

March 25, 2008

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 9:40 a.m. by Chairman Glasser. Invocation by Chairman Glasser, followed by the Pledge of Allegiance led by Commissioner Bates.

Roll call:

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

Excused: Backenstose, Olsen.

The Regular meeting minutes of March 11, 2008 with attachments were approved as presented.

The animal control fee change was taken off of the consent agenda and placed under new business as item d). The Economic Alliance Funding request was taken off the consent agenda and placed under new business as item e). 2008 Budget Amendment for the Economic Alliance was taken off the consent agenda and placed under new business as item f).

Consent Agenda:

Motion to adopt OCR-08-11 FY 2009 Act 51 Financial Assistance.

Roll Call Vote:

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

Nays: None.

Excused: Backenstose, Olsen.

Motion carried/Resolution adopted. (see attached)

Motion to approve the Parks and Rec. Fund (208) 2008 Budget Amendment. Ayes: Unanimous.

Motion carried. (see attached)

Motion to approve the General Fund (101-Contingency/Courts) 2008 Budget Amendment.

Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Delinquent Tax/Homestead Audit Funds (516/616) 2008 Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Courts 2008 Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Elizabeth Haus reported on the Village.

Correspondence:

Chairman Glasser received a thank you note from Judge Janet Allen; A letter from the Huron Pines; A letter from the DEQ.

Special Presentations:

Rachel Frisch reviewed the February 2008 Financial reports.

New Business:

Motion by Commissioner Bentz, to approve Warrant B2008-12 in the amount of \$107,893.03 with prepaids in the amount of \$69,049.97 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Bates, to approve Warrant B2008-13 in the amount of \$516,757.14 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to adopt Resolution OCR-08-12 adopting the 2008/2009 Comprehensive Economic Development Strategy.

Roll Call Vote:

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

Nays: None.

Excused: Backenstose, Olsen.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Hyde, to approve the contract with the Otsego Conservation District for the implementation of the Soil Erosion Permit & Shoreland Permit Programs. Ayes: Unanimous. Motion carried. (see attached)

Motion by the Justice and Public Safety Committee, to change the Animal Control Boarding fees. Angel Oppermann addressed the board regarding the proposed fee changes. Ayes: Unanimous. Motion carried. (see attached)

Motion by the Budget and Finance Committee, to approve a funding request of \$1,000.00 for the Otsego County Economic Alliance, for one year, with funds to come from the Contingency Fund. Ayes: Unanimous. Motion carried.

Motion by the Budget and Finance Committee, to approve the General Fund (Contingency/Economic Alliance) 2008 Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Board Remarks:

Commissioner Beachnau: City-Council meeting.
Sportsplex.

Commissioner Johnson: Judicial and Public safety meeting.
Sheriff Department Van.
Thanked Totten's Body shop and New Century Signs for donating work on the van.
Work camp.

Administrator Burt: Work Camp meeting held.

Meeting adjourned at 10:07 a.m at the call the Chair.

Kenneth R. Glasser Chairman

Susan I. DeFeyter, County Clerk

RESOLUTION NO. OCR 08-11
INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL YEAR 2009 UNDER ACT 51
OF THE PUBLIC ACTS OF 1951, AS AMENDED.
OTSEGO COUNTY BOARD OF COMMISSIONERS
March 25, 2008

WHEREAS, Pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for **OTSEGO COUNTY BUS SYSTEM (OTSEGO COUNTY)**, (hereby known as **THE APPLICANT**) established under Act 51, to provide a local transportation program for the state fiscal year of 2009 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for **THE APPLICANT** to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and (State Operating Assistance Program only)

WHEREAS, the performance indicators for this agency have been reviewed and approved by **THE APPLICANT**; and (State Operating Assistance Program only)

WHEREAS, **THE APPLICANT**, has reviewed and approved the proposed balanced (surplus) budget, and funding sources of estimated federal funds \$240,368.00, estimated state funds \$543,081.00, estimated local funds \$609,851.00, estimated farebox \$109,000.00, estimated other funds \$ 0.00, with total estimated expenses of \$1,502,300.00; now, therefore, be it

RESOLVED, that **THE APPLICANT** hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51, and be it further

RESOLVED, that the Otsego County Board of Commissioners hereby appoints Theron D. Higgins as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation commission or department for its administration of Act 51 for 2009.



