

January 9, 2007

The Regular meeting of the Otsego County Board of Commissioners was held in the Multi-Purpose Room of the J. Richard Yuill Alpine Center. The meeting was called to order at 9:31 a.m. by Chairman Glasser. Invocation by Commissioner Bates, followed by the Pledge of Allegiance led by Commissioner Backenstose.

Roll call:

Present: Backenstose, Bates, Beachnau, Liss, Glasser, Johnson, Hyde, Bentz.

Excused: Olsen.

The agenda was amended to add the approval of minutes of the organizational meeting of January 5, 2007; under new business item d) Board of Public Works reappointments.

The regular meeting of December 19, 2006 minutes with attachments and the organizational meeting of January 5, 2007 were approved as presented.

Motion to add OCR 07-01 Opposition to Railway Closure to the agenda. Motion carried with Commissioner Beachnau voting nay. Item added under new business as item E.

Consent Agenda:

The Housing Commission moves to approve the memorandum of understanding between Northeast Michigan Community Service Agency Inc. and Otsego County Housing Committee. Motion approved via unanimous consent. (see attached)

The Parks and Recreation Commission moves to reappoint Abe Cruz to the Parks and Recreation Board term to expire December 31, 2009. Motion approved via unanimous consent.

Planning & Zoning, Fund 101E721, Budget amendment (2007) was approved via unanimous consent. (see attached)

MSUE, Tax Foreclosure, Gypsy Moth, Budget Stabilization, Budget amendments (2007) were approved via unanimous consent. (see attached)

Sheriff, Fund 101E301, Budget amendment (2007) was approved via unanimous consent. (see attached)

Administrator's report:

John Burt reported on the Alpine Center repairs; Credit cards with GPS meeting with the Parks to be able to accept them first; MAC Conference Feb 11<sup>th</sup> through Feb 13<sup>th</sup>; Jail Committee.

Commissioner Johnson reported on the Parks and Recreation meeting.

Mary Sanders reported to the Board the next MTA meeting is January 16<sup>th</sup> at 7:00 p.m. at the

Elmira Township Hall.

Joe Edwartowski reported to the Board that Debbie Milbocker resigned from the Charlton Township Board.

Elizabeth Haus reported to the Board the Village has been working with the Village Attorney to review the ordinances.

Correspondence:

The Chairman received a letter from Knights of Columbus United Way first call for help.

Special Presentations:

Jack Middleton addressed the Board regarding the Household Hazardous Waste update.

New Business:

Motion by Commissioner Beachnau, to approve Warrant B2006-52 in the amount of \$90,580.29 with prepaids in the amount of \$58,261.07 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to approve Warrant B2007-01 in the amount of \$45,279.11 with prepaids in the amount of \$1,282.18 presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve Warrant B2007-02 in the amount of \$107,569.59 with prepaids in the amount of \$46,675.00 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Backenstose, to reappoint Ken Glasser and Paul Beachnau to the Board of Public Works for 3 year term beginning January 1, 2007. A motion to amend above motion by Backenstose to change it to a 2 year term. Vote on amendment- Unanimous, Vote on amended motion- Unanimous. Motion carried as amended.

Motion by Commissioner Beachnau, to postpone OCR-07-01 Opposition to Railway Closure until the January 23<sup>rd</sup> meeting. A motion to amend above motion by Beachnau to postpone until the February 15<sup>th</sup> meeting. Vote on amendment-Unanimous, Vote on amended motion-Unanimous. Motion carried as amended.

Board Remarks:

Commissioner Beachnau: Commented on the new Airport terminal.

Commissioner Backenstose: Commented on the new Airport terminal.

Commissioner Hyde: Reported on the Airport.

Commissioner Bates: Reported on the City meeting.

Motion by Commissioner Bates, to enter into closed session under provisions of Act 267 of 1976 Section 8 (e) to consult with our attorney regarding litigation.

Roll Call Vote:

Ayes: Backenstose, Bates, Beachnau, Liss, Glasser, Johnson, Hyde, Bentz.

Nays: None.

Excused: Olsen.

Motion carried.

Chairman Glasser handed out the 2007 appointment to the Committees. (see attached)

Entered into closed session at 10:17 a.m.

Returned to open session at 11:16 a.m.

Meeting adjourned at 11:16 a.m. at the call of the Chair.

