

February 28, 2006

The Regular meeting of the Otsego County Board of Commissioners was held in the Multi-Purpose Room of the J. Richard Yuill Alpine Center. The meeting was called to order at 9:30 a.m. by Chairman Beachnau. Invocation by Commissioner Glasser, followed by the Pledge of Allegiance led by Commissioner Bates.

Roll call:

Present: Backenstose, Bates, Beachnau, Liss, Glasser, Hyde.

Excused: Olsen, Johnson, Bentz.

The minutes of the Regular Meeting of February 16, 2006 were approved as presented.

The agenda was amended to add under special presentations, the Home Builders Association; Under new business item E, 9-1-1 dispatch software purchase; Item F, Fire alarm ordinance fee; Item H, Executive committee appointments; and item I, Resolution 06-011 honoring Trinity Lutheran Church.

Consent Agenda:

OCR-06-07 Discharge of Mortgage of Scott T. Tuck and Theresa A. Tuck f/k/a Teresa A. Boyce.

Roll Call Vote:

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

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Administrator's report:

John Burt reported that there is a management team meeting on March 2<sup>nd</sup>; Data backup at the City-County Building; Security at the City-County Building; Airport director applications; Asbestos survey.

Elizabeth Haus reported on the Village of Vanderbilt budget meeting, hearing set next week.

Correspondence:

A letter was sent to the Water Wonderland regarding the sanitary code; Letter regarding clean and safe energy coalition; Conflicts of interest sheets to be turned in.

Special Presentations:

Marie Frick from Community Corrections gave the Board the 2005 year end summary report.

Home Builders Association is going to be placed on the March 14, 2006 agenda.  
New Business:

Motion by Commissioner Glasser, to approve Warrant B2006-08 in the amount of \$156,791.49 and the prepaid invoices in the amount of \$34,010.12 as presented.  
Ayes: Unanimous. Motion carried.

Motion by Commissioner Backenstose, to approve Warrant B2006-09 in the amount of \$147,961.25 and the prepaid invoices in the amount of \$36,838.50 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the Public Improvement Fund (245) 2006 Budget Amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Liss, to approve the Drug Law Enforcement Fund (265) 2006 Budget Amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Finance Director, Rachel Frisch, presented the January 2006 financial reports to the Board.

Motion by Commissioner Bates, to approve the following appointments to the Otsego County Planning Commission for 3 year terms expiring December 31, 2007: James Maddox, James Quandt and Donald Tober as recommended by their various Township Boards. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to approve the following appointments to the Otsego County Planning Commission for 3 year terms expiring December 31, 2008: Ken Arndt and John Ernst as recommended by their Township Boards. Ayes: Unanimous. Motion carried.

Commissioner Hyde would like to nominate Dan Wager to the Otsego County Zoning Board of Appeals. Ayes: Bates, Hyde.

Nomination of Mark Eckstein, Ayes: Liss, Glasser, Beachnau and Backenstose.

Nomination of Duane Hoffman, Ayes: Unanimous.

Mark Eckstein and Duane Hoffman are both nominated to the Otsego County Zoning Board of Appeals.

Motion by Commissioner Glasser, to approve the following appointments to the Otsego County Zoning Board of Appeals for 3 year terms expiring December 31, 2008: Mark Eckstein and Duane Hoffman. Ayes: Unanimous.

Motion by Commissioner Glasser, to approve OCR-06-08 Authorizing the County to levy its full fixed millage ballot language for a millage proposition for the May 2, 2006 Special election as presented.

Roll Call Vote:

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

Nays: None.

Excused; Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Backenstose, to adopt the personal protective equipment policy for Otsego County as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to approve the County's portion of the purchase of 9-1-1 Dispatch software up to an amount of \$150,000 to come from the 9-1-1 Fund, and to loan \$50,000.00 from the public improvement fund to the 9-1-1 Fund with interest of 4% to be paid back over a 3 year period. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to rescind approval of \$144,000.00 to purchase Verizon equipment in Lieu of MSP plant on all 5 councils. The original motion was made on August 23, 2005. Ayes: Unanimous. Motion carried.

Motion by Commissioner Hyde, to approve OCR-06-09 setting annual fees for registration of security alarm systems.

Roll Call Vote:

Ayes: Bates, Liss, Hyde, Backenstose, Beachnau.

