

September 27, 2016

The regular meeting of the Otsego County Board of Commissioners was held at the County Building at 225 West Main Street, Room 100, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Ken Glasser, followed by the Pledge of Allegiance led by Dona Wishart.

Roll Call:

Present: Julie Powers-Gehman, Paul Beachnau, Erma Backenstose, Ken Glasser,
Doug Johnson, Ken Borton, Bruce Brown.

Excused: Paul Liss, Robert Harkness

Consent Agenda:

Motion to approve the Emmet County Recycling Agreement Fourth amendment. Ayes: Unanimous.

Motion carried. (see attached)

Motion to approve FY 2017 Bus Budget and employee position listing. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2017 Commission on Aging Budget. Ayes: Unanimous. Motion carried. (see attached)

Motion to award bid 2016-07 to Feeny CDJR of Gaylord in the amount of \$3300 with funds to come from the Building Inspection Fund. Ayes: Unanimous. Motion carried.

Motion to approve the part-time Community Center Monitor position for the Parks and Recreation Department along with the associated budget amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the Land Use Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve Otsego County Commission on Aging home delivered meals agreement. Ayes: Unanimous. Motion carried. (see attached)

Motion to award bid 2016-08 to Feeny CDJR in the amount of \$21,397 with funds to come from the Airport Capital projects fund along with any associated budget amendments. Ayes: Unanimous. Motion carried. (see attached)

Motion to adopt OCR 16-25 Discharge of Mortgage of Peter W. Truran and Treasure S. Truran. Ayes: Unanimous. Motion carried. (see attached)

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Erma Backenstose, Ken Glasser, Doug Johnson,
Ken Borton, Bruce Brown.

Excused: Paul Liss, Robert Harkness.

Motion carried/Resolution adopted. (see attached)

Motion to adopt OCR 16-26 Discharge of Mortgage for Gilardy, LLC upon approval of the Otsego County Housing Committee.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Excused: Paul Liss, Robert Harkness.

Motion carried/Resolution adopted. (see attached)

Motion to adopt OCR 16-27 ARTA LWCF Grant Application.

Roll Call Vote:

Ayes: Julie Powers-Gehman, Paul Beachnau, Erma Backenstose, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Excused: Paul Liss, Robert Harkness.

Motion carried/Resolution adopted. (see attached)

Motion to approve the reappointment of John LaFave to the Otsego County Housing Committee to a 3 year term expiring 12-31-2019. Ayes: Unanimous. Motion carried.

Committee Reports:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Doug Johnson, to update the Otsego County Fee Schedule by setting the fee for the Clerk's Office to perform wedding ceremonies at \$25.00. Ayes: Julie Powers-Gehman, Paul Beachnau, Erma Backenstose, Doug Johnson, Ken Borton, Bruce Brown. Nays: Ken Glasser. Excused: Paul Liss, Robert Harkness. Motion carried.

Administrator's Report:

John Burt reported the Courthouse windows are completed, doors to be installed next week; café tables had electrical outlets breaking, those have been repaired; adding 2 cameras around the fountain; Dog park property; Annual Groen Trust Fund Board meeting held; Meeting with MDOT and Lake State Rail; Union meetings have started.

Special Presentations:

Lt. Ken Mills reported on S.A.N.E, team has 7 members and covers 3 Counties, Otsego, Cheboygan and Emmet; Study done by quarter and the team had the highest score; Arrests and scores have increased; Rx Opiate score highest in the State.

Department Head Report:

Tim Cherwinski report on the Bus System was postponed.

Vern Schlaud reported on the Land Use Services; Building permits issued have increased; Commercial portion busy; Planning and Zoning enforcements stayed the same; Zoning permits have increased. Update on burned out structure.

City Liaison, Township and Village Representative: None.

Correspondence: None.

Rachel Frisch reported on the August Financial reports.

New Business:

Motion by Commissioner Julie Powers-Gehman, seconded by Commissioner Doug Johnson, to approve the September 20, 2016 Warrant for a total amount of \$121,320.17 Ayes: Unanimous. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers-Gehman, to approve the September 27, 2016 Warrant in the total amount of \$191,055.64. Ayes: Unanimous. Motion carried.

Public Comment:

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Paul Beachnau reported the Chamber Business showcase 9-28-16 from 4:00-7:00 at the Sportsplex.

Commissioner Julie Powers-Gehman commented on the Gaylord Area Chamber of Commerce Ambassador's dinner held on the Courthouse lawn; thanked the group that put together our health program.

