

Moved by: Mohr Supported by: Vander Kam

FC 01-106 Motion: To amend motion FC 01-105 to put \$800,000 in the Revolving Loan Fund and split the remainder of the \$4,185,437 between the Solid Waste Cleanup Fund and the Public Improvement Fund.

Moved by: Rycenga Supported by: Rinck **AMENDMENT FAILED**

Yeas: Rinck, Rycenga (2)

Nays: Schrotenboer, Mohr, Vander Kam, VanderLaan (4)

A vote was than taken on the original motion and the motion passed.

Yeas: VanderLaan, Schrotenboer, Vander Kam, Mohr (4)

Nays: Rinck, Rycenga (2)

SUBJECT: ADJOURNMENT

FC 01-107 Motion: To adjourn at 10:10 a.m.

Moved by: Schrotenboer Supported by: VanderLaan **UNANIMOUS**