

February 28, 2017

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 Vice-Chairman Doug Johnson. Invocation by Commissioner Julie Powers, followed by the Pledge of Allegiance led by Bill Kerr.

Roll Call:

Present: Julie Powers, Paul Beachnau, Paul Liss, Duane Switalski, Rob Pallarito,  
Doug Johnson, Bruce Brown.

Excused: Ken Glasser, Ken Borton.

Consent Agenda:

Motion to approve the Regular Minutes of February 14, 2017 with attachments Ayes: Unanimous.  
Motion carried.

Motion to approve FY 2017 Courts Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2017 General Fund/Prosecutor Budget Amendment. Ayes: Unanimous.  
Motion carried. (see attached)

Motion to approve FY 2016 End of Year Budget Amendments. Ayes: Unanimous. Motion carried.  
(see attached)

Motion to approve FY 2016/2017 Carry-forward Budget Amendments. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve FY 2017 Bus Fund Budget Amendment. Ayes: Unanimous. Motion carried. (see attached)

Motion to award BID 2017-01 to Gaylord Ford in the amount of \$62,900.04. Ayes: Unanimous.  
Motion carried.

Motion to approve FY 2016 General Fund/Medical Examiner Budget Amendment. Ayes: Unanimous.  
Motion carried. (see attached)

Motion to approve the appointment of Justin Wing to the Parks and Recreation Commission to a term ending December 31, 2019. Ayes: Unanimous. Motion carried.

Motion to approve the reappointment of Rudi Edel to the Commission on Aging to a term ending December 31, 2019. Ayes: Unanimous. Motion carried.

Motion to approve the appointment of Connie Messina to the Commission on Aging to a term ending December 31, 2019. Ayes: Unanimous. Motion carried.

#### Committee Reports:

Motion by Commissioner Paul Beachnau, seconded by Commissioner Duane Switalski, to approve the reclassification of Denise Babbitt to a Senior Appraiser Position along with the associated budget amendment. Ayes: Unanimous. Motion carried. (see attached)

#### Administrator's Report:

John Burt reported on the weekend recycling bins; library renovation initial steps; Treetops agreement with UCMAN.

Motion by Commissioner Paul Liss, seconded by Commissioner Rob Pallarito, to approve the Treetops UCMAN Agreement as presented. Ayes: Julie Powers, Paul Beachnau, Paul Liss, Rob Pallarito, Doug Johnson, Bruce Brown. Nays: Duane Switalski. Motion carried. (see attached)

Commissioner Julie Powers reported on the City Council meeting; hiring a new Police Officer.

Correspondence: None.

#### New Business:

Motion by Commissioner Julie Powers, seconded by Commissioner Rob Pallarito, to approve the February 21, 2017 Warrant in the amount of \$289,954.96. Ayes: Unanimous. Motion carried.

Motion by Commissioner Bruce Brown, seconded by Commissioner Paul Liss, to approve the February 28, 2017 Warrant in the amount of \$267,887.28. Ayes: Unanimous. Motion carried.

#### Public Comment:

Vice-Chairman Doug Johnson opened up the meeting for public comment.

#### Board Remarks:

Commissioner Rob Pallarito reported on NEMCOG; attending new marijuana ordinance meeting in Alpena on 3-13-17.

Commissioner Bruce Brown reported on the Sportsplex; doors are fixed.

Commissioner Paul Liss reported on Community Mental Health; appointed Chairman of Finance.

Commissioner Paul Beachnau reported Taste of Gaylord is 3-7-17; Library board meeting, moving forward, looking at plans and bonding process.

Commissioner Julie Powers reported on the Health Department; Sandy Tarbutton retiring.

Commissioner Duane Switalski had no report.

Commissioner Doug Johnson had no report.

Meeting adjourned at 9:49 a.m.

