



# 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

## Official Minutes February 6, 2018 “Special B.O.C Meeting”

A “Special Meeting” of the Oscoda County Board of Commissioner’s was held on **Tuesday, February 6, 2018 at 6:00 p.m.** in the Commissioner’s Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 6 p.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 31 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **February 6, 2018** “Special B.O.C Meeting”.

**Kelly/Wilson** a motion to approve the Agenda for **February 6, 2018** “Special B.O.C Meeting”.  
**2018-026**

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

### **Appointment:**

\*\*Mr. Will Olsen, Contract Manager, for the Governmental Building, gave a presentation showcasing the New Government Building Preliminary Schematic Design. Mr. Olsen thanked the B.O.C for their individual time and for holding this special meeting and thanked each of the department heads for their time, feedback and willingness to compromise. The preliminary floor plan is based on the replacement County Building Occupancy Requirements approved by the Board and the flow of personnel. Offices that serve the public will have a service window with counter that is ADA accessible. Mr. Olsen explained the entire layout that included the Equalization Department, Housing & EDC Office, Veterans Affairs Office, Information Technology Office all sharing a common waiting area, Mechanical Room, Emergency Management Office, Department of Corrections with service bathroom, overflow records room and/or storage room, employee breakroom, single male and a single female employees bathrooms, janitor closet, Clerk and Register of Deeds Office, a huddle room and/or conference room, public restrooms, Treasurer’s Office, B.O.C Secretary’s Office, and another huddle room and/or boardroom. Approximately number of employee’s that will be housed in the new government building is 27. Historical appearances will be utilized for the east and west entries. The preliminary floor plan is 8160 square feet. Insurance estimate is based on 8110 square feet, there is a potential direct cost to the County

of approximately \$12,000, unless cost can be directed elsewhere. Mr. Olsen asked the Board if they had any questions. Commissioner Wilson asked to move the B.O.C Secretary Office (10x20) to the 10x20 huddle room and/or conference room by the Clerk's Office. In doing so, remove the wall between the original B.O.C Secretary Office and the north huddle room and making it a combined space of 22x20 to accommodate Board Meetings, the Clerk's need for a room for the Canvasser and Election Board members when needed, the Emergency Management Operation Center when called and provide a meeting room for the Veterans and other departments to meet in. Mr. Olsen stated that this could be done with something like a panel system from Modern Fold that would allow for both spaces to be secured, private and sound proof if that is what the B.O.C would like. After some discussion it was the consensus of the B.O.C to make that change; see the attached copy with the design changes. The insurance is a replacement policy with additional historical and code up grades available. Mr. Olsen stated he is confident that the design has been confined to what was there and what is required, however once the Board approves to move forward with the design it will be sent back to the Insurance Company and reviewed by the legal team. The following motion was made.

**Nutt/Wilson** a motion to move forward and approve the Preliminary Schematic Design, for the new **2018-027** Government Building, with the noted changes approved by Mr. Will Olsen, Contract Manager.

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

**Public Comments & Matters:**

\*\*County has two additional pools of funds 1) Historical 2) Code up-grades; it will be Important that submittals go to the right pools.

\*\*EOC will research for a generator for the entire building.

\*\*Alternative for the 9x9 storage room; it could possibly be use as a small meeting room.

\*\*The Main entrance will be high as possible; to replicate the old buildings main entrance.

\*\*Veterans will have adequate space if they were to expand.

\*\*Board room will be open to hold meetings and divided if necessary.

\*\*Public Computer stations; possible put in the entryway along Register of Deeds/Clerk's Office and/or in the common waiting areas.

\*\*Electrical outlets will be considered later.

\*\*Historical Items may need to be replica's rather than using those items due to mold and/or removing of lead paint etc.; including the items as the stain glass window, oil lamp, chairs, etc.

\*\*Time line approximately 9 months.

\*\*Parking lot on east; details are still being worked on; Parking lot is not part of the Insurance Policy.

\*\*County Clerk thanked Mr. Olsen.

\*\*Commissioner Nutt excited for the County and for the Veterans being in the new building.

\*\*Mr. Olsen introduced Mr. Luke Gerhart- Project Manager from Wolgast Corporation and Mr. Bradley Butcher, AIA, Senior Project Manager and Tim Miller, Lead Design, the design team from the Sidock Group. Mr. Olsen stated that they would be available to answer questions after the Board meeting.

\*\*The Board thanked Mr. Olsen and the Chair called to adjourn the meeting.