Nays: Glasser.

Excused; Olsen, Johnson, Bentz.

Motion failed, needed to have 2/3 vote. (the information was not in the Board's packet prior to today's meeting per the Board rules)

Chairman Beachnau appointed Mike Hyde, Paul Beachnau and Doug Johnson to a 3 month appointment to the Executive Committee.

Motion by Commissioner Bates, to adopt OCR-06-011 Honoring Trinity Lutheran Church.

Roll Call Vote:

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

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Bates, to enter into a closed session under provisions of 1976, Act 267, Section 8(c).

Roll Call Vote:

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

Nays: None.

Excused: Olsen, Johnson, Bentz.

Motion carried.

Public Comment:

Brad Aarons from the Water Wonderland addressed the Board.

Board Remarks:

Commissioner Liss:       Attended workshop in South Carolina.

Commissioner Backenstose:   Attended Library Meeting.  
                                  Attended the Inter-Municipality meeting, the next meeting is  
                                  March 22<sup>nd</sup> at 6:00 p.m. in the Multi-Purpose Room.

Commissioner Glasser:       Received correspondence from the Northeast Michigan  
                                  Consortium.

Commissioner Beachnau:      Attended the local emergency planning meeting.  
                                  Sportsplex roof repair has begun.  
                                  Toured the County with our new Administrator John Burt.

The next Michigan Township Association meeting is March 21, 2006 at 7:00 p.m. at the Bagley Township Hall.

Entered into closed session at 10:45 a.m.

Returned to open session at 11:00 a.m.

Motion by Commissioner Liss, to approve the Teamsters 214, Otsego County Bus Contract from January 1, 2005 through December 31, 2007. Ayes: Unanimous. Motion carried.

Meeting adjourned at 11:15 a.m. at the call of the Chair.

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Paul M. Beachnau, Chairman

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Susan I. DeFeyter, County Clerk



Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28th day of February, 2006 at 9:30 a.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Commissioner \_\_\_\_\_.

**RESOLUTION NO. OCR 06-07  
AUTHORIZING RESOLUTION**

OTSEGO COUNTY BOARD OF COMMISSIONERS  
February 28, 2006

**WHEREAS**, the Otsego County Board of Commissioners is the owner of a property located at 812 N. Ohio St, Gaylord, Michigan 49735 and has a mortgage recorded in Liber 945, Pages 209-222, in the name of Scott T. Tuck., and Teresa A. Tuck, f/k/a Teresa A. Boyce, husband and wife.

**AND WHEREAS**, said Mortgage has been paid in full,

**NOW THEREFORE BE IT RESOLVED**, that Otsego County hereby issue a DISCHARGE OF MORTGAGE to, Scott T. Tuck and Teresa A. Tuck, f/k/a Teresa A. Boyce, husband and wife.

**AND FURTHER BE IT RESOLVED**, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

\_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_

THE RESOLUTION WAS DECLARED ADOPTED.

\_\_\_\_\_  
Paul M. Beachnau, Chairman

\_\_\_\_\_  
Susan I. DeFeyter, County Clerk



## OTSEGO COUNTY BUDGET AMENDMENT

### FUND/DEPARTMENT: Public Improvement 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

| Account Number                              | Decrease  | Increase           |
|---|-----------|--------------------|
| 2450050 - 400001 - Budgeted use of fund bal | \$        | \$35,000.00        |
| -   | \$        | \$                 |
| -   | \$        | \$                 |
| -   | \$        | \$                 |
| <b>Total</b>                                | <b>\$</b> | <b>\$35,000.00</b> |

#### EXPENDITURE

| Account Number               | Increase           | Decrease  |
|------------------------------|--------------------|-----------|
| 245E901 - 970200 - Buildings | \$35,000.00        | \$        |
| -                            | \$                 | \$        |
| -                            | \$                 | \$        |
| -                            | \$                 | \$        |
| -                            | \$                 | \$        |
| -                            | \$                 | \$        |
| <b>Total</b>                 | <b>\$35,000.00</b> | <b>\$</b> |

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

\_\_\_\_\_  
Date

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

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

\_\_\_\_\_  
Date

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

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

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



Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28th day of February, 2006 at 9:30 a.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Commissioner \_\_\_\_\_.

