

**NOTICE OF MEETING**

**The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, February 26, 2013 beginning at 9:30 a.m., at the County Building - 225 W. Main Street, Room 100, Gaylord, Michigan 49735.**

**AGENDA**

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Regular Minutes of February 12, 2013 w/attachments

Consent Agenda

- A. Brand Land Surveying 2013 Remonumentation Agreement - Motion to Approve
- B. Wade-Trim 2013 Remonumentation Agreement - Motion to Approve
- C. 2013 County Representative Remonumentation Agreement - Motion to Approve
- D. Transportation & Airport Recommendation
  - 1. OCR 13-02 Bus Funding Request - Motion to Adopt
- E. Budget & Finance Committee Recommendations
  - 1. FY 2012 Budget Amendments - Motion to Approve
  - 2. FY 2013 Budget Amendments - Motion to Approve

Administrator's Report

Department Head Report

- A. Airport Update - Matt Barresi, Director

Committee Reports

- A. Budget & Finance Committee
  - 1. Gateway to Gaylord
  - 2. Bid 2013-02 Recycling

City Liaison, Township & Village Representatives

Correspondence

- A. January 2013 Financials
- B. Planning Commission 2012 Annual Report

New Business

- A. Financials
  - 1. February 19, 2013 Warrant
  - 2. February 26, 2013 Warrant
- B. OCR 13-03 Support for DNR Purchase of Bryce Tract
- C. OCR 13-04 Support for DNR Purchase of Skiba Tract
- D. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Adjournment

February 12, 2013

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 Vice-Chairman Ken Borton, followed by the Pledge of Allegiance led by Melissa FitzGerald.

Roll call:

Present: Clark Bates, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Richard Sumerix, Doug Johnson, Ken Borton.

Excused: Bruce Brown.

Motion by Commissioner Clark Bates, to approve the regular minutes of January 22, 2013 with attachments. Ayes: Unanimous. Motion carried.

Administrator's Report:

John Burt reported Alpenfrost; Building renovations on Hayes Road; Land Use Services director interviews; Recycling spots; Criminal Justice Coordinating Committee meeting; 9-1-1 supervision.

Motion by Commissioner Paul L. Liss, to approve the 1 year 9-1-1 Supervision Agreement with the State of Michigan with funds coming out of the 911 Service Fund ( fund 261). Ayes: Unanimous. Motion carried. (see attached)

Department Head Report:

Paula Duff reported on the Treasurer's office.

Melissa FitzGerald reported on the Animal shelter.

Roberta Tholl reported on the Road Commission.

Correspondence:

Chairman Lee Olsen received an invitation NEMCOG and MDOT meeting 2-20-13 at the University Center.

New Business:

Motion by Commissioner Doug Johnson, to approve the January 29, 2013 Warrant in the amount of \$112,553.13 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Clark Bates, to approve the February 5, 2013 Warrant in the amount \$148,151.95 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the February 12, 2013 Warrant in the amount \$491,742.56 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Richard Sumerix, to adopt Resolution OCR 13-01 proclaiming April as Social Host Awareness month.

Roll Call Vote:

Ayes: Clark Bates, Paul Beachnau, Paul Liss, Lee Olsen, Erma Backenstose, Richard Sumerix, Doug Johnson, Ken Borton.

Nays: None.

Excused: Bruce Brown.

Motion carried/Resolution adopted. (see attached)

Public Comment:

Paula Duff reported on the step forward program.

Board Remarks:

Commissioner Doug Johnson: Parks and Recreation meeting.

Commissioner Richard Sumerix: Health Department.

Commissioner Ken Borton: MAC

Chairman Lee Olsen: Huron Pines.

Meeting adjourned at 10:24 a.m.

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Lee F. Olsen, Chairman

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Susan I. DeFeyter, Otsego County Clerk

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE COUNTY OF OTSEGO, MICHIGAN  
AND  
THE MICHIGAN DEPARTMENT OF STATE POLICE**

**I. PARTIES**

This Memorandum of Agreement (Agreement) is entered into by and between the County of Otsego, Michigan (County) and the Michigan Department of State Police (MSP). The County and the MSP are collectively referred to hereinafter as the "Parties."

**II. DEFINITIONS**

As used in this Agreement, the following terms shall have the following meanings:

- a. Public Safety Answering Point or "PSAP" means a communications facility operated on a 24-hour basis assigned responsibility to receive emergency and non-emergency requests for service and to process service requests by means of the direct dispatch, relay or transfer method.
- b. 9-1-1 dispatcher or telecommunicator means a person answering or processing 9-1-1 calls at a PSAP.

**III. BACKGROUND**

The County maintains and manages its PSAP, the Otsego County Central Dispatch. The MSP maintains and manages its PSAPs, including the Gaylord Regional Communication Center. The Otsego County Central Dispatch and the MSP's Gaylord Regional Dispatch Communication Center are located within the same facility. The Parties have a long-standing history of joint efforts in providing the most effective 9-1-1 dispatch services. The Parties desire to create a closer organizational relationship between their two dispatch centers in order to provide a more efficient delivery model for public services.

**IV. PURPOSE**

The purpose of this Agreement is to set forth the terms under which the MSP will provide managerial and supervisory services at the Otsego County Central Dispatch and the County will compensate the MSP for providing such services.

**V. AGREEMENT**

The MSP will:

- a. Provide on-site supervision of the County's 9-1-1 dispatchers in the Otsego County Central Dispatch, including:
  - i. Creating and modifying schedules.
  - ii. Reviewing and approving employee timesheets prior to submission to the County for payroll processing and payment.

- iii. Counseling employees and recommending disciplinary action, when warranted. Recommendations of disciplinary action will be made by the Director of the MSP's Gaylord Regional Dispatch Communication Center to the County's Human Resource Director and the County Administrator.
- iv. Coordinating and overseeing the orientation, training, certification and continuing education of the County's 9-1-1 dispatchers. The MSP will seek pre-approval from the County Administrator prior to incurring any costs for training, certification, or continuing education of the County's 9-1-1 dispatchers.
- v. Assisting with Interviews of applicants for County 9-1-1 dispatcher positions.
- b. Recommend 9-1-1 dispatch policies and procedures to the County Administrator.
- c. Accept, investigate, respond, and attempt to resolve complaints involving County 9-1-1 dispatchers.
- d. Provide a monthly record to the County's 9-1-1 Committee detailing calls for service reported to the Otsego County Central Dispatch.
- e. Recommend equipment and supply purchases for the Otsego County Central Dispatch to the County Administrator.
- f. Continue to record 9-1-1 calls and provide copies of such recordings upon request of the County, local law enforcement agencies in accordance with all applicable state and federal laws.

**The County will:**

- a. Pay the MSP the amount of \$12,000 for providing the services that are the subject matter of this Agreement.
- b. Pay for all costs associated with the training, certification, or continuing education of the County's 9-1-1 dispatchers as pre-approved by the County Administrator.

**The Parties mutually agree:**

- a. All equipment and supplies purchased by the County shall remain the property of the County.
- b. Each party's personnel will be subject to the personnel rules, regulations, laws, policies and contracts applicable to those of their respective agencies. MSP personnel are not employees of the County. County personnel are not employees of the MSP.
- c. Any and all liability for acts or omissions of each party's personnel will be the sole responsibility of the person and agency involved. The Parties do not expressly or impliedly assume any liability for the acts or omission of the other party or the other party's personnel.
- d. The County does not waive any governmental immunity afforded to the County or its personnel. The MSP does not waive any governmental immunity afforded to the MSP or its personnel.
- e. This Agreement does not create a right in any third party to bring any action under this Agreement or any action to enforce this Agreement.
- f. In the event this Agreement is terminated as provided for in Section IX, compensation paid by the County to the MSP for providing the services that are the subject matter of this Agreement shall be prorated to the date of termination.

**VI. NOTICES**

Any notice required to the County from the MSP or to the MSP from the County relative to any part of this Agreement shall be in writing and considered delivered and the service thereof completed when said notice is sent, by certified or registered mail, to the said party, or delivered in person to said party or its authorized representative.

- a. Notices from the MSP to the County shall be addressed to the Otsego County Administrator, 225 West Main Street, Gaylord, Michigan 49735.
- b. Notices from the County to the MSP shall be addressed to the Director of the MSP Gaylord Regional Dispatch Communication Center, 580 South Otsego Avenue, Gaylord, Michigan 49735.

**VII. SEVERABILITY**

The provisions of this Agreement are severable and should any provision be held invalid or unenforceable, the remainder of the Agreement shall remain in effect for the duration of the Agreement unless terminated as provided for in Section IX.

**VIII. ENTIRE AGREEMENT**

This MOU is the complete and exclusive statement of the agreement between the Parties with respect to the subject matter thereof, and supersedes all prior negotiations, representations, proposals and other communications between the MSP and the MDOC either oral or written. This MOU may only be amended by a written document signed by the Parties, by and through their duly authorized representatives.

**IX. TERM AND TERMINATION**

When signed by the Parties by and through their duly authorized representatives, this Agreement is effective on MONTH, DATE, YEAR, and shall remain in effect through MONTH, DATE, YEAR, unless terminated early as hereinafter set forth. Either party may terminate this Agreement, for any reason, provided that at least ninety (90) days advance written notice of termination is given to the terminating party by the non-terminating party. Upon expiration, this Agreement may be renewed upon mutual written agreement of the Parties, by and through their duly authorized representatives, for additional one-year terms.

**FOR THE COUNTY OF OTSEGO, MICHIGAN**

\_\_\_\_\_  
<INSERT NAME>  
<INSERT TITLE>

\_\_\_\_\_  
DATE

**FOR THE MICHIGAN DEPARTMENT OF STATE POLICE**

\_\_\_\_\_  
<INSERT NAME>  
<INSERT TITLE>

\_\_\_\_\_  
DATE

**OCR 13-01**  
**April 2013 is Social Host Awareness Month**  
Otsego County Board of Commissioners  
February 12, 2013

**WHEREAS**, adults who provide alcohol to those below the legal drinking age of 21 are placing those youth at risk for health, safety and legal problems; and

**WHEREAS**, alcohol kills 6.5 times more young people than ALL other illicit drugs combined, and usage among teens often accompanies traffic fatalities, suicides, unprotected sex, drug use, and other high risk behaviors and illegal activity, and alcohol is a factor in the four leading causes of death among persons ages 10-24: motor vehicle crashes, unintentional injuries, homicide and suicide; and

**WHEREAS**, alcohol use by young people is dangerous, not only because of the risks associated with acute impairment, but also because of the threat to their long-term development and well-being, including damage to the memory and learning centers of the brain, which does not stop developing until the age of 25; and

**WHEREAS**, Michigan ranked 16<sup>th</sup> in the percentage of alcohol consumed by underage youth (with one being the highest); and

**WHEREAS**, in Michigan, it is estimated that underage alcohol use costs the citizens of Michigan \$2.1 billion, translating to a cost of \$2,084 per year for each youth or \$3.18 per drink consumed underage, and underage drinkers consumed 16.5% of all alcohol sold in Michigan; and

**WHEREAS**, one-hundred percent of any alcohol consumed by a minor came from an adult. At one time, an adult over the age of 21 was in control of the alcohol and a minor gained access to it; and

**WHEREAS**, it is illegal for adults to knowingly allow their child's friends to drink alcohol in their home, even with the permission of the friends' parents, and adults have the authority and should have the responsibility to take steps to reduce the likelihood that their homes will become venues for underage drinking; now, therefore, be it

**RESOLVED**, that the Otsego County Board of Commissioners, do hereby proclaim that April 2013 is Social Host Awareness Month. We also call upon all parents, citizens, homeowners and property owners to host gatherings responsibly and take measures to eliminate access of alcohol to persons under the age of 21.



February 26, 2013  
Agenda

## **Agenda Questions**

Questions concerning anything on the Board of Commissioners agenda can be directed in advance by calling John Burt at 989-731-7520 and via email at [jburt@otsegocountymi.gov](mailto:jburt@otsegocountymi.gov), or during the Board meeting.

Consent Agenda

- A. Brand Land Surveying 2013 Remonumentation Agreement
- B. Wade-Trim 2013 Remonumentation Agreement
- C. 2013 County Representative Remonumentation Agreement

The Remonumentation program is a 100% grant funded program through the State of Michigan. Items A, B, and C. on the consent agenda are of the same format used over the last several years. The program which is funding through a \$3 fee on all documents recorded at Register of Deeds offices throughout the state and then redistributed via a set formula. The purpose of the program is to preserve the locations of the original township section corners to help with the accuracy of municipal and property ownership boundaries.

**OTSEGO COUNTY 2013 MONUMENTATION/REMONUMENTATION PROGRAM  
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Sixth day of February, 2013, by and between the County of Otsego, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and Brand Land Surveying LLC located at 533 Greenfield Drive, Gaylord, Michigan 49735, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2013.
3. Definitions.
  - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
  - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
  - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
  - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Thirteen Thousand Six Hundred Fifty Seven and 00/100 dollars (US \$13,657.00)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the County Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant

Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2013.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 15, 2013**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.
  
7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (21 ea.):

T29N, R3W, Otsego Lake Township and 6 Meander Corners

A-03, A-04, A-05, A-06, A-07

(common with M-03, M-04, M-05, M-06, M-07, T29N, R4W, Hayes Township)

B-03, B-05, B-11, C-06, C-08, C-09, C-10, C-11, C-12

MC-23 (index # 001)

MC-11 (index # 005) (common with MC-02, T28N, R3W, Crawford County)

MC-12 (index # 006) (common with MC-01, T28N, R3W, Crawford County)

MC-13 (index # 007)

MC-15 (index # 009)

MC-16 (index # 010)

T30N, R3W, Bagley Township

C-08 (Corner being revisited. Erroneous position recorded in 1995, Liber 4, Page 144.)

**B. CORNERS TO BE MONUMENTED (21 ea.):**

**T29N, R3W, Otsego Lake Township and 6 Meander Corners**

A-03, A-04, A-05, A-06, A-07

(common with M-03, M-04, M-05, M-06, M-07, T29N, R4W, Hayes Township)

B-03, B-05, B-11, C-06, C-08, C-09, C-10, C-11, C-12

MC-23 (index # 001)

MC-11 (index # 005) (common with MC-02, T28N, R3W, Crawford County)

MC-12 (index # 006) (common with MC-01, T28N, R3W, Crawford County)

MC-13 (index # 007)

MC-15 (index # 009)

MC-16 (index # 010)

**T30N, R3W, Bagley Township**

C-08 (Corner being revisited. Erroneous position recorded in 1995, Liber 4, Page 144.)

C. Project Details. RESEARCH shall consist of a thorough investigation of all available sources and include copies of pertinent supporting documents and data. REMONUMENTATION shall consist of field reconnaissance of existing monumentation and references; any required measurements or calculations; a Land Corner Recordation Certificate; presentation to, and acceptance of, the Otsego County Peer Review Group; placement of an Otsego County Monument provided by the COUNTY, and a record of the date of completion of specific tasks on a form provided by the COUNTY. The COUNTY will record all Land Corner Recordation Certificates after acceptance by the Otsego County Peer Review Group. COORDINATES shall consist of State Plane Coordinates established in accordance with the requirement of the Office of Land Survey and Remonumentation.

This Contract requires that all survey work be performed in accordance with Act 345 of Public Acts 1990 as amended, being Section 54.261 to 54.279 of the Michigan Compiled Laws, and the County Plan as adopted by the State Survey Commission and to follow any rules set by the State, including Memorandum No. 16. From time to time the Peer Group will outline a specific procedure to recover or replace a Government corner. It is required that these instructions be followed to the best of the Contractor's ability.

