

August 24, 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 9:29 a.m. by Chairman Ken Glasser. Invocation by Chairman Ken Glasser, followed by the Pledge of Allegiance led by Commissioner Doug Johnson.

Roll call:

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

Absent: Robert Harkness.

Agenda amended to add a public hearing on the Elmer's Redevelopment Brownfield Plan amendment; under new business item C) OCR 10-36A Recognition of Ralph Holewinski.

Motion by Commissioner Mike Hyde to approve the Regular minutes of August 10, 2010 with attachments as presented. Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to approve the Charlton Township Land Use Agreement as presented. Motion carried via unanimous consent. (see attached)

Administrator's Report:

John Burt reported on the County Treasurers temporary move; Phase 2 report DNR; Introduction of Denise Landrie the new accounting clerk.

Public hearing opened for the Elmer's Redevelopment Brownfield Plan Amendment.

Department Head Report:

Trisha Adam updated the Board on the Human Resources department.

Mike Thompson updated the Board on the Emergency Management department.

Committee Reports:

Motion by Commissioner Paul Beachnau, to adopt Resolution OCR-10-33 approving the Sportsplex ballot language as presented.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Paul Beachnau, to add Fund 282-Airport Special Events and to approve the associated budget amendment as presented. Ayes: Unanimous.

Motion carried. (see attached)

Motion by Commissioner Paul Beachnau, to approve the purchase of parcel identification number 69-080-028-400-045-09 at a cost of \$54,600 to be paid out of the Animal Control Building Fund (Fund 413) and to authorize the creation of construction plans for a new Animal Control Facility at the site. Ayes: Unanimous. Motion carried.

Motion by Commissioner Mike Hyde, to increase the Head Start Bus contract by 4% to a total of \$48,425.52 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the Otsego County Capital Improvement Plan 2011-2016 as presented. Ayes: Unanimous. Motion carried. (see attached)

Correspondence:

Chairman Ken Glasser received correspondence from NEMCOG regarding grants.

Rachel Frisch presented the June 2010 and July 2010 budget reports.

Public hearing for the Elmer's Redevelopment Brownfield Plan Amendment was closed.

Motion by Commissioner Paul Liss, to adopt Resolution OCR 10-34 approving the Brownfield Plan amendment for the Elmer's Gaylord Redevelopment.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

New Business:

Motion by Commissioner Clark Bates, to approve the August 17, 2010 Warrant in the amount of \$219,694.95 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Bruce Brown, to approve the August 24, 2010 Warrant in the amount of \$193,922.68 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, to adopt Resolution OCR 10-35 in support of Michigan House Bill 5985.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Doug Johnson, to adopt Resolution OCR 10-36 honoring Ralph Holewinski.

Roll Call Vote:

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

Nays: None.

Absent: Harkness.

Motion carried/Resolution adopted. (see attached)

Board Remarks:

Commissioner Doug Johnson: Michigan Sheriff's Association.  
MAC  
Critical Incident Management

Meeting adjourned at 10:25 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 Charlton 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). Charlton 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.

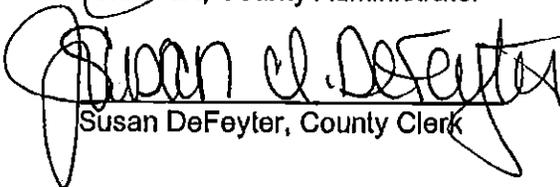
In the event of termination of this Agreement, the Township shall be responsible only for costs pro-rated to the date of termination.

Otsego County and Charlton Township.

Entered into this 24th day of August 2010 between Otsego County and Charlton Township

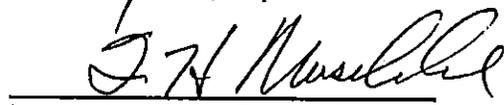
Otsego County

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

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

Charlton Township

  
 \_\_\_\_\_  
 Matthew Nowak, Supervisor

  
 \_\_\_\_\_  
 Ivan H. Maschke, 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

## **RESOLUTION NO. OCR 10-33**

### **A RESOLUTION TO APPROVE THE BALLOT LANGUAGE FOR A MILLAGE PROPOSITION TO PROVIDE OPERATING AND MAINTENANCE FUNDS FOR THE OTSEGO COUNTY SPORTSPLEX AND TO SUBMIT THE PROPOSITION TO THE ELECTORATE AT THE NOVEMBER 2, 2010 GENERAL ELECTION**

#### Recitals

**WHEREAS,** Otsego County currently operates and maintains the Otsego County Sportsplex for the benefit of county residents and others visiting the county; and

**WHEREAS,** the funds to operate and maintain the Sportsplex are currently provided by a millage previously approved by the county electors; and

**WHEREAS,** the millage previously approved by the county electors expires on December 1, 2010; and

**WHEREAS,** the Otsego County Board of Commissioners desires to again obtain voter approval for the same millage amount (0.25 mills) for ten (10) years, beginning December 1, 2011 through December 1, 2020, inclusive, to provide funds for operating and maintaining the Sportsplex; and

**WHEREAS,** the Otsego County Board of Commissioners wishes to submit this millage proposition to the county electors at the general election to be held on November 2, 2010; now; therefore, be it,

**RESOLVED,** that the following proposition, the language of which is hereby approved by the Otsego County Board of Commissioners and certified to the Otsego County Clerk, shall be submitted to the electors of Otsego County for a vote at the November 2, 2010 general election.

