

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

**Tuesday, November 9, 2004 12:30 PM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: November 9, 2004

TIME: 12:30 p.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; Erika Rosebook Dibble, Business Improvement Communications Coordinator; Rosemary Zink, Finance Director; Rich Schurkamp, Human Resources Director; June Hagan, Accounting Director; Dave Schipper, Director of Probation and Community Corrections; Mark Scheerhorn, Administrative Services Director; John Scholtz, Parks and Recreation Director; Gerry Cyranowski, CMH Director; Mary Richardson, Treasurer; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by the consent the agenda of today as presented and amended adding to Action Item #1 - Budget Adjustments #900 - #902, Action Item #6A - Revised Apportionment Report, and Action Item #9 Renovation of 1111 Fulton Street Human Services Building. Approve by consent the minutes of the October 26, 2004, meeting as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 04-114 Motion: To approve budget adjustments #887 - #888 and #900 - #902.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 04-115 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 October 2004.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: DISTRICT COURT GRANT POSITION

FC 04-116 Motion: To approve and forward to the Board of Commissioners a recommendation for one (1) Probation Officer/Treatment Specialist, a .7 fte Probation Officer/Treatment Specialist, and two (2) .25 fte Court Services Officers within District Court. Positions to be sunset at the end of the grant.
Moved by: Rinck Supported by: Schrotenboer
UNANIMOUS

SUBJECT: REORGANIZATION OF THE PARKS AND RECREATION DEPARTMENT

FC 04-117 Motion: To approve and forward to the Board of Commissioners for approval a plan for the reorganization of the Ottawa County Parks and Recreation Department.
Moved by: Berghorst Supported by: Rinck
UNANIMOUS

SUBJECT: SENTENCE WORK ABATEMENT PROGRAM (SWAP) COST INCREASE

FC 04-118 Motion: To approve and forward to the Board of Commissioners the proposed hourly rate increase of \$.25, raising the hourly Sentence Work Abatement Program charge per inmate per hour to \$4.00, effective January 1, 2005.

Moved by: Schrotenboer Supported by: Berghorst

UNANIMOUS

SUBJECT: TREASURER'S INVESTMENT REPORT

FC 04-119 Motion: To receive for information the Treasurer's Quarterly Investment Report as of September 30, 2004.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: REVISED APPORTIONMENT REPORT

FC 04-120 Motion: To approve and forward to the Board of Commissioners the Revised Reapportionment Report.

Moved by: Vander Kam Supported by: Schrotenboer

UNANIMOUS

SUBJECT: RETIREE HEALTH INSURANCE CREDIT FOR CERTAIN OTTAWA COUNTY JUDGES

FC 04-121 Motion: To approve and forward to the Board of Commissioners the following change to the retiree health insurance credit for certain Ottawa County Judges:

Ottawa County will credit the retired Judge 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 retired Judge and spouse after age fifty-five (55) and up to age sixty-five (65). The following Judges qualify for the credit: Edward Post, Richard Kloote, Kenneth Post, Mark Feyen, and Susan Jonas.

Moved by: Rinck Supported by: Schrotenboer

FC 04-122 Motion: To table Motion FC 04-121 until the next meeting.

Moved by: Schrotenboer Supported by: Vander Kam

UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENTS FOR OTTAWA COUNTY JUDGES FOR 2005

FC 04-123 Motion: To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2005:

a. 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.

b. 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

c. Allow Judges to have life insurance even if they opt-out of the Health Plan (opt-out).

Moved by: Berghorst Supported by: Rinck

UNANIMOUS

SUBJECT: RENOVATION OF 1111 FULTON STREET HUMAN SERVICES BUILDING

FC 04-124 Motion: To approve and forward to the Board of Commissioners the bid from Bauer Construction in the amount of \$602,117 to renovate the 1111 Fulton Street Human services Building in Grand Haven, Michigan.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Resolution from Ottawa County Community Mental Health Board regarding interest on the Mental Health Fund - Discussion on a Resolution passed by the Ottawa County Mental Health Board on October 25, 2004, asking that the Board of Commissioners allow interest earned on the Mental Health Fund be used for projects and programs of the Ottawa County Community Mental Health Agency rather than revert to the Ottawa County General Fund. Recommendations will be brought back at the next meeting.

SUBJECT: ADJOURNMENT

FC 04-125

Motion: To adjourn at 1:30 p.m.

Moved by: Berghorst

Supported by: Schrotenboer

UNANIMOUS

Agenda

Consent Items:

Approval of Agenda

Approval of Minutes from the October 26, 2004 Meeting

Action Items:

1. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #887 and #888.
2. 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 October 2004.
3. District Court Grant Position
Suggested Motion:
To approve and forward to the Board of Commissioners a recommendation for one (1) Probation Officer/Treatment Specialist, a .7 fte Probation Officer/Treatment Specialist, and two (2) .25 fte Court Services Officers within District Court. Positions to be sunset at the end of the grant.
4. Reorganization of the Parks and Recreation Department
Suggested Motion:
To approve and forward to the Board of Commissioners for approval a plan for the reorganization of the Ottawa County Parks and Recreation Department.
5. Sentence Work Abatement Program (SWAP) Cost Increase
Suggested Motion:
To approve and forward to the Board of Commissioners the proposed hourly rate increase of \$.25, raising the hourly Sentence Work Abatement Program charge per inmate per hour to \$4.00.
6. Treasurer's Investment Report
Suggested Motion:
To receive for information the Treasurer's Quarterly Investment Report as of September 30, 2004.
7. Retiree Health Insurance Credit for Certain Ottawa County Judges
Suggested Motion:

To approve and forward to the Board of Commissioners the following change to the retiree health insurance credit for certain Ottawa County Judges:

Ottawa County will credit the retired Judge 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 retired Judge and spouse after age fifty-five (55) and up to age sixty-five (65). The following Judges qualify for the credit: Edward Post, Richard Kloote, Kenneth Post, Mark Feyen, and Susan Jonas.

8. Benefit Adjustments for Ottawa County Judges for 2005

Suggested Motion:

To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2005:

- a. 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.
- b. 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

- c. Allow Judges to have life insurance even though they do not select the Health Plan (opt-out).

Discussion Items:

- 1. Resolution from Ottawa County Community Mental Health Board regarding interest on the Mental Health Fund