



Budget & Finance Committee

Tuesday, October 5, 2021 at 1:30 p.m.
Room 212 – Otsego County Building
225 West Main Gaylord, MI 49735

MINUTES

CALL TO ORDER

Mr. Glasser called the meeting to order at 1:30 p.m.

Roll call – Present: Ken Glasser, Rob Pallarito, Jason Caverson, Rachel Frisch

Excused – Paul Liss

Others present – Jon Deming, Diann Axford, Mel Maier

ADDITIONS OR DELETIONS OF AGENDA ITEMS

None noted

APPROVAL OF MINUTES

Motion by Mr. Pallarito to approve the minutes from the September 15, 2021 Budget and Finance Committee meeting. Motion passed unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

A. 2022 General Fund Budget

Ms. Maier walks the Committee through items that are significant changes from the 2021 General Fund budget to the 2022 recommended budget. Staffing, revenues and expenditures are discussed in detail. Ms. Frisch provides updates on contract changes.

B. EMS 2022 Budget

Mr. Deming discusses the EMS's proposed 2022 budget, noting that runs are up over the prior year. Mr. Deming notes that supplies expense has increased due to the hospital providing fewer items such as IVs. Mr. Deming discusses staffing and pay and the operations as a whole for EMS. Mr. Deming then reviews emergency management and notes that eventually the radios for public safety will need to be upgraded. Ms. Frisch asks Mr. Deming to send her a spreadsheet of radios that will be needed. The Budget and Finance Committee reviews, discusses and ask questions to which Mr. Deming provides responses.

C. Bid 2021-18 Sheriff Tahoe Police Package Vehicle

Ms. Maier notes that only one bid was received for bid 2021-18. Ms. Frisch notes that the RFP was sent to local vendors as well to encourage bids. The one bid received was from Berger Chevrolet for a Chevy Tahoe police vehicle in the amount of \$38,944. The Budget and Finance Committee reviews and discusses the bid.

Motion by Mr. Pallarito to recommend to the full Board for approval the award of bid 2021-18 to Berger Chevrolet.

D. Budget Amendment: Register of Deeds Automation Supplies

Ms. Maier notes that the presented budget amendment in the amount of \$2,500 would reduce the anticipated contribution to fund balance for 2021 to allow for supply purchases. Ms. Maier notes that there were more supplies needed and purchased than originally anticipated. The Budget and Finance Committee reviews and discusses the budget amendment.

Motion by Mr. Caverson to recommend to the full Board for approval the ROD supplies budget amendment.

E. Budget Amendment: Airport Fuel Tank Cleaning

Ms. Maier notes that the presented budget amendment in the amount of \$6,200 would cover the cost of fuel tank cleanings for the Airport's Jet A and 110 LL fuel tanks. Ms. Maier notes that Mr. Barresi, the Gaylord Regional Airport Director, noted that tank cleanings are recommended every 7-10 years. The Budget and Finance Committee reviews and discusses the budget amendment.

Motion by Mr. Pallarito to recommend to the full Board for approval the Airport Fuel Tank Cleaning budget amendment.

F. Finance Department Update – Ms. Maier notes that next week's meeting will be on Wednesday. Ms. Frisch inquires about the scheduled departments for next week's meeting.

Mr. Glasser adjourned the meeting at 2:40 p.m.