



# COUNTY OF OSCODA

Board of Commissioners  
Telephone (989) 826-1130  
Fax Line (989) 826-1173

Oscoda County Courthouse Annex 105 S. Court Street, P.O. Box 399, Mio, MI 48647

Oscoda County Board of Commissioners

## Work Session

Tuesday, April 25, 2017 - 9:00 a.m.

Members Present: Commissioners Wright, Olsen, Kischnick, Wilson, and Nutt.

Members Excused:

Others Present: 10 members of the public were in attendance.

Chair Wright called the Work Session Meeting to order at 9:00 a.m.

\*\*Agenda Items for the B.O.C "Work Session" included:

1.) Mr. Dan Kauffman, IT Director, reviewed the AuSable Valley Community Mental Health Fiber Agreement with the County that allows the ASVCMH to share the fiber for the internet service. No IT Department Report presented.

2.) Mr. James Anderson, County Auditor, gave an overview of the EMS 2016 Audit, which has showed a deficient and the County will have to send in a report to the State on how they plan to correct. The 2017 EMS Budget if it continues down the same path, Mr. Anderson estimates that the County will have to contribute \$170,000.00 or more from the General Fund to balance. The EMS Department has received all the mileage funds for 2017 and by August the County will need to subsidize to continue to provide Emergency Medical Service. Mr. Anderson stated that he would recommend that the Board review and consider alternatives as soon as possible. A committee will be formed to review future options.

3.) The B.O.C discussed the SERVPRO invoices reviewed at the April 11, 2017 B.O.C Meeting with Mr. Clare Wasek, Insurance Adjuster and Mr. Randy Miller from SERVPRO. It was recommended that Partial "Proof of Loss" for 75% of the invoice be approved and SERVPRO be paid. Commissioner Kischnick stated he reviewed the invoices and did not see any discrepancy. All questions regarding SERVPRO invoices will be put in writing and sent to SERVPRO for clarification before the next B.O.C Meeting on May 9, 2017.

4.) The B.O.C reviewed the list of Historical Items, as previously discussed at the April 11, 2017 B.O.C Meeting with Mr. Clare Wasek, Insurance Adjuster and Randy Miller from SERVPRO. It was the consensus of the Board to have one of the vaults returned to be place at the Steiner Museum, and the other two vaults to be salvaged and to bring back the rest of the historical items being currently stored by SERVPRO. Commissioner Olsen stated that she would like have those stored items tested for any lead paint prior to bringing those items back and have the new Construction Management Firm look a those item to see if they could be incorporated into the new building.

5.) The Board reviewed the quote received to install a wireless PA system in the Boardroom. After discussion, it was the consensus to move forward. No further discussion regarding the B.O.C phone extensions.

\*\*Chair Wright called for a recess (10:00 a.m.) before the Regular B.O.C Meeting.

## **Official Minutes**

**April 25, 2017**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, April 25, 2017 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Wright called the meeting to order at 10:10 a.m.

Pledge to the Flag:

Roll Call of Members:

Members Present: Commissioners Wright, Olsen, Kischnick, Wilson, and Nutt.

Members Excused:

Others Present: 15 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **April, 25, 2017**, as presented.

**Wilson/Kischnick** a motion to accept the Agenda for **April 25, 2017**, as presented.  
**2017-121**

5 ayes: 0 nays: **Motion Carried.**

\*\*The B.O.C approved the following Official Minutes:

**Kischnick/Wilson** a motion to accept the Official Minutes for the B.O.C Meeting, held on **April 11, 2017-122** **2017**, as presented.

5 ayes: 0 nays: **Motion Carried.**

**Wilson/Nutt** a motion to accept the Official Minutes for the "Special B.O.C Meeting" held on **April 2017-123** **21, 2017**, as presented.

5 ayes: 0 nays: **Motion Carried.**

**Public Matters & Comments** (Regarding today's Agenda- limited to two minutes per person).

### **Appointments:**

\*\*Mr. Chuck Lichon, District Health Department #2, Deputy Health Officer, presented the DHD#2 Environmental Health Regulations Amendments. The amendments will simplify the regulations for the public, contractors, and the staff.

**Kischnick/Wilson** a motion to accept the District Health Department #2 Environmental Health **2017-124** Regulations Amendments, as presented, and authorize the two DHD#2 Oscoda County Board Members to sign, on behalf of Oscoda County.

