



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

OCTOBER 27, 2010

Meeting called to order by Chairman Adam Wright at 9:32 A.M.

Prayer by Newaygo County Clerk, Laurel J. Breuker.

Pledge of Allegiance to the Flag led by Commissioner Stanley Nieboer.

PRESENT: Patrick Gardner; Barbara Geno; Stanley Nieboer; Simon Scholtens; Charles Trapp; Adam Wright

ABSENT: James Maike, Jr. (excused)

CORRESPONDENCE: Newaygo County Clerk, Laurel J. Breuker, indicated receipt of correspondence from Nancy duChemin submitting her resignation from the County Library Board. Chairman Wright indicated the vacancy should be advertised with the next posting of upcoming appointments to be made for County Boards and Commission terms.

10-467

MOTION BY SCHOLTENS, SECONDED BY NIEBOER, TO APPROVE THE AGENDA OF OCTOBER 27, 2010. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-468

MOTION BY TRAPP, SECONDED BY NIEBOER, TO APPROVE THE BOARD OF COMMISSION REGULAR MEETING MINUTES OF OCTOBER 13, 2010. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

PRESENTATION/RETIREMENT RESOLUTION

10-469

MOTION BY SCHOLTENS, SECONDED BY TRAPP, TO APPROVE RESOLUTION #10-017-10 RECOGNIZING CHRYSTAL ROACH'S RETIREMENT. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-470

MOTION BY TRAPP, SECONDED BY NIEBOER, TO APPROVE RESOLUTION #10-018-10 RECOGNIZING DONALD MOULTON'S RETIREMENT. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

Chairman Wright presented the retirement resolution to Donald Moulton.

APPOINTMENT/DEPARTMENT OF HUMAN SERVICES BOARD
10-471

MOTION BY GENO, SECONDED BY TRAPP, TO PLACE THE NAMES OF NORMAN KNORR AND ALAN NIEBOER IN NOMINATION FOR APPOINTMENT TO THE DEPARTMENT OF HUMAN SERVICES BOARD; ONE (1) THREE-YEAR TERM EXPIRING OCTOBER 31, 2013. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

ROLL CALL VOTE:

GENO	ALAN NIEBOER
GARDNER	ALAN NIEBOER
SCHOLTENS	ALAN NIEBOER
TRAPP	ALAN NIEBOER
NIEBOER	ALAN NIEBOER
MAIKE	ABSENT
WRIGHT	ALAN NIEBOER

Alan Nieboer is duly appointed to the Department of Human Services Board; one (1) three-year term expiring October 31, 2013.

PRESENTATION/FINANCIAL FORECASTING & CASH FLOW MODEL - A summary presentation of the five-year Financial Forecasting and Cash Flow Model for the County was provided by John Kaczor of Municipal Analytics. Mr. Kaczor indicated the model is not a report that is finished, but a summary and synopsis which County staff will update regularly by inputting new numbers and changing assumptions. The goal is to give the county a five-year projection based upon a number of assumptions. The model is in an Excel spreadsheet format and is meant to be updated on a regular basis for the best and most current information. The basis for the model will always be the current budget year. This particular model was developed specifically for Newaygo County and includes a forecast of the budget for 25 of the County's primary funds. A cash flow analysis is also included. According to Mr. Kaczor, the model can be used quite well in developing the budget, and will also assist in labor negotiations and with the County's bond ratings. Mr. Kaczor summarized the County's current revenues and expenditures, and also provided a projection into the future explaining expenditures would require reduction in order to allow the General Fund to support other operations. Overall, however, the County is well positioned to anticipate where things are going and to manage its finances in a proactive way. A general overview of the model focusing only on the General Fund was provided by Mr. Kaczor. In summary, it is recommended the County follow its Fund Balance Policy, evaluate operations to determine cost savings, and use the financial model on a regular basis to help anticipate potential problems and begin to plan corrective action.

COMMITTEE REPORT/PUBLIC SAFETY/JUDICIAL/NIEBOER - None.

COMMITTEE REPORT/HEALTH EDUCATION & HUMAN SERVICES/SCHOLTENS - None.

COMMITTEE REPORT/FINANCE/GARDNER

10-451-1

MOTION BY GARDNER, SECONDED BY TRAPP, TO APPROVE THE 2011 FISCAL YEAR EMERGENCY MANAGEMENT PERFORMANCE GRANT APPLICATION, AND AUTHORIZE THE BOARD CHAIR AND EMERGENCY SERVICES DIRECTOR TO SIGN ANY AND ALL OF THE NECESSARY DOCUMENTS. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-455-1

MOTION BY GARDNER, SECONDED BY GENO, TO APPROVE THE RURAL TRANSIT ASSISTANCE PROGRAM THIRD PARTY CONTRACT FOR FISCAL YEAR 2011, AND AUTHORIZE THE CHAIRMAN OF THE BOARD AND THE COMMISSION ON AGING DIRECTOR TO SIGN ANY AND ALL OF THE NECESSARY DOCUMENTS. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-459

MOTION BY GARDNER, SECONDED BY NIEBOER, TO APPROVE THE SEMI-MONTHLY DETAIL ANALYSIS DATED OCTOBER 20, 2010, CHECK #66092 THROUGH CHECK #66297, FOR A TOTAL AMOUNT OF \$758,338.18. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-460

MOTION BY GARDNER, SECONDED BY TRAPP, TO RATIFY THE SEPTEMBER 2010 MONTHLY CHECK REGISTER IN THE AMOUNT OF \$5,955,283.24. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-461