8. Indemnification. CONTRACTOR shall indemnify, defend and hold harmless the County its boards, commissioners, officers, employees and agents against all claims of loss, damage and/or injury arising out of the performance of services by CONTRACTOR under this Agreement or that may be sustained in or upon the County owned or leased premises from any actions or omissions of CONTRACTOR. Such indemnification shall survive the termination of this Agreement. By entering this Agreement, neither party waives any immunities granted by law.
9. Insurance. CONTRACTOR, shall at its sole expense, obtain and maintain in full force and effect at all times during the term of this Agreement, the following insurance coverages, in a form acceptable to the County, with responsible insurance companies licensed and admitted to do business in the State of

Michigan. CONTRACTOR shall provide the COUNTY with proof of insurance prior to commencement of this Agreement.

A. General Liability Insurance. General liability insurance with limits of liability not less than \$1,000,000 per occurrence for the protection of the COUNTY and the State of Michigan against all claims, liabilities, obligations, damages, claims, judgments, costs and expenses, damages, and expenses for bodily injury or death, personal injury and/or damage to property that may arise out of CONTRACTOR's negligent act, error or wrongful conduct incident to or arising out of the services provided under this Agreement, or that may be sustained in or upon the COUNTY premises and the State of Michigan (and its agents and employees) from any actions or omissions of CONTRACTOR (or anyone directly or indirectly employed by it).

B. Motor Vehicle Liability. Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including Michigan no-fault coverages.

C. Each insurance policy shall name the County as an Additional Insured and shall contain a provision that the policy cannot be terminated, canceled, or substantially altered without thirty (30) days written notice to the County.

10. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.

11. Termination. This Agreement may be terminated prior to the expiration of its term as follows:

A. By mutual written agreement of the parties; or

B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.

C. Either party may terminate this Agreement, with or without cause, upon 30 days prior written notice to the party.

12. Effect of Termination. In the event of termination of this Agreement pursuant to Section 11, CONTRACTOR will be entitled to the monies provided herein only through date of termination.

13. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

If to the County: John Burt  
Otsego County Administrator  
225 West Main Street, Suite 203  
Gaylord, Michigan 49735

If to: Brand Land Surveying LLC:  
Ronald C. Brand, PS,  
Owner  
533 Greenfield Drive  
Gaylord, Michigan 49735

14. Titles; Headings. Titles and headings are inserted in this Agreement for reference purposes only, and must not be used to interpret the Agreement.

AGREED to this Twenty-Sixth day of February, 2013, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO  
225 W. Main Street  
Gaylord, MI 49735

CONTRACTOR: BRAND LAND  
SURVEYING LLC  
533 Greenfield Drive  
Gaylord, MI 49735

By: \_\_\_\_\_  
Lee F. Olsen, Chair  
Otsego County Commissioner

By: \_\_\_\_\_  
Ronald C. Brand, PS  
Owner

Approved as to Form

Approved as to Form

By: \_\_\_\_\_  
John M. Burt,  
Otsego County Administrator

By: \_\_\_\_\_  
Marlene K. Hopp,  
Otsego County Grant Administrator

**OTSEGO COUNTY 2013 MONUMENTATION/REMONUMENTATION PROGRAM  
AGREEMENT FOR SURVEY/REMONUMENTATION SERVICES**

1. Parties. This agreement made this Twenty-Sixth day of February, 2013, by and between the County of Otsego, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and Wade Trim, Inc., located at 271 W. McCoy Road, Gaylord, Michigan, hereafter CONTRACTOR.
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on the date first above written, and continue until December 31, 2013.
3. Definitions.
  - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
  - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
  - C. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
  - D. County Plan. Means the approved Otsego County Remonumentation Plan.
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT at the applicable rates indicted on the Professional Fee Schedule attached to and made a part hereof, for the total amount not to exceed **Thirteen Thousand Six Hundred Fifty Seven and 00/100 dollars (US \$13,657.00)**. The PROJECT shall be defined as the corners completed (corners to be researched, corners to be monumented or remonumented and corners to have coordinates set) without exceeding the maximum amount.
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when: (a) the Peer Review Group reviews and concurs with the CONTRACTORS Corner Research & Remonumentation according to the Monumentation and Remonumentation Plan For Otsego County; (b) furnishes an original Land Corner Recordation Form, or forms if appropriate to the County Representative; (c) furnish one complete set of documents for each corner monumented, remonumented, researched or coordinate set to the County Representative to be placed in the permanent file maintained at the Register of Deeds Office; (d) the County Representative certifies to the appropriate County official or officer that (a), (b) and (c) have been completed and that such completed work is in accordance with the grant; (e) that the

County will pay the amount owed and due within 30 days of receipt of itemized invoice, approved by the County Representative and by the County Grant Administrator. These (a)-(d) requirements will be completed 45 days prior to end of the Grant Agreement, ending 12/31/2013.

Unless otherwise authorized by the County Grant Administrator, the Contractor's work is to be completed **no later than October 15, 2013**. Said statement shall be in accordance with the schedule of fees and charges outlined in this Contract. If the CONTRACTOR fails to meet this deadline, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen. The Grant Administrator can extend deadlines at his/her discretion.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.
  
7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. CORNERS TO BE RESEARCHED (20 ea.):

T29N, R3W, Otsego Lake Township 20 Corners and 2 Meander Corners  
D-11, E-06, E-07, E-08, E-09, E-10, E-11, E-12, F-07, F-09, F-11  
G-06, G-07, G-08, G-09, G-12, I-11, I-12  
MC-14 (index # 008)  
MC-26 (index # 002)

B. CORNERS TO BE MONUMENTED (20 ea.):

T29N, R3W, Otsego Lake Township 20 Corners and 2 Meander Corners  
D-11, E-06, E-07, E-08, E-09, E-10, E-11, E-12, F-07, F-09, F-11  
G-06, G-07, G-08, G-09, G-12, I-11, I-12  
MC-14 (index # 008)  
MC-26 (index # 002)

C. Project Details. RESEARCH shall consist of a thorough investigation of all available sources and include copies of pertinent supporting documents and data. REMONUMENTATION shall consist of field reconnaissance of existing monumentation and references; any required measurements or calculations; a Land Corner Recordation Certificate; presentation to, and acceptance of, the Otsego County Peer Review Group; placement of an Otsego County Monument provided by the COUNTY, and a record of the date of completion of specific tasks on a form provided by the COUNTY. The COUNTY will record all Land Corner Recordation Certificates after acceptance by the Otsego County Peer Review Group. COORDINATES shall consist of State Plane Coordinates established in accordance with the requirement of the Office of Land Survey and Remonumentation.

This Contract requires that all survey work be performed in accordance with Act 345 of Public Acts 1990 as amended, being Section 54.261 to 54.279 of the Michigan Compiled Laws, and the County Plan as adopted by the State Survey Commission and to follow any rules set by the State, including Memorandum No. 16 From time to time the Peer Group will outline a specific procedure to recover or replace a Government corner. It is required that these instructions be followed to the best of the Contractor's ability.

8. Indemnification. CONTRACTOR shall indemnify, defend and hold harmless the County its boards, commissioners, officers, employees and agents against all claims of loss, damage and/or injury arising out of the performance of services by CONTRACTOR under this Agreement or that may be sustained in or upon the County owned or leased premises from any actions or omissions of CONTRACTOR. Such indemnification shall survive the termination of this Agreement. By entering this Agreement, neither party waives any immunities granted by law.
9. Insurance. CONTRACTOR, shall at its sole expense, obtain and maintain in full force and effect at all times during the term of this Agreement, the following insurance coverages, in a form acceptable to the County, with responsible insurance companies licensed and admitted to do business in the State of Michigan. CONTRACTOR shall provide the COUNTY with proof of insurance prior to commencement of this Agreement.

A. General Liability Insurance. General liability insurance with limits of liability not less than \$1,000,000 per occurrence for the protection of the COUNTY and the State of Michigan against all claims, liabilities, obligations, damages, claims, judgments, costs and expenses, damages, and expenses for bodily injury or death, personal injury and/or damage to property that may arise out of CONTRACTOR's negligent act, error or wrongful conduct incident to or arising out of the services provided under this Agreement, or that may be sustained in or upon the COUNTY premises and the State of Michigan (and its agents and employees) from any actions or omissions of CONTRACTOR (or anyone directly or indirectly employed by it).

B. Motor Vehicle Liability. Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including, Michigan no-fault coverages.

C. Each insurance policy shall name the County as an Additional Insured and shall contain a provision that the policy cannot be terminated, canceled, or substantially altered without thirty (30) days written notice to the County.

10. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.

11. Termination. This Agreement may be terminated prior to the expiration of its term as follows:

A. By mutual written agreement of the parties; or

B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.

C. Either party may terminate this Agreement, with or without cause, upon 30 days prior written notice to the party.

12. Effect of Termination. In the event of termination of this Agreement pursuant to Section 11, CONTRACTOR will be entitled to the monies provided herein only through date of termination.

13. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

If to the County:      John Burt  
                                    Otsego County Administrator  
                                    225 West Main Street, Suite 203  
                                    Gaylord, Michigan 49735

If to Wade Trim:     Brian Sousa, P.S.  
                                    Vice-President  
                                    271 W. McCoy Road  
                                    PO Box 618  
                                    Gaylord, Michigan 49734

14. Titles; Headings. Titles and headings are inserted in this Agreement for reference purposes only, and must not be used to interpret the Agreement.

AGREED to this Twenty-Sixth day of February, 2013, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO  
225 W. Main Street  
Gaylord, MI 49735

CONTRACTOR: WADE-TRIM, INC.  
P.O. Box 618  
Gaylord, MI 49734

By: \_\_\_\_\_  
Lee F. Olsen, Chair  
Otsego County Commissioner

By: \_\_\_\_\_  
Brian Sousa, P.S.  
Vice-President

Approved as to Form

Approved as to Form

By: \_\_\_\_\_  
John M. Burt,  
Otsego County Administrator

By: \_\_\_\_\_  
Marlene K. Hopp,  
Otsego County Grant Administrator

**OTSEGO COUNTY 2013 MONUMENTATION/REMONUMENTATION PROGRAM  
AGREEMENT FOR COUNTY REPRESENTATIVE SERVICES**

1. Parties. This agreement made this Twenty-Sixth day of February, 2013, by and between the County of Otsego, a Michigan Municipal Corporation, of Gaylord, Michigan 49735, hereafter COUNTY, and Ronald C. Brand, PS., located at 533 Greenfield Drive, Gaylord, Michigan, hereafter CONTRACTOR.
  
2. Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement will commence on January 1, 2013, and continue until December 31, 2013.
  
3. Definitions.
  - A. County Grant Administrator. Means a person appointed by the Otsego County Board of Commissioners as the individual responsible for completing and submitting the annual Application for a survey and Monumentation Grant to the State of Michigan, and the administering of the approved annual grant.
  
  - B. County Representative. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws
  
  - C. County Surveyor. Means the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws.
  
  - D. Peer Group. Means not less than three non-associated surveyors appointed by the County Representative. One member of the Peer Group shall be the County Representative, who shall act as chair.
  
4. Compensation. The CONTRACTOR shall perform all work for the PROJECT for the total amount not to exceed **Two Thousand Two Hundred Fifty Eight and 00/100 dollars (US \$2,258.00)**. The PROJECT shall be defined as completion of all duties listed in Section 7, Services to be Provided by CONTRACTOR.
  
5. Payment of Compensation. The OWNER will pay the CONTRACTOR for the work when the required work listed in Section 7, Services to be Provided by CONTRACTOR, is completed by the CONTRACTOR.

If the CONTRACTOR fails to meet the deadlines contained within this contract, payment may be withheld at the option of the County Grant Administrator. In the event that the CONTRACTOR fails to meet the deadlines specified within this contract by at least fourteen days, there will be a reduction of \$50.00 per day from the Compensation total beginning on day fifteen.

Payment for partial completion of contracts shall be allowed at the discretion of the Grant Administrator. Requests for payment for partial completion of contract will not be routinely approved in order to encourage timely performance of the contract.

6. Subcontracting. Nothing contained in this contract shall prevent CONTRACTOR from employing such independent professional associates as CONTRACTOR to assist in the performance of services hereunder. The CONTRACTOR is an independent contractor. In such regard, any and all officers, employees, servants and agents of the contractor shall be deemed employees, servants and agents of the CONTRACTOR and not that of the COUNTY.

7. Services to be Provided by CONTRACTOR. In consideration of the compensation to be paid by the COUNTY, CONTRACTOR shall perform the following services:

A. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act. Peer Group meetings shall be scheduled as to allow for all assigned Remonumentation corners, other than corners tabled until the following grant cycle, to be reviewed and ratified by October 1, 2013.

B. Evaluation of all completed Land Corner Recordation Certificate(s). Such work to be completed by October 30, 2013.

C. Creating and maintaining a filing system for each corner, which contains all survey information compiled.

D. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to the following:

1. A general work-progress report for all current awarded contracts, by October 1, 2013.

2. For the current-year projects, a description of the work area completed, and the work remaining to be completed. Such completion report will be completed by November 15, 2013.

3. The Work Program for the following year. Such Work Program will be completed by November 30, 2013. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented and coordinates set within the next contract year; (b) the area where the Public Land Surveyor corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and

vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.

The County Representative will consult with and obtain the consent of the Grant Administrator when drafting the Work Program and Remonumentation Grant Application for the following year.

- E. Any other duties contained in the Monumentation and Remonumentation Plan for Otsego County, Michigan or those contained in Act 345, of the Public Acts of 1990, the State Survey and Remonumentation Act, being Sections 54.261 to 54.279 of the Michigan Compiled Laws and to follow any rules set by the State, including Memorandum No. 16.
8. Motor Vehicle Liability Insurance. Proof of Motor vehicle liability insurance of \$1,000,000 per occurrence and aggregate, including Michigan no-fault coverages.
9. Sufficiency of Performance. Strict performance of the terms of this Agreement is necessary, and even substantial performance in good faith and without willful failure will not be deemed sufficient performance. Strict performance will be deemed the essence of this Agreement. In the event of CONTRACTOR's failure to timely perform the services under this Agreement, the COUNTY may, upon notice to CONTRACTOR, seek alternative means of obtaining the services.
10. Termination. This Agreement may be terminated prior to the expiration of its term as follows:
- A. By mutual written agreement of the parties; or
- B. In the event of default or breach of this Agreement by either party, the other party may terminate this contract immediately.
11. Effect of Termination. In the event of termination of this Agreement pursuant to Section 10, CONTRACTOR will be entitled to the monies provided herein only through date of termination.
12. Notices. All required notices must be in writing and will be considered given when delivered (1) personally, or (2) by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

If to the County:      John Burt  
                                    Otsego County Administrator  
                                    225 West Main Street, Suite 203  
                                    Gaylord, Michigan 49735

If to:                         Ronald C. Brand, PS  
                                    533 Greenfield Drive  
                                    Gaylord, Michigan 49735

13. Titles; Headings. Titles and headings are inserted in this Agreement for reference purposes only, and must not be used to interpret the Agreement.

AGREED to this Twenty-Sixth day of February, 2013, at Gaylord, Michigan.

OWNER: COUNTY OF OTSEGO  
225 W. Main Street  
Gaylord, MI 49735

CONTRACTOR: Ronald C. Brand, PS  
533 Greenfield Drive  
Gaylord, MI 49735

By: \_\_\_\_\_  
John M. Burt  
Otsego County Administrator

By: \_\_\_\_\_  
Ronald C. Brand, PS  
Otsego County Surveyor

Approved as to Form

Approved as to Form

Consent Agenda

D. Transportation & Airport Recommendation

1. OCR 2013-02 Bus Financing Request

The resolution is submitted with the Bus System's application for State and Federal grants available for operation of the System. The resolution is a requirement of State of Michigan Public Act 51 of 1951.

