FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: July 8, 2025

TIME: 11:10 a.m.

PLACE: Fillmore Street Complex

PRESENT: Jim Barry, Jordan Jorritsma, Douglas Zylstra, Jacob Bonnema, Kendra Wenzel, John Teeples, Sylvia Rhodea, Philip Kuyers, Allison Miedema. (9)

ABSENT: Joe Moss and Josh Brugger. (2)

SUBJECT: COMMUNICATION

1. ARPA Partner: Grand Rapids Community College – ReConnect Tuition Gap Reimbursements; Crystal Morris, Executive Director of Financial Aid, gave an update.

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: APPROVAL OF AGENDA

FC 25-087 Motion: To approve the agenda of today.
Moved by: Kuyers UNANIMOUS

SUBJECT: CONSENT RESOLUTIONS

FC 25-088 Motion: To approve the minutes of June 10, 2025, Finance and Administration Committee Meeting.
Moved by: Jorritsma UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 25-089 Motion: To approve the Statement of Review.
Moved by: Miedema

The motion passed by the following votes: Yeas: Phil Kuyers, Jim Barry, John Teeples, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Jordan Jorritsma, Jacob Bonnema. (9)

SUBJECT: ACCOUNTS PAYABLE FOR JUNE 1, 2025, THROUGH JUNE 30, 2025

FC 25-090 Motion: To approve and forward to the Board of Commissioners the general claims in the amount of $12,774,224.05 as presented by the summary report for June 1, 2025, through June 30, 2025.
Moved by: Kuyers

The motion passed by the following votes: Yeas: Jim Barry, Doug Zylstra, John Teeples, Kendra Wenzel, Allison Miedema, Jordan Jorritsma, Phil Kuyers, Sylvia Rhodea, Jacob Bonnema. (9)

SUBJECT: FULL FAITH AND CREDIT PLEDGE FOR DRAIN NOTE

FC 25-091 Motion: To approve and forward to the Board of Commissioners the resolution pledging Ottawa County's full faith and credit for the Nash Creek Intercounty Drain Bonds, in an amount not-to-exceed $4,100,000, with Ottawa County responsible for 16% ($656,000) and Kent County responsible for 84% ($3,444,000) of the total cost.
Moved by: Kuyers

The motion passed by the following votes: Yeas: John Teeples, Jordan Jorritsma, Allison Miedema, Kendra Wenzel, Jim Barry, Sylvia Rhodea, Doug Zylstra, Phil Kuyers, Jacob Bonnema. (9)

SUBJECT: FY2024 INTERGOVERNMENTAL AGREEMENT – HOMELAND SECURITY GRANT

FC 25-092 Motion: To approve and forward to the Board of Commissioners the FY2024 Homeland Security Grant.
Moved by: Kuyers

The motion passed by the following votes: Yeas: Phil Kuyers, Allison Miedema, Kendra Wenzel, Jim Barry, Doug Zylstra, John Teeples, Sylvia Rhodea, Jordan Jorritsma, Jacob Bonnema. (9)

SUBJECT: 6th DISTRICT REGIONAL MUTUAL AID AGREEMENT

FC 25-093 Motion: To approve and forward to the Board of Commissioners the 6th District Regional Mutual Aid Agreement that identifies Emergency Management mutual aid between the included 13 counties during emergency disaster.
Moved by: Miedema

The motion passed by the following votes: Yeas: Doug Zylstra, Phil Kuyers, Jim Barry, Jordan Jorritsma, Sylvia Rhodea, Allison Miedema, John Teeples, Kendra Wenzel, Jacob Bonnema. (9)

SUBJECT: ROOFTOP UNIT REPLACEMENTS

FC 25-094 Motion: To approve and forward to the Board of Commissioners the contract with Advanced Construction Group for 11 rooftop unit replacements totaling $176,000.00.
Moved by: Kuyers

The motion passed by the following votes: Yeas: Doug Zylstra, Jordan Jorritsma, Phil Kuyers, Jim Barry, Allison Miedema, John Teeples, Sylvia Rhodea, Kendra Wenzel, Jacob Bonnema. (9)

SUBJECT: MICHIGAN HEALTH ENDOWMENT FUND GRANT

FC 25-095 Motion: To approve and forward to the Board of Commissioners the grant agreement with the Michigan Health Endowment Fund, in the amount of $200,000, to cover the expense of replacing outdated environmental health software.
Moved by: Miedema

The motion passed by the following votes: Yeas: Jordan Jorritsma, Jim Barry, Allison Miedema, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Phil Kuyers, John Teeples, Jacob Bonnema. (9)

SUBJECT: FY2025 BUDGET ADJUSTMENTS

FC 25-096 Motion: To approve and forward to the Board of Commissioners the FY2025 budget adjustments per the attached schedule.
Moved by: Wenzel

The motion passed by the following votes: Yeas: Kendra Wenzel, Doug Zylstra, Phil Kuyers, Sylvia Rhodea, Allison Miedema, Jordan Jorritsma, John Teeples, Jim Barry, Jacob Bonnema. (9)

SUBJECT: COMMITTEE REPORTS

1. Treasurer's Report – Cheryl Clark, Ottawa County Treasurer, gave an update.

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: ADJOURNMENT

The chairperson called for adjournment at 11:49 a.m.