Commissioner Erma Backenstose reported on the Otsego Lake Township meeting.

Commissioner Bruce Brown had no report.

Commissioner Ken Glasser attended the MAC summer convention; NEMSCA annual reports.

Commissioner Doug Johnson attended the Conservation District fall tour, nice tour and very educational.

Commissioner Ken Borton attended the MAC Conference, re-elected to the Board.

Meeting adjourned at 10:21 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk

**FOURTH AMENDMENT TO
AGREEMENT REGARDING RECYCLABLE MATERIALS
between
COUNTY OF EMMET
and
COUNTY OF OTSEGO**

This Amendment is made this _____ day of _____, 2016 to the Agreement for Recyclable Materials dated March 11, 2013 between the County of Emmet, Michigan, and the County of Otsego, Michigan, as previously amended, and is to be attached to and made a part of the Agreement.

NOW THEREFORE, the parties agree as follows:

1. Section 4 of the Agreement for shall be amended to state:

4. COMPENSATION/RATES FOR RECYCLABLES. Except as otherwise provided herein, Otsego County will pay to Emmet County the following rates for its acceptance of recyclable materials:

* * *

- | | |
|---------|---|
| Year 3: | \$60 per ton processed and \$1,440 per month for the lease of 14 recycling bins to the capped total amount of \$38,080 (formerly) revised to \$42,000, with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met. |
| Year 4: | \$66 per ton processed and \$1,640 per month for the lease of 15 recycling bins to the capped total amount of \$77,007, with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met. |
| Year 5: | \$68 per ton processed and \$1,640 per month for the lease of 15 recycling bins to the capped total amount of \$82,438, with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met. |
| Year 6: | \$70 per ton processed and \$1,640 per month for the lease of 15 recycling bins to the capped total amount of \$86,868, with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met. |

Until December 31, 2015, Emmet County will provide revenue sharing to Otsego

County at \$5.00 per ton on all mixed fiber based on actual weights received and marketed monthly.

For the remainder of Year 3 and for Years 4, 5, and 6, Emmet County will provide revenue sharing to Otsego County in accordance with Emmet County's Revenue Sharing Policy, a copy of which will be provided to Otsego County and adopted herein by reference. In the event that Otsego County's annual growth (in tons or in pulls) exceeds 10% in any year of this Agreement (after Year 3), Emmet County reserves the right to request an increase in the capped total amount to accommodate exceptional growth.

Except as otherwise provided herein, Otsego County will pay to Emmet County the following capped rates for the hauling of recycled materials.

* * *

- Year 3: \$285 per bin pull to the capped total amount of \$115,500, (formerly) revised to \$132,320, with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met.
- Year 4: \$290 per bin pull to the capped total amount of \$185,080 with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met.
- Year 5: \$295 per bin pull to the capped total amount of \$202,420 with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met.
- Year 6: \$300 per bin pull to the capped total amount of \$214,800 with Emmet County continuing to provide services at no additional charge to Otsego County once the capped amount is met.

Emmet County reserves the right to implement a fuel surcharge (Attachment C), assessed monthly, if the Department of Energy average Midwest on-road diesel fuel price exceeds \$4.50 per gallon. Such surcharge will only be for the amount over \$4.50 per gallon.

The cap amounts will be based on the total compensation paid by Otsego County in each category (hauling and processing). Otsego County's revenue share will be credited against each monthly invoice, resulting in a net lower cost paid by Otsego County each month. These net amounts will be used to determine if the cap amounts are reached. The fuel surcharges set forth in Attachment C, entitled "FUEL SURCHARGE TABLE," will not be applied to the cap amounts.

There will be no other costs assigned to Otsego County outside of those listed above; provided, however, that in the event that Otsego County's volume/bin pulls exceeds 10% in any year of this Agreement (after Year 3), Emmet County reserves the right to request an increase in the capped total amount to share in the program's success.

3. Otsego County acknowledges that it will be responsible to actively manage the capacity of the bins to minimize pull requests. Emmet County agrees to continue to work to provide additional service as needed to maintain the Gaylord site.

4. All of the other terms and conditions contained in the Agreement will remain in full force and effect and without change or modification except as expressly provided herein.

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment on the date first written above.