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Douglas C. Johnson, Vice-Chairman

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Susan I. DeFeyter, Otsego County Clerk



## OTSEGO COUNTY BUDGET AMENDMENT

**FUND/DEPARTMENT:** Health Care Rebate and General Funds

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 establish a budget for the wellness room at the Alpine Center-2017

**REVENUE**

Account Number	Decrease	Increase
648-050-400.001 Budgeted Use of Fund Balance	\$	\$ 5,016
648-050-699.030 Transfer In	\$	\$ 11,772
648-060-674.000 Contribution from Grant	\$	\$ 5,000
101-050-400.001 Budgeted Use of Fund Balance	\$	\$ 11,772
<b>Total</b>	<b>\$</b>	<b>\$</b>

**EXPENDITURE**

Account Number	Increase	Decrease
648-901-970.300WELLNESS Property and Equipment	\$ 21,788	\$
101-969-999.000 Transfer Out	\$ 11,772	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

Department Head Signature \_\_\_\_\_

Date \_\_\_\_\_

[Handwritten Signature]

1/24/17

Administrator's Signature \_\_\_\_\_

Date \_\_\_\_\_

~~2/24/17~~ 2/28/17

Board Approval Date (if necessary) \_\_\_\_\_

Budget Adjustment # \_\_\_\_\_

<b>Finance Department</b>
Entered: _____
By: _____

Posting Number \_\_\_\_\_



## OTSEGO COUNTY BUDGET AMENDMENT

**FUND/DEPARTMENT:** General Fund/Prosecutor

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 adjust wage line items to accommodate staff turnover and new staff training time

**REVENUE**

Account Number	Decrease	Increase
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

**EXPENDITURE**

Account Number	Increase	Decrease
101-267-703.030 Hourly Wages	\$	\$ 800
101-267-704.110 Health Insurance	\$	\$ 1,000
101-267-703.060 Part-time Wages	\$ 1,800	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

Department Head Signature

Date

*[Handwritten Signature]*

2/1/17

Administrator's Signature

Date

~~2/14/17~~ 2/28/17

Board Approval Date (if necessary)

Budget Adjustment #

<b>Finance Department</b>
Entered:
By:

Posting Number

**PROPOSED BUDGET AMENDMENT FOR FISCAL YEAR 2016 ENDING BALANCES  
PERIOD ENDING 12/31/2016**

GL NUMBER	DESCRIPTION	2016		AVAILABLE BALANCE	PROPOSED AMENDMENT
		AMENDED BUDGET	YTD BALANCE 12/31/2016		
<b>Fund 101 - GENERAL FUND</b>					
<b>Dept 101-COMMISSIONERS</b>					
101-101-940.010	OUTSIDE CONTRACTED SERVICES				(681.00)
101-101-704.301	POST EMPLMT HLTH CARE S	2,200.00	2,880.10	(680.10)	681.00
<b>Total Dept 101-COMMISSIONERS</b>					-
<b>Dept 257-EQUALIZATION</b>					
101-853-940.110	HEALTH CARE RETIREES				(9,139.00)
101-257-703.060	PART-TIME/TEMPORARY				(2,555.00)
101-257-703.030	REGULAR - HOURLY				(41,391.00)
101-257-703.010	REG EMP - DEPT DIR/COMM	0.00	3,391.11	(3,391.11)	3,392.00
101-257-703.020	REGULAR - SALARIED	0.00	45,334.00	(45,334.00)	45,334.00
101-257-704.110	HOSPITALIZATION	18,076.00	20,742.08	(2,666.08)	2,667.00
101-257-704.300	RETIREMENT CONTRIBUTIO	13,146.00	14,837.87	(1,691.87)	1,692.00
<b>Total Dept 257-EQUALIZATION</b>					-
<b>Dept 267-PROSECUTOR</b>					
101-267-704.300	RETIREMENT CONTRIBUTIONS				(473.00)
101-267-704.140	LIFE AND DISABILITY				(580.00)
101-267-704.110	HOSPITALIZATION				(814.00)
101-267-703.060	PART-TIME/TEMPORARY	13,448.00	14,565.60	(1,117.60)	1,118.00
101-267-704.301	POST EMPLMT HLTH CARE S	1,400.00	2,148.06	(748.06)	749.00
<b>Total Dept 267-PROSECUTOR</b>					-
<b>Dept 301-SHERIFF</b>					
101-301-703.030	REGULAR - HOURLY				(2,974.00)
101-301-703.070	OVERTIME	17,000.00	18,861.96	(1,861.96)	1,862.00
101-301-704.301	POST EMPLMT HLTH CARE S	2,600.00	3,711.35	(1,111.35)	1,112.00
<b>Total Dept 301-SHERIFF</b>					-
<b>Dept 302-SHERIFF - CIVIL DIVISION</b>					
101-301-703.030	REGULAR - HOURLY				(7,894.00)
101-302-703.060	PART-TIME/TEMPORARY	26,524.00	33,786.30	(7,262.30)	7,263.00
101-302-704.200	SOCIAL SEC CONTRIBUTION:	2,030.00	2,584.67	(554.67)	555.00
101-302-726.050	REPAIRS AND MAINT SUPPL	1,959.00	2,034.35	(75.35)	76.00
<b>Total Dept 302-SHERIFF - CIVIL DIVISION</b>					-
<b>Dept 331-MARINE SAFETY</b>					
101-301-703.030	REGULAR - HOURLY				(1,449.00)
101-331-703.060	PART-TIME/TEMPORARY	5,050.00	6,498.87	(1,448.87)	1,449.00
<b>Total Dept 331-MARINE SAFETY</b>					-

