

May 28, 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 Commissioner Clark Bates.

Roll call:

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

Absent: Paul Beachnau, Bruce Brown.

Motion by Commissioner Paul Liss, to approve the regular minutes of May 14, 2013 with attachments. Ayes: Unanimous. Motion carried.

Consent Agenda:

Motion to approve the FY 2013 Courthouse Restoration (497) budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the FY 2013 General Fund Contingency (101-941) budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the FY 2013 Equipment Fund (266) budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the FY 2013 General Fund Contingency (101-941) budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the FY 2013 General Fund Contingency (101-941) budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve Homeland Security Grant advance. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Charles Berlin to the Housing Committee with the term to expire May 1, 2016. Ayes: Unanimous. Motion carried.

Administrator's Report:

John Burt reported on the renovations at Cross Street; Recycling; Downtown Renaissance Committee.

Committee Reports:

Motion by Commissioner Clark Bates, to purchase five video cameras for the jail in the amount of \$3,800, along with the associated budget amendment, to be funded from the Equipment Fund (266) with any reimbursement from MMRMA to be placed in the Equipment Fund upon receipt. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Clark Bates, to purchase two vans up to an amount of \$24,000, along with the associated budget amendment, to be paid from the Equipment Fund (266) with revenue up to \$12,000 from the inmate phone contract renewal to be deposited in the Equipment Fund upon receipt. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Clark Bates, to approve the updated Land Use Services Fee waiver policy. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Clark Bates, to set the Human Resources Director position to 37.5 hours per week beginning June 1, 2013 at a cost of \$10,596 to be paid this year out of the Administrative Services Fund (645) fund balance in 2013. Ayes: Unanimous. Motion carried. (see attached)

Bill Wishart reported on the City Planning Commission.

Correspondence:

The April Financial reports were presented.

Dona Wishart addressed the Board regarding the Commission on Aging.

Motion by Commissioner Clark Bates, to approve having the Board Chairperson sign the letter of support for the Otsego County Commission on Aging. Ayes: Unanimous. Motion carried.

Chairman Lee Olsen received a request from Legal Services of Northern Michigan requesting a letter of support.

Motion by Commissioner Ken Borton, to approve having the Board Chairperson sign the letter of support for the Legal Services of Northern Michigan. Ayes: Unanimous. Motion carried.

New Business:

Motion by Commissioner Paul Liss, to approve the May 21, 2013 Warrant in the amount of \$130,338.85 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, to approve the May 28, 2013 Warrant in the amount of \$179,272.63 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Richard Sumerix, to approve the Mapping Solutions agreement in the amount of \$10,810 with the funding to come from the GIS Project and Aerial Fund (618). Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to adopt OCR 13-09 State Revenue Sharing.

Roll Call Vote:

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

Nays: None.

Absent: Paul Beachnau, Bruce Brown.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Clark Bates, to approve the Road Commission Recycling Agreement as presented. Ayes: Clark Bates, Paul Liss, Lee Olsen, Richard Sumerix, Doug Johnson, Ken

Borton. Nays: Erma Backenstose. Absent: Paul Beachnau, Bruce Brown.

Motion carried.

Board Remarks:

Commissioner Paul Liss: Thanked Sheriff Matt Nowicki
Music in the park in Vanderbilt.

Commissioner Richard Sumerix: Consortium.

Commissioner Clark Bates: City Council meeting.

Meeting adjourned at 10:43 a.m.

Lee F. Olsen, Chairman

Susan I. DeFeyter, Otsego County Clerk



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Courthouse Restoration Fd.