COUNTY OF OTSEGO:

Attest:

John Burt, County Administrator

COUNTY OF EMMET:

Attest:

Juli Wallin, Clerk

James E. Tamlyn, Chairperson
Emmet County Board of Commissioners

Otsego County Bus System
Nonurban County
Regular Service
Annual Budgeted
2017

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (-)	\$150,000
40400	Package Delivery/Meal Delivery Programs (-CAP approved)	\$34,100
406 :	Auxiliary Trans Revenues	
40615	Advertising (-)	\$8,000
407 :	NonTrans Revenues	
40710	Sales of Maintenance Services (-work on sheriffs cars and other county vehicles)	\$22,000
40799	Other NonTrans Revenue (Explain in comment field) (-Scrap metal, bus sales)	\$5,000
408 :	Local Revenue	
40800	Taxes Levied Directly for/by Transit Agency (-.25 MILLS)	\$290,721
409 :	Local Service Contract	
40950	Local Service Contract/Local Source (-adult workshops, school support runs)	\$295,800
411 :	State Formula and Contracts	
41101	State Operating Assistance (@37.38%)	\$665,039
413 :	Federal Contracts	
41301	Section 5311 Operating (@18.5%)	\$329,108
Total Revenues: \$1,799,768		

Otsego County Bus System
Nonurban County
Regular Service
Annual Budgeted
2017

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages (cola increase due to union negotiations)	\$557,000
50102	Other Salaries & Wages (cola increase due to county board approving raise across the board)	\$251,958
50103	Dispatchers' Salaries & Wages (cola increase due to union negotiations)	\$140,184
502 :	Fringe Benefits	
50200	Fringe Benefits (-)	\$360,000
503 :	Services	
50302	Advertising Fees (-)	\$3,000
50305	Audit Costs (-)	\$5,500
50399	Other Services (Explain in comment field) (Drug test, dot, printing, admin fees,garage door maint)	\$71,000
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$197,000
50402	Tires & Tubes (-)	\$10,000
50499	Other Materials & Supplies (-)	\$111,000
505 :	Utilities	
50500	Utilities (-)	\$44,000
506 :	Insurance	
50603	Liability Insurance (-)	\$20,000
507 :	Taxes & Fees	
50700	Taxes & Fees (-)	\$322
509 :	Misc Expenses	

Otsego County Bus System
Nonurban County
Regular Service
Annual Budgeted
2017

Expense Schedule Report

Code	Description	Amount
50902	Travel, Meetings & Training (-)	\$700
50903	Association Dues & Subscriptions (-)	\$5,300
513 :	Depreciation	
51300	Depreciation (buses, bldg)	\$49,000
550 :	Ineligible Expenses	
55008	Other Ineligible Expenses (Explain in comment field) (-meals on wheels, CAP APPROVED)	\$25,000
560 :	Ineligible Expenses	
56001	Ineligible Expenses Associated w/Sale of Maintenance Service (-MAINT ON SHERIFF'S DEPT CARS/OTHER COUNTY VEHICLES)	\$22,000

Total Expenses: \$1,825,964

Total Ineligible Expenses: \$47,000

Total Eligible Expenses: \$1,778,964

Bus Position Roster
10/1/16 - 9/30/17

Management/Office

Transit Manager	1
Bus Office Manager	1

Teamsters Bus

Bus Driver	11
Bus Driver - Part-Time	2
Chief Dispatcher	1
Dispatcher	2
Driver/Dispatcher	1
Lead Mechanic	1
Mechanic	1
General Maintenance	1

Part-time Irregular

Irr Bus Driver	3
Irr Bus Aid	3
Irr Bus Aid - Fill In	2
Home Delivered Meals	4
	<hr/>
	34

