

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

**Tuesday, May 17, 2005 8:30 AM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

DATE: May 17, 2005

TIME: 8:30 a.m.

PRESENT: Joyce Kortman, Gordon Schrotenboer, Dennis Swartout

ABSENT: Robert Rinck, Cornelius Vander Kam

STAFF & GUESTS: Alan Vanderberg, Administrator; Erika Rosebrook-Dibble, Business Improvement/Communications Coordinator; Ken Zarzecki, Road Commission; Lisa Stefanovsky, Health Department; June Hagan, Fiscal Services Director; Helen Ash, Health Department; Mary Richardson, Treasurer; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the April 19, 2005, meeting as presented and approve by consent the agenda of today as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 05-043 Motion: To approve budget adjustment #355.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 05-044 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 April 2005.
Moved by: Kortman
UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 05-045 Motion: To approve the Statement of Review for the month of April 2005.
Moved by: Kortman
UNANIMOUS

SUBJECT: OTTAWA COUNTY, MICHIGAN INSURANCE AUTHORITY ANNUAL FINANCIAL REPORT

FC 05-046 Motion: To receive as information and forward to the Board of Commissioners the Comprehensive Annual Financial Report of Ottawa County, Michigan Insurance Authority for the year ended December 31, 2004.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: BOND RESOLUTION: CROCKERY TOWNSHIP 2005 WATER SUPPLY SYSTEM EXTENSIONS AND IMPROVEMENTS

FC 05-047 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not-to- exceed amount of \$420,000 to finance the Crockery Township 2005 Water System Improvements Project.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: BOND RESOLUTION: ALLENDALE CHARTER TOWNSHIP 2005 WATER SUPPLY AND SEWAGE DISPOSAL SYSTEMS EXTENSIONS AND IMPROVEMENTS

FC 05-048 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Bonds not-to-exceed amount of \$2,625,000 to finance the Allendale Charter Township 2005 Water and Sewer Improvements Project.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: RESOLUTION INCREASING FEES FOR IMMUNIZATIONS

FC 05-049 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing increased fees for certain immunizations.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: RESOLUTION TO ESTABLISH HIV TESTING FEES AND OFFICE FEES

FC 05-050 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the establishment of HIV testing fees and office fees.
Moved by: Schrotenboer
UNANIMOUS

Mr. Rinck arrived at 9:05 a.m.

SUBJECT: RESOLUTION TO INCREASE FEES FOR CERTAIN "DEATH FILE DOCUMENTS" FROM THE MEDICAL EXAMINERS OFFICE

FC 05-051 Motion: To approve and forward to the Board of Commissioners the Resolution to increase fees for certain "Death File Documents" from the Medical Examiner's Office.
Moved by: Schrotenboer
UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Gypsy Moth Suppression Program – June Hagan updated the Committee on the Gypsy Moth Suppression Program that started in 1996. There was a verbal agreement that the county would pick-up half of the local cost; the state pays half, county pays a quarter, and local units pay a quarter of the cost. Spraying starts in late April to early May and has been very effective. The Administrator reported funding will be put in the budget this year. Administration will look at the Resolution and check to see if it needs to be updated.

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:15 a.m.

Agenda

Consent Items:

Approval of Minutes from the April 19, 2005 Meeting

Approval of Agenda

Action Items:

1. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustment #355.
2. Monthly Budget Adjustments

Suggested 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 April 2005.

3. Statement of Review

Suggested Motion:

To approve the Statement of Review for the month of April 2005.

4. Ottawa County, Michigan Insurance Authority Annual Financial Report.

Suggested Motion:

To receive as information and forward to the Board of Commissioners the Comprehensive annual Financial Report of Ottawa County, Michigan Insurance Authority for the year ended December 31, 2004.

5. Bond Resolution: Crockery Township 2005 Water Supply System Extensions and Improvements

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not-to-exceed amount of \$420,000 to finance the Crockery Township 2005 Water System Improvements Project.

6. Bond Resolution: Allendale Charter Township 2005 Water Supply and Sewage Disposal Systems Extensions and Improvements

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the no-to-exceed amount of \$2,625,000 to finance the Allendale Charter Township 2005 Water and Sewer Improvements Project.

7. Resolution Increasing Fees for Immunizations

Suggested Motion:

To approve and forward to the Board of Commissioners the resolution authorizing increased fees for certain immunizations.

8. Resolution to Establish HIV Testing Fees and Office Fees

Suggested Motion:

To approve and forward to the Board of Commissioners the resolution authorizing the Establishment of HIV Testing Fees and Office Fees.

9. Resolution to Increase Fees for certain "Death File Documents" from the Medical Examiners Office

Suggested Motion:

To approve and forward to the Board of Commissioners the resolution to increase fees for certain "Death File Documents" from the Medical Examiner's Office.

Discussion Items:

1. Gypsy Moth Supervision Program