

July 22, 2014

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 Lee Olsen. Invocation by Commissioner Ken Borton, followed by the Pledge of Allegiance led by Paul Sopsich.

Roll Call:

Present: Tammy LaBouef, Paul Liss, Lee Olsen, Erma Backenstose, Richard Sumerix, Doug Johnson, Ken Borton, Bruce Brown.

Absent: Paul Beachnau.

Motion by Commissioner Paul Liss, to approve the regular minutes of July 8, 2014. Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to approve the updated fee schedule to include the Parks and Recreation Department cabin rental. Ayes: Unanimous. Motion carried. (see attached)

Motion to adopt Resolution OCR 14-27 NEMCOG-NMCCAB FY2015.

Roll Call Vote:

Ayes: Tammy LaBouef, Paul Liss, Lee Olsen, Erma Backenstose, Richard Sumerix, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Absent: Paul Beachnau.

Motion carried/Resolution adopted. (see attached)

Motion to approve Jason Caverson to the Otsego County Remonumentation Peer Review Group with the term to expire on June 12, 2017. Ayes: Unanimous. Motion carried.

Motion to approve James Schwandt to the Otsego County Remonumentation Peer Review Group with the term to expire on June 12, 2017. Ayes: Unanimous. Motion carried.

Motion to reappointment Jon Deming as the Otsego County's Emergency Management Coordinator. Ayes: Unanimous. Motion carried.

Administrator's report: John Burt reported on the Animal Shelter; Groen Nature Preserve; Household hazardous waste material drop off; Sheriff office space; Wings over Gaylord; Received a letter from Great Start Collaborative.

Motion by Commissioner Doug Johnson to approve the 2015 Wings Over Gaylord Air Show including associated agreements. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, to prohibit smoking and tobacco products in the fenced area, dog run area at the Otsego County Dog Park along with associated seating areas

and pavilion/gazebo, located at 540 S. Otsego Ave, parcel identification 101-104-000-350-00.
Ayes: Unanimous. Motion carried.

Robert Tholl reported on the Road Commission.

Special Presentations:

Tom Boughner and David Yarrington were recognized for 20 years of service.

City Liaison, Township and Village Representative: None.

Correspondence: None.

New Business:

Motion by Commissioner Richard Sumerix, to approve the July 15, 2014 Warrant in the amount of \$105,688.68. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the July 22, 2014 Warrant in the amount of \$357,002.85. Ayes: Unanimous. Motion carried.

Motion by Doug Johnson, to approve the agreement with Northern Michigan Regional Entity for Substance Use Disorder Coordination Services as presented. Ayes: Unanimous.

Motion by Commissioner Tammy LaBouef, to appoint Carl Kiiskila to the Otsego County Remonumentation Peer Review Group for a term of three years to expire on June 12, 2017.
Ayes: Unanimous. Motion carried.

Public Comment:

Chairman Lee Olsen opened up the meeting for public comment.

Board Remarks:

Commissioner Richard Sumerix reported on the Parks and Recreation.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss reported on the recycling.

Commissioner Erma Backenstose reported on DHS.

Commissioner Tammy LaBouef reported on the fair board meeting; City Council meeting.

Commissioner Doug Johnson reported on Municipal Risk Management.

Commissioner Ken Borton reported on the Planning commission meeting; Michigan Northern County Association meeting; NACO conference.

Chairman Lee Olsen reported on SANE.

Meeting adjourned at 10:25 a.m.

Lee Olsen, Chairman

Susan I. DeFeyter, Otsego County Clerk

Otsego County Fee Schedule

Updated: November 25, 2013

AIRPORT

Landing Fees (waived with minimum fuel purchase):

Commercial	Minimum Fuel	
Single Piston	20 Gallons	\$20.00
Single Turbine	40 Gallons	\$25.00
Twin Piston	40 Gallons	\$25.00
Turbo Prop/Light Jets	80 Gallons	\$50.00
Jets Over 20,000 lbs.	160 Gallons	\$80.00

Other Fees:

Cold Hangar		\$50.00
Additional Night		\$25.00
Heated Hangar Nightly		\$85.00
Forklift		\$50.00
De-ice	\$40.00 plus \$13.00 a Gallon	
Parking light Aircraft		\$5.00
Parking Turbine/Jets		\$25.00
After Hours / First Hour		\$125.00
Additional Hour		\$100.00
Miscellaneous Charge, Requiring Manpower. Example: AC plug in		\$25.00
Ground Power Unit	\$40.00 plug in \$20.00 an hour	
Off Airport Service		\$250.00
Off Airport Service additional hour		\$100.00
Off Airport Service Weekend/Holiday		\$350.00
Off Airport Service Weekend/Holiday additional hour		\$150.00

Hangar Rentals:

Range from \$165 to \$220 a month depending on hangar size/conditions and amenities.