Otsego County Commission on Aging

2016-2017 OCCOA BUDGET		
REVENUE:		
	NEMCSA FEDERAL GRANT INCOME	144,942.00
	NEMCSA STATE GRANT INCOME	68,630.00
	DONATION INCOME	136,786.00
	TOBACCO/WAIVER/OTHER GRANTS	69,130.00
	PRIVATE PAY-OTSEGO HAUS	27,500.00
	TAX RECEIPTS INCOME	1,152,000.00
	CASH MATCH FOR GRANTS	20,390.00
	INTEREST INCOME	1,000.00
	ACTIVITIES/SPECIAL EVENTS INCOME	43,600.00
	CONTRACTED INCOME	84,400.00
	TRANSFER FROM FUND EQUITY	161,941.00
	BUDGETED TOTAL INCOME:	\$1,910,219.00
EXPENSES:		
	SALARY EXPENSES	1,088,000.00
	FRINGE BENEFITS	94,336.00
	RSVP FUNDING EXPENSE	42,000.00
	EMPLOYEE BENEFIT	38,620.00
	CASUAL LABOR	0.00
	BOARD EXPENSE	500.00
	RENTS	50,158.00
	RAW FOODS	268,261.00
	EMPLOYEE LUNCH ACCOUNT EXPENSE	1,500.00
	UTILITIES-OTSEGO HAUS	6,500.00
	DUES EXPENSE	3,375.00
	POSTAGE EXPENSE	3,700.00
	SUPPLIES EXPENSE	25,452.00
	KITCHEN SUPPLIES	11,750.00
	TELEPHONE EXPENSE	10,460.00
	SERVICE CONTRACTS/GRANTS	3,810.00
	HOME MEAL DELIVERY EXPENSE	58,392.00
	TRANSPORTATION EXP-OTSEGO HAUS	800.00
	CLEANING EXPENSE	2,900.00
	STAFF TRAVEL EXPENSE	36,525.00
	REPAIR/MAINT EXPENSE	3,850.00
	GARBAGE REMOVAL EXPENSE	2,000.00
	VOLUNTEER PROGRAMS EXPENSE	6,500.00
	EQUIPMENT LEASING-GENERAL OPER	10,440.00
	EQUIPMENT PURCHASE EXPENSE	1,500.00
	COMPUTER EXP-GENERAL OPER	6,000.00
	PRIME TIMES ADVERTISING EXPENSE	9,100.00
	INSURANCE EXPENSE	32,950.00
	AUDIT/PROFESSIONAL FEES	6,500.00
	ADVERTISING EXPENSE	13,170.00
	LEASHOLD IMPROVEMENTS	500.00
	TRAINING EXPENSE	8,090.00
	ACTIVITIES/SPECIAL EVENTS EXPENSES	39,800.00
	CASH MATCH EXP-GENERAL OPER	21,000.00
	TAX TRIBUNAL CHARGEBACKS	4,000.00
	MILLAGE CAMPAIGN 8/2014	0.00
	BUDGETED TOTAL EXPENSES:	\$1,910,219.00
	Revenue over Expenses/Expenses over Revenue:	\$0.00



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Parks and Rec

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

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

DESCRIPTION To add a part-time employee (20 hrs/week)

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
208-752-703.060 Part Time Wages-Com Ctr	\$ 3,150	\$
208-752-704.200 Payroll Taxes	\$ 245	\$
208-751-703.060 Part Time Wages-Pks	\$	\$ 3,395
	\$	\$
	\$	\$
	\$	\$
Total	\$ 3,395	\$ 3,395

Department Head Signature Date

Administrator's Signature Date

Finance Department
Entered:
By:

9/27/16

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



OTSEGO COUNTY BUDGET AMENDMENT

FUND/DEPARTMENT: _____

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

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

DESCRIPTION For increased zoning activity.

REVENUE

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

EXPENDITURE

Account Number	Increase	Decrease
101-941-999.010 Contingency	\$	\$ 2,000
101-721-801.010 Professional	\$ 2,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

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



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

Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1204

September 22, 2016

TRANSPORTATION AGREEMENT BETWEEN
OTSEGO COUNTY BUS SYSTEM
AND
OTSEGO COUNTY COMMISSION ON AGING
"Home Delivered Meals" PROGRAM

- A. This agreement is made by and between Otsego County on behalf of the Otsego County Bus System (OCBS) and Otsego County Commission on Aging (OCCOA) for transportation and delivery of meals to eligible Senior Citizens, known as the "*Home Delivered Meals*" (HDM) program. This agreement is for Fiscal Year 2017. Beginning October 1st 2016, through September 30th 2017. This agreement may be renewed annually on a fiscal year (October 1- September 30, contract year) basis if both parties can agree to the necessary modifications as provided in the following terms and conditions.
- B. OTSEGO COUNTY BUS SYSTEM AGREES:
1. OCBS will make existing vehicles (see Appendix A) with current insurance coverage available for providing services listed in the Agreement and will purchase, pursuant to Section C, Number 1, replacement vehicles used for the HDM program with approval of OCCOA. OCBS agrees to purchase, own, house, maintain, and insure vehicles dedicated to the HDM program. Such activities will be fully funded by OCCOA, pursuant to Section C of this agreement.
 2. OCBS shall provide annually, a report of the mileage and condition of each HDM vehicle to OCCOA.
 3. OCBS shall prepare, 90 days prior to fiscal year-end, a cost breakdown for the HDM program, in the format provided in APPENDIX B. The costs will initially be based on estimates, using historical data and projected future costs of the program.
 4. OCBS shall send monthly invoices to the OCCOA for 1/12 of the Total Annual OCCOA Budget amount, as illustrated in APPENDIX B.
 5. At the end of each fiscal year, OCBS will recalculate the cost breakdown per APPENDIX B using actual costs incurred by the HDM program. After those calculations are complete, the following shall take place:
 - a. If the actual costs incurred are greater than the estimated costs, OCCOA will be responsible for the difference. OCBS will invoice OCCOA for the additional amount due.
 - b. If the actual costs incurred are less than the estimated costs, OCCOA will be refunded the amount of overpayment.