**RESOLUTION NO. OCR 06-08**  
**A RESOLUTION CALLING SPECIAL ELECTION FOR THE PURPOSE OF SUBMITTING A**  
**PROPOSITION AUTHORIZING THE COUNTY TO LEVY ITS FULL FIXED MILLAGE**

OTSEGO COUNTY BOARD OF COMMISSIONERS  
February 28, 2006

**WHEREAS**, the Board of Commissioners wish to obtain approval from the voters to levy the County's full fixed millage of 4.30 mills as permitted by Article 9, Section 31 of the Michigan Constitution of 1963;

**WHEREAS**, the Board wishes to have this proposition submitted to the County voters at a Special Election to be held on May 2, 2006; and

**WHEREAS**, the Otsego County Clerk must publish a Notice of the last day of Registration and a Notice of the Special Election which must include the final language of the ballot proposition; and

**WHEREAS**, this Board wishes to approve such ballot proposition and authorize the Otsego County Clerk to proceed with the notices for such Special Election.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF OTSEGO** as follows:

1. The County of Otsego shall hold a Special Election on May 2, 2006 for the purpose of submitting the proposition set forth in paragraph 3 below to the County electors.
2. The County Clerk shall cause a Notice of Registration and a Notice of Special Election in the forms attached hereto as Appendix A and Appendix B, respectively, to be published as required by law.
3. The following proposition shall be submitted to the qualified electors of the County at the Special Election on May 2, 2006.

PROPOSITION NO.

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$\_\_\_\_\_ of increased tax collections in the first year of collection?

4. The ballot to be used in the Special Election for the purpose of submitting the foregoing proposition to electors shall be substantially in the form set forth in Appendix C.
  
5. The County Clerk is authorized to take whatever action is necessary under the Election Laws of the State of Michigan to notify electors of the County of the proposition being submitted at the Special Election and of the last day of registration therefor. The County Clerk shall cause appropriate registration and election notices to be inserted as required by the State Election Law in the Gaylord Herald Times, Gaylord, Michigan, a newspaper of general circulation in the County.
  
6. All resolutions and parts of resolution in conflict with the foregoing are hereby rescinded.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

THE RESOLUTION WAS DECLARED ADOPTED.

\_\_\_\_\_  
Paul M. Beachnau, Chairman

\_\_\_\_\_  
Susan I. DeFeyter, County Clerk



**APPENDIX A**

**REGISTRATION NOTICE**

**For Special Election**

TO THE QUALIFIED ELECTORS:

[INSERT NAMES OF CITIES AND TOWNSHIPS]

**County of Otsego, State of Michigan**

Notice is hereby given that in conformity with the "Michigan Election Law" I, the undersigned clerk, will upon any day, except Sunday and a legal holiday, the day of any regular or Special Election or primary election, receive for registration the name of any legal voter in said Township or City not already registered who may APPLY TO ME PERSONALLY for such registration.

[INSERT REGISTRATION LOCATIONS]

**NOTICE IS HEREBY GIVEN THAT I WILL BE AT MY OFFICE ON:**

\_\_\_\_\_ Last day of registration which is the \_\_\_\_ day preceding said election (the 30th day falling on a Sunday), for the purposes of REVIEWING the REGISTRATION and REGISTERING such of the qualified electors in said TOWNSHIP or CITY as SHALL PROPERLY apply therefore.

**THE FOLLOWING PROPOSITION WILL BE SUBMITTED TO THE ELECTORS OF THE COUNTY OF OTSEGO:**

**PROPOSITION NO. \_\_\_\_\_**

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY  
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$\_\_\_\_\_ of increased tax collections in the first year of collection?

**APPENDIX B**

**SPECIAL ELECTION**

**TO THE QUALIFIED ELECTORS:**

NOTICE IS HEREBY GIVEN, That a Special Election will be held in

**ALL PRECINCTS**

**[INSERT NAMES OF CITIES AND TOWNSHIPS]**

**County of Otsego, State of Michigan  
on**

**At the place or places of holding the election as indicated below, viz:**

**[INSERT PRECINCT DESCRIPTIONS]**

**TO VOTE ON THE FOLLOWING PROPOSAL:**

**PROPOSITION NO. \_\_\_\_\_**

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY  
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$ \_\_\_\_\_ of increased tax collections in the first year of collection?