Example: Does the door open manually or with automatic opener.

Fuel Amount based on the market.

Note: Otsego County does not charge Recreational Flyers for landing. The only charge is for parking.

Note: We do not charge Emergency Service Aircraft like "Life Flight" for landing or parking.

ANIMAL CONTROL DEPARTMENT

License Fees:

Before March 1:

Spayed or Neutered	\$10.00
Unaltered	\$20.00
Unaltered with Pedigree	\$10.00

March 1 or After	
Spayed or Neutered	\$15.00
Unaltered	\$25.00
Unaltered with Pedigree	\$15.00

When a citation is issued for dog(s) there is a \$30.00 fee for the first dog and then late fees apply to each dog listed on the citation.

Dog owners that purchase dog licenses within 48 hours of receiving the citation, the citation becomes void.

For dog owners that do not purchase their licenses within 48 hours of receiving the citation, the citation will be forwarded to the Courts. The Courts have a \$125.00 fine and cost for failure to license a dog.

Dog Adoption Fees:	
Adoption Fee	\$20.00
Dog License	\$10.00
Sterilization Fee (payback) if animal is sterilized by Otsego County	\$25.00
If not altered a \$25.00 good faith contract is signed stating the animal will be altered: The \$25.00 is reimbursable with proof of sterilization. (Voucher from County)	
Total Cost of Adoption per Dog:	\$55.00

The sterilization cost for shelter dogs is \$68.00 to \$110.00 dollars at local veterinarian's office.

Cat Adoption Fees:	
Adoption Fee	\$20.00
Sterilization Fee (payback) if animal is sterilized by Otsego County	\$25.00
If not altered a \$25.00 good faith contract is signed stating the animal will be altered: The \$25.00 is reimbursable with proof of sterilization. (Voucher from County)	
Total Cost of Adoption per Cat:	\$45.00

Submission Fees for Adopted Dogs:	
Dog Submitted by Owner	\$20.00
Dog Submitted Out of County	\$50.00
Stray Dog found in County	No Charge
Stray dogs from Out of County	\$50.00

Litter of Puppies:	
Up to 3 Puppies – In County	\$30.00
Up to 3 Puppies – Out of County	\$60.00
4 to 5 Puppies – In County	\$50.00
4 to 5 Puppies – Out of County	\$65.00
6 Puppies and Up – In County	\$60.00
6 Puppies and Up – Out of County	\$85.00

Please Note: Otsego County does not accept vicious animals, old, elderly animals, animals with medical problems, or animals requiring convalescent care.

Impoundment Fees of Dogs Picked Up by Officer and Reclaimed

by their Owner:

First Time Impoundment P/U Fee:	\$20.00
Plus \$5.00 Per Day Boarding Fee Plus License Fee if the Dog Does Not have Current License:	\$5.00
Second Offense of Impoundment P/U Fee:	\$40.00
Third Offense of Impoundment P/U Fee:	\$60.00
A Citation may also be issued along with continuous P/U fees.	

All dogs four months of age and older that become property of Otsego County, either by submission or animals picked up by officer are evaluated by the animal behavior specialist at a cost of \$75 per animal. This is a contracted service.

Dogs and cats that become the responsibility of Otsego County are: vaccinated, de-wormed, and treated for fleas and lice. Injured or sick animals are transported for treatment up to a \$200.00 veterinarian expense including medication.