**Dept 334-SECONDARY ROAD PATROL**

101-301-703.030	REGULAR - HOURLY				(8,263.00)
101-334-703.030	REGULAR - HOURLY	47,612.00	50,007.74	(2,395.74)	2,396.00
101-334-703.070	OVERTIME	2,500.00	4,483.72	(1,983.72)	1,984.00
101-334-704.200	SOCIAL SEC CONTRIBUTION:	3,568.00	4,116.68	(548.68)	549.00
101-334-704.300	RETIREMENT CONTRIBUTIO	3,506.00	4,256.15	(750.15)	751.00
101-334-704.301	POST EMPLMT HLTH CARE S	233.00	469.86	(236.86)	217.00
101-334-930.660	GASOLINE	7,045.00	9,410.50	(2,365.50)	2,366.00
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Total Dept 334-SECONDARY ROAD PATROL					-

**Dept 336-OFF-ROAD VEHICLE GRANT**

101-301-703.030	REGULAR - HOURLY				(11,961.00)
101-336-703.030	REGULAR - HOURLY	0.00	44.79	(44.79)	45.00
101-336-703.070	OVERTIME	0.00	8,106.72	(8,106.72)	8,107.00
101-336-704.110	HOSPITALIZATION	0.00	2,269.27	(2,269.27)	2,270.00
101-336-704.300	RETIREMENT CONTRIBUTIO	0.00	1,538.01	(1,538.01)	1,539.00
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Total Dept 336-OFF-ROAD VEHICLE GRANT					-

**Dept 351-JAIL**

101-351-704.110	HOSPITALIZATION				(10,215.00)
101-351-703.030	REGULAR - HOURLY				(18,173.00)
101-351-703.070	OVERTIME	35,000.00	49,619.56	(14,619.56)	14,620.00
101-351-704.200	SOCIAL SEC CONTRIBUTION:	37,154.00	40,430.64	(3,276.64)	3,277.00
101-351-704.300	RETIREMENT CONTRIBUTIO	56,373.00	65,094.59	(8,721.59)	8,722.00
101-351-704.800	SICK PAY BUY OUT	3,500.00	4,388.07	(888.07)	889.00
101-351-920.520	RENTAL - EQUIP/VEHICLES	500.00	1,349.74	(849.74)	850.00
101-351-930.500	TRAVEL	1,073.00	1,102.27	(29.27)	30.00
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Total Dept 351-JAIL					-

**Dept 721-PLANNING / ZONING**

101-721-703.030	REGULAR - HOURLY				(1,650.00)
101-721-704.300	RETIREMENT CONTRIBUTIO	4,289.00	5,938.93	(1,649.93)	1,650.00
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Total Dept 721-PLANNING / ZONING					-

