

**FINANCE AND ADMINISTRATION COMMITTEE**

**Approved Minutes**

DATE: October 7, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

ABSENT: James Holtvluwer

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; Marie Waalkes, Human Resources Director; Sherri Sayles, Deputy Clerk; Connie VanderSchaaf, Fiscal Services; June Hagan, Fiscal Services Director; Jessica Kinser, Management Financial Analyst; Bradley Slagh, Treasurer; Kevin Bowling, Circuit Court Administrator; Media; Brian Hudson and Peter Wujkowski, Chase Bank

SUBJECT: CONSENT ITEMS

To approve by consent the agenda of today as presented and to approve by consent the minutes of the September 16, 2008, meeting as presented.

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

FC 08-127 Motion: To approve and forward to the Board of Commissioners the following wage adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2009:

- a. Wages: Effective January 1, 2009, increase the existing salary schedule by 2%.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: WAGE AND BENEFIT ADJUSTMENTS FOR 2009  
FOR THE GROUP T EMPLOYEES

FC 08-128 Motion: To approve and forward to the Board of Commissioners the following wage adjustments for Group T Employees for 2009:

- a. Wages: Effective January 1, 2009, increase the existing salary schedule by 2%.

Moved by: Rycenga

UNANIMOUS

SUBJECT: RESOLUTION TO PERMIT USE OF BANK CARDS BY  
PARTICIPANTS IN THE TAA PROGRAM (OTTAWA  
COUNTY/MICHIGAN WORKS!)

FC 08-129 Motion: To approve and forward to the Board of Commissioners the Resolution to permit the use of bank cards from JP Morgan Chase Bank NA by participants in the TAA Program (Ottawa County/Michigan Works!).

Moved by: Schrottenboer

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. General Fund Budget
2. All Other Budgets
3. Personnel Requests
4. Equipment Requests

June Hagan, Fiscal Services Director, briefly explained the Revenues and Expenditure Comparative Analysis, the proposed 2009 Commissioners Budget, the 2009 Budget Summary Special Revenue Funds, the 2009 Equipment Request recommendations and the 2009 Personnel Request recommendations.

The public hearing for the budget will be held at the October 14<sup>th</sup> Board of Commissioners Meeting. Formal approval of the 2009 budget will take place at the October 21<sup>st</sup> Finance and Administration Committee Meeting with formal approval by the Board of Commissioners on October 28<sup>th</sup>.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:20 a.m.