MOTION BY GARDNER, SECONDED BY SCHOLTENS, TO APPROVE THE NEWAYGO COUNTY BUDGET REPORT FOR THE MONTH OF SEPTEMBER 2010, WITH BUDGET AMENDMENTS AND TRANSFERS AS PRESENTED. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-462

MOTION BY GARDNER, SECONDED BY GENO, TO APPROVE THE JOB DESCRIPTIONS FOR THE COURT OPERATIONS MANAGER AND DEPUTY COURT CLERK, AND APPROVE THE RECOMMENDATION FROM MICHIGAN MUNICIPAL LEAGUE DATED 09/10/10, AND AMEND CIRCUIT COURT'S MANNING TABLE AS FOLLOWS:

JOB TITLE: ~~OFFICE MANAGER II~~ COURT OPERATIONS MANAGER
POSITION NUMBER: 1315005
PAY GRADE: ~~07~~ 08
EMPLOYEE GROUP: UNCLASSIFIED
FTE: 1.00
EMPLOYMENT STATUS: FULL-TIME
CURRENT G/L ACCT: 101 1311 40%
101 1315 60%
EXPIRATION DATE: N/A
JOB TITLE: DEPUTY COURT CLERK
POSITION NUMBER: 1314001, 1314003, 1314004, 1314005
PAY GRADE: ~~03~~ 04
EMPLOYEE GROUP: UNCLASSIFIED
FTE: 1.00

EMPLOYMENT STATUS: FULL-TIME
CURRENT G/L ACCT: 101 1314
EXPIRATION DATE: N/A

MOTION TO TAKE EFFECT OCTOBER 27, 2010. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-463

MOTION BY GARDNER, SECONDED BY GENO, TO ACCEPT GRANT #20100924 AMX IN THE AMOUNT OF \$43,000.00 FOR THE COMMISSION ON AGING ALZHEIMER'S CONGREGATE RESPITE PROGRAM FOR FISCAL YEAR 2011, AND AUTHORIZE THE CHAIRMAN OF THE BOARD AND THE COMMISSION ON AGING DIRECTOR TO SIGN ANY AND ALL OF THE NECESSARY DOCUMENTS. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-464

MOTION BY GARDNER, SECONDED BY GENO, TO ACCEPT MDOT PROJECT AUTHORIZATION 2007-0266/Z6 IN THE AMOUNT OF \$32,410.00 FOR FY 2011 SPECIALIZED SERVICES OPERATING ASSISTANCE FOR THE COMMISSION ON AGING'S BUS TRANSPORTATION PROGRAM, AND AUTHORIZE THE CHAIRMAN OF THE BOARD TO SIGN ANY AND ALL NECESSARY DOCUMENTS. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

10-465

MOTION BY GARDNER, SECONDED BY NIEBOER, TO APPROVE THE FISCAL YEAR 2011 MICHIGAN DEPARTMENT OF AGRICULTURE COMPANION ANIMAL WELFARE FUND COMPETITIVE GRANT APPLICATION, AND AUTHORIZE THE UNDERSHERIFF TO SIGN ANY AND ALL NECESSARY DOCUMENTS. AYES-6, ABSENT-MAIKE. MOTION CARRIED.

MISCELLANEOUS COMMITTEE REPORT/NIEBOER - Reported on attendance at the Mid South Substance Abuse Commission meeting.

MISCELLANEOUS COMMITTEE REPORT/TRAPP - Provided an update on the Animal Shelter Project; issued a reminder of the Jail and Sheriff Department Open House on Friday.

MISCELLANEOUS COMMITTEE REPORT/GENO - Reported on attendance at the Commission on Aging Board meeting.

MISCELLANEOUS COMMITTEE REPORT/WRIGHT - Reported on attendance at the MAC (Michigan Association of Counties) Economic Development/Taxation meeting.

ADMINISTRATOR'S REPORT/LAKE - Information items reported included the following:

- Attended a meeting this morning with several Board members and Greg Snyder of Mental Health regarding a generator to provide standby power for the Mental Health Building.

- Received notification that the Commission on Aging has been designated a beneficiary of 5% of a decedent's trust from which approximately \$25,000.00 is expected to be received in November with additional funds expected in approximately January of next year.

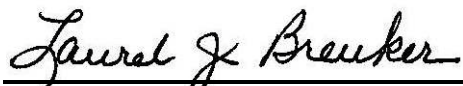
PUBLIC COMMENT: In anticipation of his retirement in November, Circuit Court Administrator/Friend of the Court, Ward Staffeld, expressed his appreciation and thanks to the Board during his three and one-half years here at Newaygo County. Mr. Larry Lovell questioned the addition of names to the WWII Honor Roll Board on the Veterans' Corner.

MISCELLANEOUS/SCHOLTENS - Reported on attendance at the West Central Michigan County Alliance meeting. Also reported on attendance at the County Summit held last weekend.

MISCELLANEOUS/GARDNER/WRIGHT - Reported on the County Summit held last weekend.

10-472

MOTION BY GARDNER, SECONDED BY SCHOLTENS, TO ADJOURN THE MEETING AT 10:42 A.M. AYES-6, ABSENT-MAIKE. MOTION CARRIED.



LAUREL J. BREUKER
NEWAYGO COUNTY CLERK

ADAM WRIGHT, CHAIRMAN
NEWAYGO COUNTY BOARD OF COMMISSIONERS

NOVEMBER 5, 2010