**OTSEGO COUNTY
BUDGET AMENDMENT**

P. 1 of 3

FUND/DEPARTMENT: Parks + Rec.

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)

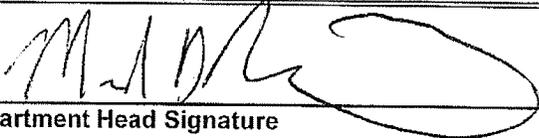
REVENUE

Asst. Park Mgr. upgrade

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
208E751 - 703030 - hourly	\$ 9,762	\$
-	\$	\$
- 704110 - hospitaliz.	\$	\$ 6,210
- 704140 - Life + disab.	\$ 77	\$
- 704200 - FICA	\$ 741	\$
- 704300 - Retirement	\$ 1,277	\$
Total	\$	\$


Department Head Signature

Date


Administrator's Signature

3/12/08
Date

Finance Department
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

P. 2 of 3

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
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
<i>208E751-704600 - Wk comp</i>	\$ <i>389</i>	\$
<i>208E752-703030 - hourly</i>	\$	\$ <i>8,303</i>
<i>-704110 - hospitaliz.</i>	\$	\$ <i>2,916</i>
<i>-704140 - life+disab.</i>	\$	\$ <i>77</i>
<i>-704200 - fica</i>	\$	\$ <i>630</i>
<i>-704300 - Retirement</i>	\$	\$ <i>1,086</i>
Total	\$	\$

Department Head Signature _____

Date _____

Finance Department	
Entered:	
By:	

Administrator's Signature _____

Date _____

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____



**OTSEGO COUNTY
BUDGET AMENDMENT**

P. 3 of 3

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
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
208E752 - 704600 - Wk comp	\$	\$ 362
- 704800 - sick pay	\$ 1,936	\$
208E941 - 999990 - Contr. to Fund	\$ 5,402	\$
- - BAL	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$ 19,584	\$ 19,584

Department Head Signature _____

Date _____

Administrator's Signature _____

Date _____

Finance Department
Entered: _____
By: _____

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: Courts - 131

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 *Juror mileage reimbursement*

Account Number	Decrease	Increase
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
<i>101E131 - 930930 - Juror mileage</i>	<i>\$ 4,000</i>	\$
<i>101E94 - 999990 - Contingency</i>	\$	<i>\$ 4,000</i>
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

Department Head Signature _____ Date _____

[Signature] _____ *3-19-08* _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

Board Approval Date (if necessary) _____ Budget Adjustment # _____ Posting Number _____



OTSEGO COUNTY
BUDGET AMENDMENT

P. 1 of 3

FUND/DEPARTMENT: Delq Tax / Homestead Audit

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

Transfer Hmstd Audit wages → Hmstd Audit Fe

Account Number	Decrease	Increase
5160050-400001 - From Fund	\$ 23,095	\$
- - Bal.	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
516E253 703030-hourly	\$	\$ 12,272
- 703050-Longevity	\$	\$ 225
- 704110-hospitaliz.	\$	\$ 7,284
- 704140-Life+Disab.	\$	\$ 83
- 704200-FICA	\$	\$ 889
- 704300-retirement	\$	\$ 1,489
Total	\$	\$

William Kern
Department Head Signature

3-11-08
Date

John Burt
Administrator's Signature

3-19-08
Date

Finance Department	
Entered:	
By:	

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

P. 2 of 3

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
6160170 - 4450000 - Penalties/ - Int	\$	\$ 23,095
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
516E253 - 704500 - Unempl.	\$	\$ 200
- 704600 - wk. comp.	\$	\$ 58
- 704800 - sick pay	\$	\$ 595
616E253 - 703030 - hourly	\$ 12,272	\$
- 703050 - Longevity	\$ 225	\$
- 704110 - hospitaliz.	\$ 7,284	\$
Total	\$	\$

Department Head Signature _____

Date _____

Administrator's Signature _____

Date _____

Finance Department	
Entered:	
By:	