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 Sidewalk repair @ Alpine Center

Account Number	Decrease	Increase
497 050 - 400.001 - Budgeted Use of	\$	\$ 4,500
- - Fund Bal.	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
497 901 - 970.300 - Property Impvs.	\$ 4,500	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

Rachel Frisch
Department Head Signature

5/20/13
Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: General Fund

As provided for in the Uniform Budget and Accounting Act of 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 Printing of County Directories

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

EXPENDITURE

Account Number	Increase	Decrease
<u>101-940-999-010 - Contingency</u>	\$	\$ <u>640</u>
<u>101-101-726-020 - Books + Periodicals</u>	\$ <u>640</u>	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

Rachel Frisch
Department Head Signature

5/20/13
Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

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Land Use Services

BACKGROUND

The Otsego County Land Use Services Department charges fees for a variety of zoning and building permits. Over the years, a number of requests have been submitted to the County Board to waive fees for non-profit organizations, local municipalities, Otsego County Departments, etc. It was determined that a policy is needed to ensure that all requests are treated equally.

POLICY

- A. No fees for planning and zoning may be waived, except the following:
1. Fees shall be waived for all rezoning initiated at the request of the Planning Commission.
 2. Fees for rezoning of Township owned or controlled properties shall be waived. (Examples Township Hall, parks, public buildings and cemeteries)
 3. Fees for Site Plan review of Township owned or controlled projects shall be waived.
 4. Fees for rezoning of Otsego County owned or controlled properties shall be waived.
 5. Fees for Site Plan review of Otsego County owned or controlled properties shall be waived.
 6. Fees for rezoning of Road Commission owned or controlled properties shall be waived.
 7. Fees for Site Plan of Road Commission owned or controlled properties shall be waived.
 8. Fees for Site Plan review for all Public Schools shall be waived.
 9. Fees for non-profit organizations will be reduced by 50%. If a project is determined to be of direct benefit to low-income families, fees can be reduced by 100%.
 10. Fees associated with construction related directly to renovations to improve handicapped accessibility at an existing facility will be reduced by 50%. A note

from a medical doctor indicating that someone within the household has a permanent disability must be submitted with the application.

B. No building fees may be waived, except the following:

1. Fees for non-profit organizations will be reduced by 50%. If a project is determined to be of direct benefit to low-income families, fees can be reduced by 100%.

2. Fees associated with construction related directly to renovations to improve handicapped accessibility at an existing facility will be reduced by 50%. A note from a medical doctor indicating that someone within the household has a permanent disability must be submitted with the application.

C. The ~~County Administrator~~ Land Use Director shall approve all waivers of Fees in writing. A copy of the approved waiver shall be submitted to the County Administrator within 7 days after approval.

D. No approval shall be given for a Site Plan until the associated fee is paid in full or a waiver is given in writing.

E. No rezoning shall be placed on the Planning Commission Agenda until the associated fee(s) are paid in full or a written waiver is provided.

PROCEDURE

A fee waiver request, using the designated form, must be submitted to the Land Use Services Department. For non-profit organizations, proof of status as a State of Michigan recognized non-profit corporation must be submitted.

Adopted: April 28, 2009

FEE REDUCTION REQUEST



Land Use Services Department
1068 Cross Street
Gaylord, Mi 49735
Tel: (989) 731-7420
Fax: (989) 731-7429

Property owner: _____
Mailing Address: _____
City/State/Zip: _____
Phone: _____
Email: _____

Assessor's Parcel Number: _____
Property Address: _____
Description of Project: _____

Department Use Only

Land Use Services Director Authorization: _____
Percent of Fee Waived: _____



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Administrative Services

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 increase hours for Human Resources Director

Account Number	Decrease	Increase
645.050 - 400.001 - Budgeted Use	\$	\$ 10,596
- - of Fund Bal.	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$ 10,596

EXPENDITURE

Account Number	Increase	Decrease
645.270 - 703.060 - Part-time wages	\$ 7,800	\$
" - 704.200 - Payroll taxes	\$ 600	\$
" - 704.600 - Workers Comp	\$ 36	\$
" - 704.300 - Retirement	\$ 2,100	\$
" - 704.500 - Unemployment	\$ 60	\$
- -	\$	\$
Total	\$ 10,596	\$

Rachel Frisck
Department Head Signature

5/8/13
Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (If necessary)

Budget Adjustment #

Posting Number

OCR 13-09
State Revenue Sharing Agreement

Otsego County Board of Commissioners
May 28, 2013

WHEREAS, In the Governor's recommendation for the FY 2014 budget, counties are scheduled to receive a 22.9% cut from what they were projected to receive based on the deal struck in 2004/2005; and

