

**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS
FINANCE & ADMINISTRATION COMMITTEE**

**Tuesday, September 7, 2004 1:00 PM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: September 7, 2004

TIME: 1:00 p.m.

PRESENT: Cornelius Vander Kam, Roger Rycenga, Gordon Schrotenboer, Robert Rinck, Edward Berghorst

STAFF & GUESTS: Alan Vanderberg, Administrator; Rosemary Zink, Finance Director; Greg Rappleve, Corporation Counsel; June Hagan, Accounting Director; Connie VanderSchaaf, Finance Dept.; Erika Rosebrook Dibble, Business Improvement/Communications Coordinator; Steve Namenye, Telecommunications Specialist; Rich Schurkamp, Human Resources Director; Steve Kraai, Sheriff's Dept.; Mary Richardson, Treasurer; Daniel Krueger, County Clerk; Roscoe DeVries, Retiree; Bertha Rue, Retiree; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and amended adding Action Item #22 - Juvenile Court Casework Position and approve by consent the Minutes of the July 22, 2004, meeting as presented.

SUBJECT: DISCUSSION ITEMS

2. Retiree's E-Benefit - At the July meeting, staff was asked to get the cost to provide the MERS Benefit Program E for retirees. The annual cost to provide this benefit in 2003 was \$45,862. In 2003 terms, the County would take on an additional actuarial liability of \$855,133. Rich Schurkamp reported MERS will be sending out the new numbers in October. Mr. DeVries asked about the one-time MERS enrollment fee. Rich spoke with Mr. Williams who said there was no such program. The Chair suggested Mr. DeVries and Mr. Schurkamp check on the figures from MERS and then present the findings at a Work Session. Mr. DeVries to contact the Administrator when retirees are ready to be on the Work Session Agenda.

SUBJECT: MENTAL HEALTH RENT

FC 04-063 Motion: To approve and forward to the Board of Commissioners the reduction of rent charges to Mental Health down to two (2) percent of the original construction cost and renovations in accordance with Circular A-87.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: DARK FIBER LEASE WITH CITY OF HOLLAND - BPW

FC 04-064 Motion: To approve and forward to the Board of Commissioners the Dark Fiber Lease between the County of Ottawa and the City of Holland - BPW.

Moved by: Schrotenboer Supported by: Berghorst

UNANIMOUS

SUBJECT: FEES FOR VITAL RECORDS SEARCHES

FC 04-065 Motion: To approve and forward to the Board of Commissioners a Resolution to establish a \$10 fee for conducting vital records searches within the Ottawa County Clerk's Office, as authorized by MCLA 333.2891.

Moved by: Rinck Supported by: Berghorst

UNANIMOUS

SUBJECT: COUNTY OF OTTAWA'S SINGLE AUDIT REPORT

FC 04-066 Motion: To receive as information and forward to the Board of Commissioners the County of Ottawa's Single Audit Report for the year ended December 31, 2003.
Moved by: Berghorst Supported by: Rinck
UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 04-067 Motion: To approve and forward to the Board of Commissioners 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 July 2004.
Moved by: Schrotenboer Supported by: Vander Kam
UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 04-068 Motion: To approve the Statement of Review for the month of July 2004.
Moved by: Berghorst Supported by: Rinck
UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 04-069 Motion: To approve budget adjustments #658 - #672.
Moved by: Schrotenboer Supported by: Vander Kam
UNANIMOUS

SUBJECT: BUILDING AND GROUNDS POSITION

FC 04-070 Motion: To approve and recommend to the Board of Commissioners for approval Budget Adjustment #673 which upgrades a Records Processing Clerk I (RPC I) from 19 hours a week to 24 hours a week.
Moved by: Schrotenboer Supported by: Berghorst
UNANIMOUS

SUBJECT: MICHIGAN WORKS/CAA POSITION

FC 04-071 Motion: To approve and recommend to the Board of Commissioners for approval one (1) Case Manager for the Individual Development Account Program grant received. Position to be sunset at the end of the grant.
Moved by: Berghorst Supported by: Rinck
UNANIMOUS

SUBJECT: MICHIGAN WORKS/CAA POSITION

FC 04-072 Motion: To approve and recommend to the Board of Commissioners for approval one (1) Career Counselor for a Federal grant received. Position to be sunset at the end of the grant.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR ELECTED OFFICIALS, COUNTY AND COURT UNCLASSIFIED EMPLOYEES (EXCLUDING JUDGES AND THE BOARD OF COMMISSIONERS) FOR 2005

FC 04-073 Motion: To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for Elected Officials, County and Court Unclassified Employees (Excluding Judges and the Board of Commissioners) for 2005:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Employer will credit retiree with eight dollars (\$8.00) for each year of service with the Employer up to a maximum of \$200/month for applying toward health coverage through the Employer for retiree and spouse after age fifty-five (55) and up to age sixty-five (65).
- d. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above

2003:

	2004 Co-pay	2005 Co-pay
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly

- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Under Vacation, add new 6. as follows: Paid hours of vacation shall not accumulate beyond a maximum of two hundred and forty (240) hours. In the event an employee has accumulated two hundred and forty (240) paid hours of vacation, paid hours of vacation which the employee would have normally earned pursuant to 1. above shall cease to be earned until such time as the employee's accumulation of paid hours of vacation is less than two hundred and forty (240) hours.

