

June 8, 2010

The Regular meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:30 a.m. by Chairman Ken Glasser. Invocation by Commissioner Clark Bates, followed by the Pledge of Allegiance led by Commissioner Bruce Brown.

Roll call:

Present: Clark Bates, Paul Beachnau, Paul Liss, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Bruce Brown.

Excused: Mike Hyde.

The regular minutes of May 25, 2010 with attachments were approved via unanimous consent.

Consent Agenda:

Motion to approve the Chester Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Corwith Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Dover Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Elmira Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Hayes Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Livingston Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Otsego Lake Township Zoning Agreement. Ayes: Unanimous. Motion carried. (see attached)

Administrators report:

John Burt reported the Information Center has been painted to match the County Building, Picnic tables; Rotary Club park committee meeting June 14<sup>th</sup> at 10:00 a.m.; Request from Vanderbilt to have a section on the County website.

ORV public hearing opened at 9:34 a.m.

Chester Township's request to open all roads.

Olin Harris, LouAnn Olsen and Roger Terry addressed the Board.

Public hearing closed at 9:49 a.m.

Special Presentations:

Bill Carpenter MSUE District Coordinator addressed the Board.

Correspondence:

Chairman Ken Glasser received a letter from MSUE.

Commissioner Robert Harkness received a notice of a public forum at Treetops June 24<sup>th</sup> 9-2.

Commissioner Doug Johnson received an open house for the Library on 6-13; Airport Conference Room dedication to Dr. Patrick McNamara.

Elizabeth Haus reported on the Village of Vanderbilt.

New Business:

Motion by Commissioner Bruce Brown, to approve the June 1, 2010 Warrant in the amount of \$493,096.67 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the June 8, 2010 Warrant in the amount of \$251,738.61 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, to approve the Gaylord ARFF Contract Addendum Number One. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Doug Johnson, to adopt Resolution OCR 10-24 MERS Benefit Adoption.

Roll Call Vote:

Ayes: Clark Bates, Paul Beachnau, Paul Liss, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Bruce Brown.

Nays: None.

Excused: Mike Hyde.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Clark Bates, to adopt Resolution OCR 10-25 MERS Month Definition.

Ayes: Paul Beachnau, Paul Liss, Robert Harkness, Erma Backenstose, Ken Glasser, Doug Johnson, Bruce Brown, Clark Bates.

Nays: None.

Excused: Mike Hyde.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Robert Harkness, to adopt the amended ORV Ordinance 09-03. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Beachnau, to authorize the Alpenfest Committee to control the Courthouse lawn area during Alpenfest on July 13-17. Motion by Commissioner Paul Beachnau to amend the above motion to add 2010. Amended without objections. Ayes: Unanimous. Motion carried as amended.

Public Comment:

LouAnn Olsen attended a Supervisors conference.

Board Remarks:

Commissioner Paul Beachnau: Business after hours June 9<sup>th</sup> at the University Center.  
Candidate forum June 29<sup>th</sup> at the Gornick Auditorium at 6:00pm.

Commissioner Bruce Brown: End of the school fundraiser June 8<sup>th</sup>.

Motion by Commissioner Robert Harkness to refer what, if any, zoning changes are advisable in Otsego County regarding the Michigan Medical Marijuana Act to the Otsego County Planning Commission and that the Planning Commission consider a six month moratorium on marijuana dispensers. Ayes: Unanimous. Motion carried.

Commissioner Erma Backenstose: Library open house June 13<sup>th</sup> from 1-5.  
Received an Email from MAC.

Chairman Ken Glasser: NEMSCA Board.

Meeting adjourned at 10:45 a.m. at the call of the Chair.

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Kenneth R. Glasser, Chairman

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Susan I. DeFeyter, Otsego County Clerk

**CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012**

WHEREAS, Otsego County (the County) and Chester Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

**Agreements**

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

**Responsibilities of the Township**

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Chester Township agrees to provide a total of \$4,000.00 in 2011 and a total of \$4,120.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

**Responsibilities of the County**

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Chester Township.

Entered into this 13<sup>th</sup> day of April 2010 between Otsego County and Chester Township

Otsego County

Chester Township

\_\_\_\_\_  
John Burt, County Administrator

Lou Ann Olsen, Supervisor  
Lou Ann Olsen, Supervisor

\_\_\_\_\_  
Susan DeFeyter, County Clerk

Melissa Szymanski  
Melissa Szymanski, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012

WHEREAS, Otsego County (the County) and Corwith Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

Agreements

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

Responsibilities of the Township

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Corwith Township agrees to provide a total of \$6,000.00 in 2011 and a total of \$6,180.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

Responsibilities of the County

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.  
Otsego County and Corwith Township.

