

February 25, 2020

The regular meeting of the Otsego County Board of Commissioners was held in Room 100 of 225 West Main Street, Gaylord, Michigan. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Julie Powers, followed by the Pledge of Allegiance led by Melissa FitzGerald.

Roll Call:

Present: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Consent Agenda:

Motion by Commissioner Julie Powers, seconded by Commissioner Duane Switalski, to approve the Regular minutes of February 11, 2020 with attachments. Ayes: Unanimous. Motion carried.

Special Presentations:

Lynda Rutkowski from Up North Prevention reported 150 lives have been saved with the use of Narcan in the 21 Counties in Northern Michigan regarding Opioid overdose.

Employee Recognition:

Kristine Foguth was recognized and congratulated for 20 years of service with Otsego County.

Department Head Report:

Tim Cherwinski reported on the Bus system; in 2019 there were 16 buses on the road all lift equipped; 293 days of operation, traveled 254,161 miles, total passenger trips were 60,503; January new computer upgrade, second phase tablets coming in October in the buses; New roof completed.

Committee Reports:

Motion by Commissioner Ken Glasser, seconded by Commissioner, seconded by Commissioner Henry Mason, to approve OCR-20-06, OCBS FY 2021 Act 51 Resolution of Intent.

Roll Call Vote:

Ayes: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Rob Pallarito, to approve the budget amendment for 2019. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Paul Liss, to approve the budget amendment for the Airport Special Events Fund. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Ken Glasser, seconded by Commissioner Julie Powers, to approve the professional services contract with Clark Hill as bond counsel for the Justice Complex project. Ayes: Julie Powers, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown. Nays: Henry Mason. Motion carried.

Motion by Commissioner Ken Glasser, seconded by Commissioner Paul Liss, to award bid 20-01 to Jim Wernig for a 2020 Chevrolet Silverado vehicle with a plow totaling \$39,162. Ayes: Unanimous. Motion carried.

Administrator's Report:

Rachel Frisch reminded the Board the MAC Conference is April 15th-April 17th contact Administration office if interested attending.

City Liaison, Township & Village Representative:

Alan Witt reported on the City Council meeting, formed an Ad Hoc committee for marijuana establishments, accepting applications; St. Patrick's Day Parade is March 14th; purchased a new truck.

Correspondence: None.

New Business:

Motion by Commissioner Bruce Brown, seconded by Commissioner Duane Switalski, to approve the February 18, 2020 Warrant in the amount of \$170,601.34 and one voided check. Ayes: Unanimous. Motion carried.

Motion by Commissioner Henry Mason, seconded by Commissioner Doug Johnson, to approve the February 25, 2020 Warrant in the amount of \$243,016.23. Ayes: Unanimous. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Duane Switalski attended the Michigan Works meeting; attended the Road Commission meeting, received a grant for South Townline Road; road salt supply is good;

Commissioner Julie Powers attended the Health Department meeting, Angel program through MSP, can go into any law enforcement and ask for help with drug addiction.

Commissioner Henry Mason alternate for jail program ideas.

Commissioner Rob Pallarito attended the Otsego Lake Township meeting, new trail head; attended NEMCOG, census presentation.

Commissioner Ken Glasser attended the Hayes Township meeting, working on the budget; attended Library meeting, 3-31-2020 is Maureen Derenzy's last day.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss had no report.

Commissioner Doug Johnson attended the Parks and Recreation meeting, 12 resumes received for the Director's position; Wah Wah Soo property, Otsego County owns it, Bagley deeded it to the County; Groen Property had over 260 cross country and snowshoe; C2AE working on a quote for electric gate and water at the Groen Nature preserve, working on handicap entrance to the museum; bids for equipment at the Groen Nature Preserve.

Commissioner Ken Borton attending National Association of Counties Conference in Washington, D.C.; Yvonne Dzurka from MAC passed away.

Meeting adjourned at 10:24 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100 at the County Building, 225 W. Main St., Gaylord, Michigan on the 25th day of February, 2020 beginning at 9:30 a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner: _____.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner _____

OCR 20-06
INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL YEAR 2021
UNDER ACT 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED.