Moved by: Rinck

Supported by: Vander Kam

UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR THE COUNTY'S NON-REPRESENTED, NON-SUPERVISORY FULL-TIME AND REGULAR PART-TIME (GROUP T) FOR 2005

FC 04-074

Motion: To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for the County's non-represented, non-supervisory full-time and regular part-time (Group T) employees for 2005:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Dental Coverage: Increase the annual maximum from \$800 to \$1,200 (Dental Option II) and from \$1,000 to \$1,400 (Dental Option I).
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2002:

	2004 Co-pay	2005 Co-pay
Single Coverage	\$5.46 biweekly	\$6.82 biweekly
2-Person Coverage	\$11.71 biweekly	\$14.63 biweekly
Family Coverage	\$16.43 biweekly	\$20.53 biweekly

- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Offer dependent life insurance at employee costs.
- g. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change "two hundred (200) hours" to "two hundred and twenty-four (224) hours".

Moved by: Schrotenboer

Supported by: Rinck

UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR THE COUNTY'S NON-REPRESENTED, NON-SUPERVISORY FULL-TIME AND REGULAR PART-TIME (GROUP W) FOR 2005

FC 04-075

Motion: To approve and recommend to the Board of Commissioners for approval the County's non-represented, non-supervisory full-time and regular part-time (Group W) employees for 2005:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above

2003:

	<u>2004 Co-pay</u>	<u>2005 Co-pay</u>
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly

- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Increase Vacation accrual to four (4) weeks and three (3) days after twenty (20) years of service.
- g. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change "two hundred (200) hours" to "two hundred and twenty-four (224) hours".

Moved by: Berghorst

Supported by: Schrotenboer

UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR THE PARENTING PLUS NON-SUPERVISORY EMPLOYEE(S) FOR 2005

FC 04-076

Motion: To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for 2005 for the Parent Plus non-supervisory employees:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:

	<u>2004 Co-pay</u>	<u>2005 Co-pay</u>
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly

- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Increase Vacation accrual to four (4) weeks and three (3) days after twenty (20) years of service.
- g. Offer dependent life insurance at employee cost.
- h. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change "two hundred (200) hours" to "two hundred and twenty-four (224) hours".

Moved by: Schrotenboer

Supported by: Rinck

UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR THE PARENTING PLUS SUPERVISORY EMPLOYEE(S) FOR 2005

FC 04-077

Motion: To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for 2005 for the Parent Plus Supervisory Employees:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW

(Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.

- c. Employer will credit retiree with eight dollars (\$8.00) for each year of service with the Employer up to a maximum of \$200/month for applying toward health coverage through the Employer for retiree and spouse after age fifty-five (55) and up to age sixty-five (65).
- d. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:

	2004 Co-pay	2005 Co-pay
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly

- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Under Vacation, add new 6. as follows: Paid hours of vacation shall not accumulate beyond a maximum of two hundred and forty (240) hours. In the event an employee has accumulated two hundred and forty (240) paid hours of vacation, paid hours of vacation which the employee would have normally earned pursuant to 1. above shall cease to be earned until such time as the employee's accumulation of paid hours of vacation is less than two hundred and forty (240) hours.

Moved by: Berghorst Supported by: Rinck

UNANIMOUS

SUBJECT: WAGE RECOMMENDATION FOR COUNTY'S TEMPORARY (NON-SEASONAL) EMPLOYEES FOR 2005

FC 04-078 Motion: To approve and recommend to the Board of Commissioners 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, Scientific Support Unit Specialist) of 2.3% effective January 1, 2005.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: RESOLUTION OF INTENT TO INCREASE 2004 MILLAGE RATE FOR OTTAWA COUNTY

FC 04-079 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for Ottawa County.

Moved by: Berghorst Supported by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION OF INTENT TO INCREASE 2004 MILLAGE RATE FOR E-911

FC 04-080 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for E-911.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: RESOLUTION OF INTENT TO INCREASE 2004 MILLAGE RATE FOR PARKS

FC 04-081 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for Parks.

Moved by: Berghorst Supported by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CONVENTION FACILITY TAX REVENUES TO COUNTIES UNDER PUBLIC ACTS 106 AND 107 OF 1985

FC 04-082 Motion: To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.