Submission Fees for Adoptable Cats:	
Feral Cats	\$20.00
All Other Cats – In County	\$20.00
Cats – Out of County	\$50.00
Litters of Kittens:	
Up to 4 Kittens – In County	\$30.00
Up to 4 Kittens – Out of County	\$50.00
5 or more Kittens – In County	\$60.00
5 or more Kittens – Out of County	\$85.00

BUS SYSTEM

System Fares:	
Seniors	\$2.00 one way
Disabled	\$2.00 one way
Students	\$2.50 one way
Adults	\$3.00 one way
Internal Fees:	
Lube, Oil & Filter Change for County Departments	\$28.00
Labor Charge for vehicle repairs	\$45.00 per hour

CLERK/REGISTER OF DEEDS OFFICE

Vital Record Copies	
First Page	12.00
Each Additional Page	5.00

Note: \$4.00 of deed fee deposited to the MI State Survey and Remonumentation Fund
Portion of fees deposited into Register of Deeds' Automation Fund per
MCL 600.2568

On-Line Clerk/ROD Documents	\$5.00 transaction fee
(set up group users through ROD Office)	\$1.00 per page copy fee
	\$50.00 monthly group user fee

Qualified Voter Registration File (Bagley Twp is not available)	
Digital Copy	\$0.02 per voter
Hardcopies	\$10.00 per municipality

Clerk & Register of Deeds Record Copies	\$1.00 per page
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Carrying Concealed Weapons Permit (CCW)	\$105.00
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Register of Deeds Record Searches	\$5.00 per name searched
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Register of Deed Document Recordings

Recording Fees	
First Page	14.00
Additional Pages	3.00 Each

Recording Fee Check Overages

County retains first \$10.00 of recording check overages.
Recording check overages over \$10.00 result in document rejection.

COMMISSIONERS

Annual Salaries	
Chairperson	\$10,800
Commissioners:	\$9,600

Per Diem Rates

Half-Day (under 4 hours)	\$40.00
Full-Day (over 4 hours)	\$80.00

EQUALIZATION OFFICE

Copies in the Office:

Self Serve	
Single copies (8½" x 11", 8½" x 14")	\$1.00 each
Single Color Copies (8½" x 11", 8½" x 14")	\$3.00 each
Up to four copies (11" x 17")	\$2.00 each
4 or more copies (11" x 17") If from plat book for other than owner.	\$3.00 each
Color Copies (8	

If Done by Staff	Double the cost for copies
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Print Outs from Equalizer:	\$1.00 each
For printing on 8½" x 11" paper.	

Lists from the Equalizer:	
Name and address only	\$0.30 each

Name, address and description	\$0.35 each
Name, address, description and value	\$0.40 each
If done by staff from mapping computer	\$0.50 each

For Downloads of Electronic Data (Equalizer Program)

For entire County or entire Township	
Public sector	\$500.00 per request
Private sector	\$1,000.00 per request

Maps (8½" x 11") from MapInfo

Maps from computer with staff assistance	\$20.00 each
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If additional information is required on maps, use pricing from above list.

Other Office Fees:

Aerials	
1st copy	\$20.00 each
Each additional copy	\$15.00 each
Color (11" x 17")	\$25.00
Color (D and E Size)	\$40.00

Faxed Information	
Each sheet	\$ 5.00 each

House Numbers	\$25.00 per request
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Geographic Information System Map Digital Data Pricing:

For Public Sector

Subscriptions Rate:
(Layers include Road, Water, and Parcel)

Public Sector (single town and range)	
Annual Update:	0.20 per parcel
Quarterly Update:	\$0.35 per parcel

Public Sector (for multiple town and ranges)	
Annual Update:	\$0.20 per parcel
Quarterly Update:	\$0.35 per parcel

Public Sector (entire county)	
Annual Update:	\$0.20 per parcel
Quarterly Update:	\$0.35 per parcel

For Private Sector

Subscriptions Rate:
(Layers include Road, Water, and Parcel)

Private Sector (single town and range)	
Annual Update:	\$0.30 per parcel
Quarterly Update:	\$0.50 per parcel

Private Sector (for multiple town and ranges)	
Annual Update:	\$0.30 per parcel
Quarterly Update:	\$0.50 per parcel

Private Sector (entire county)	
Annual Update:	\$6,500.00
Quarterly Update:	\$2,500.00 per quarter

Road Centerline GIS Layer	\$1,000.00
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The Equalization Department fees were established in accordance with the Otsego County Enhanced Access Policy, as required by the State of Michigan Public Act 462 of 1996.

The Equalization Director has the right to waive fees in exchange for data relevant to the work done by the Equalization Department.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

The cost for FOIA Requests include the cost of the wages and fringe benefits of the lowest paid employee in the office capable of gathering data for the duration of the time it takes to process/prepare request, along with a cost of \$1.00 per page for copies, and any postage fees. (Please see the Otsego County FOIA Policy for more information)

HOUSING DEPARTMENT

Copies	\$1.00 per page
Fax	\$1.00 per page
Each Delinquent Mortgage Payment	\$25.00
Payoff Request	\$25.00

LAND USE SERVICES DEPARTMENT

Building Fees:

Permit Application Fee	35.00
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For Building Permits:

ICC Fee Schedule and type of construction is used for all permits.