Otsego County Board of Commissioners
February 25, 2020

WHEREAS, Pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for **OTSEGO COUNTY BUS SYSTEM (OTSEGO COUNTY)**, (hereby known as THE APPLICANT) established under Act 94, to provide a local transportation program for the state fiscal year of 2021 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for THE APPLICANT to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and (State Operating Assistance Program only)

WHEREAS, the performance indicators for this agency have been reviewed and approved by THE APPLICANT; and (State Operating Assistance Program only)

WHEREAS, THE APPLICANT, has reviewed and approved the proposed balanced (surplus) budget, and funding sources of estimated federal funds \$249,075.00, estimated state funds \$509,103.00, estimated local funds \$795,878.00, estimated farebox \$ 80,000.00, estimated other funds \$ 184,000, with total estimated expenses of \$ 1,383,748.00, now, therefore, be it

RESOLVED, that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51, and be it further

RESOLVED, that the Otsego County Board of Commissioners hereby appoints Timothy M. Cherwinski as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation commission or department for its administration of Act 51 for FY2020.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
 §
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 25th day of February, 2020, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the minutes of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2020

2019 YEAR END BUDGET ADJUSTMENT

FUND/DEPARTMENT	GL ACCOUNT	ACCOUNT NAME	AMOUNT
GENERAL FUND/CIRCUIT COURT	101-131-703.020	REGULAR - SALARIED	1,134
GENERAL FUND/CIRCUIT COURT	101-131-703.030	REGULAR - HOURLY	(1,134)
GENERAL FUND/COUNTY CLERK/ROD	101-215-703.010	REG EMP - DEPT DIR/COMM	1,977
GENERAL FUND/COUNTY CLERK/ROD	101-215-703.030	REGULAR - HOURLY	3,883
GENERAL FUND/COUNTY CLERK/ROD	101-215-704.110	HOSPITALIZATION	1,312
GENERAL FUND/COUNTY CLERK/ROD	101-215-704.300	RETIREMENT CONTRIBUTIONS	7,877
GENERAL FUND/COUNTY CLERK/ROD	101-215-626.012	SERVICE - ONLINE COPIES	(13,461)
GENERAL FUND/COUNTY CLERK/ROD	101-215-920.410	SERVICE CONTRACTS	(1,588)
GENERAL FUND/TREASURER	101-253-703.020	REGULAR - SALARIED	3,825
GENERAL FUND/TREASURER	101-253-703.030	REGULAR - HOURLY	(2,813)
GENERAL FUND/TREASURER	101-253-704.110	HOSPITALIZATION	(1,012)
GENERAL FUND/EQUALIZATION	101-257-703.030	REGULAR - HOURLY	3,279
GENERAL FUND/EQUALIZATION	101-257-704.300	RETIREMENT CONTRIBUTIONS	2,068
GENERAL FUND/EQUALIZATION	101-257-704.700	PAYMENTS IN LIEU OF INSURANCE	2,000
GENERAL FUND/EQUALIZATION	101-257-703.060	PART-TIME/TEMPORARY	(1,271)
GENERAL FUND/EQUALIZATION	101-257-704.110	HOSPITALIZATION	(1,319)
