FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: December 9, 2025

TIME: 11:52 a.m.

PLACE: Fillmore Street Complex

PRESENT: Douglas Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, John Teeples, Sylvia Rhodea, Philip Kuyers, Josh Brugger, Allison Miedema. (9)

ABSENT: Jim Barry and Jordan Jorritsma. (2)

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: APPROVAL OF AGENDA

FC 25-161 Motion: To approve the agenda of today.
Moved by: Moss UNANIMOUS

SUBJECT: CONSENT RESOLUTIONS

FC 25-162 Motion: To approve the minutes of November 11, 2025, Finance and Administration Committee Meeting.
Moved by: Miedema UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 25-163 Motion: To approve the Statement of Review.
Moved by: Miedema

The motion passed by the following votes: Yeas: Phil Kuyers, Joe Moss, John Teeples, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Allison Miedema, Josh Brugger, Jacob Bonnema. (9)

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

FC 25-164 Motion: To approve the general claims in the amount of $31,711,449.02 as presented by the summary report for November 1, 2025, through November 30, 2025.
Moved by: Moss

The motion passed by the following votes: Yeas: Josh Brugger, Doug Zylstra, John Teeples, Kendra Wenzel, Allison Miedema, Joe Moss, Phil Kuyers, Sylvia Rhodea, Jacob Bonnema. (9)

SUBJECT: SHERIFF'S OFFICE PERSONNEL REQUEST

FC 25-165 Motion: To approve and forward to the Board of Commissioners the request from the Sheriff's Office to convert four (4) Corrections Deputy positions to one (1) Jail Intake Supervisor, two (2) Clerk III positions, and one (1) Corrections Sergeant at a net cost increase of $3,166.42.
Moved by: Moss

The motion passed by the following votes: Yeas: John Teeples, Josh Brugger, Allison Miedema, Kendra Wenzel, Sylvia Rhodea, Joe Moss, Doug Zylstra, Phil Kuyers, Jacob Bonnema. (9)

SUBJECT: TREASURER & WATER RESOURCES COMMISSIONER WAGE CORRECTION

FC 25-166 Motion: To approve and forward to the Board of Commissioners the Resolution accepting the Officers' Compensation Commission determination to increase the salary for the County Treasurer and Water Resources Commissioner to equal the base pay of the County Clerk/Register effective immediately.
Moved by: Moss TABLED

FC 25-167 Motion: To table motion FC 25-166 until the Board is able to look into dissolving the Officer's Compensation Commission.
Moved by: Rhodea UNANIMOUS

SUBJECT: OTTAWA COUNTY WATER SUPPLY SYSTEM REFUNDING BONDS, SERIES 2026

FC 25-168 Motion: To approve and forward to the Board of Commissioners the resolution to authorize the issuance of Ottawa County Water Supply System Refunding Bonds, Series 2026, not to exceed $18,960,000.
Moved by: Kuyers

The motion passed by the following votes: Yeas: Josh Brugger, Doug Zylstra, Phil Kuyers, Joe Moss, Sylvia Rhodea, Allison Miedema, John Teeples, Kendra Wenzel, Jacob Bonnema. (9)

SUBJECT: FRANKLIN STREET PARKING LOT

FC 25-168 Motion: To approve and forward to the Board of Commissioners the 10-year lease agreement with the City of Grand Haven for the County's smaller, currently excess surface parking lot on the south side of Franklin Street in the City of Grand Haven known as "Lot 24".
Moved by: Brugger

The motion passed by the following votes: Yeas: Doug Zylstra, Josh Brugger, Phil Kuyers, Allison Miedema, John Teeples, Joe Moss, Sylvia Rhodea, Kendra Wenzel, Jacob Bonnema. (9)

SUBJECT: COST ALLOCATION PLAN SERVICES

FC 25-169 Motion: To approve and forward to the Board of Commissioners a 5-year contract with MGT Impact Solutions, LLC for Cost Allocation Plan services at a total cost of $91,585.
Moved by: Moss

The motion passed by the following votes: Yeas: Allison Miedema, Joe Moss, Sylvia Rhodea, Doug Zylstra, Kendra Wenzel, Phil Kuyers, John Teeples, Josh Brugger, Jacob Bonnema. (9)

SUBJECT: FY26 BUDGET ADJUSTMENTS

FC 25-160 Motion: To approve and forward to the Board of Commissioners the FY2026 budget adjustments per the attached schedule.
Moved by: Miedema

The motion passed by the following votes: Yeas: Kendra Wenzel, Joe Moss, Doug Zylstra, Phil Kuyers, Sylvia Rhodea, Allison Miedema, Josh Brugger, John Teeples, Jacob Bonnema. (9)

SUBJECT: COMMITTEE REPORTS

1. Treasurer's Financial Month End Updates for October & November – Cheryl Clark, Ottawa County Treasurer, gave an update.

SUBJECT: DISCUSSION ITEMS

Commissioner Miedema led a prayer.

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: ADJOURNMENT

The chairperson called for adjournment at 12:47 p.m.