#### **BALLOT LANGUAGE**

#### **OTSEGO COUNTY**

*This proposal continues an existing millage for a ten year term and will permit the County to levy up to 1/4 of one mill (\$.25 per \$1,000.00 of taxable valuation) to provide funds for the operation and maintenance of the Otsego County Sportsplex.*

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the amount of ad valorem taxes which may be levied by the County of Otsego, State of Michigan, against taxable property in the County be increased by up to .25 mills (\$.25 per \$1,000 of taxable value) for a period of ten (10) years, beginning December 1, 2011 through December 1, 2020, inclusive, for the purpose of providing funds for operating and maintaining the Otsego County Sportsplex, and shall the Otsego County Board of Commissioners be authorized to levy such millage for this purpose? If approved and levied in its entirety, this millage would raise an estimated \$298,170 for Otsego County in 2011.



**OTSEGO COUNTY  
BUDGET AMENDMENT**

FUND/DEPARTMENT: Airport/Airport Special Events

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 To transfer net proceeds from the Air Show to the airport special

Account Number	Decrease	Increase
282.030-699.030 - Transfer In	\$	\$ 5,853
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	\$	\$

evts  
fd.

**EXPENDITURE**

Account Number	Increase	Decrease
281.999-999.000 - Transfer Out	\$ 5,853	\$
281.537-940.010 <sup>ARFR</sup> Outside	\$	\$ 5,853
- - Contr. Svcs.	\$	\$
282.999-999.900 - Contribution	\$	\$
- - to fund balance	\$ 5,853	\$
-	\$	\$
<b>Total</b>	\$	\$

Rachel Frisch  
Department Head Signature

8/18/10  
Date

Entered:
By:

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

\_\_\_\_\_  
Date

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

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

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

\*Cash



**Otsego County Planning Commission**  
August 16, 2010

**Report to: Otsego County Board of Commissioners**

**Regarding: Otsego County Capital Improvement Plan 2011 - 2016**

This report is prepared and submitted in accordance with the Michigan Planning Act 33 of 2008, Section M.C.L. 125.3865.

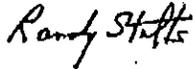
**125.3865 Capital Improvements program of public structures and improvements; preparation; basis.**

Sec. 65. (1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

1. The Planning Commission has prepared a Capital Improvement Plan for 2011 – 2016.
2. The Planning Commission at its August 16, 2010 regular meeting held a Public Hearing for public comments on the proposed Capital Improvement Plan for 2011 – 2016.
3. The Planning Commission approved the proposed Capital Improvement Plan for 2011 – 2016 as amended and recommends the Capital Improvement Plan for 2011 - 2016 be approved by the Otsego County Board of Commissioners.

Respectfully submitted,



Randy Stults  
Chairperson  
Otsego County Planning Commission

# CAPITAL IMPROVEMENTS PROGRAM



## OTSEGO COUNTY CAPITAL IMPROVEMENT PLAN 2011-2016

Approved by the Planning Commission August 16, 2010

## INTRODUCTION

The Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. This language is contained in Article IV, Section 65, subparts (1) and (2), which reads:

(1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

## CAPITAL IMPROVEMENTS

Capital Improvements are generally additions to the County's assets, including the construction or purchase of land, buildings or facilities or major renovations of the same, and involve a substantial investment and last a longtime. For purposes of this Capital Improvement Program (CIP), only the following type of projects that meet this definition of a capital improvement, are included in the program, such as:

- a. New and expanded physical facilities.
- b. The acquisition of land for a community facility.
- c. Large scale rehabilitation or replacement of existing facilities costing over \$200,000.

### **Limitation on Authority**

This CIP is not meant to appropriate the power of the Otsego County Board of Commissioners in their duty to regulate the expenditure of County funds, but merely to provide guidance and recommendations to projects that may have a long-term impact on the community. To that end, the following limitations on authority will be observed:

- a. The Otsego County Board, its departments, and agencies have every right and an obligation to make emergency repairs without prior comment from the Otsego County Planning Commission. Information on such emergency repairs, will however, be submitted as soon as practicable to the Chairperson of the Planning Commission.
- b. Grant Applications that are attempting to obtain funds for projects that would fall under the CIP guidelines will be presented to the Planning Commission as soon as practicable.

### **Procedures**

- a) The Capital Improvements Program Committee is charged with gathering project information for inclusion into the CIP. The Committee consists of the Chairperson of the Otsego County Planning Commission or his/her designee; the Otsego County Land Use Services Director; the Otsego County Board Chairperson or his/her designee, an additional representative of the Otsego County Planning Commission; and the Otsego County Administrator. The Otsego County Administrator will act as the CIP Coordinator, with the responsibility of coordinating data gathering.
- b) The CIP Committee will create a draft CIP.
- c) The draft CIP will be sent to the Otsego County Planning Commission for comment/changes by June 1 of each year.
- d) The Planning Commission will conduct a public hearing on the draft CIP by August 1 of each year.
- e) Planning Commission will forward draft CIP, along with recommendation, to the Otsego County Board by September 1 of each year.
- f) Otsego County Board will approve, modify, or reject with reasons, the CIP.
- g) The Capital Improvements Program Committee will annually update the CIP, and follow the above process.

