

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: March 18, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Brad Slagh, County Treasurer; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director; Marie Waalkes, Human Resources Director; Al Vanderberg, Administrator; Erika Rosebrook Dibble, Assistant Administrator; Dave Hulst, IT Director; Doug VanEssen, County Attorney; Brooke Slagle, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the February 19, 2008 meeting as presented.

FC 08-029 Motion: To approve the agenda of today and to amend the agenda adding Discussion Item 2.
Moved by: Schrottenboer **UNANIMOUS**

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 08-030 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 February 2008.
Moved by: Schrottenboer **UNANIMOUS**

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 08-031 Motion: To approve budget adjustments #56, 83, 84, 86, 95, 103, 118.
Moved by: Schrottenboer **UNANIMOUS**

SUBJECT: STATEMENT OF REVIEW FOR FEBRUARY

FC 08-032 Motion: To approve the Statement of Review for the month of February 2008.

Moved by: Berghorst

UNANIMOUS

SUBJECT: ACS CONTRACT EXTENSION

FC 08-033 Motion: To approve and forward to the Board of Commissioners the proposed one (1) year extension of the Contract with ACS Enterprise Solutions, Inc. to provide for the following:

- a. That the Contract Administrator be changed to the IT Director;
- b. That ACS escrow the software with a third party;
- c. That a project team be formed inclusive of the Register of Deeds, IT, Treasurer, Fiscal Services, Equalization, and Administration with a charter to complete a recommendation on system replacement/system upgrade by September 1, 2008.

Moved by: Rycenga

UNANIMOUS

SUBJECT: SUPPORT IMAGING

FC 08-034 Motion: To approve and forward to the Board of Commissioners the recommendation to support imaging hosting for Ottawa County Local Government Units (LGU's) on a chargeback basis.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: 2008 WAGE AND CLASSIFICATION STUDY

FC 08-035 Motion: To approve and forward to the Board of Commissioners the recommendation for the 2008 Wage and Classification Study to be conducted by West Michigan Compensation Consultants at a cost not to exceed \$60,000.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: APPOINTMENT TO THE OTTAWA COUNTY TAX ALLOCATION BOARD

FC 08-036 Motion: To approve and forward to the Board of Commissioners Roger Cotner for appointment to the Ottawa County Tax Allocation Board, pursuant to MCL 211.205(e).

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. County Fair Funding – June Hagen asked the Committee about County Fair Funding. The consensus was to raise County contributions to each of the three fairs in the County to \$5,000 each for the year 2008.
2. Treasurer’s Website – Brad Slagh presented information on the County’s current portfolio. This information may be included on the website.
3. There was discussion on the Sunday Sale of Liquor presented by Doug VanEssen. He has reason to believe that a local city or township can have a petition drive to get this issue on the ballot in their jurisdiction only; that it does not have to be a county wide vote.

SUBJECT: ADJOURNMENT

The Chair adjourned the meeting at 10:58 a.m.