



# COUNTY OF OSCODA

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

## Oscoda County Board of Commissioners

### Work Session

9:00 a.m. Thursday, August 3, 2017

Members Present: Commissioners Olsen, Kischnick, Wilson and Kelly.

Members Excused: Commissioner Nutt.

Others Present: 3 members of the public were in attendance.

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

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

1.) Ms. Brenda Moore, B.O.C Executive Secretary, presented the July 2017 General and Special Fund Budget Summary. Ms. Moore will schedule a meeting to meet with the County Treasurer, Bill Kendall, and the Finance Committee, Commissioner Olsen and Wilson, to review the 2017 Budgets.

2. Commissioner Olsen and Kelly met with Jennifer Martin, 44-North, to review the County Insurance. There was no increase in the Counties Life Insurance Policy, with Mutual of Omaha. Tele Doc participates are up. A new program called MDLIVE that the County should consider, that would replace Tele Doc that would include Mental Health; 44-North will be sending out information. The 2018 rates for BCN will be in September; an increase is anticipated. Employee hours for insurance tracking and reporting were discussed; 44-North will follow-up with Payroll. The Board will have to decide to either OPT OUT of the PA 152 or implement the 80/20 or the Hard Cap for 2018. 44-North is scheduled to attend the October 24, 2017 Board Meeting.

3.) Mr. Will Olsen, RFP Consultant, provided an up-date on the Government Building. A meeting was held with Mr. Olsen, Wolgast Corporation and the Insurance Adjuster to review the updated “Cost Analysis” provided by Wolgast Corporation. The Insurance Adjuster is requesting additional and detailed information from Wolgast Corporation; another meeting has been scheduled for August 17, 2017. Again, once a “Partial Proof of Loss” has been approved by the Insurance Company and the County, Mr. Olsen will begin to develop a contract for the County with Wolgast Corporation, based on a not to exceed price and to include provisions to protect the County's interest in the building of a new Government Building. The Board will need to make some decisions soon regarding where to deposit the funds from the insurance company; it is recommended that they would create a joint fund/trust with the Design/Builder. Also, if the new Government Building should be a single story or two story with a basement or no basement.

\*\*Chair Olsen called for a recess (9:50 a.m.) before the Regular B.O.C Meeting.

## **Official Minutes**

**August 3, 2017**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Thursday, August 3, 2017 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:00 a.m.

Pledge to the Flag:

Roll Call of Members:

Members Present: Commissioners Olsen, Kischnick, Wilson and Kelly.

Members Excused: Commissioner Nutt

Others Present: 6 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **August 3, 2017**, which took the place of the Regular B.O.C Meeting scheduled for Tuesday, August 8<sup>th</sup>, 2017, with two additions.

**Finance:** July 2017 Expenditures  
EMS Budget Discussion

**Wilson/Kelly** a motion to accept the Agenda for **August 3, 2017**, with two noted additions.  
**2017-258**

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

\*\*The B.O.C approved the Official Minutes for **July 25, 2017**, as presented.

**Kischnick/Wilson** a motion to approve the Official Minutes for the B.O.C Meeting held  
**2017-259**            **July 25, 2017.**

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

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

\*\*Ms. Rachel Farley was introduced as the news reporter for the Oscoda County Herald.

### **Appointments:**

\*\*Dr. David Beck, Chief Executive Officer, AuSable Valley Community Mental Health Authority, presented the 2017 Services Report and 2018 Appropriations. Dr. Beck also announced he would be retiring the end of the year and introduced Ms. Diane Pelts, Associate Chief Executive Officer, who will be taking his place.

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

### **Unfinished Business/New Business:**

\*\*Commissioner Olsen and Kelly, as Acting Interim Directors, have been working with Mr. Chris Wilson, Assistant Interim Director, and have requested the Board extend Mr. Chris Wilson's "Letter of Understanding" to the end of the year. Commissioner Wilson questioned exactly what Mr. Wilson was doing and the difference between the shift leader position and the assistant interim. Commissioner Olsen stated as the shift leader he is doing the scheduling. As the Assistant Interim Director, he is handling the internal EMS operations, under our direction, researching EMS equipment & supplies and promoting and working on the EMS Millage. Commissioner Kelly stated Mr. Wilson has stepped up and has made a

difference and the extra funds paid out are less than what EMS was paying out for a director. Mr. Wilson does not have any employee disciplinary or hiring authority; he can only recommend. A search for new EMS Director will take place later. After review of the "Letter of Understanding" it was noted that the \$250.00 would no longer be a stipend but a monthly fee until the end of the year; that correction was made. Commissioner Olsen thank Ms. Sherry Wilson for stepping up and putting in those extra hours when EMS needed her. Commissioner Olsen stated that for the month of July EMS had 130 runs with 76 of them ALS runs, which require a paramedic, 13 BLS runs, 15 refusals, 2 cancelled, 16 lift assist, 1 standby, 5 D.O.A, and 2 no patient found. Mr. Wilson, as the Assistant Interim EMS Director, has recommended the promotions of two employee's and the hiring of one of paramedic. The following motions were made.