**OCR 13-02**  
**INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL YEAR 2014**  
**UNDER ACT 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED.**

Otsego County Board of Commissioners  
February 26th, 2013

**WHEREAS**, Pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for **OTSEGO COUNTY BUS SYSTEM (OTSEGO COUNTY)**, (hereby known as **THE APPLICANT**) established under Act 94, to provide a local transportation program for the state fiscal year of 2014 and, therefore, apply for state financial assistance under provisions of Act 51; and

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

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

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

**WHEREAS**, **THE APPLICANT**, has reviewed and approved the proposed balanced (surplus) budget, and funding sources of estimated federal funds \$278,400.00, estimated state funds \$669,726.00, estimated local funds \$300,000.00, estimated farebox \$130,000.00, estimated other funds \$ 356,617.00 with total estimated expenses of \$1,740,00.00 , now, therefore, be it

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

**RESOLVED**, that the Otsego County Board of Commissioners hereby appoints Theron D. Higgins as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation commission or department for its administration of Act 51 for FY2014.

Consent Agenda

E. Budget & Finance Committee Recommendations

1. FY 2012 Budget Amendments

1. FY 2012 Budget Amendments

These are required to make the end of the year adjustments to account for the final expenses of 2012. All of the amendments are within the same department with the exception of \$145 being transferred from General Fund Contingency to Cooperative Extension, and \$10,615 from General Fund Contingency to the Medical Examiner's budget.

01/21/2013

REVENUE AND EXPENDITURE REPORT FOR OTSEGO COUNTY  
PERIOD ENDING 12/31/2012

GL NUMBER	DESCRIPTION	2012		AVAILABLE BALANCE	PROPOSED AMENDMENT
		AMENDED BUDGET	END BALANCE 12/31/2012		
<b>Fund 101 - GENERAL FUND</b>					
<i>2012 Budget Amendments - General Fd.</i>					
<b>Dept 215-COUNTY CLERK/ROD</b>					
101-215-703.030	REGULAR - HOURLY	89,062.00	89,907.55	(845.55)	846.00
101-215-704.110	HOSPITALIZATION	26,434.00	24,211.92	2,222.08	(846.00)
<b>Dept 257-EQUALIZATION</b>					
101-257-703.030	REGULAR - HOURLY	81,702.00	82,293.26	(591.26)	592.00
101-257-704.300	RETIREMENT CONTRIBUTIC	23,743.00	25,005.95	(1,262.95)	1,263.00
101-257-704.110	HOSPITALIZATION	23,243.00	21,993.45	1,249.55	(1,249.00)
101-257-704.140	LIFE AND DISABILITY	2089.00	1737.37	351.63	(351.00)
101-257-704.400	EDUCATION AND TRAINING	1,200.00	844.40	355.60	(255.00)
<b>Dept 261-COOPERATIVE EXTENSION</b>					
101-261-703.060	PART-TIME/TEMPORARY	14,706.00	14,762.17	(56.17)	57.00
101-261-704.200	SOCIAL SEC CONTRIBUTION	1,125.00	1,129.31	(4.31)	5.00
101-261-704.600	WORKERS COMPENSATION	49.00	49.89	(0.89)	1.00
101-261-726.000	SUPPLIES - GENERAL	393.00	474.64	(81.64)	82.00
101-941-999.990	CONTINGENCY	14,379.00	0.00	14,379.00	(145.00)
<b>Dept 267-PROSECUTOR</b>					
101-267-704.300	RETIREMENT CONTRIBUTIC	26,137.00	27,578.29	(1,441.29)	1,442.00
101-267-703.010	DIRECTOR SALARY	92,094.00	89,790.76	2,303.24	(1,442.00)
<b>Dept 301-SHERIFF</b>					
101-301-703.030	REGULAR - HOURLY	260,699.00	270,516.21	(9,817.21)	9,818.00
101-301-704.200	SOCIAL SEC CONTRIBUTION	28,344.00	29,137.87	(793.87)	794.00
101-301-704.300	RETIREMENT CONTRIBUTIC	101,770.00	107,906.40	(6,136.40)	6,137.00
101-301-703.070	OVERTIME	11,284.00	7,798.89	3,485.11	(3,485.00)
101-301-704.800	SICK PAY BUYOUT	6580	2639.03	3940.97	(3,940.00)
101-301-607.170	FEE-NOTORY BOND FILING	1,000.00	2,625.00	1,625.00	(1,625.00)
101-301-476-010	LIQUOR LICENSE FEES	7,500.00	9,214.15	1,714.15	(1,105.00)
101-351-704.110	HOSPITALIZATION	130,463.00	127,047.21	3,415.79	
101-351-703.070	OVERTIME	38,500.00	34,326.85	4,173.15	
101-351-704.800	SICK PAY BUYOUT	4,444.00	2,828.50	1,615.50	
<b>Dept 302-SHERIFF - CIVIL DIVISION</b>					
101-302-703.060	PART-TIME/TEMPORARY	20,954.00	22,086.19	(1,132.19)	1,133.00
101-302-704.600	WORKERS COMP	1,114.00	356.17	757.83	(757.00)
101-302-920.400	REPAIRS AND MAINTENAN	1,100.00	1,004.43	95.57	(95.00)

		2012			
GL NUMBER	DESCRIPTION	AMENDED BUDGET	END BALANCE 12/31/2012	AVAILABLE BALANCE	PROPOSED AMENDMENT
101-302-726.050	MAINTENANCE SUPPLIES	475.00	386.64	88.36	(88.00)
101-302-726.046	UNIFORM SUPPLIES	400.00	358.86	41.14	(41.00)
101-302-726.000	SUPPLIES	705.00	676.72	28.28	(28.00)
101-302-930.450	SHIPPING AND MAILING	370.00	289.81	80.19	(80.00)
101-302-930.600	MEMBERSHIP AND DUES	50.00	0.00	50.00	(44.00)

Dept 334-SECONDARY ROAD PATROL					
101-334-703.030	REGULAR - HOURLY	34,063.00	34,801.08	(738.08)	739.00
101-351-703.070	OVERTIME	38,500.00	34,326.85	4,173.15	

Dept 351-JAIL					
101-351-703.030	REGULAR - HOURLY	396,565.00	399,284.46	(2,719.46)	2,720.00
101-351-703.050	LONGEVITY	850.00	0.00	850.00	(850.00)
101-351-703.070	OVERTIME	38,500.00	34,326.85	4,173.15	

Dept 648-MEDICAL EXAMINER					
101-648-801.020	PROFESSIONAL	35,000.00	37,512.50	(2,512.50)	2,513.00
101-648-930.460	TRANSPORTING	23,000.00	23,278.13	(278.13)	279.00
101-648-930.660	GASOLINE	970.00	1,022.17	(52.17)	53.00
101-648-726.000	SUPPLIES	2,500.00	1,928.82	571.18	(550.00)
101-648-930.210	TELEPHONE	1,240.00	1,136.49	103.51	(100.00)
101-648-930.500	TRAVEL	780.00	0.00	780.00	(780.00)
101-648-930.920	AUTOPSIES	34,000.00	32,692.20	1,307.80	(300.00)
101-941-999-990	CONTINGENCY	14,379.00	0.00	14,379.00	(1,115.00)

9200  
(10,615)

Dept 721-PLANNING / ZONING					
101-721-703.010	DIRECTOR SALARY	31,965.00	32,849.17	(884.17)	885.00
101-721-703.040	PER DIEM	5,080.00	3,280.00	1,800.00	(885.00)

01/24/2013

REVENUE AND EXPENDITURE REPORT FOR OTSEGO COUNTY  
 PERIOD ENDING 12/31/2012

*2012 BUDGET AMENDS - Other Fds.*

GL NUMBER	DESCRIPTION	2012			
		AMENDED BUDGET	END BALANCE 12/31/2012	AVAILABLE BALANCE	PROPOSED AMENDMENT
<b>Fund 249 - BUILDING INSPECTION FUND</b>					
249-371-703.010	REG EMP - DEPT DIR/COMM	31,965.00	32,848.51	(883.51)	884.00
249-371-703.030	REGULAR - HOURLY	37,413.00	38,116.71	(703.71)	704.00
249-371-801.027	PROFESSIONAL-PLUMBING IN:	35,120.00	27,040.00	8,080.00	(1,588.00)
<b>Fund 261 - 911 SERVICE FUND</b>					
261-427-703.030	REGULAR - HOURLY	193,108.00	196,779.21	(3,671.21)	3,672.00
261-427-704.200	SOCIAL SEC CONTRIBUTIONS	16,180.00	17,692.42	(1,512.42)	1,513.00
261-427-703.010	REG EMP - DEPT DIR/COMM	28,355.00	24,345.07	4,009.93	(4,009.00)
261-427-703.050	LONGEVITY	340.00	0.00	340.00	(340.00)
261-427-704.110	HOSPITALIZATION	59,339.00	58,920.62	418.38	(418.00)
261-427-704.400	EDUCATION AND TRAINING	4,763.00	3,886.58	876.42	(418.00)
<b>Fund 516 - DELINQUENT TAX REVOLVING</b>					
516-253-703.030	REGULAR - HOURLY	22,108.00	23,810.45	(1,702.45)	1,703.00
516-253-920.410	SERVICE CONTRACTS	89,000.00	86,447.60	2,552.40	(1,703.00)
<b>Fund 617 - TAX FORECLOSURE FUND</b>					
617-253-703.030	REGULAR - HOURLY	22,108.00	24,016.15	(1,908.15)	1,909.00
617-253-930.300	ADVERTISING	3,800.00	1,825.99	1,974.01	(1,909.00)









2. FY 2013 Budget Amendments

- a. Various: This is for additional allocation in the Administration Services Fund to account for changes since the original adoption of the FY 2013 budget.
- b. Various: This is to reflect the budget amendments needed as part of a previously approved renovations project including 1068 Cross Street and 1322 Hayes Road. The amounts match the original approved amount.
- c. Administrative Services Fund: This is to reflect updates to the Administrative Services Fund payroll line items per contract approved January 22, 2013.
- d. Groen Nature Preserve Operating Fund: This is to set up the Groen Nature Preserve Budget. 100% of the funding comes from the Groen Foundation Board. Timing of approval of funds by the Groen Foundation Board required the budget to be incorporated after the original adoption of the FY 2013 budget.
- e. 215-141: This is to reflect an addition of a part-time employee for the Friend of the Courts office. \$10,020 of the funding comes from a new grant while the remaining funds come from savings realized due to the retirement of a court security employee.



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*Page 1 of 2*

**FUND/DEPARTMENT: various**

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    Add in admin alloc to funds 2013**

Account Number	Decrease	Increase
249-050-400.001 Budgeted Use of Fund Balance	\$	\$5,351
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
205-301-940.000 Inside Purchased Services	\$	\$149
205-941-999.990 Contribution to Fund Balance	\$149	\$
212-430-940.000 Inside Purchased Services	\$13,110	\$
212-941-999.990 Contribution to Fund Balance	\$	\$13,110
249-371-940.000 Inside Purchased Services	\$5,351	\$
	\$	\$
<b>Total</b>	\$	\$

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

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

<b>Finance Department</b>
Entered:
By:

Board Approval Date (if necessary) 2/29/13      Budget Adjustment # \_\_\_\_\_      Posting Number \_\_\_\_\_



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*Page 2 of 2*

**FUND/DEPARTMENT: various**

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    Add in admin alloc to funds 2013**

Account Number	Decrease	Increase
281-050-400.001 Budgeted Use of Fund Balance	\$	\$8,011
516-050-400.001 Budgeted Use of Fund Balance	\$	\$4,829
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
261-427-940.000 Inside Purchased Services	\$14,963	\$
261-427-969.000 Contribution to Fund Balance	\$	\$14,963
281-537-940.000 Inside Purchased Services	\$8,011	\$
516-253-940.000 Inside Purchased Services	\$4,829	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

<b>Finance Department</b>
Entered:
By:

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

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

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





**OTSEGO COUNTY  
BUDGET AMENDMENT**

*Page 2 of 2*

**FUND/DEPARTMENT:various**

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**   *Cross Street / AT&T Building Renovations - 2013*

Account Number	Decrease	Increase
499-050-699.030 Transfers In	\$	\$317,000
499-050-400.001 Budgeted Use of Fund Balance	\$	\$17,610
516-050-400.001 Budgeted Use of Fund Balance	\$	\$68,000
245-050-400.001 Budgeted Use of Fund Balance	\$	\$179,000
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
516-999-999.000 Transfer Out	\$68,000	\$
245-999-999.000 Transfer Out	\$179,000	\$
249-371-999.000 Transfer Out	\$70,000	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

<b>Finance Department</b>
Entered:
By:

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

\_\_\_\_\_  
Date

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

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

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



## OTSEGO COUNTY BUDGET AMENDMENT

### FUND/DEPARTMENT: Administrative Services 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)

**REVENUE    2013 payroll updates per contract, approved 1/22/13**

Account Number	Decrease	Increase
645-050-400.001 Budgeted Use of Fund Balance	\$	\$12,145
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$12,145</b>

**EXPENDITURE**

Account Number	Increase	Decrease
645-172-703.010 Director Salary	\$8,000	\$
645-172-704.200 Payroll Taxes	\$3,541	\$
645-172-704.300 Retirement	\$604	\$
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	<b>\$12,145</b>	<b>\$</b>

Department Head Signature \_\_\_\_\_

Date \_\_\_\_\_

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

Date \_\_\_\_\_

2/26/13

<b>Finance Department</b>
Entered: _____
By: _____

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

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

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



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*P. 1 of 3*

**FUND/DEPARTMENT: Groen Nature Preserve Operating 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)

**REVENUE    To enter finalized Groen Operating Fund Budget for 2013**

Account Number	Decrease	Increase
209-050-674.000 Contributions	\$	\$26,896
-                    -	\$	\$
-                    -	\$	\$
-                    -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
209-751-703.070 Overtime	\$1,000	\$
209-751-704.600 Workers Compensation	\$	\$784
209-751-726.000 Supplies	\$ 2,500	\$
209-751-726.000PKS Supplies-Parks	\$5,000	\$
209-751-726.025 Supplies-Janitorial	\$1,000	\$
209-751-726.046 Supplies-Uniform	\$500	\$
<b>Total</b>	\$	\$

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

<b>Finance Department</b>
Entered:
By:

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

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

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



**OTSEGO COUNTY  
BUDGET AMENDMENT**

*P. 2 of 3*

**FUND/DEPARTMENT: Groen Nature Preserve Operating 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)

**REVENUE**    To enter finalized Groen Operating Fund Budget for 2013

Account Number	Decrease	Increase
	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
209-751-726.050 Repair and Maint Supplies	\$3,000	\$
209-751-930.300 Advertising	\$1,000	\$
209-751-930.450 Shipping and Mailing	\$150	\$
209-751-930.500 Travel	\$1,000	\$
209-751-930.620 Electricity	\$1,200	\$
209-751-930.660 Gasoline	\$4,000	\$
<b>Total</b>	\$	\$

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

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

<b>Finance Department</b>
Entered:
By:

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





## OTSEGO COUNTY BUDGET AMENDMENT

**FUND/DEPARTMENT: 215-141**

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**   FOC part-time employee - Grant-funded portion.