- c. OCBS shall notify OCCOA at quarterly meetings referenced in Section D, 3 of any significant differences from the estimates throughout the year.
- d. OCBS shall provide OCCOA with all relevant supporting documentation to substantiate the actual costs incurred by the HDM program.
- 6. OCBS will provide drivers to transport meals to designated delivery points within the Otsego County jurisdiction.
- 7. Provide the OCBS dispatch and office manager time to help coordinate the delivery schedule.
- 8. To comply with any health standards for food temperatures at delivery.
- 9. To make every effort to comply with reasonable delivery schedules provided by OCCOA.
- 10. To provide a liaison for dispatching services.
- 11. To provide a management liaison to work with the OCCOA management liaison towards the resolution of issues.
- 12. OCBS will provide a designated liaison to work with the designated liaison of OCCOA regarding schedules & resolutions of problems.

C. THE OTSEGO COUNTY COMMISISON ON AGING AGREES:

- 1. OCCOA agrees to fund the HDM program according to the cost breakdown per APPENDIX B, and further agrees to the recalculation of the HDM program cost using actual costs at the end of the fiscal year, which may result in additional funds due to the OCBS, or funds returned to OCCOA.
- 2. As indicated on APPENDIX B "Vehicle Replacement" section, OCCOA shall set an amount aside in a separate fund to be used toward funding the replacement of vehicles used in the HDM program upon request by OCBS. OCCOA agrees to fund vehicle purchases based on the recommendations provided by the OCBS, in order to provide safe vehicles for the program. Selection of the replacement vehicles must be mutually approved by the OCBS and OCCOA. The process of bidding/procuring replacement vehicles shall be in accordance with the Otsego County purchasing policy. Funds shall only be released upon the consent of the OCCOA Board.
- 3. To assign a liaison to work with OCBS in areas relating to daily operations, faxing of meal delivery sheets to OCBS dispatch office as required and coordination of any delivery date changes due to holidays or other situations that might arise.
- 4. To provide monthly payments to OCBS, to be paid at beginning of each month for the previous months provided service. Total agreement amount for Fiscal Year 2017 services is: **\$53,202.52**. Monthly payments for this agreement will be: **\$4,433.54**.
- 5. As referenced in Section B 3, cost of service will be reviewed at least 90 days prior to the beginning of each contract year and may be raised by whatever operating costs (labor, benefits, fuel etc.) increased during the last year serviced.
- 6. To provide a designated liaison to work with OCBS regarding schedules.
- 7. To provide a designated liaison to work with OCBS towards the resolution of issues.

D. MUTUAL RESPONSIBILITIES:

- 1. That no person shall be denied services on the basis of race, color, creed, sex, disability or national origin.

2. That there will be no discrimination against any employee/employer or applicant for employment with respect to tenure, conditions or privileges of employment regardless of race, color, creed, sex or national origin.
3. OCBS management and OCCOA management shall meet on a quarterly basis to review the status of the Agreement.

E. REOPENER CLAUSE

The agreement will automatically be reopened for renegotiations during the contract year under the following conditions:

1. Any change in terms or conditions should be with a 90 day notice from either party
2. Sources of funding necessary to operate and provide services for OCCOA are reduced to the point the OCBS is required to reduce or cease operations.
3. Funding available to the OCCOA for the "Home Delivered Meals" program is reduced requiring discontinuation or reduction of the service affecting this agreement.
4. Services discontinued or reduced at either program location.
5. A 30-day notice of contract cancellation by either party is required in writing.

