

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: September 16, 2003

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Philip Kuyers, Gordon Schrottenboer, Robert Rinck

ABSENT: Cornelius Vander Kam

STAFF & GUESTS: Rosemary Zink, Finance Director; June Hagan, Accounting Director; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the September 2, 2003, Meeting as presented and approve by consent the agenda of today as presented and amended to add to Action Item #1 - Budget Adjustments #744 - #746.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 03-085 Motion: To approve budget adjustments #742 - #746 and forward #742 to the Board for approval with \$277,909 to come from Contingency.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 03-086 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 2003.

Moved by: Rinck Supported by: Schrottenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 03-087 Motion: To approve the Statement of Review for the month of August 2003.

Moved by: Rinck Supported by: Kuyers UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2003 MILLAGE RATE FOR OTTAWA COUNTY

FC 03-088 Motion: To approve and forward to the Board the Resolution to approve the 2003 Millage Rate for Ottawa County at _____.

Moved by: Schrottenboer Supported by: Rinck

FC 03-089 Motion: To amend Motion FC 03-088 adding 3.4 mills.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

A vote was than taken on the motion as amended and the amended motion passed.

SUBJECT: RESOLUTION TO APPROVE THE 2003 MILLAGE RATE FOR E-911

FC 03-090 Motion: To approve and forward to the Board the Resolution to approve the 2003 Millage Rate for E-911 at .4429.

Moved by: Kuyers Supported by: Rinck UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2003 MILLAGE RATE FOR PARKS

FC 03-091 Motion: To approve and forward to the Board the Resolution to approve the 2003 Millage Rate for Parks at .3182.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: FRINGE BENEFIT RECOMMENDATIONS FOR 2004

FC 03-092 Motion: To approve and forward to the Board the following benefit adjustments for 2004 for Judges:

a. Health Plan Wellness/ Prevention: Effective January 1, 2004: Increase the annual per person wellness/prevention amount in the health plan for \$250 to \$300.

b. Health Plan Co-pay: Effective January 1, 2004: Implement employee co-pay of twenty percent (20%) on the difference in actuarial determined cost between each year and 2003.

Example: Single coverage cost in 2003 is \$3,211. For 2004, the cost is \$3,792. Employees choosing single coverage in 2004 will pay 20% of the difference of .20 x \$581- \$116.20.

c. Health Plan, Out-of-Network: Effective January 1, 2004: Increase the annual out-of-pocket maximum on out-of-network claims from \$1,100 (Single)/\$1,200 (Family) to \$1,650/\$1,800.

d. Dental Coverage: Effective January 1, 2004: Increase the annual maximum from \$800 to \$1,200 (Dental Option II) and from \$1,000 to \$1,400 (Dental Option I).

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Imaging of Court Records - Clerk Budget Appeal - Rosemary Zink reported the imaging of Court Records was denied in the budget process. Mr. Schrotenboer stated this issue has been around since the early 1990's. Mr. Rycenga would like to look at the whole package - the cost, reduction in labor, fee structure payback, etc. He also stated imaging would be a time saver for the Sheriff's Department. Mr. Rycenga would like to see the master plan presented at a Work Session and to the Finance Committee. He would also be interested in seeing a demonstration.

SUBJECT: ADJOURNMENT

FC 03- 093 Motion: To adjourn at 9:00 a.m.

Moved by: Schrotenboer Supported by: Kuyers UNANIMOUS

