

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

**Tuesday, September 6, 2005 1:00 PM  
Fillmore Administration Building - Board Room  
12220 Fillmore Street, West Olive**

**DATE:** September 6, 2005

**TIME:** 1:00 p.m.

**PLACE:** Fillmore Street Complex

**PRESENT:** Gordon Schrotenboer, Cornelius Vander Kam, Joyce Kortman, Robert Rinck, Dennis Swartout

**STAFF & GUESTS:** Alan Vanderberg, Administrator; Ken Zarzecki, Road Commission; June Hagan, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Kevin Koorstra, Intern; Greg Rappleye, Corporation Counsel; Media; Richard Schurkamp, Human Resources Director

**SUBJECT: CONSENT ITEMS**

To approve by consent the Agenda of today as presented changing Action Item #8 from "1997" to "1999" and to add Discussion Item #3 – Cancel October 4th Finance and Administration Meeting.

To approve by consent the Minutes of the August 9, 2005, and August 18, 2005, meetings as presented.

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 05-085 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of August 2005.

Moved by: Schrotenboer  
UNANIMOUS

**SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000**

FC 05-086 Motion: To approve budget adjustments #709, #737 - #741, #776 - #779.

Moved by: Rinck  
UNANIMOUS

**SUBJECT: RESOLUTION OF INTENT TO INCREASE THE 2005 MILLAGE RATE FOR OTTAWA COUNTY**

FC 05-087 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for Ottawa County to 4.2689 mills.

Moved by: Rinck  
UNANIMOUS

**SUBJECT: RESOLUTION OF INTENT TO INCREASE THE 2005 MILLAGE RATE FOR E-911**

FC 05-088 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for E-911 to .4411 mills.

Moved by: Vander Kam  
UNANIMOUS

**SUBJECT: RESOLUTION OF INTENT TO INCREASE THE 2005 MILLAGE RATE FOR PARKS**

FC 05-089 Motion: To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for Parks to .3168 mills.

Moved by: Rinck

UNANIMOUS

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

FC 05-090 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: Schrotenboer  
UNANIMOUS

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

FC 05-091 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  
UNANIMOUS

**SUBJECT: RESOLUTION AUTHORIZING THE COUNTY ROAD COMMISSION TO ISSUE ACT 342 REFUNDING BONDS**

FC 05-092 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Refunding Bonds in the not-to-exceed amount of \$5,350,000 to refund the Zeeland Charter Township 1994 and 1999 Bond Issues.  
Moved by: Vander Kam  
UNANIMOUS

**SUBJECT: CHANGE THE GROUP T BENEFITS MANUAL BY ADDING A NEW SECTION 5. TO OVERTIME AND PREMIUM PAY**

FC 05-093 Motion: To approve and forward to the Board of Commissioners the addition of a new section 5. to the Overtime and Premium Pay section of the Group T Benefits. Manual to read as follows:

5. Maintenance Worker's Assignment Bonus. Maintenance Workers who are assigned on a full-time basis at the Ottawa County Adult Jail and Juvenile Detention Facility shall receive a \$1.00 per hour bonus for all hours worked when so assigned.

Moved by: Schrotenboer  
UNANIMOUS

**SUBJECT: DISCUSSION ITEMS**

1. 2006 Budget Calendar – June Hagan handed out the County of Ottawa 2006 Budget Calendar. The Finance and Administration Committee Meeting scheduled for Tuesday, September 20th, has been changed to Wednesday, September 21st, at 11:00 a.m.

2. General Fund Budget Update – June Hagan handed out the 2006 Preliminary Budget. She noted there is nothing in this budget for the Court Imaging Program. Dollars will need to be added once a cost is presented.

3. October 4th Meeting – The October 4th Finance and Administration Committee Meeting has been canceled.

4. Contract Negotiations – The Administrator reported the POAM and MNA want to start the negotiations process. He plans to sit in on the negotiations. The County knows where it stands with wages and benefits due to the Ryes Study that was just completed. Several contracts are up at the end of this year.

**SUBJECT: ADJOURNMENT**

The meeting adjourned at 1:37 p.m.

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**Agenda**

**Consent Items:**

3/23/2006

1. Approval of Agenda
2. Approval of Minutes from the August 9, 2005 and August 18, 2005 Meetings

**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 Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of August 2005.
2. Budget Adjustments Greater than \$50,000  
**Suggested Motion:**  
To approve budget adjustments #709, #737 - #741, #776 - #779.
3. Resolution of Intent to Increase the 2005 Millage Rate for Ottawa County  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for Ottawa County to 4.2689 mills.
4. Resolution of Intent to Increase the 2005 Millage Rate for E-911  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for E-911 to .4411 mills.
5. Resolution of Intent to Increase 2005 the Millage Rate for Parks  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the Resolution of Intent to Increase the 2005 Millage Rate for Parks to .3168 mills.
6. 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.
7. 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.
8. Resolution Authorizing the County Road Commission to issue Act 342 Refunding Bonds  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Refunding Bonds in the not-to-exceed amount of \$5,350,000 to refund the Zeeland Charter Township 1994 and 1997 Bond Issues.
9. Change the Group T Benefits Manual by adding a new section 5. to Overtime and Premium Pay  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the addition of a new section 5. to the Overtime and Premium Pay section of the Group T Benefits Manual to read as follows:  
  
5. Maintenance Worker's Assignment Bonus. Maintenance Workers who are assigned on a full-time basis at the Ottawa County Adult Jail and Juvenile Detention Facility shall receive a \$1.00 per hour bonus for all hours worked when so assigned.

**Discussion Items:**

1. 2006 Budget Calendar
2. General Fund Budget Update