

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

**Tuesday, September 21, 2004 8:30 AM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: September 21, 2004

TIME: 8:30 a.m.

PRESENT: Roger Rycenga, Robert Rinck, Edward Berghorst, Gordon Schrotenboer

ABSENT: Cornelius Vander Kam

STAFF & GUESTS: Alan Vanderberg, Administrator; Mary Richardson, Treasurer; Rosemary Zink, Finance Director; June Hagan, Accounting Director; Greg Rappleye, Corporation Counsel; Erika Rosebrook Dibble, Business Improvement/Communications Coordinator; Ken Zarzecki, Road Commission; Connie VanderSchaaf, Finance Dept., Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and amended adding Action Item #10 - Michigan Works/CAA Position and Budget Adjustment #720 and approve by consent the Minutes of the September 7, 2004, meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 04-086 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 August 2004.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 04-087 Motion: To approve budget adjustments #714-#720.

Moved by: Rinck Supported by: Schrotenboer

UNANIMOUS

SUBJECT: STATE OF REVIEW

FC 04-088 Motion: To approve the Statement of Review for the month of August 2004.

Moved by: Rinck Supported by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2004 MILLAGE RATE FOR OTTAWA COUNTY

An overview of seven scenarios of five year budget projections was presented by Mr. Vanderberg. Mr. Vanderberg recommends increasing the millage to 3.5 mills in 2005 contingent on the Governor's Proposal on Revenue Sharing being adopted this week. If the Governor's proposal is not approved, a 3.6 mill levy is recommended.

FC 04-089 Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage Rate for Ottawa County up to 3.6 mills depending on the Governor's Revenue Sharing Proposal.

Moved by: Rinck Supported by: Berghorst

UNANIMOUS

- FC 04-090 **SUBJECT: RESOLUTION TO APPROVE THE 2004 MILLAGE RATE FOR E-911**
Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage rate for E-911 at .4419 mills.
Moved by: Schrotenboer Supported by: Berghorst
UNANIMOUS
- FC 04-091 **SUBJECT: RESOLUTION TO APPROVE THE 2004 MILLAGE RATE FOR PARKS**
Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage Rate for Parks at .3174 mills.
Moved by: Rinck Supported by: Berghorst
UNANIMOUS
- FC 04-092 **SUBJECT: EMPLOYEE SURVEY BID AWARD**
Motion: To approve and forward to the Board of Commissioners the selection of RDA Group to conduct the Ottawa County Employee Survey at a cost of \$20,350 with funding to come from the Protected Self-Funded Unemployment Fund.
Moved by: Rinck Supported by: Berghorst
UNANIMOUS
- FC 04-093 **SUBJECT: BOND RESOLUTION: CROCKERY TOWNSHIP 2004 WATER SYSTEM IMPROVEMENTS**
Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the Ottawa County Road Commission to approve the Bond Contract in the amount of \$420,000 to finance Crockery Township's 2004 Water System Improvements.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS
- FC 04-094 **SUBJECT: BOND RESOLUTION: CROCKERY TOWNSHIP SEWAGE DISPOSAL SYSTEM**
Motion: To approve and forward to the Board of Commissioners a Resolution requesting that the County of Ottawa issue Act 342 Bonds in the amount of \$1,275,000 to finance the 2004 Construction of a Wastewater Treatment Facility for Crockery Township.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS
- FC 04-095 **SUBJECT: MICHIGAN WORKS/CAA POSITION**
Motion: To approve and recommend to the Board of Commissioners increasing an Account Clerk from part time to full time to administer Section 8 vouchers received on a housing grant. Position to be sunset at the end of the grant.
Moved by: Berghorst Supported by: Rinck
UNANIMOUS
- FC 04-096 **SUBJECT: ADJOURNMENT**
Motion: To adjourn at 9:17 a.m.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

Agenda

Consent Items:

1. Approval of Agenda
2. Approval of Minutes from the September 7, 2004 Meeting

Action Items:

1. 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 August 2004.

2. Budget Adjustments Greater than \$50,000

Suggested Motion:

To approve budget adjustments #714-719.

3. Statement of Review

Suggested Motion:

To approve the Statement of Review for the month of August 2004.

4. Resolution to Approve the 2004 Millage Rate for Ottawa County

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage Rate for Ottawa County at _____ mills.

5. Resolution to Approve the 2004 Millage Rate for E-911

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage Rate for E-911 at .4419 mills.

6. Resolution to Approve the 2004 Millage Rate for Parks

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to approve the 2004 Millage Rate for Parks at .3174 mills.

7. Employee Survey Bid Award

Suggested Motion:

To approve and forward to the Board of Commissioners the selection of RDA Group to conduct the Ottawa County Employee Survey at a cost of \$20,350 with funding to come from the Protected Self-Funded Unemployment Fund.

8. Bond Resolution: Crockery Township 2004 Water System Improvements

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution authorizing the Ottawa County Road Commission to issue Act 342 Bonds in the amount of \$420,000 to finance Crockery Township's 2004 Water System Improvements.

9. Bond Resolution: Crockery Township Sewage Disposal System

Suggested Motion:

To approve and forward to the Board of Commissioners a Resolution requesting that the County of Ottawa issue Act 342 Bonds in the amount of \$1,275,000 to finance the 2004 Construction of a Wastewater Treatment Facility for Crockery Township.