## Project Prioritizing

Projects will be prioritized using the following categories:

a) Urgent (imperative, must do)

- Satisfies a legal obligation (legal mandate)
- Corrects a condition dangerous to public health or safety
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

b) Important (essential, should do)

- Rehabilitates or replaces an obsolete public facility or attachment to the facility
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funds

c) Desirable (important, could do)

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Enhances cultural or natural resources

<b>Projects</b>
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**Project Title: Gaylord Property Acquisition**

**Agency: Otsego County**

**Project Type: Land Acquisition**

**Year(s) of Project: 2016**

**Project Description:**

The County currently own two adjacent lots in the city block bordered by First Street, Court Street, Second Street, and S. Otsego Avenue. These lots are currently used for overflow parking for the County. The County would like to eventually acquire more property within the block for possible future County uses.

**Schedule:**

There is no set timeline for property acquisition.

**Estimated Cost: Unknown**

**Basis of Cost Estimate: Funding would come from the County's fund reserves.**

**Alternative Financing: Funding would come from the County's fund reserves.**

**Agency Reported Priority: Desirable**

**Planning Commission Reported Priority: Desirable**

**Project Title: Gaylord Regional Airport Snow Removal Equipment (SRE) Building**

**Agency: Otsego County**

**Project Type: New Construction**

**Year(s) of Project: 2011**

**Project Description:**

The project consists of construction of a new 5,000 square foot pole barn style building to house the 2 larger snow removal vehicles (SRE Building).

**Schedule:**

The project will be constructed in the summer 2011.

**Estimated Cost: \$481,000**

**2011: \$481,000**

**Basis of Cost Estimate: Preliminary Engineer Estimate**

**Alternative Financing:**

**FAA Non-primary Entitlement Grants (95.0% share): \$456,950**

**State Funds (2.5%): \$12,025**

**Local Funds (2.5%): \$12,025**

**Agency Reported Priority: Important:** The existing facilities on the airport do not provide sufficient space or meet the needs and requirements of the Airport's snow removal equipment. Moreover, the construction of this facility will open up other areas for revenue generation. The project also leverages available federal funding.

**Planning Commission Reported Priority: Important**



SRE Building Future Location



SRE Building  
Future Location



SRE Building Location  
Scale: 1" ~ 300'



**Project Title: Information Center Purchase**

Agency: Otsego County

Project Type: Facility Acquisition

Year(s) of Project: 2011

Project Description:

The County would like to acquire the Chamber of Commerce Information Center building located at 125 S. Otsego. The building is located on County property that has been leased to the Gaylord/Otsego Chamber of Commerce. The County is considering various options for use of the space at the Information Center.

Schedule:

Acquisition would be desirable in 2011.

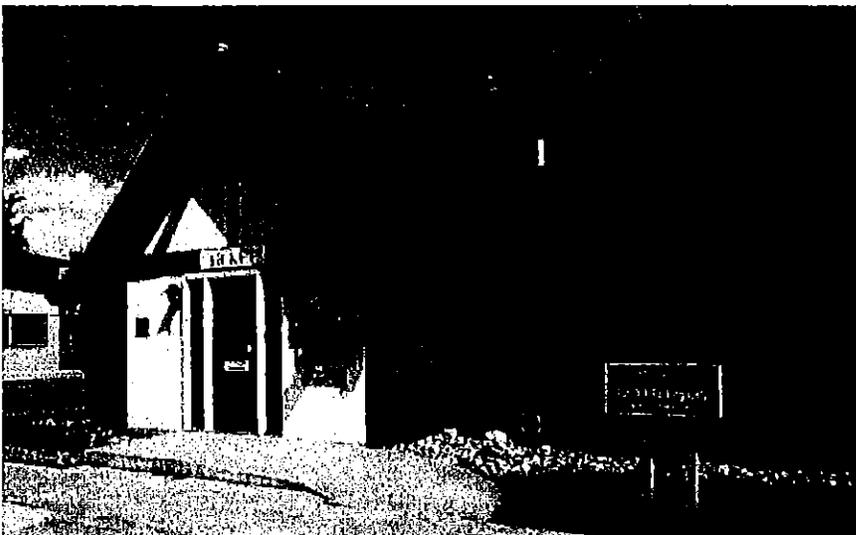
Estimated Cost: \$95,000

Basis of Cost Estimate: Purchase Agreement

Funding would come from the County's fund reserves.

Agency Reported Priority: Desirable. This would create a savings in maintenance and utility costs by closing the Cross Street Building.

Planning Commission Reported Priority: Important



Information Center: 125 S. Otsego Avenue, Gaylord, Michigan

**Project Title: Louis M. Groen Nature Center at Echo Valley Resort**

Agency: Otsego County Parks and Recreation

Project Type: Land and Facilities Acquisition

Year(s) of Project: 2016/Unknown

**Project Description:**

The Otsego County Parks and Recreation Department will eventually receive 778.79 acres of property to be used as a nature preserve. The land can also be used for limited recreational activities such as hiking, horseback riding, cross country skiing, and environmental classes.

**Schedule:**

The project will consist of two parts. Upon Mr. Louis M. Groen's passing away, 753.5 acres would be transferred to the Otsego County Parks and Recreation Department. Upon the passing away of both Mr. Louis Groen, and Mrs. Edna Groen, the remaining 25.29 acres would be transferred to the Parks and Recreation Department. The 25.29 acres also includes two homes, and three barns.