Account Number	Decrease	Increase
215 - 085 - 501.000 (Federal Grants)	\$	\$ 10,020.
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

**EXPENDITURE**

Account Number	Increase	Decrease
215 - 141 - 703.060 (Part-time)	\$ 9,046.00	\$
215 - 141 - 704.200 (Social Sec)	\$ 692.00	\$
215 - 141 - 704.500 ( Unemployment)	\$ 256.00	\$
215 - 141 - 704.600 (Worker Comp)	\$ 26.00	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	<b>\$ 10,020.00</b>	<b>\$ 10,020.00</b>

Tracy A. Cruz  
Department Head Signature

02/05/13  
Date

<b>Finance Department</b>
Entered:
By:

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

\_\_\_\_\_  
Date

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

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

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





**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT: 215-141/101-131**

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
215 - 141 - 704.200 (Social Sec)	\$ 389.00	\$
215 - 141 - 704.500 (Unemployment)	\$ 144.00	\$
215 - 141 - 704.600 (Workers Comp)	\$ 15.00	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	<b>\$ 11,274.00</b>	<b>\$ 11,274.00</b>

Tracy S. Cruz  
Department Head Signature

02/05/13  
Date

<b>Finance Department</b>	
Entered:	
By:	

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

\_\_\_\_\_  
Date

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

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

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

# Gaylord Regional Airport Year in Review 2012

## ➤ Community Relations

- **Business After Hours.** In January we hosted the Chamber of Commerce “Business after Hours” event. This opportunity for business professionals and community leaders to get together in a social atmosphere usually hosts between 80 and 100 people. The Airport welcomed 162 attendees.
- **Pilots Breakfast.** In January we hosted our first annual pilots breakfast. Attended by 20+ local and visiting pilots who were treated free to all the breakfast fixings like eggs, sausage and pancakes. The impromptu event was a great success and will be repeated in 2013.
- **St Patrick’s Day Parade.** In March the Airport fielded a float for the first time in the annual Gaylord St Patrick’s Day Parade through downtown streets.
- **Kids Bike Rodeo.** The Gaylord Kiwanis Club held, for the second year in a row, the Kiwanis Bike Rodeo to help teach young kids about bike riding safety. Local law enforcement was on hand to register bikes and free bike helmets were given out to children. The Airport has become a great location for this event with a large area for the bike ride traffic road course and a large hangar to move the event indoors if the weather turns bad.
- **A Plane in Town.** For the third year in a row the Airport towed under the cover of morning darkness, a twin engine aircraft to a secret location in the Gaylord community. The “Where’s Waldo” game co-sponsored with Radio 101.5. As people find the plane they are rewarded with free t-shirts and airshow tickets. In 2012 the aircraft was in the Hampton Inn parking lot. This follows its appearance at the downtown Gaylord pavilion in 2010 and at Meijer’s store in 2011.
- **Invasion Military Parade.** The Friday before the airshow the Airport organized along with local law enforcement a parade of military vehicles through downtown Gaylord.
- **Airshow.** Wings over Gaylord’s third installment since securing its acrobatic licenses in 2010 was the most successful financially by paying for itself and securing several thousands of dollars for the next airshow. Over 18 acres of parking lot was filled and the event hosted for the first time the Canadian military’s skydiving team the “Skyhawks” a flying comedy act and the return of attendee favorites like the Yankee Air Force the Aero Stars and others. The show also saw the return of 99% of all previous sponsors at same or higher support levels.
- **Hangar Party’s.** Along with the airshow was the return of the Friday and Saturday Night Hangar Party with the EAA hosting Big Band Night and the Kiwanis Club hosting Classic Rock Night.
- **Fly-In & Young Eagles.** In September the Airport, the Experimental Aircraft Association (EAA) and local pilots held its annual event to foster the dreams of aviation in youth and help build the next generation of pilots. The event also hosted a pancake breakfast.
- **Turkey Trot.** In November the Airport hosted the second annual Turkey Trot marathon to help support the Friendship Housing Center. Over 244 participants ran in the 2012 Turkey Trot and made the Friendship Housing Center over \$6,000 for those in our community in need.
- **Santa Parade.** For the first time the Airport entered a float into the Downtown Gaylord Christmas Santa Parade and the Airports entry won the ribbon for “Most Festive”!

## ➤ Airport Enhancement

- **Additional Courtesy Car.** The Airport received a donation of an additional courtesy car for pilot use when flying into Gaylord bringing our loaner car fleet to (3) cars. Of all the critiques we receive, the availability of cars at the airport for pilots to use is the item that is most appreciated.
- **New Logo.** The Airport adopted a new logo which better depicts the identity of the facility. The new logo is simpler and cheaper to reproduce but also expresses the Airports larger capability.
- **Airport Sign.** The County constructed a new airport sign on the corner of Van Tyle and Dickerson roads. The sign is a mix of stone for the natural beauty and resort feel of our community. In addition to steel for the modern aviation capabilities of our facility. The sign also incorporates an advertisement portion which highlights Airport businesses and can advertise coming events. Cost associated with lighting the sign in 2013 is being reviewed.
- **Old T-Hangars.** The County demolished the old, unsafe, dilapidated T-Hangars removing the last remaining structural eyesore on the Airport and making way for new building planning.

## ➤ Economic Development

- **Planning/Feasibility Study.** The Airport Advisory sub-committee with approval from the Advisory Committee moved forward into Phase II with Explorer Solutions on a plan that has the greatest potential to grow the Airport and to generate new business and employment as a result. Explorer Solutions has a three phase approach which identifies a niche project and develops it at your Airport to generate business and jobs for the community. Our project is looking at utilizing Gaylord's central location and manufacturing capacity both locally and regionally.
- **Consultant Selection Process.** The Airport Advisory was formed the subcommittee to tackle the task of consultant selection. The Advisory had originally formed a committee to accomplish this task but wanted to wait till existing projects with our present firm were completed for the sake of continuity in the event a different company was in the end selected. Completion of the process is hoped to be as early as late March 2013.

## ➤ Financial Management

- **Gaylord ARFF Contract.** Mr. Burt successfully negotiated for the Airport a new three year contract with our Gaylord ARFF saving the Airport several thousands of dollars annually with no reduction of service or employees working at the Airport.
- **Billing Restriction.** 2012 showed the start of pay as you go billing for customers. Many Airports have ended the practice of "running tabs" for customers due to the amount of fuel used without funds to support new purchasing. At one point in 2011 the Airport carried thousands of dollars of fuel on credit. Not having that revenue in its account limited the Airports ability to pay bills.
- **Fuel Sales.** The Airport has worked closely with the County's Finance Director and the 2012 finance reports show continued significant gains in fuel profit. The combination of increased fuel sales and finite spending has made 2012 the first year in many that the facility has operated without extra help from the County's General Fund.

## ➤ Identify and Safeguard Improvements

- **DEQ.** The Airport completed implementation of new in-ground fuel tank requirements well before the DEQ's January 2013 deadline . Many Airports have not yet started or are not even sure how to meet this new requirement. As a result many Airports are currently in violation.
- **Lightning Strike.** After a Catastrophic lighting strike damaged or destroyed a large segment of the Airports runway, taxi and informational lighting the Airport with its insurance company repaired and replaced most of the old existing lighting system. The severity of the strike was compounded by old underground wiring with numerous splices. Water damage and corrosion was found throughout many portions of the project. Total cost was over \$114K of which the insurance company paid most of the costs.
- **MDOT Inspection.** In September MDOT Aero conducted a no notice day and night inspection of the Gaylord Regional Airport which resulted in the best evaluation on record for the facility to date. Rounding out improvements are the numerous replacement of parts for Airport vehicles, mechanical fixes, gaskets, hoses, lights both vehicle and runway in addition to compliance surveys and inspections by the DEQ, FAA, MDOT, NOAA, AVFUEL and several other Federal agencies.

## ➤ Land Use Planning

- **SRE Building.** With the completion of the Snow Removal Equipment (SRE) building ARFF will move out of the heated hangar next to the terminal. As a result we will be in compliance and eligible to use entitlement money and/or discretionary money when needed for new snow removal equipment to replace our aging fleet of vehicles. The now un-tasked hangar will again be freed to make GLR revenue by accommodating the winter demand of aircraft for heated overnight hangars.
- **Private Hangar Build.** A New private build 80X80 box hangar was constructed moving the Airport ramp westward. The larger parking ramp extension is in the Airports 5 year CIP and ALP. West of the new hangar the County built an additional ramp lighting pole for safety and security which will become operational with the completion of the SRE building next month.
- **Exhibit A.** The Airport has identified a reassessment in 2013 of the Airports "Exhibit A" in its CIP to determine legal boundaries, Instrument Approach Minimums and need for additional tree clearing or terrain alteration if necessary in accordance with Terminal Instrument procedure or TERPS.

## ➤ Pilot and Community Education and Awareness

- **Outreach.** In 2012 we gave briefings about the Airport to numerous organizations to include Rotary, Kiwanis, VFW, Township Association, and several other community and government agencies. We have advertised on TV, Radio, newspapers, web and social media. Traverse Lake Aviation has advertised on Dickerson Road offering pilot training. In addition all Airport websites have been updated to include information offering pilot training at GLR.
- **Conference Rooms.** Our conference rooms continue to be a sought after commodity by many groups and organizations. We average one or two of our conference rooms reserved each day of the year.





# Gateway to Gaylord - Phase VIII and Final Phase

## Cost Projection Detail

Vendor	Item	Quantity	Unit Cost	Cost
<b>Trees</b>				
Northern Tree	Autume Blaze Maples 10'-12'	20	\$125.00	\$2,500.00
	Mixed spruce 14'-20' Transplanting	20	\$125.00	\$2,500.00
Hardy Farms	Mixed spruce 6'-10'	25	\$ 160.00	\$ 4,000.00
<b>Sub-total</b>				<b>\$ 9,000.00</b>

## Irrigation

<b>Knopf Irrigation</b>				
	Rolls of drip pipe	3	\$ 51.40	\$ 154.20
	1" Poly (feet)	600	\$ 0.40	\$ 240.00
	1/2" swing pipe rolls	1	\$ 38.00	\$ 38.00
	Saddles	20	\$ 2.80	\$ 56.00
	1" manual valves	2	\$ 13.56	\$ 27.12
	Rain Bird Heads	2	\$ 19.50	\$ 39.00
	6" Round valve buckets	2	\$ 4.68	\$ 9.36
	Fittings and clamps	1	\$ 35.00	\$ 35.00
	Labor	0	\$ -	\$ 300.00
	Blow-out irrigation	0	\$ 0.00	\$ 140.00
<b>Sub-total</b>				<b>\$ 1,038.68</b>
<b>Total</b>				<b>\$ 10,038.68</b>

## Funding Sources

Otsego Wildlife Legacy Society (OWLS)	\$3,000.00
Rotary Internatl Added	\$3,000.00
Otsego County	\$3,000.00
DTE	\$3,000.00
<b>Total available</b>	<b>\$12,000.00</b>

## Three Year Maintenance Plan (2014-2016) (Extension of current pla.)

<b>Spring</b>	
	Refresh mulch
	Prune
	Repair and start irrigation
<b>Summer (twice)</b>	
	Prune
	Mow
<b>Fall</b>	
	Blow out irrigation

Work performed by OWLS and Rotary International and funded by a shared annual contribution of \$1,500.

Committee Reports

A. Budget & Finance Committee

2. Bid 2013-02 Recycling

Bids were received on February 15 for hauling and recycling of recyclable materials as part of the county's upcoming countywide recycling drop-off program. The following valid bids were received:

A. American Waste

American Waste provides single-stream recycling

Year 1 Capped Amount: \$215,000

Year 2 Capped Amount: \$230,000

Year 3 Capped Amount: \$245,000

B. Emmet County

Emmet County provides dual-stream recycling

Year 1 Capped Amount: \$111,000

Year 2 Capped Amount: \$123,000

Year 3 Capped Amount: \$137,000

**BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- JANUARY 31, 2013**

	<u>GENERAL FUND</u>	<u>PUBLIC IMPROVEMENT</u>	<u>BUDGET STABILIZATION</u>	<u>LEGAL DEFENSE</u>	<u>EQUIPMENT FUND</u>
<b>ASSETS</b>					
CASH	962,724.39	451,814.66	1,365,682.73	81,639.96	80,998.72
INVESTMENTS	1,245,857.84	300,000.00	-	-	-
IMPREST CASH	10,815.00	-	-	-	-
TAXES RECEIVABLE	17,996.08	-	-	-	-
ACCOUNTS RECEIVABLE	-	179,000.00	-	-	-
DUE FROM STATE	-	-	-	-	-
DUE FROM OTHER FUNDS	-	235,831.43	10,000.00	-	503.80
LONG TERM ADV TO OTHER FDS	-	82,228.18	-	-	-
LONG TERM ADV TO EMS	-	448,105.14	-	-	-
POSTAGE INVENTORY	2,535.13	-	-	-	-
SUPPLIES INVENTORY	14,533.13	-	-	-	-
PREPAID EXPENSE	9,439.00	-	-	-	-
<b>TOTAL ASSETS</b>	<u>2,263,900.57</u>	<u>1,696,979.41</u>	<u>1,375,682.73</u>	<u>81,639.96</u>	<u>81,502.52</u>
<b>LIABILITIES</b>					
ACCOUNTS PAYABLE	62,529.70	-	-	4,452.00	-
ACCRUED WAGES PAYABLE	-	-	-	-	-
DUE TO OTHER FUNDS	1,070,295.77	-	-	-	-
DEFERRED REVENUE	331,580.08	-	-	-	-
<b>TOTAL LIABILITIES</b>	<u>1,464,405.55</u>	<u>-</u>	<u>-</u>	<u>4,452.00</u>	<u>-</u>
<b>FUND BALANCE</b>					
NONSPENDABLE/ASSIGNED/RESTRICTED	50,753.09	-	-	-	-
UNASSIGNED	748,741.93	1,696,979.41	1,375,682.73	77,187.96	81,502.52
<b>TOTAL FUND BALANCE</b>	<u>799,495.02</u>	<u>1,696,979.41</u>	<u>1,375,682.73</u>	<u>77,187.96</u>	<u>81,502.52</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>2,263,900.57</u>	<u>1,696,979.41</u>	<u>1,375,682.73</u>	<u>81,639.96</u>	<u>81,502.52</u>

Information on these pages is intended for mangement purposes only.

The information is unaudited and is prepared using the modified cash basis of accounting.

Fund balance totals may differ from the budget report by a few cents; difference is due to rounding.