Entered into this \_\_\_\_ day of \_\_\_\_\_, 2010 between Otsego County and Corwith Township

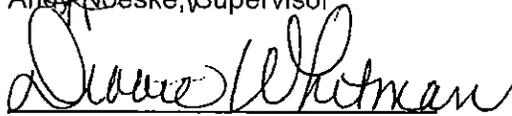
Otsego County

\_\_\_\_\_  
John Burt, County Administrator

\_\_\_\_\_  
Susan DeFeyter, County Clerk

Corwith Township

  
\_\_\_\_\_  
Andy Moeske, Supervisor

  
\_\_\_\_\_  
Debbie Whitman, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

**CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012**

WHEREAS, Otsego County (the County) and Dover Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

**Agreements**

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

**Responsibilities of the Township**

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Dover Township agrees to provide a total of \$2,000.00 in 2011 and a total of \$2,060.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

**Responsibilities of the County**

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Dover Township.

Entered into this 12<sup>th</sup> day of May 2010 between Otsego County and Dover Township

Otsego County

Dover Township

\_\_\_\_\_  
John Burt, County Administrator

\_\_\_\_\_  
Thomas Murphy, Supervisor

\_\_\_\_\_  
Susan DeFeyter, County Clerk

\_\_\_\_\_  
Janet Kwapis, Township Clerk

## ATTACHMENT A

### Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

**CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012**

WHEREAS, Otsego County (the County) and Elmira Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

**Agreements**

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

**Responsibilities of the Township**

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Elmira Township agrees to provide a total of \$6,000.00 in 2011 and a total of \$6,180.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.
3. The Township Board will select their representative, with confirmation by the Otsego County Board of Commissioners, to serve on the Otsego County Planning Commission.

**Responsibilities of the County**

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.

3. The County shall maintain digital maps for zoning and land use planning purposes.
4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Elmira Township.

Entered into this 3<sup>th</sup> day of April 2010 between Otsego County and Elmira Township

Otsego County

Elmira Township

John Burt, County Administrator

Diane Franckowiak  
Diane Franckowiak, Supervisor

Susan DeFeyter  
Susan DeFeyter, County Clerk

Susan Schaedig  
Susan Schaedig, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
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Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012

WHEREAS, Otsego County (the County) and Hayes Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

Agreements

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

Responsibilities of the Township

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Hayes Township agrees to provide a total of \$7,000.00 in 2011 and a total of \$7,210.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

Responsibilities of the County

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

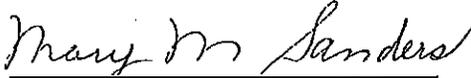
Otsego County and Hayes Township.

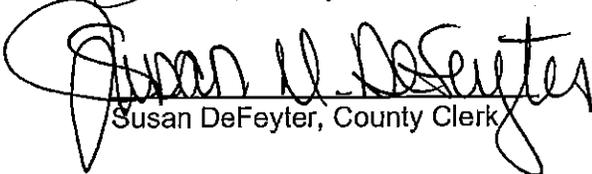
Entered into this 13 day of APRIL 2010 between Otsego County and Hayes Township

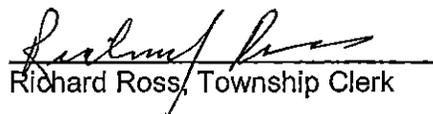
Otsego County

Hayes Township

  
 \_\_\_\_\_  
 John Burt, County Administrator

  
 \_\_\_\_\_  
 Mary Sanders, Supervisor

  
 \_\_\_\_\_  
 Susan DeFeyter, County Clerk

  
 \_\_\_\_\_  
 Richard Ross, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012

WHEREAS, Otsego County (the County) and Livingston Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

Agreements

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

Responsibilities of the Township

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Livingston Township agrees to provide a total of \$8,500.00 in 2011 and a total of \$8,755.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

Responsibilities of the County

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
7. The County shall provide professional personnel on staff to administer and enforce the zoning ordinance regulations and all other land use regulations.
8. The County shall regularly provide reports to the Township at the Township Association meetings. The report shall include but is not limited to a financial report showing the expenses of the Planning & Zoning Department, the fee schedule for permits issued, the number and type of permits issued; and the revenue received.
9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Livingston Township.