**Fund 205 - WORK CAMP**

205-050-400.001	BUDGETED USE OF FUND BALANCE				(33,347.00)
205-301-930.660	GASOLINE				(1,853.00)
205-301-801.020	PROFESSIONAL				(1,818.00)
205-301-703.030	REGULAR - HOURLY				(14,313.00)
205-301-703.020	REGULAR - SALARIED	0.00	28,311.62	(28,311.62)	28,312.00
205-301-703.060	PART-TIME/TEMPORARY	0.00	11,028.59	(11,028.59)	11,029.00
205-301-703.070	OVERTIME	0.00	537.08	(537.08)	538.00
205-301-704.110	HOSPITALIZATION	12,393.00	19,326.15	(6,933.15)	6,914.00
205-301-704.300	RETIREMENT CONTRIBUTIO	3,223.00	7,760.11	(4,537.11)	4,538.00
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Total Dept 301-SHERIFF					-

**Fund 208 - PARKS AND RECREATION**

**Dept 751-COUNTY PARKS**

208-751-703.060	PART-TIME/TEMPORARY				(4,099.00)
208-751-703.030	REGULAR - HOURLY	35,484.00	37,628.49	(2,144.49)	2,145.00
208-751-704.300	RETIREMENT CONTRIBUTIO	8,996.00	9,778.23	(782.23)	783.00
208-751-704.600	WORKERS COMPENSATION	1,906.00	3,076.94	(1,170.94)	1,171.00
Total Dept 751-COUNTY PARKS					-

**Dept 752-COMMUNITY CENTER**

208-752-704.110	HOSPITALIZATION				(675.00)
208-752-704.400	EDUCATION & TRAINING				(1,501.00)
208-752-703.070	OVERTIME				(2,258.00)
208-752-703.030	REGULAR - HOURLY				(1,846.00)
208-752-703.010	REG EMP - DEP DIR/COMM				(2,069.00)
208-752-703.060	PART-TIME/TEMPORARY	3,150.00	5,065.80	(1,915.80)	1,916.00
208-752-704.300	RETIREMENT CONTRIBUTIO	3,847.00	8,979.28	(5,132.28)	5,133.00
208-752-704.600	WORKERS COMPENSATION	750.00	2,049.56	(1,299.56)	1,300.00
Total Dept 752-COMMUNITY CENTER					-

**Fund 209 - GROEN NATURE PRESERVE FUND**

209-751-704.400	CLA EDUCATION & TRAINING				(767.00)
209-751-704.300	RETIREMENT CONTRIBUTIONS				(955.00)
209-751-703.060	PART-TIME/TEMPORARY	29,633.00	31,027.67	(1,394.67)	1,395.00
209-751-703.070	OVERTIME	300.00	626.68	(326.68)	327.00
Total Dept 751-COUNTY PARKS					-

**Fund 212 - ANIMAL CONTROL**

212-430-930.660	GASOLINE				(723.00)
212-430-930.620	ELECTRICITY				(1,668.00)
212-430-930.610	NATURAL GAS				(1,037.00)
212-430-703.030	REGULAR - HOURLY	99,271.00	101,419.47	(2,148.47)	2,149.00
212-430-703.070	OVERTIME	2,000.00	2,528.36	(528.36)	529.00
212-430-704.300	RETIREMENT CONTRIBUTIO	12,033.00	12,782.23	(749.23)	750.00
Total Dept 430-ANIMAL CONTROL					-

**Fund 249 - BUILDING INSPECTION FUND**

249-371-801.024	PROFESSIONAL - BLDG INSPECTIONS				(2,512.00)
249-371-703.030	REGULAR - HOURLY				(8,396.00)
249-371-703.060	PART-TIME/TEMPORARY	5,721.00	16,628.16	(10,907.16)	10,908.00
Total Dept 371-BUILDING INSPECTION DEPT					-

**Fund 516 - DELINQUENT TAX REVOLVING**

516-050-400.001	BUDGETED USE OF FUND BALANCE				342,857.00
516-253-955.000	GAIN/LOSS ON INVESTMEN	0.00	342,857.00	(342,857.00)	(342,857.00)
Total Dept 253-TREASURER					-

OTSEGO COUNTY  
JOURNAL ENTRY  
JE: 22271

Entered By: RFRISCH  
Journal: BA

Post Date: 12/31/2016  
Entry Date: 01/03/2017  
Description: AMEND FOR ME COSTS FOR DEC 16