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____



**OTSEGO COUNTY
BUDGET AMENDMENT**

P. 3 of 3

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
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
6116E253- 704140 - life + disab.	\$ 83	\$
- 704200 - FICA	\$ 889	\$
- 704300 - retirement	\$ 1,489	\$
- 704500 - unempl.	\$ 200	\$
- 704800 - wk. comp.	\$ 58	\$
- 704800 - sick pay	\$ 595	\$
Total	\$ 46,190	\$ 46,190

Department Head Signature _____

Date _____

Finance Department	
Entered:	
By:	

Administrator's Signature _____

Date _____

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____

REQUEST FOR JOURNAL ENTRY OR BUDGET AMJUSTMENT

NO. _____

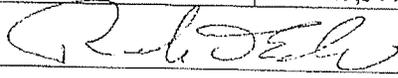
46th Circuit Trial court
 800 Livingston Blvd. Suite 1C
 Gaylord, MI 49735

DATE: 3/10/08

EXPLANATION

Transfer Budgeted Payroll Expenses for Juvenile Officer from 131 to 133 for Grant

ACCOUNT NO.	INCREASE	DECREASE
101E131-703030		16,818
101E131-704110		6,079
101E131-704140		160
101E131-704200		1,287
101E131-704300		2,585
101E131-704500		117
101E131-704600		271
101E133-703030-JUVOF	16,818	
101E133-704110-JUVOF	6,079	
101E133-704140-JUVOF	160	
101E133-704200-JUVOF	1,287	
101E133-704300-JUVOF	2,585	
101E133-704500-JUVOF	117	
101E133-704600-JUVOF	271	
Totals	27,317	27,317

Signed: 

 3-19-08

RESOLUTION NO. OCR 08-12
A RESOLUTION OF CONCURRENCE WITH THE 2008/2009 NORTHEAST MICHIGAN
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)
OTSEGO COUNTY BOARD OF COMMISSIONERS
March 25, 2008

WHEREAS, Otsego County desires to improve the county economy; and

WHEREAS, the Otsego County Board of Commissioners actively supports and currently participates in the economic development district activities of the Northeast Michigan Council of Governments (NEMCOG); and

WHEREAS, the Northeast Michigan Council of Governments' Regional Economic Development Advisory Committee (REDAC) has reviewed and adopted the 2008/2009 Comprehensive Economic Development Strategy (CEDs); and

WHEREAS, concurrence with the CEDs by each county in the Region – Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego and Preque Isle – does not preclude any of developing their own CEDs and allows them to retain eligibility for U.S. Economic Development Administration (EDA) funds, now, therefore, be it

RESOLVED, that Otsego County hereby adopts the 2008/2009 CEDs, because it does reflect the economic interests and concerns of the county, and be it further

RESOLVED, that Otsego County requests continued designation by the Economic Development Administration as a Redevelopment Area eligible for EDA grants, loans and other programs under the Public Works and Economic Development Act of 1965, as amended.

**CONTRACT
COUNTY OF OTSEGO**

CONTRACT: Made as of this 25th day of March in the year of 2008.

BETWEEN:

The County: County of Otsego
 County- City Building
 225 West Main Street
 Gaylord, Michigan 49735

AND

The District: Otsego Conservation District
 800 Livingston Blvd., Suite 4~A
 Gaylord, Michigan 49735

The Project: Administration of the Otsego County Soil Erosion
 & Shoreland Permits

