

## FINANCE AND ADMINISTRATION COMMITTEE

### Approved Minutes

DATE: February 20, 2007

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Dennis Swartout, James Holtvluwer, Gordon Schrotenboer, Edward Berghorst

STAFF & GUESTS: Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Travis Parsons, Interim Human Resources Director; Ken Zarzecki, Road Commission; Erika Rosebrook, Assistant Administrator; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk; Media

#### SUBJECT: CONSENT ITEMS

Approve by consent the Agenda of today as presented and approve by consent the Minutes of the January 16, 2007, meeting as presented.

#### SUBJECT MONTHLY BUDGET ADJUSTMENTS

FC 07-013 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 January 2007.

Moved by: Berghorst

UNANIMOUS

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

FC 07-014 Motion: To approve budget adjustments #40 – 46, 57, 67, 78, and 91.

Moved by: Schrotenboer

UNANIMOUS

#### SUBJECT: STATEMENT OF REVIEW FOR JANUARY

FC 07-015 Motion: To approve the Statement of Review for the month of January 2007.

Moved by: Schrotenboer

UNANIMOUS

#### SUBJECT: MARRIAGE LICENSE FEE

FC 07-016 Motion: To approve and forward to the Board of Commissioners the implementation of a Marriage License Waiver fee of \$10.00 as provided by Senate Bill 1106 amending Public Act 128 of 1887.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: POSITION TRANSFER

FC 07-017 Motion: To approve and forward to the Board of Commissioners the de-authorization of one (1) Violence Intervention Officer in the Prosecuting Attorney's Office and the transfer of the budgeted amount of the position to the District Court Probation for the funding of one (1) additional Probation Officer/Treatment Specialist.  
Moved by: Rycenga UNANIMOUS

SUBJECT: BOND RESOLUTION: CITY OF WYOMING –  
OTTAWA COUNTY WATER SUPPLY SYSTEM  
2007 WATER TREATMENT PLANT EXPANSION

FC 07-018 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 \$39,350,000 to finance the Ottawa County Communities share of the 2007 Wyoming – Ottawa County Water Supply System Project.  
Moved by: Berghorst UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Engagement letter with Rehmann Robson for the Ottawa County, Michigan Insurance Authority's 2006 audit.
2. Engagement letter with Rehmann Robson for the County of Ottawa 2006 audit.
3. Engagement letter with Rehmann Robson for the Ottawa County Drain Commission 2006 audit.

June Hagan reported she is required to give the Engagement Letters from Rehmann Robson to the Finance and Administration Committee for review. The County will be going out for bid for auditors for the 2007 budget. The bid process will start this spring.

4. Alan Vanderberg reported Dr. Lynn Harvey has all the information and will be putting together a program ranking programs sometime in April.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:10 a.m.