



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. Tuesday, December 26, 2017

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

Members Excused:

Others Present: 7 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:

The B.O.C discussed their by-laws, which in 2018 the Consented Agenda, Work Session and a change with B.O.C per-diems will be reflected. At the Organizational Meeting the B.O.C will approve their by-laws for 2018. Commissioner Olsen stated the by-laws can always be amended if need be.

The B.O.C were asked to review their assigned Committed Appointments. The B.O.C will approve at the second meeting in January. The B.O.C also reviewed the 2018 Board Meeting schedule. It was the consensus of the Board to change a date in March for the MAC Conference and in December for the Christmas Holiday.

Commissioner Olsen and Wilson met with salary employees. Commissioner Olsen stated for clarification there will be no changes. Salary employees will receive 12 PTO days in January and will receive their vacation time, based on years of service, on their anniversary date, when they were hired full-time, as stated in the Personnel Policy Manual for all Oscoda County Employee’s. Commissioner Olsen stated salary benefits are based on 35 hours, again for clarification, for the current four salary employees. The salary employees were asked to fill out their timesheets accordingly when they do take PTO/Vacation time. Timesheets have been changed and training and conferences have been added.

The B.O.C was notified that Wolgast has agreed to the contract and signed/initialed where applicable. There was a kick-off meeting via conference call where Wolgast and Mr. Olson went over the Terms and Conditions of the contract; Commissioner Kelly participated the conference call. All milestones, schedules, payments and deliverables will be based on the 13th of December 2017. The Contract Agreement for a “Contract Manager” is still pending; Commissioner Kischnick and Kelly have been working with Mr. Olsen. Commissioner Olsen allowed public comment on the Government Building. A resident questioned the need for a “Contract Manager” and if Mr. Olsen was related to the Chair. Commissioner Olsen stated that there is a need for a “Contract Manager” to oversee the contract with

Wolgast on behalf of the County, none of us as Board Members have the expertise that is needed and yes Mr. Olsen is related. The resident questioned if that was a conflict of interest. Commissioner Olsen stated that Mr. Olsen, who was appointed the RFP Consultant, has been working with the Board on the new Government Building for several months, with no compensation for being the County's RFP Consultant, he has got the B.O.C to this point. The B.O.C did reach out to other community residents. A "Contract Manager" could receive 8-10% of a totally project Commissioner Kelly stated, Mr. Olsen is willing to act as our "Contract Manager" as an independent contractor for much less. Commissioner Olsen stated that when it comes to voting she will abstain, therefore sees no reason for it to be a conflict of interest. A contract was sent to Michigan Association of Counties (MAC) for their legal opinion regarding a "Contract Manager" and Commissioner Kischnick and Kelly has been working with the attorney and that is the contract that is being considered. Commissioner Olsen stated that the status of the Government Building has been reflected in several Board Minutes and that Commissioner Kischnick and Kelly would be happy to answer any further questions.

**Commissioner Wilson and Kelly provided an up-date on the Airport. The Airport Hanger lights around the building need to be replaced; Commissioner Wilson looking into. DNR up-dated its letter of support. The electric in the transmitter will be completed this week. Commissioner Wilson and Kelly along with Dave Kauffman, Airport Manager met as part of the Consultant Procurement Process and reviewed Mead & Hunts, Inc. proposal.

Chair Olsen called for a recess (9:40 a.m.) before the Regular B.O.C Meeting.

Official Minutes

December 26, 2017

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, December 26, 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, Nutt, Kischnick, Wilson and Kelly.

Members Excused:

Others Present: 7 members of the public were in attendance.

The B.O.C approved the Agenda for **December 26, 2017, with one addition:

ADD: CLOSED SESSION to include strategy with the negotiations of a Collective Bargaining Agreement (23rd Circuit Court Steelworkers Union), in accordance with the "Open Meetings Act 1976 PA267 MCL 15.261 et seq. -Section 8 (C).

Wilson/Kelly a motion to accept the Agenda for **December 26, 2017**, with one noted addition.
2017-419

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

The B.O.C approved the Official Minutes held on **December 12, 2017, as presented.

Wilson/Kelly a motion to approve the Official Minutes for the B.O.C Meeting held on
2017-420 December 12, 2017.

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

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

Appointments:

Correspondence/Reports/Resolutions:

**Steiner Museum has scheduled their 2018 Christmas Party to try to avoid conflicts with other Christmas events. The Clerks Office, Register of Deeds, Equalization and Treasurers Office presented \$156 to HIS LOVE, Lydia's Gates, and the Northern Michigan Children Assessment Center from their "dress down fund" they collected in 2017.

Unfinished Business/New Business:

**The B.O.C selected Mead & Hunt, Inc. for airport planning, architectural/engineering design, and construction administration services focused on a 5-year Airport Capital Improvement Plan (ACIP) at the Dennis Kauffman Memorial Airport, as recommend by Commissioner Wilson, Commissioner Kelly and Dave Kauffman, Airport Manager.

Nutt/Wilson a motion to select Mead & Hunt, Inc., as recommended by the Airport Selected
2017-421 Committee, to provide 'Professional Airport Consulting Services' for the Oscoda County Dennis Kauffman Memorial Airport, to assist in Airport Development Projects between the FY2018-2022, and authorize the Chair to sign on behalf of the County.