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Kenneth R. Glasser, Chairman

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Susan I. DeFeyter, County Clerk

**Memorandum of Understanding**  
**between**  
**Northeast Michigan Community Service Agency, Inc.**  
**and**  
**Otsego County Housing Committee**

This document sets forth an agreement between NEMCSA, Inc. and Otsego County Housing Committee concerning the collaboration of services for the Homeless Families with Children Initiative being funded through the Michigan State Housing Development Authority Office of Supportive Housing and Homeless Initiatives.

The objective of this initiative is to assist homeless families obtain affordable housing by providing tenant based rental assistance for a two year period, with the tenant paying 30% of their income toward rent. The remaining 70% will be paid for with these grant funds and required match dollars.

This program is being set up as a no wrong door initiative in that any agency can accept referrals to the program and provide assistance to the family or individual in need. Funding will be allocated based on population within each county.

Within the two years that these families are receiving assistance, several things need to take place in order for them to become self-sufficient when program eligibility ends. As community agencies it is our hope that we can work together for the betterment of these families by agreeing to provide the following types of assistance to eligible participants throughout the time period their assistance:

For eligible participants, NEMCSA agrees to the following:

- Write the proposals and provide project management and coordination through administration of funding throughout the following eleven counties: Alcona, Alpena, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, and Roscommon.
- Create and facilitate IST meetings in each Continuum region, as necessary.
- Through the Supportive Housing Program, provide services of working with the homeless in crisis stabilization, problem solving, and referrals.
- Through the Michigan Works! Programs, provide their traditional services of job preparation and connecting potential employees to employers.
- Through the Crisis Prevention program, provide utility assistance as funding exists.

- Through the IDA program, provide guidance on saving for home ownership or college education.
- Provide counseling services to eligible youth through the School Success and Compass Youth and Family Guidance programs.
  - Will become a member and actively participate in the local IST meetings.
  - Will assist in arranging necessary HQS inspections at an in-kind rate of \$75.00 per inspection. If in-kind assistance is not available a reasonable rate will be charged to the program.

and

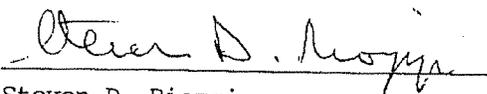
For eligible participants, Otsego County Housing Committee agrees to the following:

- Will provide services they traditionally do including housing referrals.

Whenever possible services provided under this agreement will be in-kind and used toward the required match for this initiative. There will not be match funding provided by the Otsego County Housing Committee.

This memorandum of understanding becomes effective upon signature of the approving officials of the respective agencies/organizations entering into this memorandum of understanding. The terms of this memorandum of understanding will remain in effect throughout the period of the initial contract. This memorandum of understanding may be terminated at any time with 30 days advance written notice by either party.

The signatures below certify understanding of the provisions of the memorandum of understanding.

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> John M. Swise, CEO Northeast Michigan Community Service Agency, Inc.	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
 <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Steven D. Riozzi                      Chairman Otsego County Housing Committee	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> 12/19/2006 <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Chairman	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
Otsego County Board of Commissioners	



**OTSEGO COUNTY  
BUDGET AMENDMENT**

(101E721)

**FUND/DEPARTMENT:** 101, PLANNING + ZONING

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
801030 - TEL# SERVICES	\$	\$ 80
703040 - PER DIEM	\$ 50	\$
930500 - TRAVEL-	\$ 30	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$ 80	\$ 80

Department Head Signature

1/3/07  
Date

Administrator's Signature

1/3/07  
Date

<b>Finance Department</b>
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number





**OTSEGO COUNTY  
BUDGET AMENDMENT**

Pg 2 of 5

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
6170050 - 400001 - Contrib. from Fund	\$	\$ 21,318.58
- - - balance	\$	\$
- - -	\$	\$
- - -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
617E253 - 704140 - Life/Std	\$ 133.33	\$
" - 704500 - Unempl.	\$ 142.50	\$
241E620 - 703030 - Wages	\$ 4,815.62	\$
- 704800 - Sick leave	\$ 129.48	\$
- 704200 - FICA	\$ 368.39	\$
- 704600 - Wkr Comp	\$ 22.63	\$
<b>Total</b>	\$	\$

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Date

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Administrator's Signature

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Date

<b>Finance Department</b>
Entered:
By:

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Board Approval Date (if necessary)

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Budget Adjustment #

\_\_\_\_\_  
Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

Pg. 3 of 5

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
2410050-400001 - Contrib. from	\$	\$ 8,527.42
- - Fund Bal.	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
241E20-704300 - MERS	\$ 587.99	\$
" - 704110 - Hospitality.	\$ 2,492.98	\$
" - 704140 - Life/Std	\$ 53.33	\$
" - 704500 - Unempl.	\$ 57.00	\$
101E261-703030 - Wages	\$ 7,223.43	\$
" - 704800 - Sick leave	\$ 194.23	\$
<b>Total</b>	\$	\$

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Department Head Signature

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Date

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Administrator's Signature

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Date

<b>Finance Department</b>
Entered:
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Board Approval Date (if necessary)

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Budget Adjustment #

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Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

Pg. 4 of 5

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101E261-704200 - FICA	\$ 550.59	\$
" - 704600 - Wkr Comp.	\$ 33.95	\$
" - 704300 - MERS	\$ 881.82	\$
" - 704110 - Hospitaliz.	\$ 3,739.46	\$
" - 704140 - Life/Std	\$ 80.00	\$
" - 704500 - Unempl.	\$ 85.50	\$
<b>Total</b>	\$	\$

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Department Head Signature

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Date

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Administrator's Signature

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Date

<b>Finance Department</b>	
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By:	

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Board Approval Date (if necessary)

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Budget Adjustment #

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**OTSEGO COUNTY  
BUDGET AMENDMENT**

Pg 5 of 5

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
2570050- 699030 - Transfer In	\$ 15,533.86	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101E973 - 999000 - Approp to	\$	\$ 15,533.86
- - Bud stabiliz.	\$	\$
101E101 - 70410 - Hospitaliz.	\$ 2,742.88	\$
257E941- 999000 - Contrib to Fund	\$	\$ 15,533.86
- - Bud	\$	\$
- -	\$	\$
<b>Total</b>	\$ 60,913.72	\$ 60,913.72

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Department Head Signature

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Date

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Administrator's Signature

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Date

<b>Finance Department</b>
Entered:
By:

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Board Approval Date (if necessary)

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Budget Adjustment #

\_\_\_\_\_  
Posting Number



OTSEGO COUNTY  
BUDGET AMENDMENT

P. 1 of 4

FUND/DEPARTMENT: Sheriff Dept

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

REVENUE

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101E301 - 703030 - Wages	\$	\$ 41,053.38
- 704800 - Sick leave	\$	\$ 1,105.28
- 704200 - FICA	\$	\$ 3,090.69
- 704600 - Wk Comp	\$	\$ 2,171.72
- 704300 - MERS	\$	\$ 4,778.61
- 704110 - Hospitaliz.	\$	\$ 12,389.05
<b>Total</b>	\$	\$

Rachel Trisch  
Department Head Signature

1/5/07  
Date

<b>Finance Department</b>
Entered:
By:

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Administrator's Signature

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Date

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Board Approval Date (if necessary)

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Budget Adjustment #

\_\_\_\_\_  
Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*P. 2 of 4*

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101E301-704140 - Life/Std	\$	\$ 418.06
ii - 704500 - Unempl.	\$	\$ 269.32
ii - 704800 - Sick leave	\$ 4,000-	\$
- 703030 - Wages	\$ 30,547-	\$
- 704800 - Sick leave	\$ 896-	\$
- 704200 - FICA	\$ 2,295-	\$
<b>Total</b>	\$	\$

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Department Head Signature

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Date

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Administrator's Signature

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Date

<b>Finance Department</b>
Entered:
By:

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Board Approval Date (if necessary)

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Budget Adjustment #

\_\_\_\_\_  
Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*P.3 of 4*

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
-            -	\$	\$
-            -	\$	\$
-            -	\$	\$
-            -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101E301- 704600- wk comp	\$ 1,616 --	\$
- 704300 - mERS	\$ 3,556 --	\$
- 704110 - Hospitaliz.	\$ 13,253 --	\$
- 704140 - LTR / STD	\$ 341 -	\$
- 704500 - Unempl	\$ 285 -	\$
101E973- 999000 - Approp. to Bud. <sup>STAB.</sup>	\$ 8,487.11	\$
<b>Total</b>	\$ 65,276.11	\$ 65,276.11