Estimated Cost: N/A

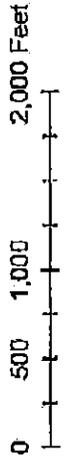
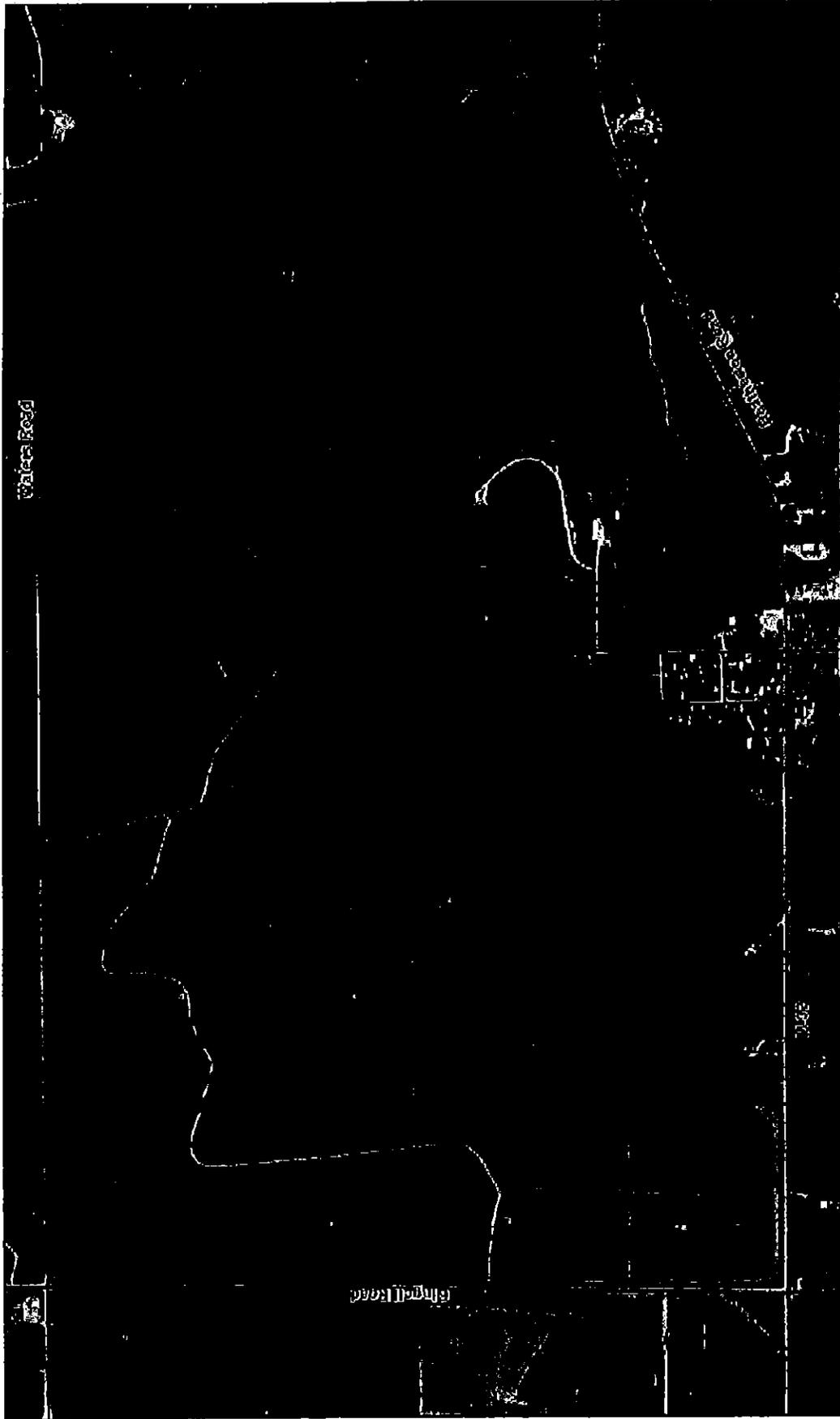
Basis of Cost Estimate: N/A

Alternative Financing: Groen Trust will pay for costs of maintenance and improvements

Agency Reported Priority: Desirable

Planning Commission Reported Priority: Desirable

# Aerial Photo



Legend	
—	Roads
- - -	Property Boundary

Produced by the Otsego Conservation District  
August 3, 2009  
Data provided by USDA-NRCS

**Project Title: Otsego County Animal Control Facility**

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2011

Project Description:

The County compared the costs involved with renovating four existing buildings along with building a new facility. The cost to build a new 6,000 to 7,000 sq ft building was found to be the lowest priced option. The County is reviewing options for the location of a new Animal Control facility.

Schedule:

Construction likely to begin in the spring of 2011 with completion in the fall of 2011.

Estimated Cost: \$900,000

Basis of Cost Estimate: Preliminary Estimate

Funding will come from an existing millage dedicated to Animal Control.

Agency Reported Priority: Urgent: The facility will replace the current facility which is too small (3,000 sq ft) to meet legal obligations for containment size for the housing of animals. The building is poorly constructed with ventilation issues. The current design creates a dangerous health and safety concern for the animals by preventing proper separation of the animals.

Planning Commission Reported Priority: Urgent



Existing Animal Control Facility: 200 E. 7<sup>th</sup> Street, Gaylord, Michigan

**Project Title: Otsego County Emergency Medical Services (EMS) Addition**

Agency: EMS Addition

Project Type: Facility Expansion

Year(s) of Project: 2011

Project Description: This project is for the expansion of the EMS Headquarters, at 100 McLouth Road, that will provide more on site storage (provide storage for Haz-Mat trailers, 50 Bed Care Unit, and rescue equipment for the county) and improve the crew quarters (larger kitchen, increase the bedroom from 8 staff to 12 staff with privacy, and larger exercise room). The expansion size will be a total of 8,750 sq ft.

