

FINANCE & ADMINISTRATION COMMITTEE

Approved Minutes

DATE: April 16, 2002

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Roger Rycenga, Cornelius Vander Kam, D. Dale Mohr, Gordon Schrottenboer, Robert Rinck, Philip Kuyers

STAFF & GUESTS: Robert Oosterbaan, Administrator; Jim Beelen, Allendale Township Supervisor; Rosemary Zink, Finance Director; Jim Miedema, Jamestown Township Supervisor; John Johnson, Equalization Director; Ken Rizzio, Road Commission; June Hagan, Accounting Director; Mary Richardson, Treasurer; Greg Rappleye, Corporation Counsel; Jim Holtvluwer, Georgetown Township Supervisor; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

Approved by consent the Minutes of the March 19, 2002 meeting as presented and approved the agenda of today as presented and amended to have Discussion Item - Infrastructure Fund first.

SUBJECT: DISCUSSION ITEMS

1. Infrastructure Fund - James Beelen, Allendale Township Supervisor, passed out a spreadsheet and explained the payback if the County started a Revolving Fund with a beginning balance of \$3,300,000. With this amount, the fund would be able to fund itself after the initial contribution from the County. He explained not all jurisdictions will use this fund but all are in support. Roger Rycenga suggested taking \$350,000 out of the Landfill Cleanup Fund and \$350,000 out of the Public Improvement Fund and combining that with the \$366,934 Loan Revolving Portion and adding this to the \$1,068,900 balance. Application amounts would have to be capped. Rosemary Zink to report back to committee using these figures. Roger Rycenga would like to get these answers and put this issue to rest. He would like to get it through the Finance Committee and present it to the Board.

SUBJECT: BOND RESOLUTION - PORT SHELDON TOWNSHIP

FC 02-027 Motion: To approve and forward to the Board the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the amount of \$1,150,000 to finance the 2002 Sewer Improvements Project.

Moved by: Vander Kam Supported by: Schrotenboer UNANIMOUS

SUBJECT: BOND RESOLUTION - WEST OTTAWA WASTEWATER TREATMENT PLANT EXPANSION

FC 02-028 Motion: To approve and forward to the Board the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the amount of \$795,000 to finance the 2002 Wastewater Treatment Plant Expansion.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: EQUALIZATION REPORT

FC 02-029 Motion: To approve and forward to the Board the 2002 Equalization Report and appoint the Equalization Director to represent Ottawa County at the State Equalization hearings.

Moved by: Vander Kam Supported by: Schrotenboer UNANIMOUS

SUBJECT: ROAD COMMISSION MILEAGE

FC 02-030 Motion: To approve and forward to the Board approval for mileage reimbursement at the IRS rate to County Road Commissioners for regular meeting attendance.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: GENERAL FUND REVENUE OVER EXPENDITURES FOR 2001

FC 02-031 Motion: To table the General Fund Revenue Over Expenditures for 2001 until next month's Finance Meeting.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 02-032 Motion: To approve Budget Adjustments #205 - #210.

Moved by: Vander Kam Supported by: Kuyers UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 02-033 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 2002.

Approved by: Vander Kam Supported by: Rinck UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC 02-034 Motion: To receive for information the Quarterly Financial Status Reports for

General Fund, Health, and Mental Health as of March 31, 2002.

Moved by: Vander Kam Supported by: Rinck UNANIMOUS

SUBJECT: STATE OF REVIEW

FC 02-035 Motion: To approve the Statement of Review for the month of March 2002.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

SUBJECT: TAX ALLOCATION

FC 02-036 Motion: To recommend to the Board that the Tax Allocation remain at 4.44 for the County and go for one year.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

SUBJECT: DISCUSSION ITEM

2. Fees for Service - Cost/Revenue Study - Rosemary Zink, Finance Director, explained David M. Griffith & Associates did a Cost/Revenue Study update in 1989. As long as no one opposes, administration would like to have this study done again. Consensus of the committee was to have it done.

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:22 a.m.