**BALANCE SHEET -- BOARD DISCRETIONARY FUNDS -- JANUARY 31, 2013**

	<u>REVENUE SHARING</u>	<u>CAPITAL PROJECTS</u>	<u>DEBT SERVICE</u>	<u>HEALTH CARE</u>
<b>ASSETS</b>				
CASH	28,398.01	355,039.92	143,218.42	417,211.17
RESERVED CASH	-	112,610.00	-	-
INVESTMENTS	-	-	-	-
IMPREST CASH	-	-	-	2,000.00
TAXES RECEIVABLE	-	-	-	-
ACCOUNTS RECEIVABLE	-	-	298.07	3,981.78
DUE FROM STATE	-	-	-	-
DUE FROM OTHER FUNDS	1,070,295.77	12,000.00	-	-
LONG TERM ADV TO OTHER FDS	-	-	-	-
LONG TERM ADV TO EMS	-	-	-	-
POSTAGE INVENTORY	-	-	-	-
SUPPLIES INVENTORY	-	-	-	-
PREPAID EXPENSE	-	-	-	50,650.82
<b>TOTAL ASSETS</b>	<u>1,098,693.78</u>	<u>479,649.92</u>	<u>143,516.49</u>	<u>473,843.77</u>
<b>LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	-	-
ACCRUED WAGES PAYABLE	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-
DEFERRED REVENUE	-	-	-	-
<b>TOTAL LIABILITIES</b>	-	-	-	-
<b>FUND BALANCE</b>				
NONSPENDABLE/ASSIGNED/RESTRICTED	-	-	-	-
UNASSIGNED	1,098,693.78	479,649.92	143,516.49	473,843.77
<b>TOTAL FUND BALANCE</b>	<u>1,098,693.78</u>	<u>479,649.92</u>	<u>143,516.49</u>	<u>473,843.77</u>
<b>TOTAL LIABS &amp; FUND BALANCE</b>	<u>1,098,693.78</u>	<u>479,649.92</u>	<u>143,516.49</u>	<u>473,843.77</u>

**OTSEGO COUNTY - BOARD DISCRETIONARY FUNDS (EXCLUDING COMPONENT UNITS)**

**BUDGET REPORT**

**YEAR TO DATE THROUGH JANUARY 31, 2013**

GL NUMBER	BALANCE 01/31/2012	2013 AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 101 - GENERAL FUND</b>					
<b>Revenues</b>					
010-PROPERTY TAXES	16,674.55	4,491,694.00	12,860.57	4,478,833.43	0.29
015-STATE UNRESTRICTED REVENUE	0.00	197,238.00	0.00	197,238.00	0.00
025-INTEREST EARNINGS	5,257.42	80,000.00	1,892.00	78,108.00	2.37
030-OTHER REVENUE	2,045.00	381,584.00	0.00	381,584.00	0.00
050-SPECIAL ITEMS/TRANSFERS	477,190.00	482,552.00	0.00	482,552.00	0.00
080-COURT FINES AND COSTS	0.00	0.00	0.00	0.00	0.00
085-FRIEND OF THE COURT	0.00	0.00	0.00	0.00	0.00
130-46TH CIRCUIT TRIAL COURT	0.00	0.00	0.00	0.00	0.00
131-CIRCUIT COURT	4,628.40	223,100.00	37,976.24	185,123.76	17.02
132-LEIN FEES	0.00	11,500.00	0.00	11,500.00	0.00
133-DRUG COURT GRANT	(30,230.30)	136,918.00	15,922.50	120,995.50	11.63
134-RDSS TRANSPORT GRANT	(1,048.97)	20,000.00	1,575.01	18,424.99	7.88
135-MENTAL HEALTH GRANT	0.00	0.00	0.00	0.00	0.00
136-DISTRICT COURT	28,412.20	450,439.00	42,488.87	407,950.13	9.43
141-FRIEND OF THE COURT	(17,771.28)	0.00	45,713.38	(45,713.38)	100.00
145-JURY COMMISSION	0.00	8,500.00	0.00	8,500.00	0.00
148-PROBATE COURT	3,472.25	179,419.00	2,427.80	176,991.20	1.35
166-FAMILY COUNSELING SERVICES	90.00	4,000.00	185.00	3,815.00	4.63
170-FEES, PENALTIES, ADMIN CHARGES	0.00	0.00	0.00	0.00	0.00
215-COUNTY CLERK/ROD	16,341.26	238,500.00	22,041.00	216,459.00	9.24
220-NOT USED	0.00	0.00	0.00	0.00	0.00
253-TREASURER	52.00	650.00	83.00	567.00	12.77
257-EQUALIZATION	(13,652.72)	37,400.00	11,659.86	25,740.14	31.18
260-FEES/CHARGES	0.00	0.00	0.00	0.00	0.00

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**Fund balance totals may differ from the budget report by a few cents; difference is due to rounding.**

GL NUMBER	BALANCE 01/31/2012	2013 AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
261-COOPERATIVE EXTENSION	0.00	0.00	0.00	0.00	0.00
262-ELECTIONS	0.00	0.00	0.00	0.00	0.00
265-BUILDING AND GROUNDS	0.00	0.00	0.00	0.00	0.00
267-PROSECUTOR	(5,537.85)	86,709.00	9,342.45	77,366.55	10.77
301-SHERIFF	(3,920.84)	11,700.00	903.02	10,796.98	7.72
302-SHERIFF - CIVIL DIVISION	1,985.50	25,000.00	1,432.50	23,567.50	5.73
310-REMONUMENTATION	0.00	0.00	0.00	0.00	0.00
320-JUSTICE TRAINING	0.00	2,500.00	0.00	2,500.00	0.00
331-MARINE SAFETY	0.00	4,025.00	0.00	4,025.00	0.00
332-MOTORCYCLE SAFETY EDUCATION	349.00	73,000.00	0.00	73,000.00	0.00
333-SNOWMOBILE GRANT	0.00	9,000.00	0.00	9,000.00	0.00
334-SECONDARY ROAD PATROL	(14,146.00)	37,632.00	0.00	37,632.00	0.00
336-OFF-ROAD VEHICLE GRANT	(9,100.00)	10,150.00	0.00	10,150.00	0.00
351-JAIL	(1,047.73)	34,000.00	5,497.00	28,503.00	16.17
355-HUMAN SERVICES	0.00	0.00	0.00	0.00	0.00
395-NOT USED	0.00	0.00	0.00	0.00	0.00
400-HOUSING/REDEVELOPMENT	0.00	0.00	0.00	0.00	0.00
427-EMERGENCY SERVICES	(17,585.23)	0.00	0.00	0.00	0.00
450-REMONUMENTATION	(18,871.40)	34,316.00	0.00	34,316.00	0.00
721-PLANNING / ZONING	105.00	75,035.00	720.00	74,315.00	0.96
<b>TOTAL Revenues</b>	<b>423,690.26</b>	<b>7,346,561.00</b>	<b>212,720.20</b>	<b>7,133,840.80</b>	<b>2.90</b>
<b>Expenditures</b>					
101-COMMISSIONERS	10,618.62	169,370.00	20,238.47	149,131.53	11.95
105-OTHER LEGISLATIVE	20,387.15	21,188.00	21,186.56	1.44	99.99
130-46TH CIRCUIT TRIAL COURT	0.00	0.00	0.00	0.00	0.00
131-CIRCUIT COURT	65,236.13	1,108,528.00	85,512.82	1,023,015.18	7.71
132-LEIN FEES	0.00	11,500.00	0.00	11,500.00	0.00
133-DRUG COURT GRANT	3,875.22	125,088.00	5,370.36	119,717.64	4.29
134-RDSS TRANSPORT GRANT	0.00	20,000.00	0.00	20,000.00	0.00
135-MENTAL HEALTH GRANT	0.00	0.00	0.00	0.00	0.00
136-DISTRICT COURT	5,185.47	68,197.00	7,267.33	60,929.67	10.66
141-FRIEND OF THE COURT	19,910.44	0.00	(8.00)	8.00	100.00

GL NUMBER	2013				
	BALANCE 01/31/2012	AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
145-JURY COMMISSION	227.31	28,850.00	250.19	28,599.81	0.87
148-PROBATE COURT	13,267.26	173,572.00	18,800.31	154,771.69	10.83
149-PROBATION/PAROLE	0.00	1,500.00	0.00	1,500.00	0.00
166-FAMILY COUNSELING SERVICES	175.00	4,000.00	175.00	3,825.00	4.38
172-COUNTY ADMINISTRATOR	25,485.75	101,943.00	25,485.75	76,457.25	25.00
201-FINANCE DEPARTMENT	22,470.00	89,880.00	22,470.00	67,410.00	25.00
215-COUNTY CLERK/ROD	12,867.01	240,866.00	19,798.20	221,067.80	8.22
223-EXTERNAL AUDIT	4,943.00	15,466.00	0.00	15,466.00	0.00
228-INFORMATION TECHNOLOGY	4,342.00	60,660.00	2,262.28	58,397.72	3.73
253-TREASURER	6,356.96	99,574.00	10,365.12	89,208.88	10.41
257-EQUALIZATION	12,945.66	234,191.00	21,646.74	212,544.26	9.24
261-COOPERATIVE EXTENSION	657.71	55,307.00	10,816.55	44,490.45	19.56
262-ELECTIONS	531.32	0.00	0.00	0.00	0.00
264-BUILDING AUTHORITY	47.20	100.00	0.00	100.00	0.00
265-BUILDING AND GROUNDS	83,583.00	303,946.00	75,986.50	227,959.50	25.00
267-PROSECUTOR	29,767.64	475,085.00	41,263.15	433,821.85	8.69
270-HUMAN RESOURCES	13,087.75	52,351.00	13,087.75	39,263.25	25.00
278-SURVEYOR	0.00	200.00	0.00	200.00	0.00
280-OTSEGO CONSERVATION DISTRICT	4,000.00	4,000.00	4,000.00	0.00	100.00
301-SHERIFF	52,184.30	767,126.00	74,574.77	692,551.23	9.72
302-SHERIFF - CIVIL DIVISION	1,079.93	31,574.00	3,400.29	28,173.71	10.77
306-SANE	10,000.00	10,000.00	10,000.00	0.00	100.00
320-JUSTICE TRAINING	0.00	2,000.00	0.00	2,000.00	0.00
331-MARINE SAFETY	0.00	8,513.00	0.00	8,513.00	0.00
332-MOTORCYCLE SAFETY EDUCATION	0.00	73,000.00	0.00	73,000.00	0.00
333-SNOWMOBILE GRANT	0.00	10,992.00	0.00	10,992.00	0.00
334-SECONDARY ROAD PATROL	6,880.42	61,786.00	5,329.58	56,456.42	8.63
336-OFF-ROAD VEHICLE GRANT	0.00	10,292.00	0.00	10,292.00	0.00
351-JAIL	43,490.66	970,009.00	67,193.27	902,815.73	6.93
427-EMERGENCY SERVICES	3,207.68	30,000.00	0.00	30,000.00	0.00
445-DRAINS	0.00	6,000.00	0.00	6,000.00	0.00

GL NUMBER	2013				
	BALANCE 01/31/2012	AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
450-REMONUMENTATION	0.00	34,316.00	0.00	34,316.00	0.00
601-DISTRICT HEALTH	42,670.50	174,096.00	43,524.00	130,572.00	25.00
605-COMMUNICABLE DISEASES	500.00	500.00	500.00	0.00	100.00
631-SUBSTANCE ABUSE	0.00	98,650.00	0.00	98,650.00	0.00
648-MEDICAL EXAMINER	960.34	99,240.00	5,000.00	94,240.00	5.04
649-MENTAL HEALTH	0.00	94,003.00	0.00	94,003.00	0.00
661-HOMELESS SHELTER	0.00	2,000.00	2,000.00	0.00	100.00
681-VETERANS BURIAL	0.00	10,050.00	300.00	9,750.00	2.99
682-VETERANS AFFAIRS	1,790.12	40,976.00	4,284.82	36,691.18	10.46
721-PLANNING / ZONING	5,563.33	92,485.00	6,722.14	85,762.86	7.27
729-CHAMBER OF COMMERCE	1,950.00	1,050.00	1,050.00	0.00	100.00
731-ECONOMIC ALLIANCE	3,500.00	25,000.00	25,000.00	0.00	100.00
851-INSURANCE AND BONDS	0.00	270,083.00	0.00	270,083.00	0.00
853-HEALTH CARE RETIREES	6,934.52	105,000.00	449.77	104,550.23	0.43
864-DISTRIBUTIVE SERVICES	1,839.09	31,760.00	(37.33)	31,797.33	(0.12)
941-CONTINGENCY	0.00	120,919.00	0.00	120,919.00	0.00
961-APPROPRIATION - HUMAN SVCS	0.00	7,814.00	0.00	7,814.00	0.00
962-APPROPRIATION - LGL DFS FUND	0.00	20,000.00	0.00	20,000.00	0.00
966-APPROPRIATION - AIRPORT	146,458.00	204,281.00	51,070.25	153,210.75	25.00
967-APPROPRIATION - CHILD CARE	56,250.00	225,000.00	56,250.00	168,750.00	25.00
968-APPROPRIATION - FOC	0.00	114,251.00	57,125.50	57,125.50	50.00
969-APPROPRIATION - OTHER FUNDS	9,500.00	25,000.00	0.00	25,000.00	0.00
970-APPROPRIATION - EQUIP FUND	49,000.00	50,000.00	50,000.00	0.00	100.00
971-APPROPRIATION - SLDRS SLRS	5,000.00	5,000.00	5,000.00	0.00	100.00
972-APPROPRIATION - CAP PROJ FUND	35,000.00	42,433.00	0.00	42,433.00	0.00
973-APPROPRIATION - BUDGET STABLIZ FUND	0.00	0.00	0.00	0.00	0.00
978-APPROPRIATION - MAPPING FUND	6,000.00	6,000.00	6,000.00	0.00	100.00
<b>TOTAL Expenditures</b>	<b>849,726.49</b>	<b>7,346,561.00</b>	<b>880,712.14</b>	<b>6,465,848.86</b>	<b>11.99</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(426,036.23)</b>		<b>(667,991.94)</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>1,393,950.68</b>		<b>1,467,486.96</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>967,914.45</b>		<b>799,495.02</b>		

GL NUMBER	2013		END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
	BALANCE 01/31/2012	AMENDED BUDGET			
<b>Fund 245 - PUBLIC IMPROVEMENT FUND</b>					
<b>Revenues</b>					
025-INTEREST EARNINGS	1,978.17	15,000.00	0.00	15,000.00	0.00
030-OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
050-SPECIAL ITEMS/TRANSFERS	0.00	166,500.00	0.00	166,500.00	0.00
090-COURT FEES AND COSTS	0.00	0.00	0.00	0.00	0.00
215-RENT	1,118.58	14,880.00	1,074.66	13,805.34	7.22
<b>TOTAL Revenues</b>	<b>3,096.75</b>	<b>196,380.00</b>	<b>1,074.66</b>	<b>195,305.34</b>	<b>0.55</b>
<b>Expenditures</b>					
901-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
941-CONTINGENCY	0.00	29,880.00	0.00	29,880.00	0.00
999-TRANSFER OUT	0.00	166,500.00	0.00	166,500.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>196,380.00</b>	<b>0.00</b>	<b>196,380.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>3,096.75</b>		<b>1,074.66</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>1,649,497.39</b>		<b>1,695,904.75</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>1,652,594.14</b>		<b>1,696,979.41</b>		
<b>Fund 257 - BUDGET STABILIZATION</b>					
<b>Revenues</b>					
025-INTEREST EARNINGS	4,017.97	0.00	54.38	(54.38)	100.00
050-SPECIAL ITEMS/TRANSFERS	100,000.00	100,000.00	100,000.00	0.00	100.00
<b>TOTAL Revenues</b>	<b>104,017.97</b>	<b>100,000.00</b>	<b>100,054.38</b>	<b>(54.38)</b>	<b>100.05</b>
<b>Expenditures</b>					
941-CONTINGENCY	0.00	100,000.00	0.00	100,000.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>104,017.97</b>		<b>100,054.38</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>1,159,497.43</b>		<b>1,275,628.35</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>1,263,515.40</b>		<b>1,375,682.73</b>		