5 ayes: 0 nays: **Motion Carried.**

### **Correspondence, Reports, Resolutions (acknowledge receipt):**

The B.O.C received the Garland MI Tax Tribunal Stipulation Impact for the 2016 year with a total of \$199,764.02 for the entire County, from Mr. Bill Kendall, County Treasurer.

**Kischnick/Wilson** a motion to acknowledge the receipt of the 2016 Garland MI Tax Tribunal Stipulation **2017-125** Impact Report.

5 ayes: 0 nays: **Motion Carried.**

**Unfinished Business/New Business:**

\*\*The B.O.C approved the Building Department's Seasonal Secretary, as previously discussed during the Work Session on March 22, 2017.

**Kischnick/Wilson** a motion to hire Hillary Fuhr, as the Seasonal/Temporary Building Department **2017-126** Secretary, at 25 hours per week, at \$11.30 per hour, effective May 1, 2017 through October 27, 2017, and so amend the Building Department (249) Budget.

**Roll Call Vote:** Kischnick, yes; Olsen, yes; Nutt, yes; Wright, yes; Wilson, yes. **Motion Carried.**

\*\*The B.O.C approved to re-hire the Maintenance Seasonal/Temporary employee, as previously discussed during the Work Session on April 11, 2017.

**Wilson/Olsen** a motion to re-hire Al Frazho as a Seasonal/Temporary Maintenance Employee, to work **2017-127** up to 28 hours per week, at \$11.30 per hour, effective May 1, 2017 through September 1, 2017, and so amend the Fairgrounds (217) and Smith Lake (218) budgets.

**Roll Call Vote:** Wright, yes; Wilson, yes; Nutt, yes; Olsen, yes; Kischnick, yes. **Motion Carried.**

\*\*Chair Ms. Brandy Wright turned the next order of business, Prosecutor's Office Legal Secretary Hire, to Vice-Chair LaNita Olsen. Commissioner Olsen stated as previously discussed at the April 11, 2017 B.O.C Meeting, the County Prosecutor, Cassie Morse-Bills submitted a request to hire a Legal Secretary with a starting wage at \$14.60, due to an vacant position in the Prosecutor Office; Ms. Nina Appel retiring after 21 years. Commissioner Olsen stated that she had been approached by members of the public regarding this position not being advertised. Commissioner Olsen looked into this and she found that the B.O.C of has the statutory authority to set the staffing levels in Prosecutor's Office and to set the salaries of those positions, those statutory provision do not require the Prosecutor to follow a particular process in selecting employees to fill those positons. Commissioner Olsen stated she was disappointed however that the County Policy was not followed. Commissioner Nutt also stated he would of like to see the position posted to let the County's young members know that there are jobs available here in our County. Ms. Morse-Bills commented that she would like the B.O.C to know that it is common practice NOT to advertise for an open position in the Prosecutor's Office and that as an Elective Official she does not have to follow County policy when it comes to hiring, that as an Elective Official she is bound to follow the State Statue and that she is in compliance. Ms. Morse-Bills stated she would welcome anyone to stop in at the Prosecutor's Office if they would like to address this. The following motion was made and then Vice-Chair LaNita Olsen turned the meeting back over the Chair Brandy Wright.

**Nutt/Wilson** a motion to hire a Legal Secretary, full-time with County benefits, 35 hours per week, at **2017-128** \$14.60 per hour, to fill an open position, effective April 26, 2017, and so amend the Prosecutor's Budget (229).

**Roll Call Vote:** Nutt, yes; Olsen, yes; Kischnick, yes; Wilson, yes; Wright, abstain. **Motion Carried.**

\*\*The B.O.C approved for Cohl, Stoker & Toskey, PC to hold a training session on the "Open Meetings Act", Robert Rules of Order, and County Governance for Commissioners, as recommended by the Michigan Associates of Counties (MAC). This training will be open to anyone who sits on a Board

throughout the County. It was also discussed to open to other surrounding Counties for a small fee. The made the following motion with the time of the training still up in the air.

**Nutt/Olsen** a motion to pay \$600, funds moved out of Contingency, for Mr. Matt Nordford, from Cohl, **2017-129** Stoker & Toskey, PC to come to Mio, to give a presentation to the County on Open Meetings Act, Roberts Rules of Order and County Governance for Commissioners, on May 31<sup>st</sup>, at 1 p.m. and/or a later time, held at the Community Center, and so amend the budget.