**Kischnick/Kelly** a motion to extend the "Letter of Understanding" between the B.O.C, Steelworkers and **2017-260** Mr. Chris Wilson, Assistant Interim Director, August 11, 2017 through December 31, 2017; with noted correction.

**Roll Call Vote:** Olsen, yes; Kelly, yes; Nutt, absent;  
Kischnick, yes; Wilson, no. **Motion Carried.**

**Kischnick/Kelly** a motion superseding motion 2017-208 and eliminate the 5-five extra hours, for Sherry **2017-261** Wilson, Oscoda County Ambulance Secretary, as of August 3, 2017.

3 ayes; 1 abstain; 0 nays: **Motion Carried.**

**Kischnick/Kelly** a motion to acknowledge the promotion of Annette Chalmers from contingency, **2017-262** to a full-time Paramedic status, with benefits, and authorize the County Clerk's Office to implement, in accordance to the Steelworkers Union Contract, effective August 3, 2017.

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

**Kelly/Kischnick** a motion to acknowledge the hiring of Dylan Danhoff, as a Part-time EMT, as **2017-263** recommended by the Interim Director's, and authorize the County Clerk's Office to implement, in accordance to the Steelworkers Union Contract, retro back to July 19, 2017.

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

**Kelly/Kischnick** a motion to acknowledge the promotion of Kenneth Temple, from contingency to a part- **2017-264** time EMT status and authorize the County Clerk's Office to implement, in accordance to the Steelworkers Union Contract, retro back to July 26, 2017.

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

### **Financial:**

\*\*The B.O.C approved the request from Ms. Stephanie Ward, Mead & Hunt, to pay the cost of the closing on Parcel E-9 rather than loosing those funds, due to the time restraints on the 2013 grant funds expiring. The County will be reimbursed.

**Kischnick/Wilson** a motion to authorize the payment of \$10,120.00 associated with the closing cost on **2017-265** Parcel E-9, as agreed upon in closed session (2017-215), on as part of the Acquire Land for Approaches, Federal Project No. B-23-0156-1213 at the Dennis Kauffman Memorial Airport.

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

\*\*The B.O.C made an exception and authorized to retro pay per-diems to members of the Planning and Park Recreation Commission, due to some misunderstandings.

**Kelly/Wilson 2017-266** a motion to make an exception and authorize the County Clerk’s Office- Payroll, to retro pay per-diem amounts, due to active members on the Planning Commission and the Park & Recreation Commission Boards, upon proof of attendance of meetings and their payroll employee packet completion.

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

\*\*The B.O.C discussed the Trail Court Administrator’s request to remove a full-time Trial Court Clerk’s position and replace it with two part-time positions. The two temporary Trial Court Clerks have been working in those positions for several months. Commissioner Wilson questioned if the Personnel Policy was followed. After discussion, the following motions were made.

**Kelly/Wilson 2017-267** a motion to acknowledge the correspondence received from the Trial Court Administrator, dated June 23, 2017 and August 1, 2017, and to have the Clerk’s Office (Payroll) change the status of Trial Court Clerk, Laura DesGravis, from a temporary part-time status to a permanent part-time status (28 hours per week) and to implement a hourly wage of \$12.50 per hour, retro back to June 26, 2017, in accordance with the correspondence received.

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

**Kelly/Wilson 2017-268** a motion to acknowledge the correspondence received from the Trial Court Administrator, dated June 23, 2017 and August 1, 2017, and to have the Clerk’s Office (Payroll) change the status of Trial Court Clerk, Cynthia Peistrack, from a temporary part-time status to a permanent part-time status (28 hours per week) and to implement a hourly wage of \$12.50 per hour, retro back to June 26, 2017, in accordance with the correspondence received.

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

\*\*The B.O.C approved the 2017 July Expenditures; totally **\$877,218.96.**

	<b>PAYROLL</b>	<b>EXPENSES</b>	<b>TOTAL</b>
<b>101</b> General Fund	\$158,646.99	\$411,684.90	\$570,331.89
<b>102</b> Ambulance Equip	\$0.00	\$0.00	\$0.00
<b>103</b> Sheriff Equip	\$0.00	\$1,695.98	\$1,695.98
<b>104</b> 911 Emergency	\$6,712.76	\$10,720.40	\$17,433.16
<b>205</b> Officer Training	\$0.00	\$0.00	\$0.00
<b>208</b> Park Fund	\$5,887.61	\$11,868.41	\$17,756.02
<b>209</b> D.A.R.E.	\$0.00	\$0.00	\$0.00
<b>210</b> Ambulance Fund	\$53,654.82	\$82,706.87	\$136,361.69
<b>215</b> Friend/Court	\$5,181.26	\$9,650.14	\$14,831.40
<b>216</b> Public Guardian	\$1,159.49	\$1,230.89	\$2,390.38
<b>217</b> Fairgrounds’	\$1,362.42	\$11,862.91	\$13,225.33
<b>218</b> Smith Lake	\$0.00	\$0.00	\$0.00