GL NUMBER	BALANCE 01/31/2012	2013 AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 260 - LEGAL DEFENSE FUND</b>					
<b>Revenues</b>					
025-INTEREST EARNINGS	10.01	0.00	3.71	(3.71)	100.00
050-SPECIAL ITEMS/TRANSFERS	0.00	45,000.00	0.00	45,000.00	0.00
<b>TOTAL Revenues</b>	<b>10.01</b>	<b>45,000.00</b>	<b>3.71</b>	<b>44,996.29</b>	<b>0.01</b>
<b>Expenditures</b>					
130-46TH CIRCUIT TRIAL COURT	0.00	5,000.00	0.00	5,000.00	0.00
270-HUMAN RESOURCES	0.00	40,000.00	0.00	40,000.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>45,000.00</b>	<b>0.00</b>	<b>45,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>10.01</b>		<b>3.71</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>119,369.71</b>		<b>77,184.25</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>119,379.72</b>		<b>77,187.96</b>		
<b>Fund 266 - EQUIPMENT FUND</b>					
<b>Revenues</b>					
030-OTHER REVENUE	53.52	0.00	69.74	(69.74)	100.00
050-SPECIAL ITEMS/TRANSFERS	49,000.00	50,000.00	50,000.00	0.00	100.00
<b>TOTAL Revenues</b>	<b>49,053.52</b>	<b>50,000.00</b>	<b>50,069.74</b>	<b>(69.74)</b>	<b>100.14</b>
<b>Expenditures</b>					
901-CAPITAL OUTLAY	0.00	50,000.00	0.00	50,000.00	0.00
941-CONTINGENCY	1,100.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>1,100.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>47,953.52</b>		<b>50,069.74</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>4,114.84</b>		<b>31,432.78</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>52,068.36</b>		<b>81,502.52</b>		

GL NUMBER	BALANCE 01/31/2012	2013 AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 285 - REVENUE SHARING RESERVE</b>					
<b>Revenues</b>					
010-PROPERTY TAXES	0.00	482,552.00	0.00	482,552.00	0.00
025-INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Revenues</b>	<b>0.00</b>	<b>482,552.00</b>	<b>0.00</b>	<b>482,552.00</b>	<b>0.00</b>
<b>Expenditures</b>					
941-CONTINGENCY	0.00	0.00	0.00	0.00	0.00
999-TRANSFER OUT	469,865.00	482,552.00	0.00	482,552.00	0.00
<b>TOTAL Expenditures</b>	<b>469,865.00</b>	<b>482,552.00</b>	<b>0.00</b>	<b>482,552.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(469,865.00)</b>		<b>0.00</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>1,560,229.36</b>		<b>1,098,693.78</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>1,090,364.36</b>		<b>1,098,693.78</b>		
<b>Fund 499 - CAPITAL PROJECTS FUND</b>					
<b>Revenues</b>					
025-INTEREST EARNINGS	14.13	0.00	7.01	(7.01)	100.00
030-OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
050-SPECIAL ITEMS/TRANSFERS	35,000.00	364,543.00	304,500.00	60,043.00	83.53
<b>TOTAL Revenues</b>	<b>35,014.13</b>	<b>364,543.00</b>	<b>304,507.01</b>	<b>60,035.99</b>	<b>83.53</b>
<b>Expenditures</b>					
901-CAPITAL OUTLAY	0.00	364,543.00	0.00	364,543.00	0.00
941-CONTINGENCY	0.00	0.00	0.00	0.00	0.00
999-TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>364,543.00</b>	<b>0.00</b>	<b>364,543.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>35,014.13</b>		<b>304,507.01</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>185,131.96</b>		<b>175,142.91</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>220,146.09</b>		<b>479,649.92</b>		

GL NUMBER	BALANCE 01/31/2012	2013 AMENDED BUDGET	END BALANCE 01/31/2013	AVAILABLE BALANCE	% COLLECTED/ SPENT
<b>Fund 569 - DEBT SERVICE</b>					
<b>Revenues</b>					
050-SPECIAL ITEMS/TRANSFERS	0.00	315,695.00	0.00	315,695.00	0.00
215-RENT	9,898.57	60,317.00	10,712.98	49,604.02	17.76
<b>TOTAL Revenues</b>	<b>9,898.57</b>	<b>376,012.00</b>	<b>10,712.98</b>	<b>365,299.02</b>	<b>2.85</b>
<b>Expenditures</b>					
906-DEBT SERVICE	0.00	376,012.00	3,622.50	372,389.50	0.96
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>376,012.00</b>	<b>3,622.50</b>	<b>372,389.50</b>	<b>0.96</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>9,898.57</b>		<b>7,090.48</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>102,108.59</b>		<b>136,426.01</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>112,007.16</b>		<b>143,516.49</b>		
<b>Fund 647 - HEALTH CARE FUND</b>					
<b>Revenues</b>					
025-INTEREST EARNINGS	23.64	0.00	50.31	(50.31)	100.00
050-SPECIAL ITEMS/TRANSFERS	0.00	0.00	0.00	0.00	0.00
485-HEALTH CARE CONTRIBUTIONS	74,687.41	1,050,805.00	82,639.65	968,165.35	7.86
<b>TOTAL Revenues</b>	<b>74,711.05</b>	<b>1,050,805.00</b>	<b>82,689.96</b>	<b>968,115.04</b>	<b>7.87</b>
<b>Expenditures</b>					
851-INSURANCE AND BONDS	84,621.71	1,050,805.00	76,670.92	974,134.08	7.30
999-TRANSFER OUT	11,155.23	0.00	0.00	0.00	0.00
<b>TOTAL Expenditures</b>	<b>95,776.94</b>	<b>1,050,805.00</b>	<b>76,670.92</b>	<b>974,134.08</b>	<b>7.30</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>(21,065.89)</b>		<b>6,019.04</b>		
<b>FUND BALANCE - JANUARY 1</b>	<b>502,622.40</b>		<b>467,824.73</b>		
<b>FUND BALANCE - JANUARY 31</b>	<b>481,556.51</b>		<b>473,843.77</b>		

**PUBLIC IMPROVEMENT FUND - FUND 245  
FOR THE YEAR ENDED DECEMBER 31, 2012**

**BALANCE SHEET**

	<u>12/31/2011</u>	<u>12/31/2012</u>
<b>ASSETS</b>		
Cash	586,202.04	617,240.00
Investments	540,000.00	300,000.00
Accounts Receivable - Mental Health bldg impvs	0.00	12,500.00
Due From Other Funds:		
911 - Truck	3,068.55	0.00
Animal Shelter Building	300,000.00	235,831.43
Long Term Advances:		
Airport Hangar	91,107.96	82,228.18
Ambulances (2009 truck; 2009 amb; 2007 amb)	122,709.26	448,106.14
 Total Assets	 <u>1,643,087.81</u>	 <u>1,695,905.75</u>
<b>LIABILITIES</b>		
None	-	-
<b>FUND EQUITY</b>		
Reserved Fund Balance	<u>1,643,087.81</u>	<u>1,695,905.75</u>

**INCOME STATEMENT**

	<u>12/31/2011</u>	<u>12/31/2012</u>
<b>INCOME</b>		
Interest		
Interest on Investments	\$ 4,001.19	\$ 4,189.67
Interest on Loans	11,565.98	21,343.17
Rent - USDA	5,772.00	7,695.54
Rent - Mental Health	13,422.96	13,179.98
Transfers In ( <i>refund jail study fund loan</i> )	-	-
Total Income	<u>34,762.13</u>	<u>46,408.36</u>
<b>EXPENSES</b>		
Transfer Out	-	-
 Fund Income	 <u>34,762.13</u>	 <u>46,408.36</u>
Beginning Fund Balance - January 1	<u>1,614,735.26</u>	<u>1,649,497.39</u>
Ending Fund Balance - December 31	<u>1,649,497.39</u>	<u>1,695,905.75</u>

Note: The interest from loans consists of interest collected on the airport and the ambulance long-term advances. Individual break-downs are as follows:

Interest on Airport Advance	3,858.71	3,512.22
Interest on 911 Truck Advance	92.54	63.60
Interest on Animal Shelter Building	-	5,897.69
Interest on Ambulance Advance	7,614.73	11,869.66
	<u>11,565.98</u>	<u>21,343.17</u>

BALANCE SHEET

Period Ending 12/31/2012

GL Number	Description	Balance	Original Date of Loan	Interest Rate	Date Loan will be Paid in Full
Fund 245 - PUBLIC IMPROVEMENT FUND					
*** Assets ***					
245-000-001.001	EQUITY IN POOLED CASH	617,240.00			
245-000-017.000	INVESTMENTS	300,000.00			
245-000-040.000	ACCOUNTS RECEIVABLE (Mental Health Leasehold Impvs)	12,500.00	2012	n/a	incorporated into 10-year lease
245-000-084.000	LONG TERM ADV TO AN CTRL (New Animal Shelter)	235,831.43	5/10/2011	4.00%	3/31/2022
245-000-198.000	LONG TERM ADV TO AIRPORT (Hangar purch)	82,228.18	10/1/2005	4.00%	12/31/2020
245-000-198.210	LONG TERM ADV TO EMS (2009 Amb)	60,729.29	11/1/2009	4.30%	10/31/2014
245-000-198.210	LONG TERM ADV TO EMS (2012 Rescue Truck)	268,303.85	5/21/2012	4.00%	3/31/2017
245-000-198.210	LONG TERM ADV TO EMS (2012 Amb)	119,073.00	12/11/2012	4.00%	12/11/2017
	Total Assets	<u>1,695,905.75</u>			
*** Fund Balance ***					
245-000-390.000	FUND BALANCE	<u>1,695,905.75</u>			

# Otsego County Planning Commission 2012 Annual Report to the Otsego County Board of Commissioners

This report is submitted as required under the Michigan Planning Enabling Act, Act 33 of 2008, MCL 125.3819 (2).

**125.3819 Bylaws; adoption; public record requirements; annual report by planning commission.**  
Sec. 19. (1) A planning commission shall adopt bylaws for the transaction of business, and shall keep a public record of its resolutions, transactions, findings, and determinations.  
(2) A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.

## 2012 Planning Commission Cases

**January:** Site Plan review of a site condominium in lieu of a land division in Kokozen subdivision/ PZ11-240 Maitland/A&G Vacation Properties LLC.

**February:** Site Plan review of the Otsego County Groen Nature Preserve/Phase One/SPR12-001.

**May:** Lake Lodge LLC/Welcome Center removed from agenda by applicant/PZ12-040.

**September:** Site Plan review for Behling/Agricultural Equipment Auction as a permitted use in an AR zoning district/PSPR12-003.

**October:** Otsego County Capital Improvement Plan for 2013-2018 was presented.

## Other Activities

**January:** Section 18.25/*Mining* forwarded to Townships for input on changes.

**February:** Assisted Living Facilities Committee presented a report with suggested changes.

**March:** Section 18.18/*Table I: Planting Buffer Yard*, Section 18.27/*Parking*, and Article 14/*Table 14.1* forwarded to Townships for input on changes and Planning Commission By-laws were updated.

**May:** Discussion on Section 18.25/*Mining: Reclamation Costs/Performance Guarantees, Distance from Water and Setbacks/Minimum Lot Size*.

**July:** Legal counsel revisions on *Reclamation Costs/Performance Guarantees* in Section 18.25/*Mining* discussed along with *Setbacks/Minimum Lot Size* and *Distance from Water*. School Board Representative recommended to the Board of Commissioners.

**September:** Patricia Osburn discussed the criteria for issuing a mining permit near water, the Master Deed needed to fulfill the conditions for PZ11-240 Maitland/A&G Vacation Properties LLC was approved, the Assisted Living Facilities Committee was terminated and elections were held for the Planning Commission officers.

**October:** Section 18.25/*Mining* proposed language pertaining to *Distance from Water* forwarded to Townships for input on changes, requests from the ZBA to propose language for consistency in

**Otsego County Planning Commission  
2012 Annual Report**

Section 9.2/*Permitted Uses*/AR...Section 9.2.4 and Section 18.20//*Livestock Auction Yards*...Section 18.20.2 regarding acreage, and revisions of language in both Section 18.1/*Accessory Buildings*...Section 18.1.3.1 and the definition of *Agricultural/Agricultural Use*. Northern Processing/PC-2003-09-CH-SUP has been given final approval of reclamation and the reappointment of members with expiring terms were recommended to the Board of Commissioners.

**November:** Discussion on setbacks in the FR/Forest Recreation/ and AR/Agricultural Resource districts and rezoning areas surrounding Michaywe' is in the process of being completed. A 2013 Meeting Schedule was presented.

**December:** Article 14/*Schedule of Dimensions/14.1 Table 1*, proposed setbacks in the FR/Forest Recreation and AR/Agricultural Resource districts forwarded to Townships and the 2013 Objective List was presented and approved.

Throughout the year, sub-committees work on various sections of the zoning ordinance. The Planning Commission also reviews and sets priorities with an Objective List of Zoning Ordinance sections for review and revision along with items from the Otsego County Master Plan for implementation to guide the Planning Commission and staff in activities. Ordinance revisions and development recommendations are made to the Board of Commissioner as developed during the year.

**Attendance Record of Planning Commission Meetings**

ATTENDANCE FOR THE CALENDAR YEAR 2012

Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
K. Arndt	X	X	X	--	A	--	X	--	X	X	A	X
K. Borton	X	X	A	--	X	--	A	--	X	X	X	X
W. Brown			X	--	A	--	X	--	X	A	X	X
Paul Hartmann	A	X	A	--	X	--	X	--	X	X	X	A
Gary Hendershot	X	X	A	--	X	--	X	--	A	X	X	X
J. Hilgendorf	A	A	X	--	A	--	X	--	A	A	X	X
J. Jarecki	A	X	X	--	X	--	X	--	X	X	X	X
C. Klee	A	X	X	--	X	--	X	--	X	X	X	X
M. Mang	X	A	X	--	X	--	X	--	X	A	X	X
F. Nowak	X	X	X	--	X	--	X	--	A	A	X	X
R. Stults	X	A	X	--	X	--	X	--	X	X	X	X

X = Attended  
A = Absent  
-- = Meeting canceled

**Member Training**

Members attend various training throughout the year.