Electrical, Mechanical and Plumbing Permits are calculated based upon the itemized permit applications.

For projects not involving a square footage calculation	\$50.00
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Residential Plan Reviews	15% of Permit Fee
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Commercial Plan Reviews	.0015 times the value of the project
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Inspections	\$50.00 per inspection
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Planning & Zoning Fees:

Zoning Permits:

Application Fee	\$35.00
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Single Family Dwelling	\$45.00
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Residential Addition	\$45.00
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Accessory buildings	\$45.00
Decks	\$30.00
Non-residential Signs	\$45.00
Residential Signs	No charge
Shoreland Permits	\$100.00
Sheds less than 200 sf	\$25.00
Fences	\$25.00
Camping Trailers	\$30.00
Home Occupations	\$30.00
Zoning Re-Inspection Fee (additional inspections)	\$50.00
Commercial Site Plan Review - In-house	\$100.00
Land Divisions:	
Hayes, Livingston & Chester Twps.	\$100.00
Bagley, Corwith, Dover, Elmira & Otsego Lake Twps.	\$25.00
Planning Commission Permits:	
Site Plan Review	\$500.00
Special Use Permit	\$700.00
Rezoning Request	\$700.00
Planning Commission Permits: (When Special Meeting is Required)	
Site Plan Review	\$950.00
Special Use Permit	\$950.00
Rezoning Request: (1 to 5 parcels)	\$950.00
Rezoning Request: (6 to 10 parcels)	\$1,050.00
Rezoning Request: (11 or more parcels)	\$1,150.00
Zoning Board of Appeals Hearings:	
Variance Request	\$400.00
Appeal-Interpretation	\$400.00
Zoning Board of Appeals Hearings: (When Special Meeting is Required)	
Variance Request	\$800.00
Appeal-Interpretation	\$800.00

MEDICAL EXAMINER

Proposed rates:

Medical Examiner	\$10,000/annual
Deputy Medical Investigator On-Call	\$100/mo
On Scene Response and In-person autopsy consultation	\$60/hr
Body Transport	\$50/hr
Training Time	\$25/hr
ME Records Clerk	\$500/annual
Chief Deputy Medical Investigator	\$5,000/annual

This includes all duties of the Chief Deputy Medical Investigator including, but not limited to deputy medical examiner scheduling, autopsy scheduling and phone consultation, all other communications, preparation of paperwork, billing preparation and review, scheduling autopsies at the most reasonable cost, and all other items

not specifically listed in the fee schedule. Arrange for autopsies at the most reasonable cost. The annual payment amount shall be paid in monthly increments, and shall be based on performing all duties listed in the above description.

Chief Deputy Medical Investigator Cell Phone Reimbursement \$40/mo

PARKS & RECREATION

Otsego Lake County Park

Otsego County Residents:

Day Park Pass	\$4.00
Season Park Pass	\$15.00
Season Park Pass - Seniors (age 60 and over)	\$7.00
Camping Vehicle Permits (May 2 - September 25)	\$25.00 per night
Camping Vehicle Permits (April 1 - May 1; Sept. 26 - Nov. 1)	\$12.00 per night
★ <u>Cabin Rental</u>	<u>\$55.00 per night</u>
<u>\$50.00 refundable security deposit required.</u>	
Pavillion Rental (Saturday and Sunday)	\$65.00
Pavillion Rental (Weekdays)	\$60.00
Camping Vehicle Permits	\$3.00
Special Event Camping Fee (addition to standard fees)	\$10.00 per stay

Non-Otsego County Residents:

Day Park Pass	\$4.00
Season Park Pass	\$15.00
Season Park Pass - Seniors (age 60 and over)	\$7.00
Camping Vehicle Permits (May 2 - September 25)	\$26.00 per night
Camping Vehicle Permits (April 1 - May 1; Sept. 26 - Nov. 1)	\$12.00 per night
★ <u>Cabin Rental</u>	<u>\$55.00 per night</u>
<u>\$50.00 refundable security deposit required.</u>	
Pavillion Rental (Saturday and Sunday)	\$65.00
Pavillion Rental (Weekdays)	\$60.00
Camping Vehicle Permits	\$4.00
Special Event Camping Fee (addition to standard fees)	\$10.00 per stay

