



Budget & Finance Committee

Wednesday, February 21, 2018 at 9:30 a.m.
Room 212 – Otsego County Building
225 West Main Gaylord, MI 49735

MINUTES

CALL TO ORDER

Mr. Beachnau called the meeting to order at 9:30 a.m.

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

Others present – Tim Hanley, Ken Mills from S.A.N.E, Maureen Derenzy, Jim Mouch

APPROVAL OF MINUTES

Motion by Mr. Borton to approve the minutes from the January 15, 2018 Budget and Finance Committee meeting. Seconded by Mr. Glasser. Motion passed unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Ken Mills from S.A.N.E.

D/Lt. Mills presented information regarding the Straits Area Narcotics Enforcement team's new building and the ongoing efforts to keep drugs out of the County.

B. Permit Fees & Land Use Staffing

Mr. Mouch presented the idea of eliminating the permit fee for fences.

Motion by Mr. Glasser to recommend to the full board the approval of the elimination of the fence permit fees. Seconded by Mr. Borton. Motion passed unanimously.

Mr. Glasser recommended that the planning commission look at some of the wording in the proposed new fence regulations.

Ms. Frisch presented a possible staffing need for the Land Use department. It was decided to further discuss this at the March 21, 2018 meeting.

C. Library Building Update

Ms. Frisch presented a history of the Library construction project. Originally, bids for the various construction segments to be completed at the Library came in under the estimates. Due to the savings, the project had built up contingency funds for potential unforeseen construction costs. The carpentry work however did not receive any bids during the first bidding process. Due to the change in the construction climate, the carpentry rebid was unfavorable and reduced the contingency funds significantly. Again, due to the unforeseen costs that are associated with a

building addition, the general contractor requested some reassurance about possible overages. Maureen Derenzy and the Library Board made all efforts to trim the project costs.

Motion by Mr. Glasser to recommend to the full board the approval of \$100,000 to be reserved in the Delinquent Tax Fund (Fund 516), to be used if necessary to complete the Library Expansion Project . Seconded by Mr. Borton. Motion passed unanimously.

D. Credit Card Statements

Mr. Hanley distributed and the Committee discussed the reports.

E. Livingston Township Well

Ms. Frisch presented information about the donation of an eight inch water well from Livingston Township.

Motion by Mr. Glasser to table the discussion until the March meeting. Seconded by Mr. Borton. Motion Passed Unanimously.

F. Treasurer's Office Staffing

Ms. Frisch presented an update on the staffing in the Treasurer's office, as there has been recent turnover in that office resulting in workload challenges.

G. Financial Policies

Mr. Glasser discussed the current financial policies. Further discussions will be held in May regarding the financial policies.

Mr. Beachnau adjourned the meeting at 11:00 a.m.