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

The B.O.C approved to change the B.O.C per-diems record keeping and payouts.

Wilson/Kelly a motion to change the B.O.C Per-diems record keeping and payouts to reflect by the
2017-422 meeting rather than by the day, effective upon approval of the B.O.C By-Laws.

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

Financial:

The B.O.C approved the Claims & Audit Docket for **December 26, 2017, as presented.

Wilson/Kelly a motion to approve the Claims & Audit Docket for **December 26, 2017**, in the amount of
2017-423 **\$58,880.61**

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

Committee Reports:

Commissioner Nutt

**Attended the Planning Commission Board Meeting.
**Attended the Library Board Meeting.

Commissioner Kischnick

**Participated in two different meetings along with Commissioner Kelly regarding the 23rd Circuit Court Steelworkers Union Negotiations.
**Attended the District Health Department #2 Board Meeting.
**Attended the Claims & Audit Landfill Committee Meeting.
**Attended the Landfill Board Meeting.

Commissioner Wilson

- **Attended the Department of Human Services Board Meeting.
- **Participated in a Salary Employee Meeting along with Commissioner Olsen.
- **Attended the Elmer Township Board Meeting.
- **Participated in an Airport Meeting along with Commissioner Kelly and Dave Kauffman, Airport Manager.
- **Participated in a meeting at the Comins Township Fire Hall along with Commissioner Kelly and Mr. Warren Miller.
- **Reviewed the Claims & Audit Docket for December 26, 2017; as part of the Finance Committee.
- **Attended the Landfill Board Meeting.

Commissioner Kelly

- **Participated in an Airport Meeting along with Commissioner Wilson and Dave Kauffman, Airport Manager.
- **Participated in a meeting at the Comins Township Fire Hall along with Commissioner Wilson and Mr. Warren Miller.
- **Participated in two different meetings along with Commissioner Kischnick regarding the 23rd Circuit Court Steelworkers Union Negotiations.
- **Participated in a conference call with Wolgast and Mr. Will Olsen.
- **Attended the Park & Recreation Board Meeting.
- **Participated in a few meetings, as acting EMS Ambulance Director, along with Commissioner Olsen.

Commissioner Olsen

- **Participated in a few meetings, as acting EMS Ambulance Director, along with Commissioner Kelly.
- **Participated in a Salary Employee Meeting along with Commissioner Wilson.
- **Attended the District Health Department #2 Board Meeting.
- **Attended the NEMCOG Board Meeting.
- **Reviewed the Claims & Audit Docket for December 26, 2017; as part of the Finance Committee.

Public Comments & Matters:

- **Residents commented on the Park & Recreation Board Meeting; questioned why Commissioner Kelly did not report on. Also, questioned if the Landfill Funds the County receives could be used for the Park.
- **The Amish Community donated appliances to the Comins Township Fire Hall.
- **Sheriff Grace and some of his deputies participated and help served a Christmas dinner held at the AuSable Restaurant on Christmas.

**Commissioner Olsen announced the B.O.C will take a 10 minute recess before the Board will go into Closed Session.

CLOSED SESSION as scheduled, for consideration of a written legal opinion within the attorney-client privilege, in accordance to the Open Meetings Act 1976 PA 267, MCL 15.261 et seq. - Section 8(H) and for strategy with the negotiations of a Collective Bargaining Agreement (23rd Circuit Court Steelworkers Union), in accordance with the "Open Meetings Act 1976 PA267 MCL 15.261 et seq. -Section 8 (C).

**Commissioner Olsen called for a motion to go into Closed Session.

Nutt/Wilson a motion to go into **Closed Session** (10:57 a.m.), for written legal opinion within the **2017-424** Attorney-Client privilege AND for strategy with the negotiations of a Collective Bargaining Agreement, in accordance with the "Open Meetings Act 1976 PA267 MCL15.261 et seq. – Section 8 (C).

Roll Call Vote: Kischnick, yes; Wilson, yes; Kelly, yes;

Olsen, yes; Nutt, yes. **Motion Carried.**

Kischnick/Nutt a motion to return to the B.O.C Meeting (11:50 a.m.).
2017-425

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

**Upon returning from Closed Session the following motions were made:

Nutt/Kelly a motion to approve the Separation Agreement between the County of Oscoda, the United
2017-426 Steelworkers Local 14540-01 and Sarah Banks.

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

Kelly/Wilson a motion to approve the Separation Agreement between the County of Oscoda, the United
2017-427 Steelworkers Local 14540-01 and Ralph Banks.

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

Kelly/Wilson a motion to approve the Separation Agreement between the County of Oscoda, the United
2017-428 Steelworkers Local 14540-01 and Andrew Auten.

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

**Chair Olsen asked for a motion to adjourn.

Wilson/Kelly a motion to adjourn today's meeting (11:55 a.m.).
2017-429

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

The B.O.C "Organizational Meeting" is scheduled at the Regular B.O.C Meeting on **Tuesday, January 9, 2018 at 10:00 a.m. A B.O.C will hold a Work Session at **9:00 a.m.**

LaNita Olsen, Oscoda County
Board of Commissioners Chair

Jeri Winton, Oscoda County
Clerk & Register of Deeds