

December 16, 2014

The regular meeting of the Otsego County Board of Commissioners was held at the County Building, 225 West Main St., 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 Bill Michaels.

Roll Call:

Present: Tammy LaBouef, Paul Beachnau, Paul Liss, Lee Olsen, Doug Johnson, Ken Borton, Bruce Brown.

Excused: Erma Backenstose, Richard Sumerix.

Motion by Commissioner Paul Beachnau, to approve the regular minutes of November 25, 2014 with attachments. Ayes: Unanimous. Motion carried.

Consent agenda:

Motion to approve the reappointment of Dr. Michael McNamara as the Otsego County Medical Examiner for a 4 year term ending 12-31-18. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Michael Deerfield to the Airport Advisory Committee with the term to expire on 12-31-2017. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Donald Matz to the Airport Advisory Committee with the term to expire on 12-31-2017. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Wally McCoy to the Airport Advisory Committee with the term to expire on 12-31-2017. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Joseph Duff to the Commission on Aging with the term to expire 12-31-17. Ayes: Unanimous. Motion carried.

Motion to approve FY 2014 General Fund Budget Amendment (Snowmobile Grant). Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2014 Animal Control Budget Amendment (Snow Blower). Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2014 Miscellaneous General Fund Budget Amendments. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2014 General Fund Budget Amendment (Probation). Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2014 General Fund Budget Amendment (Liability). Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2014 Debt Service Fund Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the reappointment of Duane Hoffman to the Zoning Board of Appeals with the term to expire 12-31-17. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Kevin Sagasser to the Zoning Board of Appeals with the term to expire 12-31-17. Ayes: Unanimous. Motion carried.

Administrator's Report:

John Burt reported on the Groen property vandalism; 12-19-14 swearing in ceremony; MSU District changes, 9-1-1 phone system upgrade; Emergency management policy.

Motion by Commissioner Paul Liss, to adopt Resolution OCR 14-37 to make Peninsula Fiber Network Otsego County's primary 9-1-1 service provider.

Roll Call Vote:

Ayes: Tammy LaBouef, Paul Beachnau, Paul Liss, Lee Olsen, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Excused: Erma Backenstose, Richard Sumerix.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Bruce Brown to approve the Otsego County Emergency Management Policy as presented. Ayes: Unanimous. Motion carried. (see attached)

Committee Reports:

Motion by Commissioner Paul Beachnau to approve the updated fees for the Otsego County Sportsplex as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Paul Beachnau to grant authority to the County Administrator to amend all budgets up to \$10,000 per line item, with subsequent approval by the Otsego County Board of Commissioners at their January 13, 2015 board meeting. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Liss, to approve the Gaylord ARFF Contract addendum as presented. Ayes: Unanimous. Motion carried. (see attached)

City Liaison, Township and Village Representative: None.

Roberta Tholl reported on the Road Commission.

Correspondence:

Rachel Frisch reported on the November 2014 financial reports.

Chairman Lee Olsen received a letter from the DEQ regarding an Air quality permit.

New Business:

Motion by Commissioner Ken Borton, to approve the December 2, 2014 Warrant in the amount of \$46,374.97. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, to approve the December 9, 2014 Warrant in the amount of \$64,726.92. Ayes: Unanimous. Motion carried.

Motion by Commissioner Tammy LaBouef, to approve the December 16, 2014 Warrant in the amount of \$498,161.60. Ayes: Unanimous. Motion carried.

Public Comment:

Chairman Lee Olsen opened up the meeting for public comment.

Board Remarks:

Commissioner Paul Liss attended a meeting with Tom Quinn.

Commissioner Bruce Brown reported on the Sportsplex meeting.

Commissioner Paul Beachnau attended the Pigeon River Advisory meeting; thanked finance committee and staff regarding the budget process.

Commissioner Tammy LaBouef reported on the City Council meeting; thanked the Board.

Commissioner Doug Johnson had no report.

Commissioner Ken Borton reported on the Sportsplex building; attended MAC Transportation meeting; attended Planning Commission meeting.

Commissioner Lee Olsen reported on the Chester Township meeting; Otsego County Commission on aging.

Meeting adjourned at 10:26 a.m.