Entered into this 24<sup>th</sup> day of May 2010 between Otsego County and Livingston Township

Otsego County

\_\_\_\_\_  
John Burt, County Administrator

\_\_\_\_\_  
Susan DeFeyter, County Clerk

Livingston Township

Norm Brecheisen  
Norm Brecheisen, Supervisor

Liz Mench  
Liz Mench, Township Clerk

## ATTACHMENT A

### Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
Charlton	\$6,000.00	\$6,180.00
Chester	\$4,000.00	\$4,120.00
Corwith	\$6,000.00	\$6,180.00
Dover	\$2,000.00	\$2,060.00
Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

CONTRACT FOR MUNICIPAL LAND USE SERVICES ADMINISTRATION  
(LAND USE PLANNING, ZONING, ZONING ADMINISTRATION AND  
BUILDING CODE COMPLIANCE)  
2011-2012

WHEREAS, Otsego County (the County) and Otsego Lake Township (the Township) agree that it is in the interest of the Citizens of the County and the Township and the overall development of the County and the Township to centralize administration of Land Use Services; and

WHEREAS, the County and the Township agree that Land Use Services includes Land Use Planning, Zoning and Zoning Administration and Enforcement; and

WHEREAS, the County and the Township agree that because the County's offices are centrally located and because the County can provide professional and administrative personnel, and office space to the Township so that the land use within the Township can be developed uniformly with joint cooperation and with one location for citizens to go for more efficient service with one set of rules.

Agreements

The County and the Township hereby enter into this Contract for services. This contract shall be in effect for a period of two (2) years beginning January 1, 2011 and continuing in effect until December 31, 2012.

Responsibilities of the Township

1. Funding for the Land Use Services Zoning function is distributed among participating townships using an equal blend of the latest State Equalized Values and population for each township (see Attachment A). Otsego Lake Township agrees to provide a total of \$7,000.00 in 2011 and a total of \$7,210.00 in 2012 to assist in covering the costs of operation and staffing of the Planning & Zoning Department
2. The Township will pay the annual contribution amount as noted above by May 1<sup>st</sup> of each year of this contract.

Responsibilities of the County

1. The County shall provide full and complete professional Land Use Planning.
2. The County shall provide professional planning personnel on staff to assist Township officials from all Townships within Otsego County, officials from the City of Gaylord, the Village of Vanderbilt, citizens, land owners and developers with Land Use Planning questions and procedures and municipal cooperation.
3. The County shall maintain digital maps for zoning and land use planning purposes.

4. The County shall appoint and operate a County Planning Commission for the purposes of administering the County Plan and the County Zoning Ordinance.
5. The County shall appoint and operate a County Zoning Board of Appeals for the purposes of interpreting and ruling on requests involving administration of the Zoning Ordinance.
6. The County shall ensure that the Township is informed and advised of any proposed land use changes or proposed ordinance text changes or special land use requests or other similar requests presented to the Planning Commission and any requests presented to the Zoning Board of Appeals involving land within the Township.
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9. The County will pay for legal expenses related to zoning functions and decisions.
10. Funds related to the Otsego County Land Use Department Planning & Zoning will be maintained in a fund separate from the County's General Fund.

Either party may terminate this Agreement for any or no reason upon one hundred eighty (180) day written notice.

In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Otsego Lake Township.

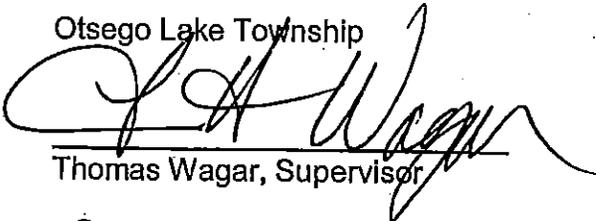
Entered into this 15<sup>th</sup> day of April 2010 between Otsego County and Otsego Lake Township

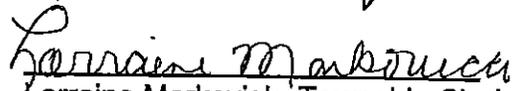
Otsego County

\_\_\_\_\_  
John Burt, County Administrator

\_\_\_\_\_  
Susan DeFeyter, County Clerk

Otsego Lake Township

  
\_\_\_\_\_  
Thomas Wagar, Supervisor

  
\_\_\_\_\_  
Lorraine Markovich, Township Clerk

ATTACHMENT A

Funding

Based on SEV and Populations combined, municipalities would be responsible for the following costs:

<u>Township</u>	<u>2011 Cost</u>	<u>2012 Cost</u>
Bagley	\$10,000.00	\$10,300.00
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Elmira	\$6,000.00	\$6,180.00
Hayes	\$7,000.00	\$7,210.00
Livingston	\$8,500.00	\$8,755.00
<u>Otsego Lake</u>	<u>\$7,000.00</u>	<u>\$7,210.00</u>
Total	\$56,500.00	\$58,195.00

June 8, 2010

**Addendum Number One to the Agreement Services at Gaylord Regional Airport.**

**A. Section 2. Compensation.**

Beginning January 1, 2011, the County shall pay the Contractor for its services under this Agreement the annual sum of \$164,052 in twelve (12) monthly installments of \$13,671 on or before the 1<sup>st</sup> of each month of this Agreement.