Moved by: Berghorst Supported by: Rinck

UNANIMOUS

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CIGARETTE TAX REVENUES TO COUNTIES UNDER PUBLIC ACTS 219 AND 264 OF 1987

FC 04-083 Motion: To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: JUVENILE COURT CASEWORK POSITION

FC 04-084 Motion: To approve and forward to the Board of Commissioners for approval one (1) Juvenile Caseworker position for the Byrne Grant. Position to be sunset at the end of the grant.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Sheriff Imaging Update - An imaging update of the Sheriff's Department was presented by Steve Kraai.
2. General Fund Budget Update for 2005 - Rosemary Zink updated the Committee on the 2005 General Fund Budget. It will come back to this Committee in two weeks. The Public Hearing to set the millage rate will be held at the September 28th Board of Commissioners Meeting. Al Vanderberg explained the 2005 budget trends. The projected 2005 revenue is \$57,335,727 and the projected expenditures are \$60,288,666, leaving a gap between revenue and expenditures of \$2,952,939. He believes we need to look to the future and make adjustments now. The Administrator will bring recommendations back to the Committee.

SUBJECT: ADJOURNMENT

FC 04-085 Motion: To adjourn at 2:22 p.m.
Moved by: Schrotenboer Supported by: Berghorst
UNANIMOUS

Agenda

Consent Items:

1. Approval of Agenda
2. Approval of Minutes from the July 22, 2004 Meeting

Action Items:

1. Mental Health Rent
Suggested Motion:
To approve and forward to the Board of Commissioners the reduction of rent charges to Mental Health down to two (2) percent of the original construction cost and renovations in accordance with Circular A-87.
2. Dark Fiber Lease with City of Holland-BPW
Suggested Motion:
To approve and forward to the Board of Commissioners the Dark Fiber Lease between the County of Ottawa and the City of Holland-BPW.
3. Fees for Vital Records Searches
Suggested Motion:
To approve and forward to the Board of Commissioners a Resolution to establish a \$10 fee for conducting vital records searches within the Ottawa County Clerk's Office, as authorized by MCLA 333.2891.

4. County of Ottawa's Single Audit Report
Suggested Motion:
 To receive as information and forward to the Board of Commissioners the County of Ottawa's Single Audit Report for the year ended December 31, 2003.
5. Monthly Budget Adjustments
Suggested Motion:
 To approve and forward to the Board of Commissioners 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 July 2004.
6. Statement of Review
Suggested Motion:
 To approve the Statement of Review for the month of July 2004.
7. Budget Adjustments Greater than \$50,000
Suggested Motion:
 To approve budget adjustments #658 - #672.
8. Building and Grounds Position
Suggested Motion:
 To approve and recommend to the Board of Commissioners for approval Budget Adjustment #673 which upgrades a Records Processing Clerk I (RPC I) from 19 hours a week to 24 hours a week.
9. Michigan Works/CAA Position
Suggested Motion:
 To approve and recommend to the Board of Commissioners for approval one (1) Case Manager for the Individual Development Account Program grant received. Position to be sunset at the end of the grant.
10. Michigan Works/CAA Position
Suggested Motion:
 To approve and recommend to the Board of Commissioners for approval one (1) Career Counselor for a Federal grant received. Position to be sunset at the end of the grant.
11. Wage and Benefit Recommendations for Elected Officials, County and Court Unclassified Employees (excluding Judges and the Board of Commissioners) for 2005
Suggested Motion:
 To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for Elected Officials, County and Court Unclassified Employees (excluding Judges and the Board of Commissioners) for 2005:
 - a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
 - b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
 - c. Employer will credit retiree with eight dollars (\$8.00) for each year of service with the Employer up to a maximum of \$200/month for applying toward health coverage through the Employer for retiree and spouse after age fifty-five (55) and up to age sixty-five (65).
 - d. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:

	2004 Co-pay	2005 Co-pay
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly
 - e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).

- f. Under Vacation, add new 6. as follows: Paid hours of vacation shall not accumulate beyond a maximum of two hundred and forty (240) hours. In the event an employee has accumulated two hundred and forty (240) paid hours of vacation, paid hours of vacation which the employee would have normally earned pursuant to 1. above shall cease to be earned until such time as the employee's accumulation of paid hours of vacation is less than two hundred and forty (240) hours.