Lee Olsen, Chairman

Susan I. DeFeyter, Otsego County Clerk



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Animal Control Fund

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)

DESCRIPTION Purchase of snowblower for animal shelter

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
212-901-970.420 Property - vehicles	\$ 17,536	\$
212-941-999.000 Contribution to Fund Balance	\$	\$ 17,536
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 17,536	\$ 17,536

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Index Required
Entered:
By:

12/16/14
 Board Approval Date (if necessary) _____ Budget Adjustment # _____ Posting Number _____

BUDGET AMENDMENT 2014

GL NUMBER	DESCRIPTION	BUDGET SHORTFALL	AMOUNT REQUESTED
Fund 101 - GENERAL FUND			
Expenditures			
Dept 101-COMMISSIONERS			
101-101-703.040	PER DIEM	(1,120.00)	2,000.00
101-101-704.200	SOCIAL SEC CONTRIBUTIONS	(498.33)	700.00
101-101-704.301	POST EMPLMT HLTH CARE SAVINGS	(495.00)	600.00
101-101-940.010	OUTSIDE CONTRACTED SERVICES		(3,300.00)
Total Dept 101-COMMISSIONERS			0.00
Dept 105-OTHER LEGISLATIVE			
101-105-930.604	NACO	(1.00)	1.00
101-101-940.010	OUTSIDE CONTRACTED SERVICES		(1.00)
Total Dept 105-OTHER LEGISLATIVE			0.00
Dept 257-EQUALIZATION			
101-257-704.110	HOSPITALIZATION	(3,840.63)	3,841.00
101-257-704.140	LIFE AND DISABILITY	(791.20)	1,000.00
101-257-726.000	SUPPLIES - GENERAL		(700.00)
101-853-940.110	HOSPITALIZATION		(4,141.00)
Total Dept 257-EQUALIZATION			0.00
Dept 268-CHILD SUPPORT SPECIALIST-PROS ATTY			
101-268-704.140	LIFE AND DISABILITY	(111.68)	150.00
101-268-704.500	UNEMPLOYMENT COMPENSATION	(80.00)	120.00
101-267-704.200	SOCIAL SECURITY CONTRIBUTIONS		(270.00)
Total Dept 268-CHILD SUPPORT SPECIALIST-PROS ATTY			0.00
Dept 301-SHERIFF			
101-301-703.070	OVERTIME	(1,808.56)	5,000.00
101-301-704.140	LIFE AND DISABILITY	(851.22)	1,500.00
101-301-704.301	POST EMPLMT HLTH CARE SAVINGS	(478.21)	750.00
101-301-704.700	PAYMENTS IN LIEU OF INSURANCE	(1,500.00)	2,000.00
101-301-704.110	HOSPITALIZATION		(9,250.00)
Total Dept 301-SHERIFF			0.00
Dept 302-SHERIFF - CIVIL DIVISION			
101-302-703.060	PART-TIME/TEMPORARY	(5,455.52)	6,500.00
101-302-704.200	SOCIAL SEC CONTRIBUTIONS	(389.75)	500.00
101-302-704.500	UNEMPLOYMENT COMPENSATION	(731.77)	1,000.00
101-301-920.410	SERVICE CONTRACTS		1,500.00
101-301-704.800	SICK PAY BUYOUT		(4,000.00)
101-301-704.600	WORKERS COMPENSATION		2,500.00
Total Dept 302-SHERIFF - CIVIL DIVISION			0.00
		BUDGET	AMOUNT

GL NUMBER	DESCRIPTION	SHORTFALL	REQUESTED
Dept 334-SECONDARY ROAD PATROL			
101-334-703.070	OVERTIME	(3,141.78)	3,800.00
101-334-704.140	LIFE AND DISABILITY	(347.79)	400.00
101-334-704.200	SOCIAL SEC CONTRIBUTIONS	(84.74)	200.00
101-334-704.300	RETIREMENT CONTRIBUTIONS	(30.54)	150.00
101-334-704.500	UNEMPLOYMENT COMPENSATION	(80.00)	100.00
101-334-704.600	WORKERS COMPENSATION	(49.85)	250.00
101-334-930.660	GASOLINE	(1,862.60)	2,500.00
101-351-703.060	PART-TIME		(7,400.00)
Total Dept 334-SECONDARY ROAD PATROL			0.00
Dept 351-JAIL			
101-351-704.140	LIFE AND DISABILITY	(2,802.91)	4,000.00
101-351-704.300	RETIREMENT CONTRIBUTIONS	(6,810.88)	9,000.00
101-351-704.500	UNEMPLOYMENT COMPENSATION	(960.00)	1,500.00
101-351-704.700	PAYMENTS IN LIEU OF INSURANCE	(893.18)	1,100.00
101-351-704.110	HOSPITALIZATION		(15,600.00)
Total Dept 351-JAIL			0.00
Dept 864-DISTRIBUTIVE SERVICES			
Unclassified			
101-864-920.410	SERVICE CONTRACTS	(1,540.52)	1,800.00
101-864-930.150	SERVICE CHARGES	(4,730.58)	5,500.00
101-853-940.110	HOSPITALIZATION		(7,300.00)
Total Dept 864-DISTRIBUTIVE SERVICES			0