**Schedule:**

It will take approximately one year to build.

Estimated Cost: \$560,000

Basis of Cost Estimate: Preliminary Estimate

Alternative Funding: Federal grant money or USDA grant funding.

Agency Reported Priority: Urgent. The growth of the department has caught up with the building, resulting in the need for more space. Some of the equipment is being stored at the Otsego County Bus System (Haz-Mat trailers, snowmobiles, 50 bed care center) that should be closer to day to day operations in the case of an emergency. In addition, it is unknown how long the Bus System will be able to accommodate the equipment.

Day to day operations have increased and the crews living area is not large enough for the size of staff. Sleeping quarters are too tight and lack privacy.

Planning Commission Reported Priority: Desirable





Otsego County EMS Building: 100 McLouth, Gaylord, Michigan

**Project Title: Otsego County Jail**

**Agency: Otsego County**

**Project Type: New Construction**

**Year(s) of Project: 2013**

**Project Description:**

A new Jail facility will eventually need to be built to replace the current outdated facility located as part of the Courthouse in downtown Gaylord. The Jail Citizen Committee recommended building new 24,621 sq ft 68-bed jail at the former DNR property now owned by the County along Illinois Avenue when/if the Criminal Justice Coordinating Committee determines that jail alternative programs can no longer sufficiently alleviate overcrowding.

**Schedule:**

Construction will not happen until alternative jail programs can no longer sufficiently relieve the jail, and until a dedicated source of funding (millage) can be obtained. It is recommended tentatively for 2013 and will be pushed back as necessary.

**Estimated Cost: \$7,800,000**

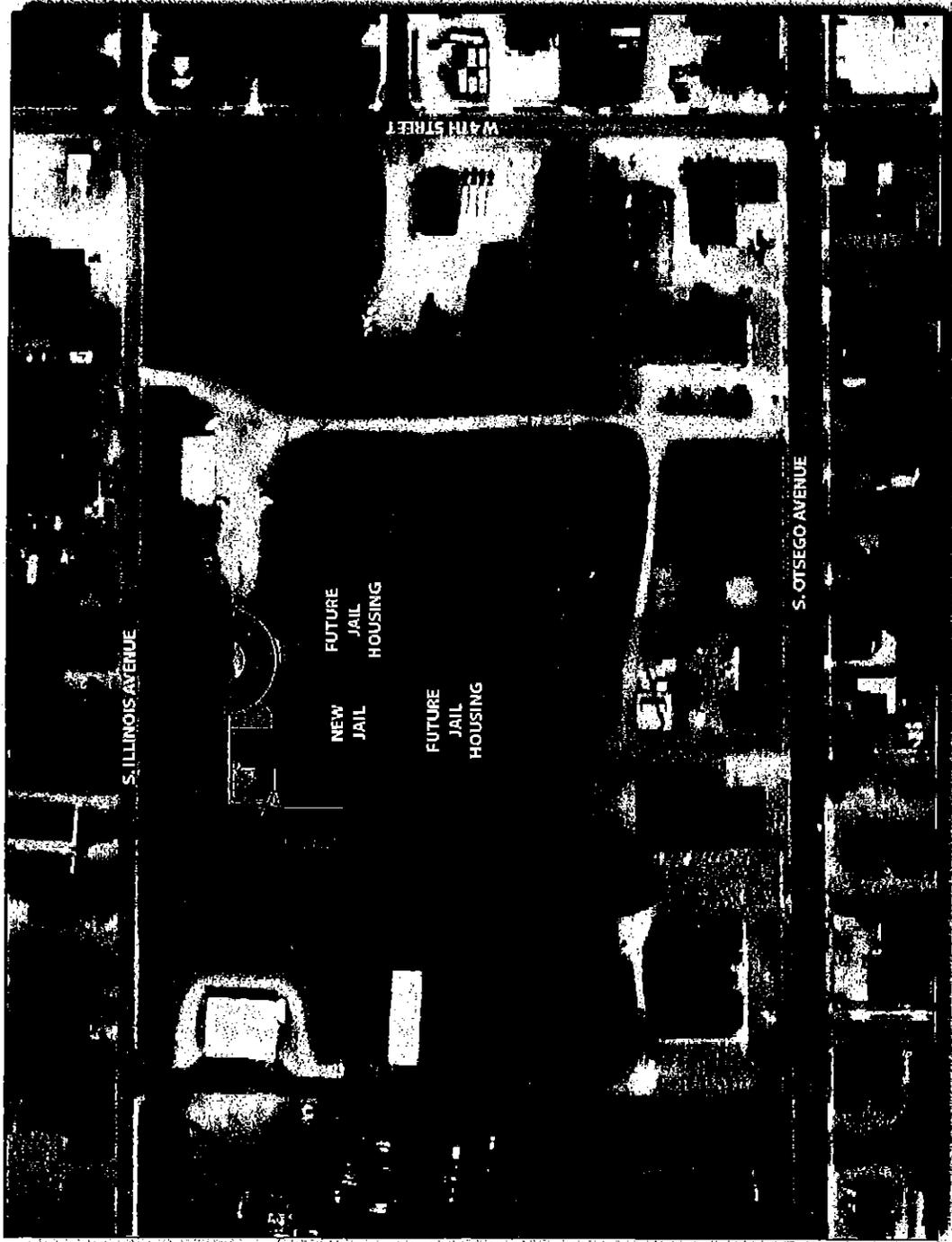
**Basis of Cost Estimate: Architect Estimate**

**Alternative Financing:** Funding would likely have to come from a dedicated jail millage, which has not been passed at this time.

