



## Budget & Finance Committee

Wednesday, July 17, 2019 at 9:30 a.m.  
Room 212 – Otsego County Building  
225 West Main Gaylord, MI 49735

### MINUTES

#### CALL TO ORDER

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

Roll call – Present: Ken Borton, Ken Glasser, Rob Pallarito, Paul Liss, Diann Axford, Mel Maier.  
Excused: Rachel Frisch

Others present – Kyle Ryan

#### APPROVAL OF MINUTES

Motion by Mr. Pallarito to approve the minutes from the June 19, 2019 Budget and Finance Committee meeting. Seconded by Mr. Borton. Motion passed unanimously.

#### UNFINISHED BUSINESS

A. None

#### NEW BUSINESS

##### A. Parks Electrical Upgrade Bid Award

Mr. Ryan greeted the committee and informed the group of the low bidder for the Park's electrical upgrade project. Mr. Ryan noted that Chuck's Electric came in the lowest of the four received bids at an amount of \$56,311. Mr. Ryan noted that Chuck's Electric also included a price to upgrade the size of an electrical panel in the amount of \$2,300. Mr. Glasser noted that this is good foresight for potential future electrical projects. Mr. Liss noted that even with including the upgraded electrical panel size, Chuck's Electric still remains the low bidder.

Motion by Mr. Borton to recommend to the full Board the award of the Park Electrical bid to Chuck's Electric and include the electrical panel upgrade work in the amount of \$2,300 in the project. Seconded by Mr. Liss. Motion passed unanimously.

##### B. Motorcycle Transfer

Ms. Maier discusses the Motorcycle Safety Education program that Otsego County and other counties participate in. Ms. Maier explained that through this program equipment has been donated between counties to help facilitate the program. Otsego County currently has three older motorcycles not in use that Iosco County could use for their program. Ms. Maier noted that in keeping with Otsego County's Capital Asset Policy the Board would need to approve the disposal of the motorcycles to Iosco County before the transaction could take place.

Motion by Mr. Borton to recommend to the full Board the disposal of the three aforementioned motorcycles to Iosco County for the purpose of their Motorcycle Safety Education program. Seconded by Mr. Liss. Motion passed unanimously.

### **C. Deficit Elimination Filing**

Ms. Maier discusses that at the end of the 2018 year, there were two funds with a deficit fund balance, the Sportsplex Tennis Court Construction and the Trail Head Construction. Ms. Maier noted that the State of Michigan requires a deficit elimination plan to be filed with the State regardless of the amount or reason of a municipalities fund balance deficit. Ms. Maier noted that there were minor residual costs left in the Sportsplex Tennis Court fund and that a transfer in the amount of \$99 from the Capital Projects fund will eliminate the deficit in the Tennis Court Construction fund. Ms. Maier noted that the Trail Head Construction fund received reimbursement through the State of Michigan during the 2019 for the costs incurred during 2018 and the deficit balance has been eliminated.

Motion by Mr. Pallarito to recommend to the full Board the deficit elimination plan. Seconded by Mr. Liss. Motion passed unanimously.

### **D. Financial Reports Reviewed & Discussed**

### **E. Credit Card Statements Reviewed & Discussed**

Mr. Glasser adjourned the meeting at 9:55 a.m.