**Planning Commission Members**

The Planning Commission Members as of January 1, 2012 are:

Ken Arndt: Term expires 12.31.2014 (*Vice Chairperson*)  
 Ken Borton: Board of Commissioner Representative (*Secretary*)  
 Willard Brown: Term expires 12.31.2013/*Appointed March 13, 2012*

**Otsego County Planning Commission  
2012 Annual Report**

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**Planning Commission Members continued:**

Mike Colosimo:	<i>Resigned January 23, 2012 PC meeting</i>
Paul Hartmann:	Term expires 12.31.2015
Gary Hendershot:	Term expires 12.31.2013
Jim Hilgendorf:	Term expires 8.25.2015 ( <i>School District Representative</i> )
Judith Jarecki:	Term expires 12.31.2015
Charles Klee:	Term expires 12.31.2014
Mike Mang:	Term expires 12.31.2015
Frances Nowak:	Term expires 12.31.2014
Randy Stults:	Term expires 12.31.2013 ( <i>Chairperson</i> )

Respectfully submitted,

OTSEGO COUNTY PLANNING COMMISSION

02/19/2013

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
FEBRUARY 19, 2013 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
39740	08/21/2012	CHEESE GROUP, LLC***VOID***	MTT DECISION REDUCE TAXABLE VALUE	516-000-026.021	(1492.25)
45628	02/11/2013	CHEBOYGAN DENTAL ASSOCIATES, INC	VETERAN'S TRUST FUND	294-683-930.999	1,350.00
45629	02/11/2013	GAYLORD EYE CARE CENTER	PATIENT 30769	294-683-930.999	318.51
45630	02/19/2013	46TH CIRCUIT TRIAL COURT	11-26 REST PMT BY TRAVIS KIRBY	701-000-271.148	150.00
45631	02/19/2013	ABEL M CRUZ	PER DIEM, TRAVEL	208-752-703.040	40.00
45631	02/19/2013	ABEL M CRUZ	PER DIEM, TRAVEL	208-752-930.500	2.00
					----- 42.00
45632	02/19/2013	ALPINE ROOFING	101699-PIP PROJECT, ROOF COMPLETE	233-690-940.010	4,755.00
45633	02/19/2013	AMERICAN FIDELITY ASSURANCE COM	FEBRUARY 2013 PARKER/ELLISON/VANLIE	704-000-231.285	105.90
45634	02/19/2013	AMERICAN FIDELITY ASSURANCE COM	FEBRUARY 2013 FLEX SPENDING	704-000-231.285	284.34
45635	02/19/2013	ANDERSON, TACKMAN & CO. PLC	2012 AUDIT	101-223-801.020	717.00
45636	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	GROUP # 007016459710 COUNTY HEALTH	647-851-704.110	46,302.88

45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	101-131-704.110	5,932.95
45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	101-136-704.110	1,095.31
45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	101-148-704.110	1,369.14
45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	215-141-704.110	7,028.27
45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	292-662-704.110	273.83
45637	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0000 2/28/13 TO 3/27/13	704-000-231.261	3,924.88
					<u>19,624.38</u>
45638	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0001 2/28/13 TO 3/27/13	101-131-704.110	305.77
45638	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0001 2/28/13 TO 3/27/13	292-662-704.110	150.61
45638	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0001 2/28/13 TO 3/27/13	704-000-231.261	(293.15)
					<u>163.23</u>
45639	02/19/2013	BLUE CROSS BLUE SHIELD OF MICHIGA	007015253-0002 2/28/13 TO 3/27/13	704-000-231.262	1,682.04
45640	02/19/2013	BRUCE TILLINGER	CONTRACTED PLUMBING/MECHANICAL II	249-371-801.027	1,940.00
45641	02/19/2013	BUILDING DEPARTMENT	POSTAGE FOR 2012	101-257-930.450	229.15
45642	02/19/2013	BUTCH FLEMING	PER DIEM, TRAVEL	208-752-703.040	40.00
45642	02/19/2013	BUTCH FLEMING	PER DIEM, TRAVEL	208-752-930.500	10.00
					<u>50.00</u>
45643	02/19/2013	CHARLTON TOWNSHIP	EDWARD WALSH PD 2012 W021-028-200	516-030-694.000	162.21

45644	02/19/2013	CHEESE GROUP, LLC	MTT CHECK VOIDED AND REISSUED	516-000-026.021	1,492.25
45645	02/19/2013	CLASSIC PLUMBING	NO HEAT AT COMM CENTER REPLACE FU	208-752-726.050	3,450.00
45646	02/19/2013	CONSUMERS ENERGY	AIRPORT ELECTRIC BILLS	281-537-930.620	2,351.61
45647	02/19/2013	CORECOMM	115039078 FEBRUARY 2013 COURT INTEF	101-131-930.210	21.95
45648	02/19/2013	DAVE BARAGREY	PER DIEM, TRAVEL	208-752-703.040	40.00
45648	02/19/2013	DAVE BARAGREY	PER DIEM, TRAVEL	208-752-930.500	2.00
					<u>42.00</u>
45649	02/19/2013	DE LAGE LANDEN PUBLIC FINANCE	FEBRUARY 2013 CIRCUIT SECRETARY COP'	101-131-940.111	39.43
45650	02/19/2013	DTE ENERGY	456939000067 JAN 2013	212-430-930.610	978.63
45650	02/19/2013	DTE ENERGY	AIRPORT GAS BILLS	281-537-930.610	2,124.36
					<u>3,102.99</u>
45651	02/19/2013	DUNNS	745035;744266-744122	101-215-726.000	143.77
45651	02/19/2013	DUNNS	745035;744266-744122	256-215-726.000	127.10
					<u>270.87</u>
45652	02/19/2013	EREMAL L. REPP	CONTRACTED ELECTRICAL INSPECTOR	249-371-801.026	890.00
45653	02/19/2013	FARM BUREAU INSURANCE	RESTITUTION	701-000-271.000	280.00

45654	02/19/2013	FRED & SHIRLEY ROSS	RESTITUTION	701-000-271.000	100.00
45655	02/19/2013	FRONTIER	PARK PHONE BILL	208-752-930.210	40.02
45655	02/19/2013	FRONTIER	9897052645020712-5 A/C FEB 13	212-430-930.210	2.90
					<u>42.92</u>
45656	02/19/2013	FRONTIER	10-105-DL TREVOR LEWIS TETHER	101-134-940.010	126.29
45657	02/19/2013	GENEVIE BURZYNSKI	RESTITUTION	701-000-271.000	7.50
45658	02/19/2013	GEORGE MARTIN III	REISSUE REST PMT BY J.KARASCHIN 09-22	701-000-271.130	41.90
45659	02/19/2013	GERALD CHARLES	RESTITUTION	701-000-271.000	15.00
45660	02/19/2013	GLENN CRANE	HRA REIMBURSEMENT FOR MARCH	101-853-940.110	250.00
45661	02/19/2013	HUMANE CONSULTATIONS	ANIMAL HOARDING/BREEDING 3/9/13	212-430-704.400	180.00
45662	02/19/2013	JOHNSON OIL COMPANY	OIL CHANGE, WHEEL BEARINGS	208-752-726.050	1,376.83
45663	02/19/2013	JOSE AND CAROLINE AGUILAR	RESTITUTION	701-000-271.000	3.40

45664	02/19/2013	JOSEPH HOFER	11-18-DL REST PMT BY MATT SCHIBBELHU	701-000-271.148	50.00
45665	02/19/2013	JOSEPH WAMBOLD	1/17/2013 HOUSING MEETING PER DIEM	233-690-703.040	40.00
45666	02/19/2013	KEVAN D FLORY	CONTRACTED BUILDING/ZONING INSPECT	101-721-801.020	80.00
45666	02/19/2013	KEVAN D FLORY	CONTRACTED BUILDING/ZONING INSPECT	249-371-801.024	2,500.00
					<u>2,580.00</u>
45667	02/19/2013	LOWE'S HOME CENTERS AND	MTT DECREASE IN TAXABLE VALUE	516-000-026.020	69,736.39
45668	02/19/2013	MACVC	2013 MACVC VETERANS CONFERENCE, LA	101-682-704.400	40.00
45669	02/19/2013	MCNAMARA INSURANCE AGENCY	RESTITUTION	701-000-271.000	25.00
45670	02/19/2013	MEIJER INC AND HONIGMAN MILLER	MTT DECREASE IN TAXABLE VALUE	516-000-026.020	203,903.70
45671	02/19/2013	MELISSA COOPER	09-126 HARMER PLACEMENT 1/1 TO 1/31	292-662-930.700	534.44
45672	02/19/2013	MICHIGAN STATE POLICE	RESTITUTION	701-000-271.000	20.00
45673	02/19/2013	NORTHERN MICHIGAN REVIEW	INSERTS IN GAYLORD HERALD TIMES FOR	617-253-930.300	445.90
45674	02/19/2013	NORTHERN MICHIGAN SUBSTANCE ABUSE CFT FUNDS		101-631-940.010	23,097.00

45675	02/19/2013	O'HARROW CONSTRUCTION INC	MTT DECREASE IN TAXABLE VALUE	516-000-026.020	7,327.12
45676	02/19/2013	OTSEGO COUNTY BUS SYSTEM	DRUG COURT BUS - JANUARY 2013	101-133-930.500	231.00
45677	02/19/2013	PETE AWREY	PER DIEM	208-752-703.040	80.00
45678	02/19/2013	RANDY STULTS	PER DIEM, TRAVEL	208-752-703.040	40.00
45678	02/19/2013	RANDY STULTS	PER DIEM, TRAVEL	208-752-930.500	10.00
					<u>50.00</u>
45679	02/19/2013	RICHARD CILWA	RESTITUTION	701-000-271.000	25.00
45680	02/19/2013	RODNEY REININGER	RESTITUTION	701-000-271.000	40.00
45681	02/19/2013	RUSSELL MCCALLUM	RESTITUTION	701-000-271.000	20.00
45682	02/19/2013	SANE	RESTITUTION	701-000-271.000	194.08
45683	02/19/2013	SCOTT COURTERIER	PER DIEM, TRAVEL	208-752-703.040	40.00
45683	02/19/2013	SCOTT COURTERIER	PER DIEM, TRAVEL	208-752-930.500	8.00
					<u>48.00</u>
45684	02/19/2013	STATE OF MICHIGAN	JANUARY 2013 NEW APPS	701-000-228.016	1,664.00
45685	02/19/2013	SUZANNE PARSELL	JAN 13 ALTERNATIVE EDUCATION FACILIT.	292-662-940.010	576.00

45686	02/19/2013	TERRANCE M. COTTLE	MENTAL HEALTH COUNSELING-LENARD S	101-133-940.010	560.00
45687	02/19/2013	THOMAS JOHNSON	PER DIEM, TRAVEL	208-752-703.040	40.00
45687	02/19/2013	THOMAS JOHNSON	PER DIEM, TRAVEL	208-752-930.500	15.00
					----- 55.00
45688	02/19/2013	TITLE CHECK LLC	FEB. INSTALLMENT PARCEL ADMIN FEES 2	516-253-920.410	3,020.82
45689	02/19/2013	U.S. POST OFFICE	RESTITUTION	701-000-271.000	20.00
45690	02/19/2013	UNDERGROUND SECURITY COMPANY		256-215-726.000	1,358.20
45691	02/19/2013	UP RENTAL	10-175 REST PMT BY KODY PADGETT	701-000-271.148	25.00
45692	02/19/2013	WALTER LONEY	2/11/2013 VA ANN ARBOR TRAVEL REIME	293-689-930.500	4.61
45693	02/19/2013	WEST PAYMENT CENTER	JANUARY 2013 WEST LAW TIR-CO CONTR.	101-131-940.111	549.52
45694	02/19/2013	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL	208-752-703.040	40.00
45694	02/19/2013	WILLIAM HOLEWINSKI	PER DIEM, TRAVEL	208-752-930.500	3.00
					----- 43.00
45695	02/19/2013	WOLVERINE HUMAN SERVICES	10-80-DL FUSEE PLACEMENT 1/1 - 1/11/1	292-662-930.810	1,905.10
45696	02/19/2013	ALCHEMY MIND, LLC	JAIL AND WORK CAMP PROGRAMS #1301	101-351-801.020	160.00
45696	02/19/2013	ALCHEMY MIND, LLC	JAIL AND WORK CAMP PROGRAMS #1301	205-301-801.020	400.00
45696	02/19/2013	ALCHEMY MIND, LLC	JAIL AND WORK CAMP PROGRAMS #1301	264-362-801.020	160.00

JAIL AND WORK CAMP PROGRAMS #1301 595-351-801.020	80.00
	-----
	800.00

TOTAL OF 68 CHECKS	411,030.46
VOIDED CHECKS (1)	(1,492.25)
NET CASH DISBURSEMENT	409,538.21

Fund	Amount
<hr/>	
Total for fund 101 GENERAL FUND	34,948.28
Total for fund 205 WORK CAMP	400.00
Total for fund 208 PARKS AND RECREATIO	5,276.85
Total for fund 212 ANIMAL CONTROL	1,161.53
Total for fund 215 FRIEND OF THE COURT	7,028.27
Total for fund 233 HUD GRANT FUND	4,795.00
Total for fund 249 BUILDING INSPECTION	5,330.00
Total for fund 256 REGISTER OF DEEDS AL	1,485.30
Total for fund 264 LCL CORRECTIONS OFFI	160.00
Total for fund 281 AIRPORT	4,475.97
Total for fund 292 CHILD CARE FUND	3,439.98
Total for fund 293 SOLDIERS' RELIEF FUNE	4.61
Total for fund 294 VETERANS' TRUST FUN	1,668.51
Total for fund 516 DELINQUENT TAX REVC	285,642.49
Total for fund 595 JAIL COMMISSARY	80.00
Total for fund 617 TAX FORECLOSURE FUN	445.90
Total for fund 647 HEALTH CARE FUND	46,302.88
Total for fund 701 GENERAL AGENCY	2,680.88
Total for fund 704 PAYROLL IMPREST FUN	5,704.01
TOTAL - ALL FUNDS	411,030.46
VOIDED CHECK	(1,492.25)
NET WARRANT AMOUNT	409,538.21

02/21/2013

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO  
FEBRUARY 26, 2013 WARRANT

Check #	Check Date	Payee	Description	GL #	Amount
45697	02/26/2013	87- A DISTRICT	JANUARY 2013 CREDIT CARD FEES	101-131-930.150	368.04
45698	02/26/2013	AIRGAS GREAT LAKES	LENS AUTO DARK, FLINT RENEWAL	281-537-920.410	127.87
45699	02/26/2013	AIRNAV. LLC	PILOT WEB ADVERTISING GAYLORD AIR	281-537-930.300	250.00
45700	02/26/2013	AMERICAN MESSAGING	ACCT# Z1-417279	101-648-930.210	167.74
45701	02/26/2013	AVFUEL CORPORATION	FUEL	281-537-930.664	10,000.00
45702	02/26/2013	BLUEGLOBES, INC	HIGH INTENSITY RUNWAY EDGE LIGHTS	281-537-920.400	657.08
45703	02/26/2013	BOB BARKER COMPANY INC	JAIL BEDDING SUPPLIES/UNIFORMS/RA	101-351-726.015	948.31
45704	02/26/2013	CDW GOVERNMENT INC	QUOTE: DFJT474 - APC BACK UPS RS LC	101-351-726.000	130.00
45705	02/26/2013	CENTURY LINK	ACCT# 300451601	261-427-930.210	47.06
45706	02/26/2013	CENTURYLINK	63357762 7326484	261-427-930.210	117.62

45707	02/26/2013	CHARLEVOIX COUNTY TREASURER	CONFERENCE	101-253-930.500	61.82
45707	02/26/2013	CHARLEVOIX COUNTY TREASURER	CONFERENCE	516-253-930.500	61.82
45707	02/26/2013	CHARLEVOIX COUNTY TREASURER	CONFERENCE	616-253-930.500	61.82
45707	02/26/2013	CHARLEVOIX COUNTY TREASURER	CONFERENCE	617-253-930.500	61.82
					<u>247.28</u>
45708	02/26/2013	CHUCKS ELECTRIC OF GAYLORD	2 ENTRANCE LIGHTS - CRTHS	637-265-726.050	650.00
45709	02/26/2013	CITY OF GAYLORD	500 LIVINGSTON D	637-265-920.200-ALPCT000	753.66
45709	02/26/2013	CITY OF GAYLORD	225 W MAIN ST	637-265-920.200-CRTHS000	673.78
45709	02/26/2013	CITY OF GAYLORD	1066 CROSS ST	637-265-920.200-LNDUS000	93.40
					<u>1,520.84</u>
45710	02/26/2013	CLIMATE ENGINEERING, LLC	REPAIR TERMINAL HEAT REPLACE BLOW	281-537-920.400	1,450.94
45711	02/26/2013	CONSUMERS ENERGY	CENTER 100031389081	208-752-930.620	590.43
45711	02/26/2013	CONSUMERS ENERGY	100000513331	637-265-930.620-ALPCT000	5,013.23
45711	02/26/2013	CONSUMERS ENERGY	100000163053	637-265-930.620-CRTHS000	3,649.72
45711	02/26/2013	CONSUMERS ENERGY	100054288418	637-265-930.620-HAYESRDC	306.72
45711	02/26/2013	CONSUMERS ENERGY	100006857880	637-265-930.620-LNDUS000	375.04
45711	02/26/2013	CONSUMERS ENERGY	100021190929	637-265-930.620-SILLIO000	31.24
					<u>9,966.38</u>
45712	02/26/2013	CRESTLINE COACH, LTD	2012 FORD AMBULANCE	245-000-198.210-AMB0000	119,073.00
45713	02/26/2013	CURTISS REPORTING CORP	11-4342-FC BEATY HEARING ON 4/11/1	101-131-801.030	65.10