**Agency Reported Priority:**

**Urgent:** The facility will replace the current facility which is often too small to meet legal obligations. The current jail has a 34-bed capacity, while the jail population often reaches around 50 people. The Otsego County Work Camp and the Drug Court has routinely prevented another 20 – 40 people from being housed at the jail.

**Planning Commission Reported Priority: Urgent**



Option 3

**PROPOSED NEW BUILDING SITE PLAN**

Not To Scale

**Project Title: Otsego County Library Expansion**

Agency: Otsego County Library

Project Type: Facility Expansion

Year(s) of Project: To be determined based on funding.

**Project Description:**

The Otsego County Library is proposing a 15,700 foot expansion of its main library in the heart of the City of Gaylord at 700 S. Otsego Avenue. Total size of the property is 1.92 acres. Since 1985 the current facility has been a centerpiece of our rural county as a cultural and educational destination, but growth has far surpassed the original design population and space needs are critical. Library statistics consistently surpass state average, yet the 9,031 sq. ft. library is just half the recommended size for Otsego County's current census. The building program is based on a well-documented study which identified community needs through public input.

In 2003, voters turned down a proposal for a new building on Elm Street and feedback indicated that citizens preferred expansion at the current location. Working with Bradley J. Butcher and Associates, a solution was developed to add a 2-story expansion to the back of the library, blending roof lines to keep the structure aesthetically pleasing. The expansion will take the library into the next 25 years with space for expanded collections and programs, new technologies, increased access to public computers, and training and group rooms. It will bring the community in line with per capital space allocation as recommended by the Library of Michigan's Quality Services Checklist and accommodate a level of service to meet needs of a growing number of families, students, small business owners, and jobseekers facing difficult times.

Schedule: The Library is hopeful that funding will be secured through a combination of grants, donations, and public financing for construction in 2012.

Estimated Cost: \$5,000,000

Basis of Cost Estimate: Architect Estimate

**Alternative Financing:**

\$500,000 from the Designated Building Fund.

\$100,000 (estimate) Sale of building site on Elm Street.

Potential funding sources for remainder:

Rural Communities Facilities Program (USDA)



**Project Title: Otsego County Road Commission Road Construction**

Agency: Otsego County Road Commission

Project Type: Major Renovation

Year(s) of Project: 2011

Project Description:

Work is scheduled on three roads for 2011:

- 1) Mancelona Road from Passenheim Road to West Otsego Lake Drive – Pave portions of the shoulder, correct the super elevated grades in the curves, address drainage runoff including detention basins, tip up curbs and cobble ditches.

Project length: .80 miles. Cost: \$285,000.

- 2) West Otsego Lake Drive from Lake Manuka Road to Mancelona Road – Crush and resurface the remaining non-upgraded portions. Plans are to widen the existing lane widths along with paving the shoulders to a five foot width. The cross section will be similar to the northerly portion of W. Otsego Lake Drive. Some clearing will need to be performed along with ditching at various locations.

Project length: 2.50 miles. Cost: \$575,000.

The Road Commission has not identified projects beyond 2011 at this time.

Schedule for 2011:

Mancelona Road construction will remain open to traffic under flagging operation and should take five to six weeks to complete. Anticipated time of construction is June and July of 2011.

The West Otsego Lake Drive project is expected to have a January or February (2011) MDOT letting with construction start-up in April/May of 2011 with a 6 to 8 week construction period.

Estimated Cost: \$860,000

Basis of Cost Estimate: Cost from Engineer

Alternative Financing:

Mancelona Road Federal DOT& STP Funds w/ a 20% local match.

West Otsego Lake Drive will be funded from Small Urban Funds and will require a local match of 20%. The Otsego Lake Township Board has agreed to partner with the O.C.R.C. to assist with the local match.

Agency Reported Priority: Important.

The Mancelona Road project will provide safer driving conditions to the public with a new, wider hot, mix asphalt surface over 0.8 miles. This investment of funds will directly reduce maintenance costs to the O.C.R.C. office and vehicle operating costs over the life of the pavement.

The West Otsego Lake Drive project will provide safer conditions to motorists with wider driving lanes and paved shoulders. This investment of funds will directly reduce maintenance costs to the O.C.R.C. office and vehicle operating costs over the life of the pavement.

Planning Commission Reported Priority: Important

**Project Title: University Center Science Center**

**Agency: University Center of Northern Michigan**

**Project Type: Facility Expansion**

**Year(s) of Project: 2011-2012**

**Project Description:**

The purpose of the Science Center is to provide additional classroom and laboratory space resulting from expanded Science, Technology, Engineering and Mathematics (STEM) curriculum with Lake Superior State University. The preliminary design consists of a two story, 30,000 sq. ft building located near the Otsego County Emergency Medical Services building at the Alpine Center.

**Schedule:**

Construction would likely begin in the spring of 2011 with completion in the summer of 2012.

**Estimated Cost: \$15,000,000**

**Basis of Cost Estimate: Preliminary Estimate**

**Alternative Financing:**

Funding will come from sources other than millage.

**Agency Reported Priority: Important and Desirable.** The University Center has become a significant source of economic stimulus to Otsego County. In many respects, it has become the de facto four year university serving the northern lower third. The continued growth of the UC will attract more students to the UC and further this mission.

