



# Newaygo County Board of Commissioners

## Finance Committee

MINUTES

September 15, 2021

9:30 A.M.

CALL TO ORDER, PRAYER, & PLEDGE	Meeting called to order by Chairperson Ken DeLaat, at 9:30 a.m., with Prayer by Newaygo County Clerk, Jason VanderStelt, and Pledge of Allegiance to the Flag led by Commissioner Bryan Kolk.
COMMISSIONERS PRESENT	James Maike, Burt Cooper, Charles Trapp, Bryan Kolk, Ken DeLaat.
AGENDA - MOTION NUMBER	21-342
Motion by Charles Trapp, second by Bryan Kolk, to approve the agenda for September 15, 2021. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	
PUBLIC COMMENT	None
MINUTES - MOTION NUMBER	21-343
Motion by Bryan Kolk, second by James Maike, to approve the minutes from the September 1, 2021 regular Finance Committee meeting. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	
PRESENTATION	Administrator Christopher Wren – FY2022 Budget
<ul style="list-style-type: none"><li>Administrator Wren presented and discussed the Fiscal Year 2022 recommended budget summary. The County had two major expenditure increases with Information Services and Inmate Health Care Services.</li><li>Thanked the Board of Commissioners, Elected Officials, Department Heads, the Judiciary and the administrative staff for their cooperation in developing the 2022 Fiscal Year Budget.</li></ul>	
MOTION NUMBER	21-344
Motion by Charles Trapp, second by James Maike, to approve the Semi-Monthly Detail Analysis dated September 15, 2021, for a total amount of \$288,684.54. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	
MOTION NUMBER	21-345
Motion by James Maike, second by Bryan Kolk, to ratify the August 2021 Monthly Check Register in the amount of \$4,336,154.70. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	
MOTION NUMBER	21-346
Motion by Burt Cooper, second by Charles Trapp, to approve the Newaygo County Budget Report for the month of August 2021 with Budget Amendments and Transfers as presented. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	
MOTION NUMBER	21-347

Motion by Charles Trapp, second by Bryan Kolk, to approve Resolution #09-013-21 to adopt the Newaygo County General Appropriations Act Resolution for the FY2022 Operating Budget. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-348

Motion by Bryan Kolk, second by James Maike, to approve Resolution #09-014-21 for Fiscal Year 2022 annual wage increases for Elected Officials, Appointed Department Heads, Unclassified Employees, and Part-time Employees effective the first full pay in October 2021. This motion is contingent upon approval of the 2022 Budget. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-349

Motion by Burt Cooper, second by Charles Trapp, to approve increasing the Legal Secretary II position (Position #2670010 – Pay Grade 4) from part-time to full-time effective October 1, 2021, and amend the Prosecuting Attorney's Manning Table accordingly. This motion is contingent upon approval of the 2022 Budget. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-350

Motion by Bryan Kolk, second by Charles Trapp, to approve the creation of a part-time COA Administrative Assistant position (#6720017) at a pay grade 3 and amend the Commission on Aging's Manning Table accordingly. This position will be covered under the Teamsters Local 214 if approved by the Union. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-351

Motion by Burt Cooper, second by Bryan Kolk, to approve the elimination of two part-time deputy positions (Position #3010025 and #3010026) and the creation of a full-time deputy position (Position #3010049) effective October 1, 2021 and amend the Sheriff's Manning Table accordingly. This motion is contingent upon approval of the 2022 Budget. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-352

Motion by Charles Trapp, second by Bryan Kolk, to approve payment to the Mid-State Health Network (MSHN) of the P.A. 2 of 1986 "Liquor Tax" Funds in the amount of \$36,140.50 from the General Fund – Substance Abuse International – Appropriation to Other Agencies. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**MOTION NUMBER** 21-353

Motion by James Maike, second by Charles Trapp, to approve the expense of \$424,955 to MMRMA (Michigan Municipal Risk Management Authority) for liability insurance for the period of October 1, 2021, through September 30, 2022, and authorize the County Administrator to sign the appropriate documents. Payment is to be made in three (3) installment payments and paid from Fund 678 – Liability Insurance Fund. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

**COMMITTEE REPORTS** Public Safety/Judicial

**MOTION NUMBER** 21-338-1

Motion by Burt Cooper, second by Bryan Kolk, to approve the realignment of the 27<sup>th</sup> Circuit and 78<sup>th</sup> District Courts to Lake and Newaygo Counties by resolution and authorize the Newaygo County

Trial Courts Chief Judge present the resolution to all appropriate senators and representatives and to facilitate the realignment to begin January 1, 2022. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.

<b>MOTION NUMBER</b>	21-339-1
Motion by Burt Cooper, second by Bryan Kolk, to approve a contract with Great Lakes Nursery and Landscape (Habitat Management of Michigan) to complete the FY 2019 Cooperative Forestry Assistance Grant Thornapple Wildfire Project at a cost not to exceed \$61,250.00; and authorize the County Administrator and Emergency Services Director to sign any and all necessary documentation; money to come from FY 2019 Cooperative Forestry Assistance and Secure Rural Schools Title III Fund 101-422-803 Contractual Project Costs. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	

<b>MOTION NUMBER</b>	21-340-1
Motion by Burt Cooper, second by Bryan Kolk, to accept the FY 2022 Michigan Indigent Defense Commission (MIDC) Grant Agreement, to approve the FY 2022 Independent Contractor Agreement between Newaygo County and Managed Assigned Counsel Administrator, Karen Moore, and authorize the County Administrator to sign any and all necessary documents. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	

<b>ADMINISTRATOR'S REPORT</b>	Administrator Christopher Wren
<ul style="list-style-type: none"><li>• Transitioning to BS&amp;A as soon as the contract with New World ends, October 7, 2021.</li><li>• Just received the Health Insurance renewal and will meet regarding this Thursday. No changes are expected.</li><li>• Friday is the Annual United Way's Day of Caring and volunteers are needed.</li></ul>	

<b>PUBLIC COMMENT</b>	None
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<b>MISCELLANEOUS</b>	Commissioner James Maike
<ul style="list-style-type: none"><li>• The Everett Township Planning Commission is having a hearing tomorrow regarding rezoning.</li><li>• Attended the NC3 meeting where much of the discussion surrounded affordable housing.</li><li>• Dr. Lori Tubbergen-Clark is retiring.</li></ul>	

<b>MISCELLANEOUS</b>	Commissioner Bryan Kolk
<ul style="list-style-type: none"><li>• Attended the MAC Judicial Committee meeting where bills regarding mental health and funding were discussed. Supplied the Board with information regarding MAC position on bills introduced by Senator Mike Shirkey.</li></ul>	

<b>MISCELLANEOUS</b>	Commissioner Burt Cooper
<ul style="list-style-type: none"><li>• Discussed the Executive Committee and the make-up of that Board as it pertains to the COVID Recovery funds.</li></ul>	

<b>ADJOURNMENT</b>	21-354
Motion by James Maike, second by Burt Cooper, to adjourn the meeting at 10:36 a.m. Ayes – James Maike, Bryan Kolk, Charles Trapp, Burt Cooper, Ken DeLaat. Nays – none. Motion carried.	

<b>COUNTY CLERK CERTIFICATION</b>	
<b>CHAIRPERSON CERTIFICATION</b>	

DATE CERTIFIED

October 6, 2021