

Agenda  
**FINANCE AND ADMINISTRATION COMMITTEE**  
West Olive Administration Building  
12220 Fillmore, West Olive, MI 49460  
**August 28, 2007**  
11:30 a.m.

**Consent Items:**

1. Approval of Agenda
2. Approval of Minutes from the July 17, July 24 and August 14, 2007 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 July 2007.
2. Budget Adjustments Greater than \$50,000  
**Suggested Motion:**  
To approve budget adjustments #498, 503, 531, 538, 542, 546, 548, 560, 580, 587, 591, 599, 606, 626, 627 and 649.
3. Statement of Review for July  
**Suggested Motion:**  
To approve the Statement of Review for the month of July 2007.
4. Red Pine Timber Sales  
**Suggested Motion:**  
To receive bids for red pine timbers sales at the Port Sheldon Natural Area and Van Buren Street Dunes and approve and forward to the Board of Commissioners the Timber Sales Contract with the high bidder, Rothig Forest Products at \$68 per cord for Port Sheldon and \$55 per cord for the Van Buren Street property.
5. Harbor Humane Society Service Agreement  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the Service Agreement between Ottawa County and the Harbor Humane Society.

6. Holiday Closings

**Suggested Motion:**

To approve and forward to the Board of Commissioners closing the County Buildings the full day before Christmas (December 24, 2007) and the full day before New Years' Day (December 31, 2007).

7. Other Post Employment Benefits (OPEB) Resolution (current and future retirees)

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Resolution to provide for the elimination of the implicit rate subsidy for health insurance for all current and future retirees at age 65 as of January 1, 2008. Health insurance coverage may continue to be purchased after age 65 at the full actuarial determined cost.

8. Other Post Employment Benefits (OPEB) Resolution (future hires/retirees)

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Resolution to provide for the elimination of the implicit rate subsidy for health insurance for all future retirees with a hire date on or after January 1, 2008.

9. Other Post Employment Benefits (OPEB) Resolution (future unclassified hires)

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Resolution to provide for the elimination of the monthly credit for each year of employment for health insurance premiums for unclassified employees hired on or after January 1, 2008.

10. Clerk's Organizational Study

**Suggested Motion:**

To approve and forward to the Board of Commissioners the recommendations of the Clerk's organizational study to (to be distributed prior to meeting).

11. Computation of overtime for Command Officers assigned to work a twelve (12) hour shift.

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Letter of Understanding regarding the computation of overtime between the Ottawa County Board of Commissioners, Ottawa County Sheriff and the Command Officers Association of Michigan (COAM) to be attached to the current collective bargaining agreement.

12. Computation of overtime for Road Patrol Deputies assigned to work a twelve (12) hour shift.

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Letter of Understanding regarding the computation of overtime between the Ottawa County Board of Commissioners, Ottawa County Sheriff and the Police Officers Association of Michigan (POAM) for Detectives and Road Patrol Deputies, to be attached to the current collective bargaining agreement.

13. Approval of a Two-Year Contract with WebTecs, Inc.

**Suggested Motion:**

To approve and forward to the Board of Commissioners the approval of a two-year contract with WebTecs, Inc. for website development and maintenance services at an annual cost of \$234,000.