Community Center

Day Pass	\$1.00
Rental of Entire Community Center 1-1/2 hours	\$25.00
Rental of Half of Community Center 1-1/2 hours	\$15.00
Rental of Entire Community Center 2 hours	\$30.00
Rental of Entire Community Center 3 hours	\$50.00
Rental of Entire Community Center 4 hours	\$60.00
Use of Scoreboard and/or Volleyball Equipment	\$5.00
Overnight Lock-ins (Friday or Saturday) 8pm - 8am	\$175.00

SHERIFF

Civil Division

Service of Civil Process \$21.00 plus \$0.75 per mile

Corrections Division

Jail

PBT (Preliminary Breath Test) \$2.00 plus \$1.00 breath tube

State Booking Fee/MCOTC	\$2.00
Local Booking Fee	\$10.00
Bond Fee	\$10.00
Damages to Jail Property	Replacement/Prosecution
Housing	\$30.00 per day/Sentenced
Indigent Supplies	Cost per item provided
Medical	As billed by provider
OTC Medical	Per store receipt
Rx Medication	As billed by pharmacy
OUIL Fee	\$5.00
Postage	Current USPS rates
Safety Ink Pen	\$0.60
Starter Pak (Grooming Items)	\$1.50 (Indigent)
Tether	\$15.00/day
Work Release	\$15.00/day

Work Camp

Drug/PBT Test	\$5.00
Participant Daily Fee	\$15.00
	\$7.50 if determined to be Indigent

Sheriff's Office

Incident Reports/FOIA Request	\$5.00 plus \$1.00 per additional page
Photographs	\$5.00 per page
Electronic Media (DVD,CD)	\$50.00
Traffic Crash Reports (UD-10)	\$5.00 + \$1.00 per additional page
Fingerprinting	\$15.00
Handgun Purchase Permit	\$5.00 Notary Fee
Notary Fee	\$5.00
Salvage Vehicle Inspections	\$100.00

SOIL EROSION PERMIT FEES

Residential Soil Erosion Permit	\$150
Commercial Soil Erosion Permit	\$300 ¹ /\$50 ²
¹ Price for first acre	
² Price for each additional acre	

TREASURER

Copies	\$1.00 per page
Tax Certification Fee	\$1.00
Notary Fee	\$3.00
Tax Search	\$.50 per parcel
Detailed Tax Search	\$25.00 per parcel (old records)
Delinquent Tax Export (onto CD)	\$0.25 per parcel

Check Overages

County retains first \$10.00 of check overages.
 Check overages over \$10.00 result in payment rejection.

VETERANS

Copies	\$1.00 per page
Fax	\$1.00 per page

GENERAL

Checks returned for Non Sufficient Funds	\$25.00
Conference Room Rental	
Half-Day	\$45.00
Full-Day	\$60.00
Clean-Up Fee - Charged when room is not returned in original setup and condition.	\$25.00

Note: Fees for conference room rentals are waived for court-ordered meetings.

Laminating	\$1.00 per item unless otherwise noted
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Mileage: (only valid for trips over 1 mile)	\$0.50 per mile
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Note: Otsego County Departments are exempt from fees concerning county-related requests.

OCR 14-27
Approving the Fiscal Years 2015
Community Corrections Grant Applications of the
Northeast Michigan Council of Governments

Otsego County Board of Commissioners

July 22, 2014

WHEREAS, the Northeast Michigan Council of Governments (NEMCOG) serves as the Northern Michigan Community Corrections Advisory Board's (NMCCAB) fiscal agent and manager; and

WHEREAS, Otsego County is a member of the Northern Michigan Community Corrections Advisory Board, has been served by its programs, and wishes to continue participation with the Board's programs and services in the future; and

WHEREAS, an application in the amount of \$190,663 for the general program has been prepared by NEMCOG to continue the Community Corrections programs in Cheboygan, Crawford, Oscoda, Otsego, and Presque Isle counties; and

WHEREAS, the Northern Michigan Community Corrections Advisory Board, has approved this proposal, and recommends its approval by the member counties; now, therefore be it

RESOLVED, that Otsego County hereby approves the Northern Michigan Community Corrections Advisory Board Grant Application prepared by NEMCOG for Community Corrections funding in the annual amount of \$190,663 for the general program for Fiscal Years 2015.