

**FINANCE AND ADMINISTRATION COMMITTEE**

**Approved Minutes**

DATE: January 15, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Alan Vanderberg, Administrator, Greg Rapple, Corporation  
Counsel; June Hagan, Fiscal Services Director; Bradley Slagh, Treasurer;  
Erika Rosebrook, Assistant Administrator; Sherri Sayles, Deputy Clerk;  
Ken Zarzecki, Road Commission; Media

**SUBJECT: CONSENT ITEMS**

FC 08-001 Motion: To approve the agenda of today as presented and amended  
adding Action Item #9 – Approval of Committee Per Diems and Action  
Item #10 – Increase in Per Diem.

Moved by: Holtvluwer

UNANIMOUS

Approve by consent the Minutes of the December 18, 2007, meeting as  
presented.

**SUBJECT: ELECTION OF COMMITTEE VICE-CHAIR**

FC 08-002 Motion: To elect Roger Rycenga as Vice-Chair of the Finance and  
Administration Committee for 2008.

Moved by: Schrotenboer

UNANIMOUS

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 08-003 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  
December 2007.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 08-004 Motion: To approve budget adjustments #1021, 1025, 1036, 1037, 1052, 1060, 1062, 2, 5, 11-16.  
Moved by: Schrottenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR DECEMBER

FC 08-005 Motion: To approve the Statement of Review for the month of December 2007.  
Moved by: Rycenga UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL STATUS REPORT

FC 08-006 Motion: To receive for information the Interim Financial Statement for General Fund, Mental Health and Public Health as of December 31, 2007.  
Moved by: Berghorst UNANIMOUS

SUBJECT: QUARTERLY TREASURER'S INVESTMENT REPORT

FC 08-007 Motion: To receive for information the Treasurer's Quarterly Investment Report as of December 31, 2007.  
Moved by: Schrottenboer UNANIMOUS

SUBJECT: BOND RESOLUTION: GRAND HAVEN CHARTER TOWNSHIP 2008 WASTEWATER SYSTEM IMPROVEMENTS

FC 08-008 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the Ottawa County Road Commission to issue Act 342 Bonds in the amount of \$985,000 to finance the Grand Haven Charter Township 2008 Wastewater System Improvements.  
Moved by: Rycenga UNANIMOUS

SUBJECT: ARMORED COURIER CONTRACT

FC 08-009 Motion: To approve and forward to the Board of Commissioners a recommendation to approve a one-year armored courier contract with Federal Armored Truck, Inc., at an estimated annual cost of \$38,600, in addition permitting up to three (3) one-year contract extensions.  
Moved by: Schrottenboer UNANIMOUS

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**SUBJECT: APPROVAL OF COMMITTEE PER DIEM**

FC 08-010 Motion: To approve and recommend to the Board of Commissioners to allow per diem pay for Commissioners appointed to the following committees:

Community Corrections Advisory Board  
Local Emergency Planning Commission (LEPC)  
Timberland Resource Conservation and Development Area Council  
West Michigan Airport Authority (Tulip City Airport)  
MDOT Asset Management Council

Moved by: Rycenga

FC 08-011 Motion: To amend Motion FC 08-010 to include Lloyd's Bayou Lake Board and Spring Lake Lake Board.

Moved by: Rycenga

**UNANIMOUS**

A vote was than taken on the motion as amended and the amended motion passed.

**SUBJECT: INCREASE IN PER DIEM**

FC 08-012 Motion: To approve and recommend to the Board of Commissioners to increase per diem for the Michigan Association of Counties Steering Committee from a half day per diem to a full day per diem.

Moved by: Schrottenboer

FC 08-013 Motion: To amend Motion FC 08-012 to include the SMART Committee.

Moved by: Schrottenboer

**UNANIMOUS**

A vote was than taken on the motion as amended and the amended motion passed.

**SUBJECT: DISCUSSION ITEM**

June Hagan reported she attended the Revenue Estimated Conference last Friday. According to the University of Michigan findings, revenue is still on a downward turn but slowly improving by the end of 2008. Another presenter was very negative and didn't project anything good.

**SUBJECT: ADJOURNMENT**

The meeting adjourned at 10:27 a.m.