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: General Fund

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)

DESCRIPTION Supplies for probation/parole budget

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
101-149-726.000 General Supplies	\$ 250	\$
101-941-999.010 Contingency	\$	\$ 250
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 250	\$ 250

Rachel Grusch

12/8/14

Department Head Signature

Date

Supplies Department
Entered:
By:

Administrator's Signature

Date

12/16/14

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: General Fund

As provided for in the Uniform Budget and Accounting Act of 1976, 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)

DESCRIPTION To fund increase in liability insurance cost

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
101-941-999.010 Contingency	\$	\$ 3,980
101-851-930.100 Liability Insurance	\$ 3,980	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 3,980	\$ 3,980

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Entered:
By:

12/16/14

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



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Debt Service, General, and Airport Capital Projects Funds

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)

DESCRIPTION Transfer residual funds of \$166,706 out of debt service fund

REVENUE

Account Number	Decrease	Increase
569-050-400.001 Budgeted Use of Fund Balance	\$	\$ 166,706
101-050-699.030 Transfer In	\$	\$ 126,706
481-050-699.030 Transfer In	\$	\$ 40,000
	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
569-941-999.990 Transfer Out	\$ 166,706	\$
101-941-999.010 Contribution to Fund Balance	\$ 126,706	\$
481-941-999.010 Contribution to Fund Balance	\$ 40,000	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 333,412	\$ 333,412

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

12/16/14

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OCR 14-37
911 Selective Router

Otsego County Board of Commissioners
December 16, 2014

WHEREAS, the Otsego County Board of Commissioners ("Board") is authorized under Michigan's Emergency Telephone Service Enabling Act, 1986 PA 32, as amended ("Act") and under authority provided by its Emergency Telephone Services Plan ("911 Plan") to make administrative findings regarding among other things, the service suppliers providing 9-1-1 services within the 911 Plan's Service District; and Now, Therefore, Be It

RESOLVED, that the Board hereby makes an Administrative Finding that Peninsula Fiber Network, LLC shall be the primary 9-1-1 service supplier, employing a common network that enables all other service suppliers within the 911 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan; and Be It

RESOLVED, that all service suppliers shall cooperate with Peninsula Fiber Network, LLC in order to facilitate the switchover to its common network and selective router as required herein; and Be It Further

RESOLVED, that Peninsula Fiber Network, LLC is authorized and directed to work with the 911 Plan's service suppliers, the Michigan Public Service Commission, State 911 Committee and State 911 Director and any other state, federal or local authority in order to effectuate and implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to Peninsula Fiber Network's common network; and Be It Further

RESOLVED, that this Resolution shall augment, supersede, modify or replace any inconsistent prior resolution or motion; and Be It Further

RESOLVED, that the County Clerk shall send a copy of this resolution and its Administrative Findings to each service supplier, PSAP, and emergency service provider within the County.



Otsego
C O U N T Y
M I C H I G A N

Emergency Management Policy

ARTICLE 1 – Intent and Purpose

Section 101. It is the intent and purpose of this resolution to provide for mitigation, preparedness, response, and recovery from natural and human-made disasters within the County of Otsego; to establish an organization providing a means for effective utilization and coordination of the County's resources during periods of emergency and disaster; and to provide a means through which the Otsego County Board of Commissioners may exercise the authority and discharge the responsibilities vested in them by this Policy and Act 390 of the Public Acts of 1976, as amended.

Section 102. This policy does not relieve any elected official or County department of the normal responsibilities or authority given by general law or local ordinance, nor does it supersede the work of the American Red Cross or other volunteer agencies organized for relief during disaster.

