



NEWAYGO COUNTY BOARD OF COMMISSIONERS  
1087 NEWELL STREET, WHITE CLOUD, MI 49349

NOVEMBER 10, 2009

Meeting called to order by Chairman Adam Wright at 9:33 A.M.

Prayer by Newaygo County Chief Deputy Clerk, Pamela A. Rolfe.

Pledge of Allegiance to the Flag led by Commissioner Charles Trapp.

PRESENT: James Maike, Jr.; Stanley Nieboer; Simon Scholtens; Charles Trapp; Adam Wright

ABSENT: Patrick Gardner (excused)  
Barbara Geno

CORRESPONDENCE: Chief Deputy Clerk, Pamela A. Rolfe, read correspondence from Richard Harroun addressed to the Board of Commissioners setting forth his resignation from the Commission on Aging Board effective October 31, 2009.

09-525

MOTION BY MAIKE, SECONDED BY SCHOLTENS, TO APPROVE THE AGENDA OF NOVEMBER 10, 2009. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-526

MOTION BY NIEBOER, SECONDED BY TRAPP, TO APPROVE THE BOARD OF COMMISSION REGULAR MEETING MINUTES OF OCTOBER 28, 2009. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

COMMITTEE REPORT/PHYSICAL & ECONOMIC DEVELOPMENT/TRAPP - Reported the time of the November 25, 2009 meeting has been changed and will occur at 1:00 P.M. on that date.

COMMITTEE REPORT/FINANCE

09-497

MOTION BY SCHOLTENS, SECONDED BY MAIKE, TO RENEW NEWAYGO COUNTY'S ANNUAL MEMBERSHIP DUES TO WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION (WMSRDC) IN THE AMOUNT OF \$12,925.98; MONEY TO COME FROM ACCOUNT NUMBER 101-7211-883 (GENERAL FUND - WEST MICHIGAN SHORELINE REGIONAL - APPROPRIATIONS OTHER AGENCIES WMSRDC).

09-497-2

MOTION BY TRAPP, SECONDED BY NIEBOER, TO POSTPONE MOTION #09-497 UNTIL THE NOVEMBER 25, 2009 BOARD OF COMMISSION MEETING. AYES-4; NAY-SCHOLTENS; ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-513-1

MOTION BY TRAPP, SECONDED BY NIEBOER, TO APPROVE THE COUNTY OF NEWAYGO'S PARTICIPATION IN THE STATE OF MICHIGAN ORTHOPHOTOGRAPHY AND MICROSOFT BING MAPS FOR ENTERPRISE PARTNERSHIP TO PURCHASE AND IMPLEMENT NEW GIS ORTHOPHOTOGRAPHY IMAGERY AND TO OFFER LOCAL GOVERNMENT UNITS THE IMAGERY BUY-UP OPTION. THE COST FOR NEWAYGO COUNTY'S PORTION BEING \$24,192.00; MONEY TO COME FROM THE 2010 BUDGET LINE ITEM 636-229-9621 (INFORMATION SERVICES FUND - GIS - MISCELLANEOUS GIS FLYOVER). AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-514-1

MOTION BY MAIKE, SECONDED BY SCHOLTENS, TO CONTRACT WITH MINER SUPPLY COMPANY TO SUPPLY NEWAYGO COUNTY WITH PAPER PRODUCTS FOR THE MAINTENANCE DEPARTMENT AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN ANY AND ALL OF THE NECESSARY DOCUMENTS. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-515-1

MOTION BY TRAPP, SECONDED BY NIEBOER, TO APPROVE THE COST FOR THE FIBER RELOCATION AND VOICE, VIDEO, DATA WIRING & CABLES RELATED TO THE JAIL EXPANSION CONSTRUCTION PROJECT AT AN AMOUNT NOT TO EXCEED \$65,000.00 TO BE PAID FROM ACCOUNT 656-901-980 (TELEPHONE FUND - CAPITAL OUTLAY - OFFICE EQUIPMENT & FURNITURE).

09-515-2

MOTION BY SCHOLTENS, SECONDED BY TRAPP, TO AMEND MOTION #09-515-1, BY REPLACING \$65,000.00 WITH \$100,000.00. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

VOTE ON MOTION #09-515-1, AS AMENDED:

TO APPROVE THE COST FOR THE FIBER RELOCATION AND VOICE, VIDEO, DATA WIRING & CABLES RELATED TO THE JAIL EXPANSION CONSTRUCTION PROJECT AT AN AMOUNT NOT TO EXCEED \$100,000.00 TO BE PAID FROM ACCOUNT 656-901-980 (TELEPHONE FUND - CAPITAL OUTLAY - OFFICE EQUIPMENT & FURNITURE).

AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-519

MOTION BY NIEBOER, SECONDED BY TRAPP, TO APPROVE THE SEMI-MONTHLY DETAIL ANALYSIS DATED NOVEMBER 4, 2009, CHECK #57402 THROUGH CHECK #57565, FOR A TOTAL AMOUNT OF \$172,156.42. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-520

MOTION BY TRAPP, SECONDED BY SCHOLTENS, TO ACCEPT THE FY 2009 AUDIT TIMELINE. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-521

MOTION BY MAIKE, SECONDED BY TRAPP, TO ACCEPT THE FISCAL YEAR 2009 STATE CRIMINAL ALIEN ASSISTANCE PROGRAM AWARD. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

09-522

MOTION BY SCHOLTENS, SECONDED BY NIEBOER, TO APPROVE THE MICHIGAN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT APPLICATION, AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN ANY AND ALL NECESSARY DOCUMENTS. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

MISCELLANEOUS COMMITTEE REPORT/MAIKE - Reported on the stimulus dollars through West Michigan Shoreline Regional Development Commission that will impact the shoreline in Muskegon County. Also reported on attendance at the MAC (Michigan Association of Counties) Transportation Committee meeting in Lansing.