**Planning Commission Reported Priority: Desirable**



University Center of Northern Michigan: 80 Livingston Blvd., Gaylord, Michigan

**ATTACHMENT A  
CAPITAL IMPROVEMENT PLAN  
PROJECT SPREADSHEET**

Otsego County Six Year Capital Improvement Plan - Attachment A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2011 Cost	2012 Cost	2013 Cost	2014 Cost	2015 Cost	2016 Cost
Information Center Purchase	Otsego County	Facility Acquisition	Fund Reserves	\$95,000	Important	\$75,000					
Otsego County Animal Control Facility	Otsego County	New Construction	Animal Control Millage	\$900,000	Urgent	\$1,000,000					
Otsego County Road Commission Road Projects	OC Road Commission	Major Renovation	Act 51 Funds	\$1,583,692	Important	\$860,000					
Gaylord Regional Airport SRE Building	Otsego County	New Construction	97.5% Federal; 2.5% Local	\$481,000	Important	\$481,000					
EMS Building Addition	Otsego County EMS	Facility Expansion	Grants	\$560,000	Desirable	\$560,000					
University Center Science Center	University Center	Facility Expansion	Unknown	\$15,000,000	Desirable	\$7,500,000	\$7,500,000				
Otsego County Library Expansion	Otsego County Library	Facility Expansion	Various	\$5,000,000	Important		\$5,000,000				
Otsego County Jail	Otsego County	New Construction	Potentially Jail Millage	\$7,800,000	Urgent			\$7,800,000			
Louis M. Groen Nature Preserve at Echo Valley Resort	O.C. Parks and Recreation	Land Acquisition	Donation	N/A	Desirable						N/A
Gaylord Property Acquisition	Otsego County	Land Acquisition	Fund Reserves	Unknown	Desirable						N/A
Total Costs by Year:						\$10,476,000	\$12,500,000	\$7,800,000	\$0	\$0	\$0

## **OCR 10-34**

### **The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996**

Otsego County Board of Commissioners

August 24, 2010

- WHEREAS,** The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated property through tax increment financing of eligible environmental activities; and
- WHEREAS,** The Otsego County Board of Commissioners established the Otsego County Brownfield Redevelopment Authority in February 2005 and appointed its members in July 2005; and
- WHEREAS,** A Brownfield Plan for the Elmer's Gaylord Redevelopment Project was approved by the Otsego County Brownfield Redevelopment Authority on October 9, 2008 and the Otsego County Board of Commissioners on October 14, 2009 with concurrence by the Gaylord City Council on October 13, 2008; and
- WHEREAS,** An amendment to that Brownfield Plan has been prepared to add three additional parcels as adjacent parcels to the original Eligible Property under Section 2(n)(ii) of Act 381 to increase the captured taxable property under the Brownfield Plan; and
- WHEREAS,** The Otsego County Brownfield Redevelopment Authority has reviewed and approved the Brownfield Plan Amendment for the Elmer's Gaylord Redevelopment Project at their June 30, 2010 meeting and recommends approval by the Otsego County Board of Commissioners; and
- WHEREAS,** The City of Gaylord City Council concurred with the Brownfield Plan Amendment at their August 23, 2010 meeting; and
- WHEREAS,** The Otsego County Board of Commissioners has determined that the Amended Brownfield Plan constitutes a public purpose of job creation, increased private investment and economic development and increased property tax value; and
- WHEREAS,** A public hearing on the brownfield plan has been noticed and held on August 24, 2010 and notice to taxing jurisdictions has been provided in compliance with the requirements of Act 381; now therefore be it
- RESOLVED,** that the Otsego County Board of Commissioners hereby approves the brownfield plan amendment for the Elmer's Gaylord Redevelopment.

## **OCR 10-35**

### **Resolution in Support of**

### **Notification of Oil/Gas Contamination, Leaks/Spills, or Other Hazards Pursuant to HB5985**

Otsego County Board of Commissioners

August 24, 2010

- WHEREAS,** Otsego County recognizes the detrimental effects from spills/leaks/releases resulting from oil/gas operations and the need to be properly informed of these occurrences and associated response activities; and
- WHEREAS,** Otsego County recognizes the inherent potential risk to human life, the environment and natural resources from contamination and other fire/explosion hazards, whether a result of accidental or negligent events at oil/gas facilities within Otsego County; and
- WHEREAS,** the State of Michigan Regulations governing oil & gas production including Part 615 of the Natural Resources Environmental Protection Act P.A. 451, an operator is required to notify the Office of Geological Survey of the Michigan Department of Natural Resources & Environment of releases; and
- WHEREAS,** Otsego County recognizes that mineral rights and surface rights are often severed for properties within the townships of Otsego County; and
- WHEREAS,** Otsego County understands that there is no effective requirement for notification to a surface owner thus the rights and potential responsibilities of the surface owner are unjustly compromised; now, therefore be it
- RESOLVED,** that the Otsego County Board of Commissioners hereby supports the concept that surface owners be afforded appropriate notification of any and all occurrences of spills/leaks, releases, other hazards, and associated response activities resultant from oil/gas operations that occur, affect, or have the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the effort to require effective notification to surface owners of any and all occurrences of spills/leaks/releases, other hazards and associated response activities resultant from oil/gas operations that occur, affect, or have the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the effort to require advance notification to surface owners of any and all associated response activities to address the spills/leaks/releases resultant from the oil/gas operations and to be provided copies of any and all data, analysis, correspondence, and reports that pertain to the response of spills/leaks/releases that occurred, affected or has the potential to affect their property; and be it further
- RESOLVED,** that Otsego County supports the provisions of HB5985 to require concurrent notification to surface owners of any spills/leaks/releases resultant from oil/gas operations.