GENERAL FUND/EQUALIZATION	101-257-704.400	EDUCATION AND TRAINING	(642)
GENERAL FUND/EQUALIZATION	101-257-704.500	UNEMPLOYMENT COMPENSATION	(331)
GENERAL FUND/EQUALIZATION	101-257-626.085	SERVICE - TO TOWNSHIPS	(2,566)
GENERAL FUND/EQUALIZATION	101-257-642.021	SALES - HOUSE NUMBERING	(1,175)
GENERAL FUND/EQUALIZATION	101-257-930.660	GASOLINE	(43)
GENERAL FUND/PROSECUTOR	101-267-703.030	REGULAR - HOURLY	1,426
GENERAL FUND/PROSECUTOR	101-267-704.300	RETIREMENT CONTRIBUTIONS	3,663
GENERAL FUND/PROSECUTOR	101-267-704.700	PAYMENTS IN LIEU OF INSURANCE	1,500
GENERAL FUND/PROSECUTOR	101-267-704.110	HOSPITALIZATION	(6,589)
GENERAL FUND/CHILD SUPPORT SPECIALIST	101-268-704.300	RETIREMENT CONTRIBUTIONS	1,983
GENERAL FUND/CHILD SUPPORT SPECIALIST	101-268-501.000-PACRPO	FEDERAL GRANTS	(1,983)
GENERAL FUND/SHERIFF	101-301-703.070	OVERTIME	13,197
GENERAL FUND/SHERIFF	101-301-704.200	SOCIAL SEC CONTRIBUTIONS	2,489
GENERAL FUND/SHERIFF	101-301-704.300	RETIREMENT CONTRIBUTIONS	(5,839)
GENERAL FUND/SHERIFF	101-301-704.600	WORKERS COMPENSATION	(8,862)
GENERAL FUND/SHERIFF	101-301-704.800	SICK PAY BUY OUT	(985)
GENERAL FUND/SHERIFF-CIVIL DIVISION	101-302-703.030	REGULAR - HOURLY	918
GENERAL FUND/SHERIFF-CIVIL DIVISION	101-302-703.060	PART-TIME/TEMPORARY	3,370
GENERAL FUND/SHERIFF-CIVIL DIVISION	101-302-703.070	OVERTIME	1,438
GENERAL FUND/SHERIFF-CIVIL DIVISION	101-302-704.600	WORKERS COMPENSATION	(2,705)
GENERAL FUND/SHERIFF-CIVIL DIVISION	101-302-930.660	GASOLINE	(1,072)
GENERAL FUND/SHERIFF	101-301-704.800	SICK PAY BUY OUT	(1,949)
GENERAL FUND/MARINE SAFETY	101-331-703.060	PART-TIME/TEMPORARY	2,237
GENERAL FUND/MARINE SAFETY	101-331-501.000	FEDERAL GRANTS	(2,237)
GENERAL FUND/SECONDARY ROAD PATROL	101-334-703.030	REGULAR - HOURLY	677
GENERAL FUND/SECONDARY ROAD PATROL	101-334-704.300	RETIREMENT CONTRIBUTIONS	1,617
GENERAL FUND/SECONDARY ROAD PATROL	101-334-539.000	STATE GRANTS	(2,294)
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-703.070	OVERTIME	4,392
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-704.300	RETIREMENT CONTRIBUTIONS	1,151
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-703.060	PART-TIME/TEMPORARY	(4,217)
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-930.660	GASOLINE	(777)
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-704.500	UNEMPLOYMENT COMPENSATION	(56)
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-726.046	SUPPLIES - UNIFORM/ACC	(200)
GENERAL FUND/OFF ROAD VEHICLE GRANT	101-336-726.050	REPAIRS AND MAINT SUPPLIES	(293)
GENERAL FUND/JAIL	101-351-703.070	OVERTIME	40,512
GENERAL FUND/JAIL	101-351-704.200	SOCIAL SEC CONTRIBUTIONS	6,344
GENERAL FUND/JAIL	101-351-704.300	RETIREMENT CONTRIBUTIONS	20,227
GENERAL FUND/JAIL	101-351-704.700	PAYMENTS IN LIEU OF INSURANCE	1,358