For any call-in fueling services outside of the contractor's normal hours of operation by a customer as set forth in this Agreement, Contractor shall receive a fee in the amount of fifty percent (50%) of the after-hours call-in fee, as established by the Airport Manager. If for operational necessity and safety the County calls a contract employee in for work outside of the normal hours of operation other than an after-hours call-in fee, the County will pay the Contractor \$36.00 per hour for that employee.

The Contractor shall receive only the application fee for the de-icing of aircraft.

**B. Section 5. Contract Performance.**

Contractor shall perform its services pursuant to this Agreement Monday through Sunday 7:30 am to 6:00 pm with 30 minutes for lunch for maintenance staff, and Monday through Friday 8:00 am to 5:00 pm with 1 hour for lunch for customer service staff. Maintenance and customer service staff will be off on Thanksgiving, Christmas, and New Years. Hours of operation are subject to change depending on the need and will be arranged with both the Contractor and the County.

AGREED to this 8th of June, 2010, at Gaylord, Michigan.

GAYLORD ARFF

COUNTY OF OTSEGO

\_\_\_\_\_  
By: Randolph L. Bricker  
Its: Owner

\_\_\_\_\_  
By: John Burt  
Its: Administrator



- 3.2 The Initial Valuation discloses the actuarial reduction in the employer's future contribution rate that will occur where assets of a preceding qualified plan (whether defined benefit or defined contribution plan) and/or other source are transferred to MERS.
- 3.3 In all asset transfers, the employer shall furnish MERS with all necessary and specific information required by MERS on the allocation of employer and employee contributions and investment earnings, along with taxable and nontaxable status on the employee contribution portion.
4. The effective date of this Resolution for making deductions for the employee contributions specified above, and for the payment of necessary employer contributions to MERS, as required in the Plan Document, shall be the same date that MERS' coverage begins, which is June 1, 2010.
5. For municipalities, Plan Section 41 requires adoption by affirmative vote of a majority of the governing body; for courts, see Plan Section 41A. A complete copy of the fully executed collective bargaining agreement (if applicable), and certified copy of the complete official minutes or other official authorizing action for the open meeting at which this resolution was adopted must be forwarded to MERS with this resolution.

Certified this 8 day of June, 2010.

By: \_\_\_\_\_ Title: Chair, Board Commissioners

**RESOLUTION FOR DEFINING A DAY OF WORK OR  
HOURS PER MONTH FOR MERS RETIREMENT PURPOSES**



**Note:** To adopt the part-time to full-time employee service credit program under Plan Document Section 4(6), the governing body must adopt the Uniform Resolution Defining Hours Per Month For Part-Time Employees and Service Credit Conversion Upon Promotion to Full-Time Status.

In accordance with Section 3(1) of the MERS Plan Document, as the Otsego County  
Board of Commissioners Otsego County  
\_\_\_\_\_  
(Governing Body) (Municipality)

does hereby certify that a day of work, or the number of hours of work in a month, for  
Sheriff Union New Hires after 6/1/2010 for retirement purposes, shall  
\_\_\_\_\_  
(Indicate all employees or division name and number)

consist of one of the following to be effective as of June 1, 2010  
\_\_\_\_\_  
(Date)

(Please complete either A or B)

- A. \_\_\_\_\_ A day shall consist of \_\_\_\_\_ hours.  
(Ten (10) days a month of such work days equals one month of credited service.)
- B.  \_\_\_\_\_ A month shall consist of 100 hours.  
(Each month of such work hours equals one month of credited service.)

I hereby certify that the above is a true copy of a Resolution adopted at the meeting of the  
governing body held on June 8, 2010  
\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Authorized Official) Chair, Otsego County Board of Commissi  
\_\_\_\_\_  
(Title)

**RETURN TO:** Municipal Employees' Retirement System of Michigan  
1134 Municipal Way  
Lansing, MI 48917