**Wilson/Kelly** a motion to adjourn today's Special B.O.C Meeting" (6:58 p.m) February 6, 2018.  
**2018-028**

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

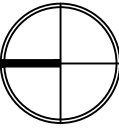
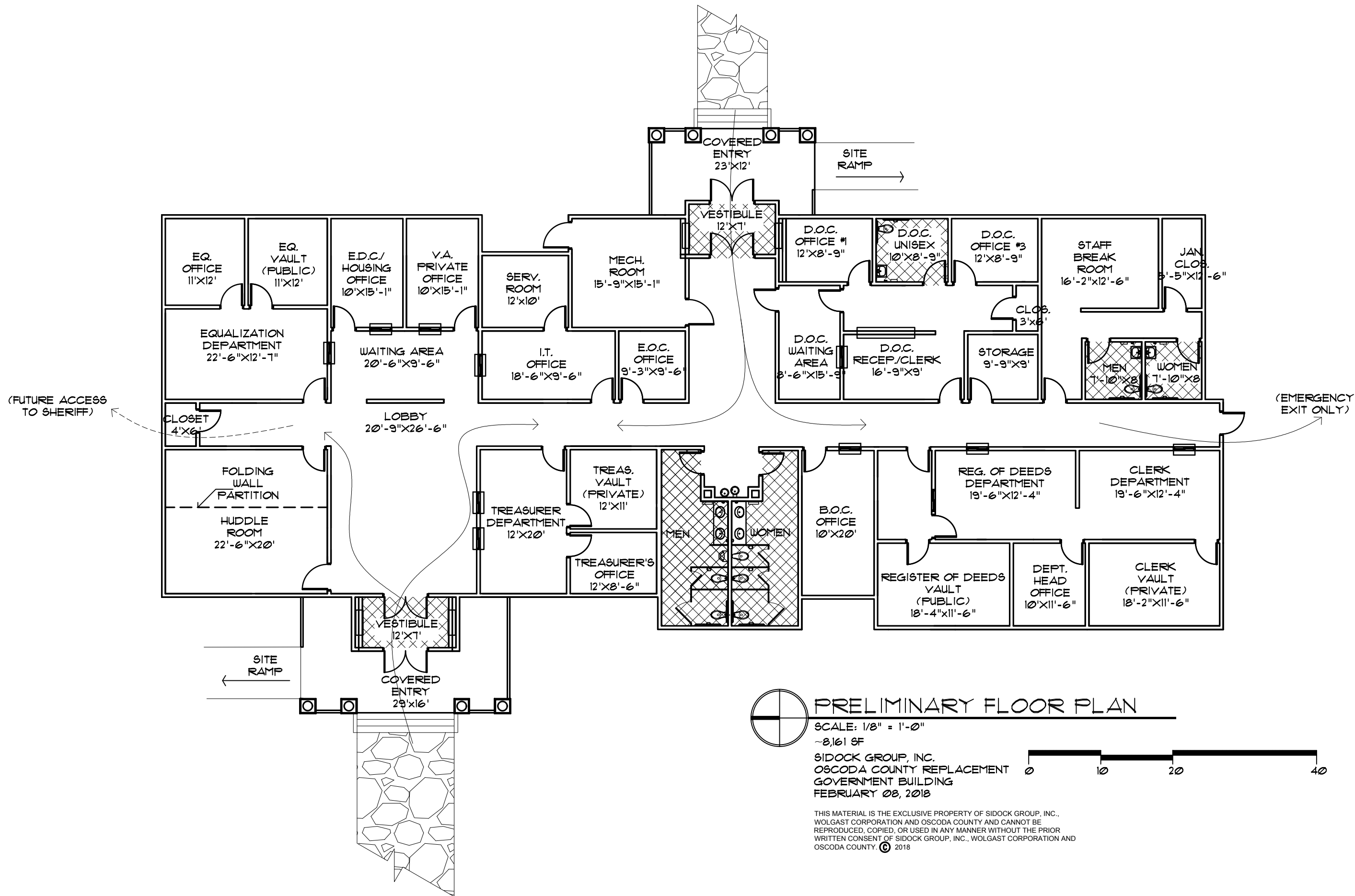
\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, February 13, 2018.**  
A B.O.C Work Session will be held at **9:00 a.m.** and the Regular B.O.C Meeting at **10:00 a.m.**

---

**LaNita Olsen, Oscoda County  
Board of Commissioners Chair**

---

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

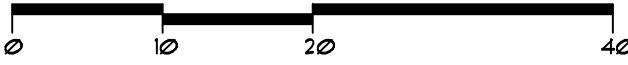


**PRELIMINARY FLOOR PLAN**

SCALE: 1/8" = 1'-0"

~8,161 SF

SIDOCK GROUP, INC.  
 OSCODA COUNTY REPLACEMENT  
 GOVERNMENT BUILDING  
 FEBRUARY 08, 2018



THIS MATERIAL IS THE EXCLUSIVE PROPERTY OF SIDOCK GROUP, INC., WOLGAST CORPORATION AND OSCODA COUNTY AND CANNOT BE REPRODUCED, COPIED, OR USED IN ANY MANNER WITHOUT THE PRIOR WRITTEN CONSENT OF SIDOCK GROUP, INC., WOLGAST CORPORATION AND OSCODA COUNTY. © 2018