



Budget & Finance Committee

Tuesday, October 17, 2017 at 1:30 p.m.
Room 212 – Otsego County Building
225 West Main Gaylord, MI 49735

MINUTES

CALL TO ORDER

Mr. Beachnau called the meeting to order at 1:31 p.m.

Roll call – Present: Ken Borton, Rob Pallarito, Ken Glasser, Paul Beachnau, Rachel Frisch

Others present – Tim Hanley, Jason Melancon, Becky Jerry, Brendan Curran, Sara Schmidt

APPROVAL OF MINUTES

Motion by Mr. Borton to approve the minutes from the October 10, 2017 Budget and Finance Committee meeting. Seconded by Mr. Glasser. Motion passed unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Road Commission Budget Report

Mr. Melancon and Ms. Jerry presented a preliminary budget for the road commission. A final budget will be adopted in December. There is a possibility that the Federal funding may be gone in five years. Federal funds account for approximately 7% of the road commission's revenues.

B. Prosecutor Budget Report

Mr. Curran and Ms. Schmidt were present to answer any question the committee had regarding the prosecutors budget. Mr. Curran indicated that there were only a few things that have changed from the last year. The request for a new security monitoring system was made for the 2018 budget. Ms. Frisch indicated that they should move forward with the purchase of the security system in 2017.

C. Special Revenue Funds

Ms. Frisch presented the budgets for special revenue funds 212 through 257. The following topics were discussed:

Animal Control Fund 212 – property tax income, a discussion about staffing levels, new vehicle, and the garage.

Friend of the Court Fund 215 – Federal and State grants, fund balance, and reclassification of wage expense.

Recycling Fund 226 – 2018 is last year for millage, usage of recycling is up, need to speak with Emmet County about contract.

Brownfield Redevelopment Authority Fund 243 – no new activity, personal property tax reimbursement and debt service payment.

Public Improvement Fund 245 – animal shelter loan will be paid off in 2017, three ambulances still being paid, airport hangar (20 year loan)

Building Inspection Fund 249 – looked into reducing fees due to an accumulation of fund balance, possible part time person for the summer.

Register of Deeds Automation Fund 256 – new virtual server, discussion on lawful use of fund balance

Budget Stabilization Fund 257 – this fund has dollars set aside to assist with the County's cash flow needs each year.

D. Budget Amendments

Ms. Frisch presented two budget amendments related to the Library expansion project.

Motion by Mr. Glasser to recommend to the full board approving the two budget amendments for the Library expansion. Seconded by Mr. Borton. Motion passed unanimously.

Mr. Beachnau adjourned the meeting at 2:52 p.m.