

FINANCE & ADMINISTRATION COMMITTEE

Approved Minutes

DATE: March 18, 2003

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Cornelius Vander Kam, Roger Rycenga, Robert Rinck, Gordon Schrotenboer, Philip Kuyers

STAFF & GUESTS: Gary Rosema, Sheriff; Gary Scholten, Register of Deeds; Mark Scheerhorn, Administrative Services Director; Rosemary Zink, Finance Director, Mary Richardson, Treasurer; June Hagan, Accounting Director; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve the Minutes of the February 18, 2003, meeting as presented and approve the agenda of today as presented and amended to add Action Items #6 - ACS Government Record Storage and #7 - Demolition of Community Haven.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 03-021 Motion: To approve budget adjustments #148 - #149.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 03-022 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 February 2003.

Moved by: Schrotenboer Supported by: Kuyers UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 03-023 Motion: To approve the Statement of Review for the month of February 2003.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

SUBJECT: DISTRICT COURT MAGISTRATE

FC 03-024 Motion: To concur with the appointment of the 58th District Court Magistrate

Vernon D. Helder and forward to the Board for concurrence.
Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: USER FEE ADJUSTMENTS

FC 03-025 Motion: To rescind the Abandoned/Impound Vehicle Fee and Jail/Booking Processing Fee as previously approved on January 14, 2003, as part of the 2002 User Fee study and forward to the Board for approval.

Moved by: Vander Kam Supported by: Kuyers UNANIMOUS

SUBJECT: ACS GOVERNMENT RECORDS STORAGE

FC 03-026 Motion: To approve and forward to the Board the ACS Government Records Storage and Retrieval Contract Proposal for the Register of Deeds Office.

Moved by: Kuyers Supported by: Rinck UNANIMOUS

SUBJECT: DEMOLITION OF NURSING CARE FACILITY AT 7851 LEONARD ROAD, EASTMANVILLE

FC 03-027 Motion: To recommend to the Board the approval of a contract to demolish the former Community Haven Nursing Facility, with H & M Demolition in the amount of \$25,500.00 + 3,000.00 contingency = \$28,500.00.

Moved by: Schrotenboer Supported by: Vander Kam UNANIMOUS

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:07 a.m.