Otsego County Administrator

DATE: _____

Otsego County Commission on Aging
Representative

DATE: _____

Please make check payable to "Otsego County Bus System" and send payment to:
OCBS
1254 Energy Drive
Gaylord, MI 49735

APPENDIX A

VEHICLES PROVIDED BY OCCBS

6. 2009 Chevy Aveo (Vehicle I.D. KL1TD56E99B340595)
7. 2009 Chevy Equinox (Vehicle I.D. 2CNDL23F396224819)
8. 1998 Ford Van (Vehicle I.D. 2FMZA5147WBC82725)
9. Van (Vehicle I.D. 1GNDU23L26D225682)
10. Van (Vehicle I.D. 1GNDU23L86D228747)

APPENDIX B

FY 2017 Cost Breakdown

STAFFING	
<u>DRIVERS</u>	<u>(Using avg 60 hrs per week)</u>
Driver 1	\$9,096.00
Driver 2	\$9,096.00
Driver 3	\$9,096.00
Driver 4	\$9,096.00
<u>ADMIN/DISPATCH</u>	<u>(Using 1% of wages)</u>
Office Manager	\$655.66
Dispatcher	\$456.66
Subtotal	\$37,496.32
GASOLINE	
Subtotal	\$4,656.00
VEHICLE MAINTENANCE	
Subtotal	\$5,904.00
Building Costs (Utilities, Maintenance)	
Subtotal	\$2,646.20
VEHICLE LIABILITY INSURANCE	
Subtotal	\$2,500.00
Total Annual Contract Cost	\$53,202.52
Total Monthly Contract Cost	\$4,433.54
VEHICLE REPLACEMENT	
Subtotal	\$8,333.35
Note: This amount is not paid to OCBS, but held by OCCOA	
Total Annual OCCOA Budget	\$61,535.87



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Airport Capital Projects

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

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

DESCRIPTION Bid 2016-08 Purchase of Airport Vehicle

REVENUE

Account Number	Decrease	Increase
481-050-400.001 Budgeted Use of Fund Balance	\$	\$ 21,500
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$ 21,500

EXPENDITURE

Account Number	Increase	Decrease
481-901-970.420 Property-Vehicles	\$ 21,500	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 21,500	\$

Department Head Signature _____ Date _____

Administrator's Signature _____ Date _____

Finance Department
Entered:
By:

Board Approval Date (if necessary) _____

Budget Adjustment # _____

Posting Number _____

RESOLUTION NO. OCR 16-25
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 27, 2016

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 7275 S. Old US Highway 27, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1363, Pages 200-215 in the name Peter W. Truran and Treasure S. Truran, husband and wife and

WHEREAS, said Mortgage has been paid in full; now, therefore, be it

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE to Peter W. Truran and Treasure S. Truran, husband and wife, and be it further

RESOLVED, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

RESOLUTION NO. OCR 16-26
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 27, 2016

WHEREAS, the Otsego County Board of Commissioners is the owner of a property located at 232 W. Main Street, Gaylord, Michigan 49735 and has a mortgage recorded in the office of the Register of Deeds for Otsego County Michigan, in Liber 1268, Pages 599-602 by and between Gilardy, LLC, a Michigan Limited Liability Company, and

WHEREAS, said Mortgage has been paid in full; now, therefore, be it

RESOLVED, that Otsego County hereby issues a DISCHARGE OF MORTGAGE by and between Gilardy, LLC, a Michigan Limited Liability Company, and be it further

RESOLVED, that the Otsego County Administrator, on behalf of the Otsego County Board of Commissioners, be authorized to sign said document.

RESOLUTION NO. OCR 16-27
Alpine Regional Tennis Association Tennis Courts
OTSEGO COUNTY BOARD OF COMMISSIONERS
September 27, 2016

WHEREAS, Otsego County supports the submission of an application titled, "The Otsego County Sportsplex Tennis Courts" to the Michigan Natural Resources Land and Water Conservation Fund for the construction of a four court tennis complex; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and

WHEREAS, Otsego County and the Alpine Regional Tennis Association has made a financial commitment to the project in the amount of \$150,000 matching funds in cash; now therefore, be it

RESOLVED, that Otsego County hereby authorizes submission of a Michigan Natural Resources Land and Water Conservation Fund Application for \$150,000, and further resolves to make its financial obligation amount of \$150,000 (\$150,000 cash) (50%), for a total project cost of \$300,000, during the 2016-2017 fiscal years.