Funding Sources: Otsego County's Soil Erosion Permit & Shoreland Permit Fees

- 2.6 To maintain proper records related to the administration and enforcement of the Soil Erosion and Sedimentation Control Act and Shoreland permits per the Otsego County Zoning Ordinance. Maintain individual files or records for each application and permit issued or denied, which shall include at a minimum, copies of any application or amendments, including all supporting and/or related documentation, site plan and drawing, copies of permits or denial (and reason for denial). Copies of all correspondences, date permit was applied for, date permit was issued or denied, any technical advice made or given to applicants or permit holder, date(s) of site inspections, any violation, (including date of violation, action taken, date and manner in which any notice of violation was given, and compliance or non-compliance with notice) and date of completion.
- 2.7 To comply with the Freedom of Information Act, being MCL 15.231.
- 2.8 To cooperate with the Department of Environmental Quality and to report to County any periodical review, recommendations or action taken by the Department of Environmental Quality and to implement any order, stipulation, or consent agreement issued by the Department of Environmental Quality.
- 2.9 To keep the Otsego County Board of Commissioners, informed of administration of this agreement and enforcement of the Soil Erosion and Sedimentation Control Act and shoreland permits per the Otsego County Zoning Ordinance, by providing an annual written report. The written report shall include at a minimum: the number of permits applied and issued by location, site visits by locations, violations, and any enforcement action taken.
- 2.10 To forward copies of all permits issued to Otsego County Land Use Services Department on a weekly schedule.
- 2.11 To remain current with standards and specifications for the Soil Erosion and Sedimentation Control Act and the Otsego County Zoning Ordinance.
- 2.12 To timely notify the Department of Environmental Quality (if required), Otsego County Land Use Services Department, of any violation or enforcement action taken by the Soil Erosion and Sedimentation Control Act or the Otsego County Zoning Ordinance.
- 2.13 To immediately notify the Otsego County Administrator's office of any matter which there is a possibility or threat of litigation, and in case of actual litigation to immediately notify the Otsego the Otsego County Administrators office.
- 2.14 Review Soil Erosion and shoreland fee schedule and provide recommendations to Otsego County.

- 5.1 The District shall collect application fees as established by the County and shall use those fees as funding for its duties and responsibilities under this Contract.

ARTICLE 6

TERMINATION AND SUSPENSION

- 6.1 If the District defaults or neglects to carry out its duties in accordance with the Contract and fails within a seven (7) day period after receipt of written notice from the County correction of such default or neglect with diligence and promptness, the County may, without prejudice to other remedies, correct such deficiencies and/or order the District to stop all work under the Contract. If the District fails to correct non-compliance, or perform in a manner that is not in accordance with the requirements of the contract documents, the County, by written, notice may order the District to stop all work under this Contract, or any portion thereof, until the cause for such order has been eliminated.
- 6.2 Either party may terminate this Agreement for any or no reason upon sixty (90) day written notice.
- 6.4 In the event of suspension under paragraph 6.1 or termination under paragraph 6.2, then in such case, as appropriate, the District shall pay to the County any funds not yet expensed and any expenses made necessary by such default, neglect or failure, if such payment, then or thereafter due the District is not sufficient to cover such amounts, the District shall pay the difference to the County.

ARTICLE 7

ENUMERATION OF CONTRACT DOCUMENTS

The Contract Documents, which comprise the entire agreement between the County and the District, consist of the following:

- 7.1 This Contract (Article 1 through 8, inclusive).
- 7.2 SOIL EROSION AND SEDIMENTATION CONTROL ACT, PART 91, PA. 451, as amended and the rules promulgated under the Soil Erosion and Sedimentation Control Act and the Otsego County Zoning Ordinance.
- 7.3 Otsego County Zoning Ordinance, Article 15, Lots Near Water.

There are no Contract Documents other than those listed above in this ARTICLE 7.

8.10 All prior agreements are null and void.

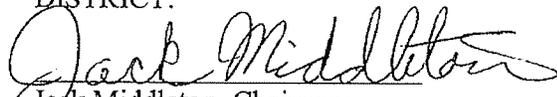
This Contract is entered into as of the day and year first written above and is executed to at least two (2) original copies of which one is to be delivered to the District and one to the County.

COUNTY:

Ken Glasser, Chairman
Otsego County Board of Commissioners

Date: _____

DISTRICT:



Jack Middleton, Chairman
Otsego Conservation District

Date: March 12, 2008

6. Consent Agenda C. Justice & Public Safety Committee Recommendation
1. Animal Control Fee Changes

Proposed Animal Control Boarding Fee Changes:

Current Boarding Fees

Proposed Boarding Fees

\$5 per day

5/day for first 48 hours (2 days)

\$10/day for each day after the first 48 hours

\$15/day beginning 24 hours after the owner is informed their dog is impounded



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Economic Alliance (731)

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

Funding Request

Account Number	Decrease	Increase
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101E941 - 999990 - Contingency	\$	\$ 1,000
101E731 - 940010 - Econ. Alliance	\$ 1,000	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$ 1,000	\$ 1,000

Department Head Signature _____

Date _____

Finance Department	
Entered:	
By:	

[Signature]
Administrator's Signature _____

3-19-08
Date _____

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____