230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$459.89	\$547.87	\$1,007.76
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$4,015.11	\$13,208.02	\$17,223.13
256	R.O.D. Automation	\$0.00	\$0.00	\$0.00
258	May 4 Courthouse Fire	\$0.00	\$1,734.19	\$1,734.19
263	Concealed Pistol Licensing	\$0.00	\$5.52	\$5.52
265	Drug Law Enforcement	\$3,753.61	\$5,570.09	\$9,323.70
269	Law Library	\$0.00	\$995.92	\$995.92
271	Library	\$0.00	\$12,139.99	\$12,139.99
274	Council/Aging	\$0.00	\$24,017.82	\$24,017.82
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$0.00	\$14,810.75	\$14,810.75
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$711.35	\$1,558.63	\$2,269.98
296	Basic Grant	\$0.00	\$3,000.00	\$3,000.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$1,722.40	\$6,890.42	\$8,612.82
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$8,051.53	\$8,051.53
	<b><i>SUB TOTALS</i></b>	\$243,267.71	\$633,951.25	<b>\$877,218.96</b>
201	Road Commission			\$490,453.98
	<b><i>Grand Total</i></b>		<b>\$1,367,672.94</b>	

**Wilson/Kelly** a motion to approve the July 2017 Expenditures, as presented, in the amount of **2017-269** \$877,218.96.

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

\*\*Commissioner Wilson made a motion to place a “Freeze” on the EMS Ambulance Budget. However, no second was received, therefore the motion was dead and no action taken.

**Committee Reports:**

**Commissioner Kischnick:**

\*\*Attended the Michigan Indigent Defense Commission Committee Meeting.

\*\*Attended the Landfill Board Meeting.

**Commissioner Wilson:**

\*\*Attended the Comins Township Board Meeting.

- \*\*Attended the Landfill Board Meeting.
- \*\*Met with Dave Kauffman, Airport Manager, along with Commissioner Kelly.
- \*\*Met with Andrew Thompson, Animal Control Officer.
- \*\*Reviewed the Claims & Audit Docket for August 4, 2017; as part of the Finance Committee.

**Commissioner Kelly:**

- \*\*Attended the OC River Fest Meeting.
- \*\*Participated in several meetings, as acting EMS Ambulance Director, along with Commissioner Olsen.
- \*\*Attended the Michigan Indigent Defense Commission Committee Meeting.
- \*\*Attended the Rabaska Race Event, held at the Oscoda County Park.
- \*\*Participated in a meeting along with Commissioner Olsen and 44-North, County Insurance.
- \*\*Met with Mr. John Rouse, Boy Scouts of America, along with Commissioner Olsen regarding the County Youth Programs.
- \*\*Met with Dave Kauffman, Airport Manager, along with Commissioner Wilson.

**Commissioner Olsen:**

- \*\*Participated in several meetings as acting EMS Ambulance Director along with Commissioner Kelly.
- \*\*Met with Mr. John Rouse, Boy Scouts of America, along with Commissioner Kelly regarding the County Youth Programs.
- \*\*Participated in a meeting along with Commissioner Kelly and 44-North, County Insurance.
- \*\*Met with B.O.C Executive Secretary, Brenda Moore.

**Commissioner Nutt:**

- \*\*Excused.

**Public Comments & Matters:**

- \*\*Resident Complaint received regarding a cat problem. This is an ongoing complaint regarding several cats wondering and the smell from a neighbor's house. Health Department should be contacted. Commissioner Wilson to ask Elmer Township to consider a Blight Ordinance.
- \*\* The Annual "Badges for a Cause" 5K Walk/Run, Saturday, August 12<sup>th</sup>, 2017.
- \*\*Commissioner Kischnick asked what Commissioner Olsen and Kelly hope to bring back from the Washington DC County Commissioners Conference and if they had reach out to our State Representatives. Commissioner Olsen stated that they have touched based with U.S House Representative Jack Bergman Office and that both MAC and NACO will be attending. Michigan was the third state to be invited to attend and they hope to network and bring back some contacts to assist with County issues.

- \*\*Chair Olsen called for a motion to adjourn.

**Wilson/Kelly** a motion to adjourn today's meeting, **August 3, 2017** (12:10 p.m.).  
**2017-270**

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

- \*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, August 22, 2017.**  
A B.O.C Work Session will be held at **9:00 a.m.** and the Regular B.O.C Meeting at **10:00 a.m.**

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**LaNita Olsen, Oscoda County**

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**Jeri Winton, Oscoda County**

**Board of Commissioners Chair**

**Clerk & Register of Deeds**