#### **HB5985 states the following:**

"AS A CONDITION OF A PERMIT ISSUED UNDER THIS PART, IF A SPILL OR RELEASE IS REQUIRED TO BE REPORTED TO THE DEPARTMENT, THE PERMITTEE SHALL NOTIFY ALL AFFECTED SURFACE OWNERS OF THE SPILL OR RELEASE, CONCURRENT WITH NOTICE TO THE DEPARTMENT."

# HOUSE BILL No. 5985

March 24, 2010, Introduced by Rep. Opsommer and referred to the Committee on Great Lakes and Environment.

A bill to amend 1994 PA 451, entitled  
"Natural resources and environmental protection act,"  
by amending section 61525 (MCL 324.61525), as amended by 2004 PA  
325.

**THE PEOPLE OF THE STATE OF MICHIGAN ENACT:**

1       Sec. 61525. (1) A person shall not drill or begin the drilling  
2 of any well for oil or gas, for secondary recovery, or a well for  
3 the disposal of salt water, or brine produced in association with  
4 oil or gas operations or other oil field wastes, or wells for the  
5 development of reservoirs for the storage of liquid or gaseous  
6 hydrocarbons, except as authorized by a permit to drill and operate  
7 the well issued by the supervisor of wells pursuant to part 13 and  
8 unless the person files with the supervisor a bond as provided in  
9 section 61506. The permittee shall post the permit in a conspicuous

1 place at the location of the well as provided in the rules and  
2 requirements or orders issued or promulgated by the supervisor. An  
3 application for a permit shall be accompanied by a fee of \$300.00.  
4 A permit to drill and operate shall not be issued to an owner or  
5 his or her authorized representative who does not comply with the  
6 rules and requirements or orders issued or promulgated by the  
7 supervisor. A permit shall not be issued to an owner or his or her  
8 authorized representative who has not complied with or is in  
9 violation of this part or any of the rules, requirements, or orders  
10 issued or promulgated by the supervisor or the department. AS A  
11 CONDITION OF A PERMIT ISSUED UNDER THIS PART, IF A SPILL OR RELEASE  
12 IS REQUIRED TO BE REPORTED TO THE DEPARTMENT, THE PERMITEE SHALL  
13 NOTIFY ALL AFFECTED SURFACE OWNERS OF THE SPILL OR RELEASE,  
14 CONCURRENT WITH NOTICE TO THE DEPARTMENT.

15 (2) The supervisor shall forward all fees received under this  
16 section to the state treasurer for deposit in the fund.

17 (3) The supervisor shall make available to any person, upon  
18 request, not less often than weekly, the following information  
19 pertaining to applications for permits to drill and operate:

20 (a) Name and address of the applicant.

21 (b) Location of proposed well.

22 (c) Well name and number.

23 (d) Proposed depth of the well.

24 (e) Proposed formation.

25 (f) Surface owner.

26 (g) Whether hydrogen sulfide gas is expected.

27 (4) The supervisor shall provide the information under

1 subsection (3) to the county in which an oil or gas well is  
2 proposed to be located and to the city, village, or township in  
3 which the oil or gas well is proposed to be located if that city,  
4 village, or township has a population of 70,000 or more. A city,  
5 village, township, or county in which an oil or gas well is  
6 proposed to be located may provide written comments and  
7 recommendations to the supervisor pertaining to applications for  
8 permits to drill and operate. The supervisor shall consider all  
9 such comments and recommendations in reviewing the application.

**RESOLUTION NO. OCR 10-36**  
**Resolution of Recognition for Ralph Holewinski**

OTSEGO COUNTY BOARD OF COMMISSIONERS  
August 24, 2010

**WHEREAS**, Corporal Ralph J. Holewinski served as Otsego County Sheriff for over 34 years in his home town of Gaylord; and

**WHEREAS**, During World War II, Corporal Holewinski was engaged in combat with Japanese forces at the Battle of Wake Island from December 8<sup>th</sup> through December 23<sup>rd</sup>, 1941; and

**WHEREAS**, During the Battle, Navy and Marine forces were severely outmanned and outgunned; and

**WHEREAS**, Corporal Holewinski was a part of American forces that were able to repel Japanese warships and withstand numerous air raids by Japanese forces, including destroying two Japanese ships during an amphibious assault by Japanese forces; and

**WHEREAS**, Corporal Holewinski was resolute in his defense of the island despite great risk to his own life; and

**WHEREAS**, Corporal Holewinski suffered severe wounds to his legs and back from machine gun fire and a grenade after which he was treated and spent the remainder of the war as a Prisoner of War; and

**WHEREAS**, Ralph Holewinski passed away on Saturday, August 21, 2010; and

**WHEREAS**, Ralph Holewinski will be greatly missed by the community; now, therefore, be it

**RESOLVED**, that the Otsego County Board of Commissioners hereby officially honors Ralph J. Holewinski for his contributions to the Community and for our Country; and, be it, further

**RESOLVED**, that the Otsego County flags be flown at half-mast on Saturday, August 28, 2010 in honor of Ralph J. Holewinski.