

## FINANCE AND ADMINISTRATION COMMITTEE

### Approved Minutes

DATE: September 16, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

ABSENT: Dennis Swartout

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director; Jessica Kinsler, Financial Analyst; Barry Kantz, District Court Administrator; Dave Schipper, Probation Director; Marcie VerBeek, Human Resources; Sherri Sayles, Deputy Clerk; Ken Zarzecki, Road Commission; Karen Youngs-Hartley, Lakeshore Coordinating Counsel; Bradley Slagh, Treasurer

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and to approve by consent the minutes of the August 21, 2008, meeting as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN  
\$50,000

FC 08-107 Motion: To approve budget adjustment #558, 559, 596, 597.  
Moved by: Schrottenboer UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 08-108 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 2008.  
Moved by: Berghorst UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR AUGUST

FC 08-109 Motion: To approve the Statement of Review for the Month of August 2008.  
Moved by: Schrottenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENT FOR COUNTY AND COURT UNCLASSIFIED EMPLOYEES (EXCLUDING ELECTED OFFICIALS, JUDGES AND THE BOARD OF COMMISSIONERS) FOR 2009

FC 08-110 Motion: To approve and forward to the Board of Commissioners the following adjustment for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

Table with 2 columns: Coverage Type and 2009 Co-pay. Rows include Single Coverage (\$20.22 bi-weekly), 2-Person Coverage (\$43.59 bi-weekly), and Family Coverage (\$60.58 bi-weekly).

Moved by: Schrotenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENT FOR 2009 FOR THE GROUP T EMPLOYEES

FC 08-111 Motion: To approve and forward to the Board of Commissioners the following benefit adjustment for Group T Employees for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

Table with 2 columns: Coverage Type and 2009 Co-pay. Rows include Single Coverage (\$20.22 bi-weekly), 2-Person Coverage (\$43.59 bi-weekly), and Family Coverage (\$60.58 bi-weekly).

Moved by: Holtvluwer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENT FOR OTTAWA COUNTY JUDGES FOR 2009

FC 08-112 Motion: To approve and forward to the Board of Commissioners the following benefit adjustment for Ottawa County Judges for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

	<u>2009 Co-pay</u>
Single Coverage	\$20.22 bi-weekly
2-Person Coverage	\$43.59 bi-weekly
Family Coverage	\$60.58 bi-weekly

Moved by: Schrottenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENT FOR ELECTED OFFICIALS, (EXCLUDING JUDGES AND THE BOARD OF COMMISSIONERS) FOR 2009:

FC 08-113 Motion: To approve and forward to the Board of Commissioners the following benefit adjustment for Elected Officials (excluding Judges and the Board of Commissioners) for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

	<u>2009 Co-pay</u>
Single Coverage	\$20.22 bi-weekly
2-Person Coverage	\$43.59 bi-weekly
Family Coverage	\$60.58 bi-weekly

Moved by: Schrottenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENT FOR 2009 FOR COMMISSIONERS

FC 08-114 Motion: To approve and forward to the Board of Commissioners the following benefit adjustment for Commissioners for 2009:

- a. Increase Health Plan employee co-pay to nine percent (9%) of the current actuarial determined amount.

	<u>2009 Co-pay</u>
Single Coverage	\$20.22 bi-weekly
2-Person Coverage	\$43.59 bi-weekly
Family Coverage	\$60.58 bi-weekly

Moved by: Berghorst UNANIMOUS

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

FC 08-115 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: Holtvluwer UNANIMOUS

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

FC 08-116 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: SETTING OF PUBLIC HEARING ON THE 2009 OTTAWA COUNTY BUDGET

FC 08-117 Motion: To recommend to the Board of Commissioners to set a public hearing on the 2009 Ottawa County budget for Tuesday, October 14, 2008, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.  
Moved by: Berghorst UNANIMOUS

SUBJECT: OPEB TRUST RESOLUTION

FC 08-118 Motion: To approve and forward to the Board of Commissioners the proposed Resolution to establish the "Ottawa County Retiree Health Care Fund Trust" (The OPEB Trust Reduction").  
Moved by: Holtvluwer UNANIMOUS

SUBJECT: 58<sup>TH</sup> DISTRICT COURT/DEPUTY COURT CLERK I POSITIONS

FC 08-119 Motion: To approve and forward to the Board of Commissioners an increase in hours of a Deputy Court Clerk I position from part-time (.75 FTE) to full-time (1.0 FTE) and an increase in hours of a Deputy Court Clerk I position from part-time (.5 FTE) to full-time (1.0 FTE) with funding to come from current District Court budget effective upon Board approval.  
Moved by: Schrotenboer UNANIMOUS

SUBJECT: PA2 RESOLUTION

FC 08-120 Motion: To approve and forward to the Board of Commissioners the Resolution to redirect PA2 Funding for substance abuse prevention and treatment programs from the Lakeshore Coordinating Council to Ottawa County.  
Moved by: Schrotenboer

Mr. Swartout arrived at 10:05 a.m.

- FC 08-121 Motion: To table Motion FC 08-120 for one month.  
Moved by: Berghorst UNANIMOUS
- SUBJECT: WEMET ADVANCE FUNDING AGREEMENT
- FC 08-122 Motion: To approve and forward to the Board of Commissioners the West Michigan Enforcement Team Advance Funding Agreement.  
Moved by: Berghorst UNANIMOUS
- SUBJECT: NORTHWEST OTTAWA WATER SYSTEM REIMBURSEMENT RESOLUTION
- FC 08-123 Motion: To approve and forward to the Board of Commissioners the Resolution Declaring Official Intent to Reimburse Project Expenditures with Bond Proceeds. (Reference to Bond Resolution: Reimbursement Resolution – Northwest Ottawa Water Treatment Plant Improvement and Expansion.)  
Moved by: Schrotenboer UNANIMOUS
- SUBJECT: OFFICERS' COMPENSATION COMMISSION SALARY RECOMMENDATIONS
- FC 08-124 Motion: To receive and forward to the Board of Commissioners the Officers' Compensation Commission's Resolution for the 2009 and 2010 salary recommendations for the Board of Commissioners and Countywide Elected Officers.  
Moved by: Berghorst
- FC 08-125 Motion: To amend Motion FC 08-124 removing "increases the per-diem amounts by \$5 per half day and \$5 per full day for meetings as approved by the Board of Commissioners" for the Board of Commissioners.  
Moved by: Rycenga UNANIMOUS
- FC 08-126 Motion: To amend Motion FC 08-124 removing the last paragraph of the Resolution, " BE IT FURTHER RESOLVED, that the Commission renews its 2006 request that the County Board of Commissioners consider the option of combing the Clerk and Register of Deeds offices into a single Clerk-Register Office."  
Moved by: Schrotenboer MOTION PASSED
- Yeas: Messrs. Schrotenboer, Berghorst, Holtvluwer. (3)
- Nays: Messrs. Swartout, Rycenga. (2)
- A vote was than taken on the motion as amended and amended motion passed.

**SUBJECT: DISCUSSION ITEMS**

1. Tax Foreclosure Property Sale Update – An update was presented by Bradley Slagh, County Treasurer.
2. Financial Month End Update for August 2008 – An update was presented by Bradley Slagh, County Treasurer.

**SUBJECT: ADJOURNMENT**

The meeting adjourned at 11:00 a.m.