



## Budget & Finance Committee

Wednesday September 16, 2009 – 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 1:30 PM.

Roll call – Present: Paul Beachnau, Erma Backenstose, Ken Glasser, Clark Bates, John Burt

Others present - Rachel Frisch, Diann Axford, Maureen Derenzy

#### APPROVAL OF MINUTES

Motion by Mr. Bates to approve the minutes from the August 19, 2009 budget and finance committee meeting. Motion passed unanimously.

#### UNFINISHED BUSINESS

##### A. Public Access to Otsego County General Ledger

The Committee had directed Mr. Burt and Ms. Frisch to look into the possibility of allowing public access to the county's detail general ledger, in a read-only capacity. After contacting our software vendor BS&A, it was determined that the system cannot block access to employee addresses. That information should not be made available to the general public. Ms. Frisch has asked BS&A to see if they can modify the program to block the access to addresses. They cannot at this time, but she will continue to pursue this issue with them.

#### NEW BUSINESS

##### A. Economic Alliance Agreement

Mr. Burt presented draft language for an agreement between Otsego County and the Economic Alliance. Mr. Glasser would like to see verbiage added to require the submissions of an annual report to the Board of Commissioners. Mr. Glasser also directed Mr. Burt to look into how the Economic Alliance's projects are prioritized.

Motion by Mr. Glasser to recommend to the full board approving the agreement with the Economic Alliance, with the addition of language to require the submissions of an annual report to the Board of Commissioners. Motion passed unanimously.

##### B. Charlton Township Request

This item was withdrawn from the agenda.

##### C. Information Center

Mr. Burt had been asked to look into painting the trim on the Information Center, to match the County Building. Mr. Burt communicated that our Building and Grounds contractors could take care of that in the Spring, as one of their projects.

#### **D. Building and Grounds Contract Bids**

Mr. Burt presented the bid from Gaylord ARFF for the Building and Grounds contract. It was the only one received. The cost for services is \$67,451.50 for the fourth quarter of 2009 and \$229,081 for 2010. This will result in a savings of approximately \$35,000 for 2010.

Motion by Ms. Backenstose to recommend to the full board approving the contract with Gaylord ARFF for building and grounds services, in the amount of \$67,451.50 for the fourth quarter of 2009 and \$229,081 for 2010. Motion passed unanimously.

#### **E. 2010 Budget Discussion**

Ms. Frisch presented the 2010 Budget Distribution #1 spreadsheet. The Committee will begin to discuss the budget in detail at the next Committee meeting, scheduled for September 30<sup>th</sup>.

#### **F. Treasurer's Investment Report**

Ms. Axford discussed the quarterly investment report she distributed to the Board. She updated the Committee on interest rates and investment renewal options.

#### **G. August 2009 Financial Reports and Updates**

Ms. Frisch distributed the reports and discussed them with the Committee.

#### **H. Budget Amendment - 911**

Ms. Frisch presented a budget amendment to move \$30,000 into overtime for the 911 dispatchers, at the request of 911 Director Mike Thompson. Mr. Thompson had indicated that it has been an extremely busy year for the dispatchers. The \$30,000 will come from within the existing 911 budget.

Motion by Mr. Glasser to recommend approving the 911 budget amendment. Motion passed unanimously.

#### **I. Library Building Update**

Ms. Derenzy informed the Committee that the Library Board had approved working with a consultant on a space optimization plan for the Library. The plan is complete, and the project that the consultants have recommended will cost \$248,000, including everything (new shelving, carpet, etc). Additionally, the millage rate that has been used in the Library's 2010 budget is 3.66, up from 2009's rate of 3.5 but still below the Library's maximum rate of 4.0.

Mr. Beachnau had excused himself from the meeting early at 2:45 PM. Mr. Glasser adjourned the meeting at 3:12 PM.