**Roll Call Vote:** Olsen, yes; Nutt, yes; Kischnick, yes; Wright, yes; Wilson, yes. **Motion Carried.**

\*\*The B.O.C approved the AERO PM Training, as previously mentioned at the Special B.O.C Meeting on March 21, 2017, regarding the Airport.

**Olsen/Wilson** a motion to send the B.O.C Executive Secretary, Brenda Moore and Commissioner Larry **2017-130** Wilson to an AERO PM Training, at the Clare Municipal Airport, in Clare MI on May 10, 2017.

5 ayes: 0 nays: **Motion Carried.**

\*\*The B.O.C approved the renewal Sublease Agreement with ASVCMH for Fiber Sharing-Internet Service Access, as previously discussed earlier by Dan Kauffman, IT Director, at the Work Session.

**Kischnick/Olsen** a motion to accept the Sublease Agreement for Fiber Sharing- Internet Service **2017-131** Access with AuSable Valley Community Mental Health Services, effective May 1, 2017 through May 1, 2018, as written and authorize the Chair to sign.

**Roll Call Vote:** Olsen, yes; Wright, yes; Nutt, yes; Kischnick, yes; Wilson, yes. **Motion Carried.**

\*\*The B.O.C made a motion to send notification to SERVPRO regarding the Historical Item's, as previously discussed early at the Work Session.

**Olsen/Wilson** a motion to officially send notification, and authorize the Chair to sign, to the **2017-132** Insurance Adjuster and SERVPRO the Board of Commissioners intent for the Historical Items removed, as listed, as a result of the May 4, 2016 FIRE, currently stored by SERVPRO.

**Roll Call Vote:** Wright, yes; Wilson, yes; Olsen, yes; Nutt, yes; Kischnick, yes. **Motion Carried.**

**Financial:** (Motions Needed)

\*\*The B.O.C approved the Partial "Proof of Loss" for the SERVPRO Invoices, as previously discussed early at the Work Session.

**Olsen/Wright** a motion to approve, for payment 75% of the SERVPRO Invoice 35847/35859, paid out of **2017-133** the May 4, 2016 FIRE Budget, Insurance Claim #180364, in the amount of \$252,418.66, for services rendered, and authorize the Chair to sign the Partial "Proof of Loss".

**Roll Call Vote:** Nutt, yes; Olsen, yes; Kischnick, yes; Wilson, yes; Wright, yes. **Motion Carried.**

\*\*The B.O.C approved the quote to move forward on the wireless PA system in the Boardroom.

**Kischnick/Wilson** a motion to accept the quote from Network Installation and Services, in the amount **2017-134** of \$1,261.49, for a wireless PA system in the Boardroom, with funds moved from

Contingency, and so amend the Budget.

**Roll Call Vote:** Kischnick, yes; Wilson, yes; Wright, yes;  
Olsen, yes; Nutt, yes. **Motion Carried.**

\*\*The B.O.C approved the Claims & Audit for April 25, 2017, as received from the Clerk's Office.

**Kischnick/Olsen** a motion to approve the Claims & Audit Docket for April 25, 2017, in the  
**2017-135** amount of \$31,844.90, as presented.

**Roll Call Vote:** Wilson, yes; Kischnick, yes; Wright, yes;  
Nutt, yes; Olsen, yes. **Motion Carried.**

### **Committee Reports:**

#### **Commissioner Kischnick:**

- \*\*Attended the Greenwood Township Board Meeting.
- \*\*Attended the Landfill Board Meeting.
- \*\*Attended the MI Northern Counties Board Meeting.
- \*\*Attended the Landfill Claims & Audit Committee Meeting.
- \*\*Attended the "Special" B.O.C Meeting (RFP Pre-Bid) conducted by Mr. Will Olsen.
- \*\*Attended the DHD#2 Board Meeting.

#### **Commissioner Wilson:**

- \*\*Attended the Landfill Board Meeting.
- \*\*Attended the Elmer Township Board Meeting.
- \*\*Attended the LEPC/LPT
- \*\*Attended the District Health Department Board Meeting.
- \*\*Attended the Steiner Museum (Friends) Board Meeting.
- \*\*Attended the "Special" B.O.C Meeting (RFP Pre-Bid) conducted by Mr. Will Olsen.
- \*\*Reviewed the Claims & Audit Docket for April 25, 2017.

#### **Commissioner Nutt:**

- \*\*Attended the Steiner Museum (Friends) Board Meeting.
- \*\*Attended the EDC & Brownfield Board Meeting.
- \*\*Attended the ASVCMH Board Meeting.
- \*\*Commissioner Nutt extended a thank you to Commissioner Wright for her time served as a County Commissioner.