ARTICLE 2 – Definitions

Section 201. For the purpose of this policy, certain words used herein are defined as follows:

- (a) "Act" means the Michigan Emergency Management Act, No. 390 of the Public Acts of 1976, as amended. (Amended, Act No. 50 of the Public Acts of 1990; Act No. 267 of the Public Acts of 2006)
- (b) "Chairman" shall mean the Chairman of the County Board of Commissioners; and "Board" shall mean the Otsego County Board of Commissioners.
- (c) "Disaster" means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a natural or human-made cause, including, but not limited to; fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, explosion, or hostile military action or paramilitary action, or similar occurrences resulting from terrorist activities, riots, or civil disorders.
- (d) "Disaster relief force" means all agencies of the County, city, village, and township governments, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Otsego County Emergency Action Guidelines as having duties to perform or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a local state of emergency.
- (e) "District Coordinator" means the Michigan Department of State Police District Emergency Management Coordinator. The District Coordinator serves as liaison between the Office of Emergency Management and the Michigan Department of State Police, Emergency Management and Homeland Security Division in all matters pertaining to emergency and disaster situation.
- (f) "Emergency Management Coordinator" or "Coordinator" means the person appointed to

coordinate all matters pertaining to emergency management and homeland security within Otsego County.

- (g) "Emergency Management Program" means a program established to coordinate mitigation, preparedness, response and recovery activities for emergency, disaster and homeland security situations within a given geographic area made up of one or several political subdivisions. Such a program has an appointed emergency management coordinator and meets the program standards and requirements as established by the Department of State Police, Emergency Management and Homeland Security Division. The Otsego County Office of Emergency Management conducts this program.
- (h) "Emergency Action Guidelines" means the plan developed and maintained by the County for the purpose of responding to emergency or disaster situations by identifying and organizing the disaster relief force.
- (i) "Emergency Management Volunteer" shall mean any person duly registered and appointed by the Emergency Management Coordinator and assigned to participate in disaster relief activity.
- (j) "Governor's State of Disaster" means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal program affected.
- (k) "Governor's State of Emergency" means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal program affected.
- (l) "Heightened State of Alert" means an executive order or proclamation by the Governor that authorizes the Governor to safeguard the interests of the state, to prevent or respond to acts of terrorism, or to facilitate the apprehension of terrorists, for a specific period of time, using powers provided in Act 390 of 1976 as amended, when good cause for such an order or proclamation exists.
- (m) "Local State of Emergency" means a declaration by the Chairman of the Otsego County Board of Commissioners. This declaration implements the response and recovery aspects of the Otsego County Emergency Action Guidelines and authorizes certain actions as described in this resolution.
- (n) "National Incident Management System (NIMS)" means a core set of doctrine, concepts, principles, terminology and organizational processes as established by the United States Department of Homeland Security to enable effective, efficient and collaborative incident management at all levels of government.
- (o) "Public Health Preparedness Coordinator" means the individual within the Department of Public Health designated to coordinate preparation and response to emergencies that potentially threaten the health of local residents.
- (p) "Vital Records" means those records that contain information needed to continue the effective functioning of a government entity (jurisdiction, agency, or department) and for the protection of rights and interests of persons under emergency conditions in the event of an emergency or disaster situation.

ARTICLE 3 – Emergency Management Coordinator; Assistants; Deputies

Section 301. All individuals appointed to the disaster relief forces shall comply with and operate under the published standards, guidelines and compliance protocols of the National Incident Management System as provided by the U.S. Department of Homeland Security.

ARTICLE 4 – Emergency Management Coordinator; Assistants; Deputies

Section 401. The Chairman, with the approval of the Board, shall appoint an Emergency Management Coordinator. The Emergency Management Coordinator acts on behalf of, and at the direction of, the Otsego County Board of Commissioners.

ARTICLE 5 – Board Chairman: Powers and Duties

Section 501. The Chairman may exercise the emergency power and authority as specified herein. Whenever a situation requires, or is likely to require that the Chairman invoke such power and authority, he shall, as soon as reasonably expedient, convene the Board to perform its legislative and administrative duties as the situation demands, and shall report to that body relative to emergency activities. Nothing in this policy shall be construed as abridging or curtailing the powers of the Board unless specifically provided herein.

Section 502. In the absence of the Chairman, the following individuals are authorized to make decisions in order of listing:

1. Vice-Chairman of the Board
2. Chairman of the Budget and Finance Committee
3. Otsego County Administrator

Section 503. Under the following circumstances, the Chairman may assemble and utilize the disaster relief forces, and he may prescribe the manner and conditions of their use:

- (a) Whenever, on the basis of information received from authoritative sources, he feels that a large-scale disaster or emergency in the County or state is imminent.
- (b) During any period of disaster in the County or state and thereafter as long as he shall deem it necessary.