GL #	Description	DR	CR
101-648-801.020	PROFESSIONAL		1,350.00
101-851-930.100	INSURANCE AND BONDS	1,350.00	
	Journal Total:	1,350.00	1,350.00

APPROVED BY: \_\_\_\_\_

OTSEGO COUNTY  
JOURNAL ENTRY  
JE: 22173

Entered By: JBURT  
Journal: BA

Post Date: 12/19/2016  
Entry Date: 12/19/2016  
Description: MISC BUILDING & GROUNDS

#	Description	DR	CR
637-050-400.001	BUDGETED USE OF FUND BALANCE	1,500.00	
637-265-726.050	REPAIRS AND MAINT SUPPLIES		1,500.00
Journal Total:		1,500.00	1,500.00

APPROVED BY: \_\_\_\_\_

OTSEGO COUNTY  
JOURNAL ENTRY  
JE: 22354

Entered By: RFRISCH  
Journal: BA

Post Date: 12/31/2016  
Entry Date: 01/11/2017  
Description: MED EXAM AUTOPSIES 2016

GL #	Description	DR	CR
101-648-930.920	AUTOPSIES		2,000.00
101-851-930.100	INSURANCE AND BONDS	2,000.00	
Journal Total:		2,000.00	2,000.00

APPROVED BY: \_\_\_\_\_

OTSEGO COUNTY  
JOURNAL ENTRY  
JE: 22515

Entered By: RFRISCH  
Journal: BA

Post Date: 12/31/2016  
Entry Date: 01/27/2017  
Description: ME EXPENDITURES

GL #	Description	DR	CR
101-648-930.460	TRANSPORTING		4,800.00
101-648-726.000	SUPPLIES - GENERAL		125.00
101-851-930.100	INSURANCE AND BONDS	4,925.00	
Journal Total:		4,925.00	4,925.00

APPROVED BY: \_\_\_\_\_



**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT: 101-131**

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** 2016 Year End Payroll adjustment

**REVENUE** Cover Shortage within Retirement Contributions, Payment in LIEU of Insurance.

Account Number	Decrease	Increase
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101-131-704.500 (Unemployment)	\$	\$ 3,000.00
101-131-704.200 (Social Security)	\$	\$ 860.00
101-131-704.300 (Retirement)	\$ 2,190.00	\$
101-131-704.700 (Payment in Lieu of Insurance)	\$ 1,670.00	\$
	\$	\$
	\$	\$
<b>Total</b>	\$ 3,860.00	\$ 3,860.00

*Kathy J. Gray* \_\_\_\_\_ 01/31/2017  
 Department Head Signature Date

\_\_\_\_\_  
 Administrator's Signature Date

<b>Finance Department</b>
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number





**Otsego**  
**COUNTY**  
 M I C H I G A N

**OTSEGO COUNTY  
 BUDGET AMENDMENT**

**FUND/DEPARTMENT:** Equipment Fund

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 carryforward remaining 2016 budget dollars into 2017 for equipment purchases that are not yet complete.

**REVENUE**

Account Number	Decrease	Increase
266-050-400.001 Budgeted Use of Fund Balance	\$	\$ 14,791
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
266-901-970.440 Computer Equipment	\$ 12,967	\$
266-901-970.435 Equipment	\$ 1,824	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

Department Head Signature \_\_\_\_\_

Date \_\_\_\_\_

Administrator's Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>Finance Department</b>
Entered: _____
By: _____

2/28/17

Board Approval Date (if necessary)

Budget Adjustment # \_\_\_\_\_

Posting Number \_\_\_\_\_





**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT:** Bus System

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** Amendment to purchase a used bus

**REVENUE**

Account Number	Decrease	Increase
588-050-400.001 Budgeted Use of Fund Balance	\$	\$ 6,500
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
588-699-970.420 Property - Vehicles	\$ 6,500	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$ 6,500	\$ 6,500

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

Administrator's Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>Finance Department</b>
Entered:
By:

2/28/17

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT:** General Fund/Medical Examiner

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 amend the 2016 budget for remaining 2016 autopsies that we have not been billed for yet.

