



Budget & Finance Committee

Wednesday, September 18, 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, Rachel Frisch

Others present – Mel Maier, Diann Axford, Jon Deming – EMS Director, Matt Muladore – Undersheriff, Dona Wishart – COA Executive Director

APPROVAL OF MINUTES

Motion by Mr. Borton to approve the minutes from the August 21, 2019 Budget and Finance Committee meeting. Seconded by Mr. Pallarito. Motion passed unanimously.

UNFINISHED BUSINESS

A. None

NEW BUSINESS

A. EMS Vehicle

Mr. Deming requested the Board's approval for an EMS vehicle purchase. He noted the bid was over the original anticipated amount by \$15,500 and requested the committee's approval for the additional amount for the County's internal loan to EMS by that amount.

Motion by Mr. Borton to recommend to the full Board, the purchase of the EMS vehicle for the additional amount. Seconded by Mr. Pallarito. Motion passed unanimously.

B. Sheriff Vehicle Bids

Ms. Frisch discussed the best practice used for the sheriff vehicle rotation and that costs for 2020 vehicles replacements are being reviewed. Mr. Muladore explained that Berger Dealership will keep the same purchase price of previously purchased patrol vehicles, Chevy Tahoes, until October 1st, 2019 (\$36,000). Mr. Muladore requests of the Committee approval for putting out the bid specs. The Committee discussed that as vehicles exceed 100k miles, the reliability and performance of the vehicles does not keep up with the demands of patrolling. The Committee also noted that the Chevy Tahoes would not need turbo engines installed whereas other makes/models would require such engines. In considering the turbo engines not needed, the Committee discussed that fuel efficiency would be similar between the Chevy Tahoes and other vehicles which would require the turbo engines. The Committee also discussed the high speeds that are needed of patrol vehicles. It was noted that the Chevy Tahoes without the turbo engines are still capable of reaching the high speeds necessary in a safe manner and that fuel efficiency would be similar of other makes/models with the turbo engines at higher speeds.

Motion by Mr. Borton to approve putting out the bid specs for the Sheriff patrol vehicles. Seconded by Mr. Pallarito. Motion passed unanimously.

Mr. Muladore addressed the Committee and informed that the Work Camp van is at the end of its life. Mr. Muladore noted that if Work Camp were to trade in their HHR vehicle (currently not in use) and the current Work Camp van, a replacement van could be purchased for \$3,941. Ms. Frisch recommended the use of contingency funds for the purchase.

Motion by Mr. Pallarito to recommend to the full Board the trade in of the HHR vehicle and Work Camp van and the purchase of a replacement Work Camp vehicle at a cost of \$3,941 through contingency dollars. Seconded by Mr. Glasser. Motion passed unanimously.

C. Dona Wishart – COA Budget

Ms. Wishart discussed COA operations and multiple sources of revenue. She also noted the COA budget was approved on September 11, 2019 by the COA Board of Commissioners.

Motion by Mr. Borton to recommend to the full Board the adoption of the 2019 – 2020 COA Budget. Seconded by Mr. Liss. Motion passed unanimously.

D. Community Center Fiber Extension

Ms. Frisch addresses the Committee and discusses the purpose and use of OCNet. Ms. Frisch noted that OCNet provides connectivity to rural areas. Ms. Frisch noted the County works with the City so that during road construction, conduit and fiber can be installed. Ms. Frisch noted that there is a current opportunity and need to lay down conduit and fiber to the Community Center. Ms. Frisch noted that it would be a use of fund balance but would be paid back through the fees generated by the use of OCNet.

Motion by Mr. Pallarito to recommend to the full Board the Community Center Fiber Extension project with use of fund balance. Seconded by Mr. Borton. Motion passed unanimously.

E. MIDC Contract with Crawford County

Ms. Frisch noted that the State has required new standards which specify an independent party of the Courts to administer the MIDC program. A regional effort is being made between counties to provide regional administration. An individual has been identified that can provide administration and would cost Otsego County \$26,000 annually but would be funded through MIDC. Crawford County would be the fiduciary and contract with the Attorney.

Motion by Mr. Liss to recommend to the full Board the MIDC Contract with Crawford County for \$26,000. Seconded by Mr. Pallarito. Motion passed unanimously.

F. Building and Grounds Vehicle

Ms. Frisch noted that this will need to be tabled at this time. Mr. Glasser approves the suspension of the topic.

G. Land Use Vehicle

Ms. Frisch noted that this will need to be tabled at this time. Mr. Glasser approves the suspension of the topic.

H. Gypsy Moth Update

Ms. Frisch noted the County has a Gypsy Moth Fund and will look into contracting with MSUE to look into Gypsy Moth concern. Ms. Frisch noted that the contract has not yet been provided by MSUE. Ms. Frisch notes that if it is received before the next Board of Commissioner meeting, she will notify the Committee to request inclusion as it is a time sensitive matter.

I. MERS Update

Ms. Maier noted that this will need to be tabled at this time. Mr. Glasser approves the suspension of the topic as unfinished business.

J. Budget Amendment – Jail Inmate Healthcare

Ms. Frisch and Ms. Maier discussed that additional dollars are needed due the jail inmate healthcare and that post-employment health care savings budget needs to be adjusted to reflect updated costs.

Motion by Mr. Borton to approve to the full Board the jail inmate healthcare and post-employment health care savings budget amendment. Seconded by Mr. Pallarito. Motion passed unanimously.

K. Financial Reports Reviewed and Discussed, Questions Asked and Answered

L. Credit Card Statements Reviewed and Discussed, Questions Asked and Answered

M. Finance Department Updates

- a. Friend of the Court Budget Amendment - Ms. Maier notes that the Friend of the Court is in need of two printer replacements. A budget amendment using fund balance has been requested by the Friend of the Court in the amount of \$1,998.

Motion by Mr. Borton to approve to the full Board the Friend of the Court budget amendment for printers. Seconded by Mr. Pallarito. Motion passed unanimously.

- b. Budget Discussion - Ms. Maier notes that Ms. Frisch and her met with Department heads to discuss budgets and are progressing as expected.
- c. Library updated – Ms. Frisch notes that the final invoice was approximately \$20,000, and that the project is still under budget.
- d. Treasury Summit – Ms. Maier thanks Ms. Frisch for recommending and supporting her attendance at the Treasury Summit earlier in the week.

Mr. Glasser adjourned the meeting at 11:05 a.m.