MISCELLANEOUS COMMITTEE REPORT/SCHOLTENS - Reported on attendance at the District #10 Health Department meeting and the West Michigan Strategic Alliance meeting.

MISCELLANEOUS COMMITTEE REPORT/TRAPP - Reported on attendance at the Newaygo County Transportation Committee meeting.

MISCELLANEOUS COMMITTEE REPORT/WRIGHT - Reported on a meeting with Commissioner Trapp at the District #10 Health Department regarding a septic tank issue in District #5 and enforcement of the Sanitary Code.

ADMINISTRATOR'S REPORT/LAKE - The Administrator reported the following informational items:

- The numbers from Bid Package 1 have been received from Jail Expansion Construction Project Manager, Granger Construction Company.
- Negotiations regarding the resolution of the tower issue with NC RESA (Newaygo County Regional Educational Services Agency) are underway as a result of the Jail Expansion Construction Committee motion to condemn that tower and facilitate discussions with NCRESA.
- Reported that the H1N1 Vaccine is available at the Health Department, and expects to meet with John O'Connor of Cadillac Insurance regarding the issue of the administrative fee that is charged to an individual with insurance.
- Requested guidance on how to proceed with information received from Mid-South Substance Abuse concerning a decrease in Strategic Prevention Framework - State Incentive Grant funding. Newaygo County was originally slated to receive \$35,000.00 from this funding. However, due to state cuts, that amount has been reduced to \$4,600.00.

09-527

MOTION BY MAIKE, SECONDED BY SCHOLTENS, TO RECOMMEND THAT \$30,400.00 OF NEWAYGO COUNTY PA2 FUNDING WILL BE USED TO FUND THE BALANCE OF SPF-SIG (STRATEGIC PREVENTION FRAMEWORK-STATE INCENTIVE GRANT) ACTIVITIES FOR ONE (1) YEAR. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.

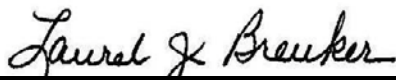
The Administrator also provided information regarding recent developments involving the Ada Township Clerk receiving unemployment benefits following her loss of re-election. Although the benefits were initially denied, a State Administrative Law Judge approved the payment of benefits for non-statutory duties. An appeal is planned.

PUBLIC COMMENT: Newaygo County Treasurer, Holly Moon, indicated the Gerber Hospital Board reported vaccinating in excess of 400 emergency responder personnel. Ms. Moon also reported there were approximately 500 individuals traveling to Lansing today in support of educational funding for our students. Jeff Stockhill introduced himself as the new Newaygo County Operations Manager for Life EMS.

MISCELLANEOUS/WRIGHT - Commended those individuals for traveling to Lansing in support of education funding and encouraged others to contact legislators regarding the education funding budget issue.

09-528

MOTION BY SCHOLTENS, SECONDED BY MAIKE, TO ADJOURN THE MEETING AT 10:32 A.M. AYES-5, ABSENT-GARDNER AND GENO. MOTION CARRIED.



LAUREL J. BREUKER  
NEWAYGO COUNTY CLERK

ADAM WRIGHT, CHAIRMAN  
NEWAYGO COUNTY BOARD OF COMMISSIONERS

NOVEMBER 19, 2009

**Fiscal Year 2009 Audit**  
**Estimated Audit Timeline – TENTATIVE**

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- Oct-09: Engagement Letter for 2009 Fiscal Year Audit to be signed and returned to Rehmann Robson.
- 10-09-2009: Payroll Accruals for FY 2009 posted.
- 10-1-2009 to 11-25-2009: Preparation for Audit per Client Assistance Letter dated 10-17-2009 including the following items:
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|--------------------------------|--------------------------------------|
| Cash and Investments           | Accounts Receivable                  |
| Prepaid Items                  | Capital Assets                       |
| Account Payable                | Undistributed Receipts               |
| Accrued Liabilities            | Deferred Revenue                     |
| Compensated Absences Payable   | Long Term Debt                       |
| Notes Payable                  | Beginning Equity                     |
| Property Tax Revenues          | Interfund Receivables/Payables       |
| Interfund Transfers            | Schedule Exp. of Federal Awards      |
| Grant ties-outs                | Systems Documentation/Questionnaires |
| Pension/OPEB                   | Trial Balance Downloads              |
| General Ledger Detail Download |                                      |
- 11-23-2009: Preliminary Trial Balance for FY 2009 to be provided to auditors electronically.
- 11-30-2009: Audit fieldwork is scheduled to begin – General Ledger Detail provided to auditors.
- 12-04-2009: Status meeting with management to review open items and progress to date.
- 12-11-2009: End of audit fieldwork; auditors to provide punch-list of any remaining items needed from management.
- 12-19-2009: Complete draft financial statements to County for review; Technical Standards Review Process begins.
- 01-08-2010: Management to provide Transmittal Letter and MD&A to auditors.
- 01-11-2010: Draft comments due to auditors for final changes.
- 01-13-2010: Pending approval of Board Chair, auditors to print final reports, and submit electronically to the State of Michigan.
- 01-27-2010: Auditors Presentation to the Board of Commissioners
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