GENERAL FUND/JAIL	101-351-930.470	INMATE HEALTH	26,540
GENERAL FUND/JAIL	101-351-703.030	REGULAR - HOURLY	(16,029)
GENERAL FUND/JAIL	101-351-704.110	HOSPITALIZATION	(9,168)
GENERAL FUND/JAIL	101-351-704.500	UNEMPLOYMENT COMPENSATION	(2,000)
GENERAL FUND/JAIL	101-351-704.600	WORKERS COMPENSATION	(11,605)
GENERAL FUND/SHERIFF	101-301-703.030	REGULAR - HOURLY	(1,955)
GENERAL FUND/SHERIFF	101-301-704.800	SICK PAY BUY OUT	(943)
GENERAL FUND/COUNTY CLERK/ROD	101-215-607.170	FEE -NOTARY BOND FILING	(33,661)
GENERAL FUND/INTEREST	101-025-664.010	INTEREST - GENERAL	(19,620)
GENERAL FUND/DRAINS	101-445-930.999	MISC OTHER SERVICES	2,780
GENERAL FUND/COMMISSIONERS	101-101-704.700	PAYMENTS IN LIEU OF INSURANCE	(1,333)
GENERAL FUND/COMMISSIONERS	101-101-704.110	HOSPITALIZATION	(981)
GENERAL FUND/COMMISSIONERS	101-101-930.230	CELLULAR	(466)
GENERAL FUND/VETERANS	101-682-704.110	HOSPITALIZATION	621
GENERAL FUND/VETERANS	101-682-704.300	RETIREMENT CONTRIBUTIONS	910
GENERAL FUND/VETERANS	101-682-704.300- MVA	RETIREMENT CONTRIBUTIONS	843
GENERAL FUND/VETERANS	101-682-726.000-VA_GRA	SUPPLIES - GENERAL	(2,374)
GENERAL FUND/PLANNING/ZONING	101-721-703.030	REGULAR - HOURLY	14,139
GENERAL FUND/PLANNING/ZONING	101-721-703.070	OVERTIME	1,452
GENERAL FUND/PLANNING/ZONING	101-721-704.110	HOSPITALIZATION	6,407
GENERAL FUND/PLANNING/ZONING	101-721-704.200	SOCIAL SEC CONTRIBUTIONS	1,100
GENERAL FUND/PLANNING/ZONING	101-721-704.300	RETIREMENT CONTRIBUTIONS	7,637
GENERAL FUND/PLANNING/ZONING	101-721-704.600	WORKERS COMPENSATION	538
GENERAL FUND/PLANNING/ZONING	101-721-451.020	BUS LIC- ZONING PERMITS	(4,907)
GENERAL FUND/PLANNING/ZONING	101-721-451.025	BUS LIC - ZONING ENFORCEMENT/INSPECTIC	(2,355)
GENERAL FUND/PLANNING/ZONING	101-721-726.200	BOOKS AND PERIODICALS	(1,030)
GENERAL FUND/PLANNING/ZONING	101-721-801.020	PROFESSIONAL	(3,900)
GENERAL FUND/PLANNING/ZONING	101-721-920.400	REPAIRS AND MAINTENANCE SVCS	(500)
GENERAL FUND/PLANNING/ZONING	101-721-930.230	CELLULAR	(32)
GENERAL FUND/PLANNING/ZONING	101-721-930.300	ADVERTISING	(604)
GENERAL FUND/PLANNING/ZONING	101-721-930.450	SHIPPING AND MAILING	(1,500)
GENERAL FUND/PLANNING/ZONING	101-721-930.660	GASOLINE	(413)
GENERAL FUND/PLANNING/ZONING	101-721-940.010	OUTSIDE CONTRACTED SERVICES	(808)
GENERAL FUND/PLANNING/ZONING	101-721-703.040	PER DIEM	(400)
GENERAL FUND/PLANNING/ZONING	101-721-726.000	SUPPLIES - GENERAL	(1,222)
GENERAL FUND/PLANNING/ZONING	101-721-704.400	EDUCATION AND TRAINING	(674)
GENERAL FUND/PLANNING/ZONING	101-721-704.500	UNEMPLOYMENT COMPENSATION	(105)
GENERAL FUND/PLANNING/ZONING	101-721-674.000	OTHER REV - CONTRIBUTIONS	(768)
GENERAL FUND/INTEREST	101-025-664.010	INTEREST - GENERAL	(12,055)
GENERAL FUND/INSURANCE & BONDS	101-851-930.100	INSURANCE AND BONDS	1,856
GENERAL FUND/COMMISSIONERS	101-101-930.600	MEMBERSHIP AND DUES	(500)
GENERAL FUND/COMMISSIONERS	101-101-940.010	OUTSIDE CONTRACTED SERVICES	(865)
GENERAL FUND/COMMISSIONERS	101-101-930.230	CELLULAR	(426)
GENERAL FUND/COMMISSIONERS	101-101-704.400	EDUCATION AND TRAINING	(65)
WORK CAMP	205-301-703.030	REGULAR - HOURLY	1,349
WORK CAMP	205-301-703.060	PART-TIME/TEMPORARY	541
WORK CAMP	205-301-703.070	OVERTIME	3,689
WORK CAMP	205-301-704.800	SICK PAY BUY OUT	720
WORK CAMP	205-301-704.110	HOSPITALIZATION	(1,634)
WORK CAMP	205-301-920.410	SERVICE CONTRACTS	(4,665)
PARKS	208-751-703.030	REGULAR - HOURLY	1,425
PARKS	208-751-704.300	RETIREMENT CONTRIBUTIONS	1,677
PARKS	208-751-704.600	WORKERS COMPENSATION	534
PARKS	208-751-703.060	PART-TIME/TEMPORARY	(3,636)
PARKS	208-752-703.060	PART-TIME/TEMPORARY	5,319
PARKS	208-752-703.070	OVERTIME	825
PARKS	208-752-704.300	RETIREMENT CONTRIBUTIONS	1,652
PARKS	208-752-703.030	REGULAR - HOURLY	(4,990)