Section 504. Whenever, the Chairman finds that any condition in the County has attained, or threatens to attain, the proportions of a major disaster, he may assemble and utilize disaster relief forces and he may prescribe the manner and conditions of their use. The Chairman, with the approval of the Board, is hereby empowered to enter into mutual aid agreements with other public and private agencies for reciprocal aid and assistance during disasters that are beyond local capabilities and resources. He may, when he deems it in the public interest, send disaster relief forces of the County to the aid of other communities stricken by disaster as provided by mutual aid agreements; provided, that after the Board convenes, the future continuance of any such disaster relief and the period thereof shall be subject to action of the Board.

Section 505. When obtaining formal approvals would result in delay of relief activity, the Chairman may, until the Board convenes, waive procedures and formalities otherwise required pertaining to the performance of County personnel, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase and distribution of supplies, materials and facilities and expenditure of existing funds, and the Board is also empowered to waive any such procedures and formalities.

Section 506. If a state of disaster or emergency or heightened state of alert is declared by the Governor, the Chairman may assign and make available for duty the employees, property, or equipment of the County of Otsego within or without the physical limits of the County of Otsego as ordered by the Governor or the Director of the Michigan Department of State Police in accordance of this Act.

ARTICLE 6 – Governor Declaration Request

Section 601. If a disaster or emergency occurs that has not yet been declared to be a state of disaster or a state of emergency by the Governor, and the Chairman determines that the situation is beyond the control of the County, he or she may request the Governor to declare that a state of disaster or state of emergency exists in the County in accordance with the Act. This shall be done by immediately contacting the Emergency Management Coordinator who shall immediately contact the District Coordinator. The District Coordinator, in conjunction with the Emergency Management Coordinator, shall assess the nature and scope of the disaster or emergency, and they shall recommend State personnel, services, and equipment required for its prevention, mitigation, or relief.

ARTICLE 7 – Emergency Management Coordinator

Section 701. The Emergency Management Coordinator shall comply with standards and requirements as established by the Department of State Police, Emergency Management and Homeland Security Division, under the authority of the Act, in accomplishing the following:

- (a) Direct and coordinate the development of the Otsego County Emergency Action Guideline.
- (b) Specify department or agencies that must provide an annex to the plan or otherwise cooperate in its development.
- (c) Identify departments and agencies to be included in the Emergency Action Guidelines as part of the disaster relief force.
- (d) Develop and maintain data concerning available resources.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer personnel.
- (f) Assure the emergency management program meets eligibility requirements for state and federal aid.
- (g) Coordinate and/or conduct training and exercise programs for the disaster relief force within the county and to test the adequacy of the Emergency Action Guidelines.
- (h) Through public information programs, educate the population of actions necessary for the protection of life and property in an emergency or disaster.
- (i) Assist in the development of mutual aid agreements.
- (j) Ensure the development of necessary standard operating procedures that are consistent with the Emergency Action Guidelines.
- (k) Oversee the implementation of all functions necessary during an emergency or disaster

in accordance with the Emergency Action Guidelines.

- (l) Coordinate emergency management activities with all municipalities in Otsego County, surrounding counties and municipalities, and the State.
- (m) Coordinate all preparedness activities, including maintenance of Emergency Operations Center.
- (n) Identify mitigation opportunities within the county and encourage local units of government, departments and agencies to implement mitigation measures.
- (o) Maintain the Otsego County Hazard Mitigation Plan in cooperation with local units of government.
- (p) Share information and coordinate planning, training and exercise activities as appropriate with the Public Health Preparedness Coordinator.

ARTICLE 8 – Volunteers; Appointment; Records

Section 801. The Emergency Management Coordinator may enlist volunteer citizens to form the personnel of an emergency service for which the County has no counterpart, or to temporarily augment personnel of the County engaged in emergency activities. The Coordinator shall maintain formal records of all such volunteers for workman's compensation purposes.

ARTICLE 9 – Rights of Disaster Relief Forces

Section 901. In accordance with the Act, personnel of the disaster relief force while on duty shall have the following rights:

- (a) If they are County employees or employees of other governmental agencies, regardless of where serving, they have the powers, duties, rights, privileges, and immunities, and receive the compensation incidental to their employment.
- (b) If they are not employees of the County or other governmental agency, they are entitled to the same rights and immunities as provided by law for the employees of the State.

