

Business and Finance Committee

Monday, November 11, 2019

11:30 a.m., Superintendent's Office

Meeting Minutes

Attendance: Dave Hazekamp, Elroy Buckner, Bob Szymoniak, Allison Camp, John Winkas, and Mark Mesbergen

1. Letter of Agreements

Mark discussed a letter of agreement with the Fruitport Education Association and one with the Fruitport Clerical Association.

2. Resolution for West Michigan Health Insurance Pool

Mark gave an update on the WMHIP resolution that will be in the Personnel Committee section of the board meeting agenda for adoption.

3. Operating Millage

Mark gave an update regarding Fruitport's Operating Millage that is expiring on June 30, 2021. This millage is renewed every five years and it was discussed as to when the renewal will be voted on.

4. Salary Formula Results

Mark gave an update on the compensation formula that is included in all of the contracts. The formula will not be greater and therefore the minimum increase will be given.

5. Payroll Services

Mark gave an update on the MAISD doing a portion of payroll while Fruitport's Payroll-Benefits Coordinator is on maternity leave.

6. Curriculum Resource Cycle

Allison and Mark spoke about the curriculum resource cycle. This cycle will replace textbooks every 6 years through the general fund at an annual cost of roughly \$350,000. The general fund budget will be increased over the following two years, while using building and site money to cover the difference.

7. Kubota

Mark and John presented a recommendation to purchase a Kubota through a purchasing consortium for the high school. The Kubota will be used to snowplow the entryways at the high school but also used for grounds during the non-winter months. The Kubota will be paid for out of the bond FFE budget.

8. Other -Access Controls

Mark and John presented the two bids for the access control RFP. The bids will allow most doors to have access controls that will allow staff to use their badges to open the doors instead of keys. This new access door will also add another level of security district wide. The lowest qualified bid had a price of \$300,364. This is below the budget within the State Police grant and the match will come out of the bond budget.

9. Other - Lift

Mark and John presented the need for a large lift as Fruitport currently rents or borrows one. This is compounded with the fact that other Muskegon county districts also rent the lift. Therefore, Mark and John created a plan to purchase the lift and then rent it to other districts for a set daily price. When talking to the county directors, it was determined that the rental revenue would be roughly \$18,000 per year not including the days that Fruitport uses it. Therefore, the payback period would be roughly 2 years and then the rental revenue would offset the annual cost and be added to the maintenance budget.

Meeting adjourned at 1:01 p.m.

Respectfully submitted by Mark Mesbergen