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Department Head Signature

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Date

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Administrator's Signature

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Date

**Finance Department**

Entered:

By:

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Board Approval Date (if necessary)

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Budget Adjustment #

\_\_\_\_\_  
Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

Pg 4 of 4

**FUND/DEPARTMENT:** \_\_\_\_\_

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

**Fund Type:**    General    Special Revenue    Debt Service    Capital Project    Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
2570050-699030 - Transfers In	\$	\$ 8,487.11
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
257E941-999000 - Contrib. to Fund Bal.	\$ 8,487.11	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	\$ 8,487.11	\$ 8,487.11

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Department Head Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

<b>Finance Department</b>	
Entered:	
By:	

\_\_\_\_\_  
Board Approval Date (if necessary)

\_\_\_\_\_  
Budget Adjustment #

\_\_\_\_\_  
Posting Number

# OTSEGO COUNTY 2007 APPOINTMENTS

## STATUTORY COMMITTEES

AIRPORT	Chair Hyde, Beachnau, Glasser
BUS	Chair Liss, Johnson, Bates, Backenstose
LEPC	Glasser
9-1-1	Liss, Hyde
PLANNING COMMISSION	Backenstose
PARLIAMENTARIAN	Bates

## SELECT COMMITTEES

ANIMAL CONTROL	Chair Bates, Bentz, Hyde
BUDGET-FINANCE	Chair Burt, Olsen, Backenstose, Beachnau, Glasser Staff: Axford, Frisch
BUILDING & GROUNDS	Chair Bentz, Backenstose, Glasser, Olsen
JAIL EXPANSION	Chair Burt, Glasser, Hyde, Backenstose, Edel, Legel, Frisch, McBride, Webber, FitzGerald, Davis
LONG RANGE PLANNING	Chair Glasser, Bentz, Liss, Hyde, Edel, McBride, Thompson, Alexander
PERSONNEL	Chair Liss, Bates, Johnson, Bentz Staff: Adam

## COMPONENT UNIT/CONTRACTUAL LIAISONS

COMMISSION ON AGING	Olsen, Hyde Alternate
EMS	Hyde, Liss Alternate
LIBRARY	Backenstose, Olsen Alternate
HOUSING COMMITTEE	Bates, Backenstose Alternate
PARKS & RECREATION	Johnson, Olsen Alternate
ROAD COMMISSION	Glasser, Hyde Alternate
SPORTSPLEX	Beachnau, Backenstose Alternate
UNIVERSITY CENTER	Olsen, Beachnau Alternate
M-TEC ADVISORY	Hyde, Backenstose Alternate
DISTRICT HEALTH	Bentz, Johnson
MENTAL HEALTH (NEMCMH)	Bentz, Johnson Alternate
SOIL CONSERVATION	Olsen, Hyde Alternate
CONSTRUCTION BOARD OF APPEALS	Bentz, Johnson
APPEALS BOARD (Sanitary Board of Appeals)	Liss, Glasser, Backenstose

## COMMUNITY, GOVERNMENT & PROGRAM LIAISONS

AU SABLE RIVER ZONING	Bates, Olsen Alternate
BIG ROCK	Carl Lord
FAIR BOARD	Bates, Beachnau Alternate
GAYLORD CITY COMMISSION	Bates, Beachnau Alternate
M.A.C./WORKER COMP/RISK MGMT	Johnson
M.S.U. EXTENSION	Johnson, Backenstose Alternate
NEMC	Glasser, Johnson Alternate
NEMCOG	Liss, Beachnau Alternate
NEMCSA	Glasser, Johnson Alternate
NMSAS	Olsen, Bentz Alternate
OCHSCB and F.I.A.	Backenstose, Bentz Alternate
PIGEON RIVER ADVISORY/ZONING	Glasser, Beachnau Alternate
TOWNSHIP ASSOCIATION	Backenstose, Hyde Alternate
COMMUNITY CORRECTIONS	Liss, Hyde Alternate

## ELECTED OFFICIALS' LIAISONS

CLERK/REGISTER OF DEEDS	Beachnau
PROSECUTING ATTORNEY	Liss
SHERIFF	Bentz
TREASURER	Bates

\*Elected Officials will be scheduled for quarterly reports to the Board of Commissioners on a rotating basis.