ARTICLE 10 – Temporary Seat of Government

Section 1001. The County of Otsego shall provide for the temporary movement and re-organization of essential government offices in the event that existing facilities cannot be used. Procedures for this purpose shall be provided for in the County of Otsego Continuity of Operations Plan.

ARTICLE 11 – Liability

Section 1101. As provided for in the Act and this policy, the County, or the agents or representatives of the County, shall not be liable for personal injury or property damage sustained by the disaster relief force. In addition, any member of the disaster relief force engaged in disaster relief activity shall not be liable in a civil action for damages resulting from an act or omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the worker's compensation law, any pension law, or act of Congress will not be effected as a result of said activity.

This section is intended to be a description of the statutory declaration of liability as found in Act 390 of the Public Acts of 1976, as amended. In the case of any conflict between this Section and the statutory provisions, the statutory provisions shall prevail over the description contained in this policy.

Section 1102. As provided for in the Act, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the County a license or privilege, or otherwise permits the County to inspect, designate, and use the whole or any part or parts of the real estate or premises for the purpose of sheltering persons during an actual, impending, mock, or practice disaster, together with his or her successor in interest, if any, is not civilly liable for negligently causing the death of, or injury to, any person on or about the real estate or premises under the license, privilege or permission or for loss or damage to the property of the person.

This section is intended to be a description of the statutory declaration of liability as found in Act 390 of the Public Acts of 1976, as amended. In the case of any conflict between this Section and the statutory provisions, the statutory provisions shall prevail over the description contained in this policy.

ARTICLE 12 – Severability

Section 1201. Should any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be, invalid.

ARTICLE 13 – Repeals

Section 1301. All resolutions or policies, or parts of resolutions or policies, inconsistent herewith are hereby repealed.

ARTICLE 14 – Effective Date

Section 1401. This policy shall have immediate effect.

MEMO

To: Lee Olsen, Otsego County Board of Commissioners
From: Bill Michaels
Date: November 19, 2014
Subject: Request for Rate Increase

The Sportsplex Board met on Wednesday, November 12, 2014 and voted to request a rate increase of \$.50 per person for the public swim and public skate sessions. This increase will only apply to the out of county rates. The in county rates will stay the same as they are today. The increases will be as follows:

- | | | |
|---------------------|-----------------|------------------|
| In county child | current \$3.00 | no change |
| • Out county child | current \$3.50 | proposed \$4.00 |
| • In county adult | current \$3.50 | no change |
| • Out county adult | current \$4.00 | proposed \$4.50 |
| • In county senior | current \$2.50 | no change |
| • Out county senior | current \$3.00 | proposed \$3.50 |
| • In county family | current \$10.00 | no change |
| • Out county family | current \$11.00 | proposed \$12.00 |

The current rate increase, if approved, would take effect on 1/1/2015. The difference between in county and out of county rates will now be \$1.00 per person.

Signed _____

Date _____

Executive Director, Otsego County Sportsplex

- Reply Requested: When action is taken by the County Board of Commissioners



Gaylord ARFF Contract Addendum

This agreement made and entered into this Twenty-First day of November 2014. Between Gaylord ARFF Inc, the Gaylord Regional Airport and Otsego County. All mutually agree to the terms listed in this contract addendum and does not negate the terms of the previously signed agreement of Sept 2012.

1. Due to long standing contracts or agreements with several operating agencies such as Martinaire, FedEx and North Country in addition to unforeseen circumstances that might arise from time to time. The Gaylord Regional Airport must still have the capability to respond to resident business needs and unforeseen situations on a case by case bases after normal operating hours.
2. To facilitate this, the Gaylord Regional Airport and Otsego County will pay ARFF Inc. the sum of \$28.61 per hour to cover tax, insurance and overtime pay for the ARFF employee called in for an unforeseen circumstance as identified by the airport manager. This will be tracked monthly on a separate spread sheet and will include time/date of call-out, number of hours, reason for call-out and name of individual/s responding to call-out.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

WITNESSES:

OTSEGO COUNTY, a Michigan
Municipal Corporation

Matt Barresi, Gaylord Regional Airport Manager

Randolph L. Bricker, President ARFF Inc.

John Burt, Otsego County Administrator