PARKS	208-752-703.040	PER DIEM	(1,178)
PARKS	208-752-704.110	HOSPITALIZATION	(1,628)
ANIMAL CONTROL	212-430-704.300	RETIREMENT CONTRIBUTIONS	3,226
ANIMAL CONTROL	212-430-930.620	ELECTRICITY	(3,023)
ANIMAL CONTROL	212-430-930.980	ANIMAL STERILIZATION	(203)
FRIEND OF THE COURT	215-141-704.300	RETIREMENT CONTRIBUTIONS	2,001
FRIEND OF THE COURT	215-141-704.110	HOSPITALIZATION	(2,001)
HOUSING	232-690-703.030	REGULAR - HOURLY	1,555
HOUSING	232-690-703.060	PART-TIME/TEMPORARY	(1,555)
BUILDING INSPECTION	249-371-703.010	REG EMP - DEPT DIR/COMM	519
BUILDING INSPECTION	249-371-703.030	REGULAR - HOURLY	13,054
BUILDING INSPECTION	249-371-703.060	PART-TIME/TEMPORARY	5,871
BUILDING INSPECTION	249-371-703.070	OVERTIME	1,339
BUILDING INSPECTION	249-371-704.600	WORKERS COMPENSATION	1,139
BUILDING INSPECTION	249-371-704.700	PAYMENTS IN LIEU OF INSURANCE	760
BUILDING INSPECTION	249-371-703.020	REGULAR - SALARIED	(22,682)
AIRPORT	281-537-703.010	REG EMP - DEPT DIR/COMM	1,608
AIRPORT	281-537-704.300	RETIREMENT CONTRIBUTIONS	1,751
AIRPORT	281-537-930.610	NATURAL GAS	(3,067)
AIRPORT	281-537-930.300	ADVERTISING	(292)
CHILD CARE	292-662-703.030	REGULAR - HOURLY	696
CHILD CARE	292-662-704.300	RETIREMENT CONTRIBUTIONS	1,369
CHILD CARE	292-662-801.020	PROFESSIONAL	(2,065)
BUILDING & GROUNDS	637-265-704.300	RETIREMENT CONTRIBUTIONS	3,406
BUILDING & GROUNDS	637-265-704.110	HOSPITALIZATION	(3,406)
ADMIN	645-172-703.010	REG EMP - DEPT DIR/COMM	8,695
ADMIN	645-172-703.060	PART-TIME/TEMPORARY	743
ADMIN	645-172-704.110	HOSPITALIZATION	2,546
ADMIN	645-172-704.300	RETIREMENT CONTRIBUTIONS	230
ADMIN	645-172-703.030	REGULAR - HOURLY	(10,373)
ADMIN	645-172-703.020	REGULAR - SALARIED	(777)
ADMIN	645-172-726.000	SUPPLIES - GENERAL	(1,064)



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Airport Special Events

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 Use of Special Event Funding for Approved Airport Projects

REVENUE

Account Number	Decrease	Increase
282-050-400.001 Budgeted Use of FB	\$	\$ 6,000
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$ 6,000

EXPENDITURE

Account Number	Increase	Decrease
282-537-726.000 Supplies	\$ 6,000	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$ 6,000	\$

Matt Barresi 2/13/2020
 Department Head Signature Date
 Matt Barresi, Gaylord Regional Airport Director

Finance Department	
Entered:	
By:	

 Administrator's Signature Date

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