45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	101-131-704.110	737.09
45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	101-136-704.110	80.13
45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	101-148-704.110	101.57
45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	215-141-704.110	522.01
45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	292-662-704.110	(33.37)
45714	02/26/2013	DELTA DENTAL OF MICHIGAN	MI001160001 MARCH 2013 COURT DE	704-000-231.261	351.85
					<u>1,759.28</u>
45715	02/26/2013	DELTA DENTAL OF MICHIGAN	RIS0000293409 DENTAL	647-851-704.110	6,563.90
45716	02/26/2013	DERMATEC DIRECT	JAIL SAFETY GLOVES #1252052	101-351-726.035	241.00
45717	02/26/2013	DIANA M. BOYD	PUBLIC GUARDIAN FEES ON 01/31/13	101-131-930.500	4.00
45717	02/26/2013	DIANA M. BOYD	PUBLIC GUARDIAN FEES ON 01/31/13	101-131-930.830	60.00
					<u>64.00</u>
45718	02/26/2013	DTE ENERGY	463311600043	637-265-930.610-ALPCT000	6,136.52
45718	02/26/2013	DTE ENERGY	460634600015	637-265-930.610-CRTHS000	2,580.06
45718	02/26/2013	DTE ENERGY	456939000034	637-265-930.610-LNDUS00C	572.85
45718	02/26/2013	DTE ENERGY	463313300014	637-265-930.610-SILLIO000C	26.04
					<u>9,315.47</u>
45719	02/26/2013	DUNNS	FOLDERS, PENS, TAPE	101-131-726.000	124.76
45719	02/26/2013	DUNNS	POCKET FILE FOLDERS	101-131-940.111	79.24
45719	02/26/2013	DUNNS	JAN COPIES	101-864-726.000	769.78
45719	02/26/2013	DUNNS	745860	212-430-726.000	5.98
45719	02/26/2013	DUNNS	JAN COPIES	212-430-920.410	86.50
45719	02/26/2013	DUNNS	COLORED COPY PAPER, PENS, HIGHLIGH	215-141-726.000	37.59
					<u>1,103.85</u>

45720	02/26/2013	ESRI	QUOTE 25566238	637-265-726.050	400.00
45721	02/26/2013	FORENSIC FLUIDS LABORATORIES	JUVENILE DRUG TESTS - NOVEMBER 20:	292-662-801.030	142.00
45722	02/26/2013	FRONTIER	ACCT# 989-732-9752-032210-5	261-427-930.210	41.12
45722	02/26/2013	FRONTIER	ALPINE ELEVATOR	637-265-930.620-ALPCT000	39.28
					<u>80.40</u>
45723	02/26/2013	GARY GELOW	MARCH 2013 CAA CONTRACT PAYMENT	101-131-801.021	11,589.50
45724	02/26/2013	GASLIGHT MEDIA	VIRTUAL SERVER/WEB SITE HOSTING	101-228-801.020	50.00
45724	02/26/2013	GASLIGHT MEDIA	42409 WIRELESS CONNECTION	208-752-726.000	59.95
45724	02/26/2013	GASLIGHT MEDIA	PORT FEE	281-537-920.410	16.00
					<u>125.95</u>
45725	02/26/2013	GAYLORD ARFF, INC	AIRPORT ARFF MARCH 2013	281-537-940.010	13,254.33
45726	02/26/2013	GAYLORD GAS INC.	HAYES ROAD	637-265-726.050	1,470.50
45727	02/26/2013	GAYLORD VETERINARY SERVICES	JAN 2013	212-430-930.471	1,060.40
45727	02/26/2013	GAYLORD VETERINARY SERVICES	JAN 2013	212-430-930.980	2,088.80
					<u>3,149.20</u>
45728	02/26/2013	GIL-ROYS HARDWARE	1302-049936	208-752-726.000	103.71

45728	02/26/2013	GIL-ROYS HARDWARE	1301-706092	212-430-726.000	30.78 ----- 134.49
45729	02/26/2013	GOVERNMENT FINANCE OFFICERS ASS MEMBER 300162965		645-201-930.600	225.00
45730	02/26/2013	IMAGE FACTORY INC	COURT LETTER HEAD	101-131-726.000	249.00
45731	02/26/2013	J.RANCK ELECTRIC, INC	LIGHTNING STRIKE REPAIRS INVOICE 10	481-901-920.400	59,889.64
45732	02/26/2013	JAMES MCBRIDE	HRA REIMBURSEMENT	101-853-940.110	199.77
45733	02/26/2013	JNL SUPPLY	600945	212-430-726.000	184.95
45734	02/26/2013	LAUREL KELLY YOUNG	MAACS COUNSEL APPT - MARCUS ANDI	101-131-801.023	314.80
45735	02/26/2013	LEXIS NEXIS	ACCT 1594ZW; INV 1301493516; DATE .	101-267-726.200	110.00
45736	02/26/2013	LEXIS NEXIS	PUBLIC PARON ACESS @ LIBRARY - JAN	269-145-726.210	254.00
45737	02/26/2013	LEXIS NEXIS RISK DATA MGMT INC	JANUARY 2013 FOC SKIP TRACING FEES	215-141-940.010	50.00
45738	02/26/2013	LIFE SKILLS PSYCH SERVICES, PC	11-94 LAYMAN PSYCH EVAL	292-662-940.010	600.00

45739	02/26/2013	LIFELOC TECHNOLOGIES INC	PBT TUBES #0158209-IN	101-351-726.000	66.00
45740	02/26/2013	LINCOLN FINANCIAL	CICOTSEGOC-BL-954784 MAR 13 LIFE/S	101-131-704.140	236.26
45740	02/26/2013	LINCOLN FINANCIAL	CICOTSEGOC-BL-954784 MAR 13 LIFE/S	101-133-704.140	24.40
45740	02/26/2013	LINCOLN FINANCIAL	CICOTSEGOC-BL-954784 MAR 13 LIFE/S	215-141-704.140	175.62
45740	02/26/2013	LINCOLN FINANCIAL	CICOTSEGOC-BL-954784 MAR 13 LIFE/S	292-662-704.140	79.68
					<u>515.96</u>
45741	02/26/2013	MAURERS TEXTILE RENTAL	FOC MATS	215-141-726.000	19.88
45742	02/26/2013	MAXIMUM SECURITY	COURTHOUSE SECURITY SYSTEM	497-901-970.300	1,828.20
45742	02/26/2013	MAXIMUM SECURITY	MAR-MAY 2013	637-265-920.410	89.97
					<u>1,918.17</u>
45743	02/26/2013	MICHIGAN STATE POLICE BFS-CASHIEF CIVILIAN FINGERPRINTS #551-387073		701-000-228.017	279.00
45744	02/26/2013	MID NORTH PRINTING INC	82094 SEASON PASSES, PERMITS, BROC	208-752-726.000	2,208.25
45745	02/26/2013	MIDWEST VETERINARY SUPPLY, INC.	4273671000 SUPPLIES	212-430-726.035	146.31
45746	02/26/2013	MONICA M. LUBIARZ-QUIGLEY	DEFERMENT HEARING ON 2/1/13	101-131-801.022	75.00
45747	02/26/2013	MSF RIDER COURSE INSURANCE	RIDERCOURSE INSURANCE FOR OTSEGC	101-332-930.100	500.00
45748	02/26/2013	NEW CENTURY SIGNS	AIRPORT SIGN SLIP SLEEVE AND INDOOR	281-537-930.300	324.00

45749	02/26/2013	NMJOA	2013 DUES - JAMIE FITAK	101-131-930.600	40.00
45750	02/26/2013	NORTHERN FIRE & SAFETY	JAIL FIRE EXTINGUISHER F/COMLIANCE	101-351-726.000	82.50
45751	02/26/2013	NORTHERN IMAGING ASSOCIATES PC	D CAMPBELL JR	101-648-930.920	30.00
45752	02/26/2013	NORTHERN VETERINARY SERVICES	153 FEB 10 2013	212-430-930.471	52.00
45753	02/26/2013	NORTHWEST MICHIGAN COMMUNITY INMATE DENTAL SERV	F/STOCKMAN/PE	101-351-930.470	441.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-101-704.400	230.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-131-930.500	9.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-133-704.400	825.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-267-801.020	10.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-301-726.000	35.12
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		101-351-726.000	35.12
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		208-752-726.000	129.00
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		212-430-704.400	182.81
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		281-537-726.050	519.12
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		637-265-726.050	537.32
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		645-172-930.450	10.85
45754	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ...7318		645-270-930.600	65.00
					<u>2,588.34</u>
45755	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ACTIVITY	1/15/13-2/13/13	101-253-726.000	8.48
45755	02/26/2013	NORTHWESTERN BANK-CARDMEMBEI ACTIVITY	1/15/13-2/13/13	516-253-726.000	<u>24.98</u>

					33.46
45756	02/26/2013	NYE UNIFORM COMPANY	CAPT. WEBBER/JACKET #407976	101-351-726.046	211.53
45757	02/26/2013	OTSEGO CONSERVATION DISTRICT	AMERICORPS	209-751-940.010	3,400.00
45758	02/26/2013	OTSEGO COUNTY ROAD COMMISSION	OTSEGO LAKE DRAIN GAUGE	101-445-930.999	4,250.00
45759	02/26/2013	OTSEGO COUNTY TREAS	JURY BOX REIMB 2/19/13	101-145-930.930	1,038.80
45760	02/26/2013	OTSEGO MEMORIAL HOSPITAL	D CAMPBELL JR	101-648-930.920	158.00
45761	02/26/2013	QUILL CORPORATION	COPY PAPER	215-141-726.000	299.00
45762	02/26/2013	REDWOOD TOXICOLOGY LABORATOR	JANUARY 2013 DRUG COURT DRUG TES	101-133-940.010	126.40
45763	02/26/2013	RESTAT	JAIL INMATE PHARMACY #161754/1375	101-351-726.035	6,583.89
45764	02/26/2013	REVIVAL ANIMAL HEALTH	127689 PET CARRIERS	212-430-726.000	99.96
45765	02/26/2013	SPARTAN STORES LLC	NAPKINS, JUICE, CRACKERS, BABY OIL PI	208-752-726.000	23.94
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	101-301-930.660	2,407.24

45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	101-648-930.660	54.02
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	101-721-930.660	60.14
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	205-301-930.660	779.77
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	208-752-930.660	197.14
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	209-751-930.660	393.41
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	210-651-700.000	6,180.26
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	212-430-930.660	592.54
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	249-371-930.660	25.77
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	281-537-930.660	176.90
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	637-265-930.660	43.23
45766	02/26/2013	SPEEDWAY SUPERAMERICA LLC	1001181575	645-172-930.660	131.55
					<u>11,041.97</u>
45767	02/26/2013	STAPLES BUSINESS ADVANTAGE	DET 1046110	101-000-106.000	390.91
45767	02/26/2013	STAPLES BUSINESS ADVANTAGE	ELECTRICT STAPLER, ADDING MACHINE	101-131-726.000	227.98
45767	02/26/2013	STAPLES BUSINESS ADVANTAGE	INV# 3192548828	645-172-726.000	107.28
					<u>726.17</u>
45768	02/26/2013	STATE OF MICHIGAN	AWOS	281-537-920.410	126.00
45769	02/26/2013	TITLE CHECK LLC	INV#1212-36 DEC PARCEL ADMIN FEES	516-253-920.410	3,020.82
45770	02/26/2013	US POSTAL SERVICE	METER 41665563	101-000-103.000	1,200.00
45771	02/26/2013	VERIZON WIRELESS	283104123-00001 JANUARY 2013	101-131-930.210	13.51
45771	02/26/2013	VERIZON WIRELESS	283104123-00001 JANUARY 2013	292-662-930.210	30.34
					<u>43.85</u>

45772	02/26/2013	WILLIAM KNAPP	PUBLIC GUARDIAN FEES ON 2/6/13	101-131-930.500	3.00
45772	02/26/2013	WILLIAM KNAPP	PUBLIC GUARDIAN FEES ON 2/6/13	101-131-930.830	30.00
					<u>33.00</u>
			TOTAL OF 76 CHECKS		298,961.49

Fund	Amount
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Total for fund 101 GENERAL FUND	35,854.95
Total for fund 205 WORK CAMP	779.77
Total for fund 208 PARKS AND RECREAT	3,312.42
Total for fund 209 GROEN NATURE PRE	3,793.41
Total for fund 210 AMBULANCE SERVI	6,180.26
Total for fund 212 ANIMAL CONTROL	4,531.03
Total for fund 215 FRIEND OF THE COU	1,104.10
Total for fund 245 PUBLIC IMPROVEME	119,073.00
Total for fund 249 BUILDING INSPECTIO	25.77
Total for fund 261 911 SERVICE FUND	205.80
Total for fund 269 LAW LIBRARY	254.00
Total for fund 281 AIRPORT	26,902.24
Total for fund 292 CHILD CARE FUND	818.65
Total for fund 481 AIRPORT CAPITAL PR	59,889.64
Total for fund 497 COURTHOUSE RESTO	1,828.20
Total for fund 516 DELINQUENT TAX RE	3,107.62
Total for fund 616 HOMESTEAD AUDIT I	61.82
Total for fund 617 TAX FORECLOSURE F	61.82
Total for fund 637 BUILDING AND GRO	23,442.56
Total for fund 645 ADMINISTRATIVE SE	539.68
Total for fund 647 HEALTH CARE FUND	6,563.90
Total for fund 701 GENERAL AGENCY	279.00
Total for fund 704 PAYROLL IMPREST FL	351.85
TOTAL - ALL FUNDS	298,961.49

**OCR 13-03**  
**Support for DNR MNRTF Projects – Bryce Estate**

Otsego County Board of Commissioners  
February 26, 2013

**WHEREAS**, Otsego County supports the Department of Natural Resources' (DNR) submission of an application titled, "Bryce Estate" to the Michigan Natural Resources Trust Fund for acquisition of 80 acre inholding at Pigeon River Country State Forest; and,

**WHEREAS**, the location of the proposed project is within the jurisdiction of Otsego County, Charlton Township and,

**WHEREAS**, with this resolution of support it is acknowledged that Otsego County *is* not committing to any obligations; financial or otherwise; now therefore, be it

**RESOLVED** that Otsego County hereby supports submission of a Michigan Natural Resources Trust Fund Application for Bryce Estate acquisition, by the DNR.

**OCR 13-04**  
**Support for DNR MNRTF Projects – Skiba Tract**

Otsego County Board of Commissioners  
February 26, 2013

**WHEREAS**, Otsego County supports the Department of Natural Resources' (DNR) submission of an application titled, "Skiba Tract" to the Michigan Natural Resources Trust Fund for acquisition of 161 acre inholding at Pigeon River Country State Forest; and,

**WHEREAS**, the location of the proposed project is within the jurisdiction of Otsego County, Corwith Township and,

**WHEREAS**, with this resolution of support it is acknowledged that Otsego County *is* not committing to any obligations; financial or otherwise; now therefore, be it

**RESOLVED** that Otsego County hereby supports submission of a Michigan Natural Resources Trust Fund Application for Skiba acquisition, by the DNR.