#### **Commissioner Olsen:**

- \*\*Attended the Planning Commission Board Meeting.
- \*\*Attended the Road Commission Board Meeting.
- \*\*Attended the "Special" B.O.C Meeting (RFP Pre-Bid) conducted by Mr. Will Olsen.
- \*\*Four days of RFP follow-up in the B.O.C Office.
- \*\*Participated in a conference call with Gary King, County Labor Attorney, along with Commissioner Wright.
- \*\*Met with Susan White, EMS Director, regarding an invoice, along with Commissioner Wright.
- \*\*Attended the DHD#2 Board Meeting.

#### **Commissioner Wright:**

- \*\*Attended the "Special" B.O.C Meeting (RFP Pre-Bid) conducted by Mr. Will Olsen.
- \*\*Participated in a conference call with Gary King, County Labor Attorney, along with Commissioner Olsen.
- \*\*Met with Jim Anderson, County Auditor, regarding the EMS Budget.
- \*\*Met with Susan White, EMS Director, regarding an invoice, along with Commissioner Olsen.

\*\*Reviewed the Claims & Audit Docket for April 25, 2017.

\*\*Commissioner Wright thanked her fellow Commissioners and stated it has been a pleasure serving the County residents and working with each of them.

**Public Comments & Matters:**

\*\*Comments received:

- 1) An invitation was extended to join a celebration on Thursday, April 20<sup>th</sup> at 2 p.m. in the Boardroom to honor Ms. Nina Appel, who is retiring, after 21 years of service to Oscoda County, on April 28, 2017.
- 2) Sheriff's Department "Drug Take Back Day" is schedule for Saturday, April 29, 2017; collecting unwanted non- prescription and prescription medication in pill form.
- 3) Sheriff's Department will host a Boat Safety Course, at the Community Center, on Saturday, May 20<sup>th</sup> from 8:30 a.m. – 4:00 p.m. for more information call the Sheriff's Department.
- 4) The Child Assessment Center (CAC) of Roscommon, is holding a "Butterfly" fundraiser; available throughout town.
- 5) The Neighborhood Watch will be out clean the County Roads.
- 6) County resident questioned the signage for Mio; MDOT takes care of. Also why the Michigan Flag is not flown beside the American Flag.
- 7) The Child Protection Counsel (CPC) is celebrating Child Neglect and Abuse Awareness Month. Several pinwheels have been placed on the Courthouse Annex Lawn through May 1<sup>st</sup> to bring awareness to the community.

\*\*Chair Wright called for a recess before going to Closed Session for Land Acquisition (In accordance to the Open Meetings Act 1976 PA 267, MCL 15.261et. seq. - Section X - #1.)

**Olsen/Wilson** a motion to go into **Closed Session** (11:37 a.m.), for Land Acquisition, in accordance to the **2017-136** Open Meetings Act 1976 PA 267, MCL 15.261 et. seq. - Section X - #1.

**Roll Call Vote:** Kischnick, yes; Olsen, yes; Nutt, yes; Wright, yes; Wilson, yes. **Motion Carried.**

**Kischnick/Nutt** a motion to return to the B.O.C Meeting (11:47 a.m.).

**2017-137**

5 ayes: 0 nays: **Motion Carried.**

\*\*Chair Wright, upon returning from Closed Session, asked if there was any further business. The following motion was made.

**Olsen/Wilson** a motion to approve the settlement amounts, as discussed and agreed upon in Closed **2017-138** Session, offered by Mead & Hunt, Inc. for Parcel E-10 Rescoe and Parcel E11 Nettles for Avigation Easements.

**Roll Call Vote:** Wilson, yes; Nutt, yes; Olsen, yes; Wright, yes; Kischnick, yes. **Motion Carried.**

Chair Wright call for a motion to adjourn.

**Wilson/Olsen** a motion to adjourn today's meeting, **April 25, 2017** (11:53 a.m.).

**2017-139**

5 ayes: 0 nays: **Motion Carried.**

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, May 9, 2017.**

A B.O.C Workshop will be held at **9:00 a.m.** and the Regular B.O.C Meeting at **10:00 a.m.**

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**Brandy Wright, Oscoda County  
Board of Commissioners Chair**

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**Jeri Winton, Oscoda County  
Clerk & Register of Deeds**