**APPENDIX C**

**OFFICIAL BALLOT**

**SPECIAL ELECTION**

**COUNTY OF OTSEGO**

**STATE OF MICHIGAN**

**MAY 2, 2006**

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**INSTRUCTIONS** - To vote in favor of the proposition, place a cross (X) or check mark (/) in the square to the right of the word "Yes"; to vote against the proposition, place a cross (X) or check mark (/) in the square to the right of the word "No". Before leaving the booth, fold the ballot so that the face of the ballot is not exposed and so that the numbered corner is visible.

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**PROPOSITION NO.**

**A PROPOSAL TO PERMIT THE COUNTY TO LEVY  
ITS FULL AUTHORIZED FIXED MILLAGE**

In order to permit the levy of the authorized fixed millage for all purposes on the real and personal property in Otsego County without regard to the millage reduction required by Article 9, Section 31 of the Constitution of the State of Michigan shall the Board of Commissioners of the County be authorized to levy a tax of not to exceed .2498 mills, per \$1,000 of taxable valuation (.2498 mills) of state equalized value in excess of the limit imposed by MCL 211.34 (d) which is estimated to produce \$\_\_\_\_\_ of increased tax collections in the first year of collection?

**YES**

|  |
|--|
|  |
|  |

**NO**

|  |
|--|
|  |
|--|

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## PERSONAL PROTECTIVE EQUIPMENT POLICY FOR OTSEGO COUNTY

### PURPOSE

The purpose of this program is to protect the employees of Otsego County from the occupational hazards within the workplace by providing the proper personal protective equipment (PPE). It is the goal of the County to use engineering controls as the primary method for protecting employees. However, when additional protection is necessary, appropriate PPE will be worn. The scope of this program includes PPE for eye, face, head, foot, and hand protections. If respirators and/or hearing protection are necessary, their use will be covered by the County's Respiratory Protection Program and the Hearing Conservation Program, respectively.

### RESPONSIBILITY

The person responsible for coordinating this program is the Human Resources Director. This person will ensure that hazard assessments are conducted, appropriate PPE is assigned, and affected employees receive training. The responsible person will also be in charge of maintaining documentation for this program.

Department supervisors should advise the responsible person of changes in PPE requirements (e.g. new procedures/processes requiring different PPE; omission of a job/task).

### HAZARD ASSESSMENTS

Each job/task performed will be assessed to determine foot, head, eye, face, and hand hazards present and the proper PPE that should be worn. The assessments will include observation of the following sources of hazards:

1. Impact: flying chips, objects, particles, collision, and motion hazards
2. Penetration: Falling/dropping objects, sharp objects that cut or pierce
3. Compression: Rollover or pinching
4. Chemical: Splashing, burns, fumes
5. Temperature Extremes: Sparks, splashes from molten materials, burns from high/low temperatures
6. Harmful Dust: Dirt, particles, asbestos, lead
7. Light Radiation: Welding, cutting, brazing, lasers, furnaces, lights

The attached Hazard Assessment Form will be completed for each job/task and will serve as certification that a hazard assessment has been performed.

The person conducting the hazard assessment will also survey jobs that are non-routine or periodic. In some cases, these assessments may not be completed until the jobs are scheduled.

Hazard assessments will be updated/whenever conditions or procedures change.



Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multi-Purpose Room at the J. Richard Yuill Center, Gaylord, Michigan on the 28<sup>th</sup> day of February, 2006 at 9:30 a.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Commissioner \_\_\_\_\_

**RESOLUTION NO. OCR-06-11  
AUTHORIZING RESOLUTION**

OTSEGO COUNTY BOARD OF COMMISSIONERS  
February 28, 2006

**WHEREAS**, Trinity Lutheran Church of Gaylord was formally organized on the third day of March, 1946; and

**WHEREAS**, Trinity Lutheran Church of Gaylord will be celebrating its sixtieth anniversary on the fifth day of March 2006; and

**WHEREAS**, many members of this Church have been among the community leaders throughout the sixty years that Trinity Lutheran Church has been in Gaylord; now, therefore, be it

**PROCLAIMED**, that the County of Otsego, Michigan does hereby honor and congratulate

**Trinity Lutheran Church**

Recognizing their tremendous devotion and contribution to the community.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_