WHEREAS, the Governor is recommending an appropriation of \$140.6 million which is \$41.7 million less than statutorily required and counties will be required to "earn" 20% of their funding by fulfilling the County Incentive Program (CIP) requirements; and

WHEREAS, with the proposed budget for FY 2014, counties would receive a cut of approximately \$42 million and, at first glance, it appears the administration has recommended an additional \$10 million for county revenue sharing and CIP payment, but in reality, these additional funds result in less money to each county this year; and

WHEREAS, counties have worked diligently for the past decade by leading the effort to reform, consolidate and right-size government in an effort to increase efficiency and adjust to declining revenues but a "one-size-fits-all" approach to the CIP Employee Compensation Category is not acceptable; and

WHEREAS, each local unit of government is different – some are growing, some are declining, some are healthy and some are struggling with their long term liabilities and to say that all counties need to comply with a prescriptive formula on employee compensation would be a step backward for some and unattainable for others; and

WHEREAS, compliance with the third category for this fiscal year is attainable because all counties are following PA 152 health care law enacted last session and the category should remain the same with the State ceasing its attempts at raising the bar; and

WHEREAS, in 2004/2005, counties agreed to forgo revenue sharing for a period of time in order to assist Michigan in balancing the budget and were promised a return of that funding once the reserves were depleted; and

WHEREAS, revenue sharing is more than just a pot of money to be allocated in whole or in part for counties but is a statutory promise made to counties in exchange for giving up local taxing authority and for a more recent change in local taxing administration; and

WHEREAS, the concept of earning what has already been earned is unacceptable; and

WHEREAS, according to the Glenn Steil State Revenue Sharing Act, 21.3% of 4% of State sales tax is supposed to go to statutory revenue sharing which amounts to over \$1 billion; however, the Governor's proposal only allocates 35% of this collection to revenue sharing while the balance is used to bolster the State's General Fund budget; and

WHEREAS, revenue sharing is used by counties to pay for a multitude of state mandated services including the courts, the jails, the constitutional officers, elections and the public health system and, coupled with recent reductions in property values and increased mandated state service delivery, counties are stretched to the financial limit; now, therefore be it

RESOLVED, that the Otsego County Board of Commissioners calls upon the Governor and the State Legislature to live up to their promise by fully funding revenue sharing payments to counties in fiscal year 2014; and be it further

RESOLVED, that copies of this Resolution be forwarded to the Governor, our State Legislators, and the Michigan Association of Counties.

Agreement for Hosting of Recycling Drop-off Locations

This Agreement effective as of May 1, 2013 by and among the County of Otsego, Michigan (hereafter County), organized and existing under the constitution and laws of the State of Michigan, and the Otsego County Road Commission (hereafter OCRC), organized and existing under the constitution and laws of the State of Michigan.

A. Effective May 1, 2013, for a term ending April 30, 2014, OCRC agrees to allow for the placement of two (2) 30-cubic yard recycling bins, along with associated use by the public, at the following two sites owned by the OCRC:

1. 2932 Rock Road, Johannesburg, MI
2. 247 Old State Road, Waters, MI

The Agreement will automatically renew for an additional one year term unless notice is given by the OCRC to the County within 90 days of the end of the initial one year term of the Agreement.

B. The County is responsible for all maintenance and upkeep associated with the recycling bins and the associated use thereof.

C. The County agrees to indemnify OCRC and hold it harmless from and against all actions, suits, damages, judgments, costs, charges, expenses, attorney fees, and consequence of any liabilities, arising from negligence of the County involving its use of OCRC property for placement of recycling bins and their associated use.

D. The County further agrees to be responsible for any deductible up to \$1,000 incurred by the OCRC in the event of claims/damage associated with the use of the property by the County.

AGREED to this _____ of _____, 2013, at Gaylord, Michigan.

OTSEGO COUNTY EMS RESCUE

COUNTY OF OTSEGO

Otsego County Road Commission

Otsego County