**REVENUE**

Account Number	Decrease	Increase
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101-648-930.920 Autopsies	\$ 14,760	\$
101-864-801.020 Professional Svcs	\$	\$ 14,760
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$ 14,760	\$ 14,760

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

  
 Administrator's Signature \_\_\_\_\_ Date 2/15/17

<b>Finance Department</b>
Entered: _____
By: _____

2/28/17 Board Approval Date (if necessary)      Budget Adjustment # \_\_\_\_\_      Posting Number \_\_\_\_\_



**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT:** General Fund/Equalization Dept

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** Promotion of Appraiser to Senior Appraiser position

**REVENUE**

Account Number	Decrease	Increase
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101-257-703.030 Hourly Wages	\$ 4,969	\$
101-257-704.200 Payroll Taxes	\$ 380	\$
101-257-704.300 Retirement	\$ 837	\$
101-257-704.500 Workers Compensation	\$ 150	\$
101-941-999.000 Contingency	\$	\$ 6,336
	\$	\$
<b>Total</b>	\$ 6,336	\$ 6,336

\_\_\_\_\_  
Department Head Signature Date

\_\_\_\_\_  
Administrator's Signature Date

<b>Finance Department</b>
Entered:
By:

2/28/17

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

AGREEMENT BETWEEN OTSEGO COUNTY AND TREETOPS  
FOR THE LOCATION OF WIRELESS INTERNET EQUIPMENT

February 28, 2017

This Agreement (the "Agreement") is between Treetops Acquisition CO, LLC ("Treetops"), a State of Michigan company, and the County of Otsego, Michigan (the "County") organized and existing under the constitution and law of the State of Michigan.

In consideration of the mutual agreement contained herein, the parties agree as follows:

**Purpose of the Agreement**

Under the provisions of this Agreement, Treetops shall allow the County to continue locating it's UCMAN wireless internet equipment on the premises of Treetops.

**Terms**

This Agreement contains the entire understanding and agreement of the parties regarding the subject matter contained herein.

**Duration**

The terms of this Agreement shall commence and is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017 and will extend through December 31, 2020. The Agreement shall be considered extended beyond the current term of the Agreement in increments of one year each unless Treetops gives notice at least 90 days prior to the end of the current term.

Treetops may terminate this agreement at any time with a 90-day written notice.

**Amendment**

The terms and conditions of this Agreement, as provided herein, may only be amended by the express mutual written consent of the parties who are then bound by the terms hereof.

**Other Agreements**

This Agreement has no effect on any other agreements between the parties.

**Rights and Obligations**

- County's UCMAN wireless internet equipment shall be allowed to continue to be located at the two current locations at Treetops, being the Treetops North Pro Shop and the Communications tower next to the Legends restaurant at the top of the Ski Hill.
- County shall have the right to operate and maintain its equipment during the term of this agreement.
- County shall assume sole responsibility for all risks, costs, and expenses of equipment operation and maintenance.
- Treetops shall have the right to require reasonable notice be given by the County prior to accessing its equipment located at Treetops.

**Notice**

All notices, requests, and other communications to any party to this Agreement shall be in writing and shall be given to each party at its address set forth below or such other address as such party may hereafter specify, in writing:

If to the County

County of Otsego  
225 West Main Street  
Gaylord, MI 49735  
Attn: Otsego County Administrator

If to Treetops

Treetops Acquisition Co, LLC  
3962 Wilkinson Road  
Gaylord, MI 49735  
Attn: Barry Owens, General Manager

**Severability**

If any one or more of the provisions contained in this Agreement or any document, instrument or Agreement required pursuant to this Agreement should be declared invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement shall not in any way be affected or impaired. The Agreement shall be read as if the provision or provisions are null, void, non-existent, and severed from this Agreement.

**Governing Law**

This Agreement, and the rights and obligations of the parties under this Agreement, shall be governed by, construed, and interpreted in accordance with the laws of the State of Michigan.

In witness whereof, the parties have executed this document on the dates set forth opposite their respective signatures.

OTSEGO COUNTY

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
John Burt, County Administrator

TREETOPS ACQUISITION CO, LLC

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Barry Owens, General Manager