



Budget & Finance Committee

Wednesday, July 19, 2017 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, Paul Beachnau, Ken Glasser

Others present – Rachel Frisch, Diann Axford, Suzy DeFeyter

APPROVAL OF MINUTES

Motion by Mr. Borton to approve the minutes from the June 21, 2017 Budget and Finance Committee meeting. Seconded by Mr. Glasser. Motion passed unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Resolution for Voting Software Grant - Clerk

Ms. DeFeyter stated that all municipalities in the State are being required to migrate to upgraded voting equipment (touch screens and tabulators), funded through State grant monies. Information will be transported through a virtual and private line, not fax or modem anymore. The timeframe for Otsego County to transition to the new system is November 2017. We will be required to purchase one new computer system, at an estimated cost of \$1,900. Ms. Frisch indicated that budget dollars for this purchase are already set aside in the Equipment Fund (Fund 266), so no budget amendment is necessary. Ongoing maintenance will be covered by the State for 5 years, with the County picking up the expense beginning in year 6. That amount will be \$2,500 annually. The State is requiring the Board to approve a resolution accepting the grant.

Motion by Mr. Glasser to recommend to the full board approving the resolution for the upgraded voting software grant. Seconded by Mr. Pallarito. Motion passed unanimously.

B. Resolution for Acceptance of the MDNR Tennis Court Grant

Ms. Frisch explained that the MDNR requires a resolution to accept the State grant for the tennis courts that will be built at the Sportsplex.

Motion by Mr. Glasser to recommend to the full board approving the acceptance of the MDNR tennis court grant. Seconded by Mr. Pallarito. Motion passed unanimously.

C. Credit Card Policy Review

The Committee discussed the existing credit card policy language. Ms. Frisch proposed some language updates. She will forward the updated policy to the Committee for review.

Motion by Mr. Glasser to recommend to the full Board approving the updated credit card policy, pending Committee review of the updated language. Seconded by Mr. Borton. Motion passed unanimously.

D. Credit Card Statements – June 2017

The Committee reviewed the statements.

E. Financial Reports – June 2017

The Committee reviewed the reports.

F. Other Updates

Mr. Beachnau adjourned the meeting at 10:38 a.m.