12. Wage and Benefit Recommendations for the County's Non-Represented, Non-Supervisory Full-Time and Regular Part-Time (Group T) Employees for 2005

Suggested Motion:

To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for the County's non-represented, non-supervisory full-time and regular part-time (Group T) employees for 2005:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Dental Coverage: Increase the annual maximum from \$800 to \$1,200 (Dental Option II) and from \$1,000 to \$1,400 (Dental Option I).
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2002:
- | | 2004 Co-pay | 2005 Co-pay |
|-------------------|--------------------|--------------------|
| Single Coverage | \$5.46 biweekly | \$6.82 biweekly |
| 2-Person Coverage | \$11.71 biweekly | \$14.63 biweekly |
| Family Coverage | \$16.43 biweekly | \$20.53 biweekly |
- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Offer dependent life insurance at employee costs.
- g. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change "two hundred (200) hours" to "two hundred and twenty-four (224) hours".

13. Wage and Benefit Recommendations for the County's Non-Represented, Non-Supervisory Full-Time and Regular Part-Time (Group W) Employees for 2005

Suggested Motion:

To approve and recommend to the Board of Commissioners for approval the County's non-represented, non-supervisory full-time and regular part-time (Group W) employees for 2005:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:
- | | 2004 Co-pay | 2005 Co-pay |
|-------------------|--------------------|--------------------|
| Single Coverage | \$4.47 biweekly | \$5.37 biweekly |
| 2-Person Coverage | \$9.66 biweekly | \$11.59 biweekly |
| Family Coverage | \$13.53 biweekly | \$16.23 biweekly |
- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County's Health Plan (Health, Dental, and Optical insurance).
- f. Increase Vacation accrual to four (4) weeks and three (3) days after twenty (20) years of service.

- g. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change “two hundred (200) hours” to “two hundred and twenty-four (224) hours”.

14. Wage and Benefit Recommendations for the Parenting Plus Non-Supervisory Employee(s) for 2005

Suggested Motion:

To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for 2005 for the Parent Plus non-supervisory employees:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:

	<u>2004 Co-pay</u>	<u>2005 Co-pay</u>
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly
- d. Increase Employer match on Deferred Compensation from \$750 to \$1,000.
- e. Allow employees to have life insurance even if they opt-out of the County’s Health Plan (Health, Dental, and Optical insurance).
- f. Increase Vacation accrual to four (4) weeks and three (3) days after twenty (20) years of service.
- g. Offer dependent life insurance at employee cost.
- h. Under Vacations, 3.(a) Maximum Accumulation/No Prepayment. Change “two hundred (200) hours” to “two hundred and twenty-four (224) hours”.

15. Wage and Benefit Recommendations for the Parenting Plus Supervisory Employee(s) for 2005

Suggested Motion:

To approve and recommend to the Board of Commissioners for approval the following wage and benefit adjustments for 2005 for the Parent Plus supervisory employees:

- a. Wages: Effective January 1, 2005, increase the existing salary schedule by 2.3%.
- b. Implement a \$10/\$20/\$40 drug co-pay effective January 1, 2005. This plan will have an internal DAW (Dispense As Written) provision that would require employees to pay only \$20 if the treating physician specifies that a nonformulary drug is required.
- c. Employer will credit retiree with eight dollars (\$8.00) for each year of service with the Employer up to a maximum of \$200/month for applying toward health coverage through the Employer for retiree and spouse after age fifty-five (55) and up to age sixty-five (65).
- d. Increase Health Plan co-pay to reflect the employee 20% co-pay in the increase of the plan cost above 2003:

	<u>2004 Co-pay</u>	<u>2005 Co-pay</u>
Single Coverage	\$4.47 biweekly	\$5.37 biweekly
2-Person Coverage	\$9.66 biweekly	\$11.59 biweekly
Family Coverage	\$13.53 biweekly	\$16.23 biweekly
- e. Allow employees to have life insurance even if they opt-out of the County’s Health Plan (Health, Dental, and Optical insurance).
- f. Under Vacation, add new 6. as follows: Paid hours of vacation shall not accumulate beyond a maximum of two hundred and forty (240) hours. In the event an employee has accumulated two hundred and forty (240) paid hours

of vacation, paid hours of vacation which the employee would have normally earned pursuant to 1. above shall cease to be earned until such time as the employee's accumulation of paid hours of vacation is less than two hundred and forty (240) hours.

16. Wage Recommendation for County's Temporary (Non-seasonal) Employees for 2005
Suggested Motion:
To approve and recommend to the Board of Commissioners 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, Scientific Support Unit Specialist) of 2.3% effective January 1, 2005.
17. Resolution of Intent to Increase 2004 Millage Rate for Ottawa County
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for Ottawa County.
18. Resolution of Intent to Increase 2004 Millage Rate for E-911
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for E-911.
19. Resolution of Intent to Increase 2004 Millage Rate for Parks
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2004 Millage Rate for Parks.
20. Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.
21. Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987.

Discussion Items:

1. Sheriff Imaging Update
2. Retiree's E-Benefit
3. General Fund Budget Update for 2005