



# 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, February 12, 2019**

Members Present: Commissioners Yoder, Varner, Bondar, McCauley, and Marsh.  
Members Excused:  
Others Present: 15 members of the public were in attendance.

Chairman Yoder called the Work Session Meeting to order at 9:00 a.m.

\*\*Agenda Item's for the B.O.C "Work Session" included:

\*\*Ms. Brenda Moore, Executive B.O.C Secretary, reviewed the December 2018 and January 2019 General and Special Funds Budget Summary's.

\*\*Judge Cassie Morse-Bills and Ms. Donna Lowe Trial Court Administrator, presented to the B.O.C the Trial Courts position and reasons to create two new positions to replace three positions, which would be more efficient to the Trial Court System and financially beneficial to the County. The current Juvenile Officer position and Juvenile Probation Caseworker position would be combined. The Juvenile Probation Caseworker position would be replaced by a Youth Mentor/Collections Clerk Trial Court position, the Trial Court Collection Clerk position would be terminated; both of the two new positions would remain in the 23rd Circuit Court United Steelworkers Union. The Probate Register Clerk position, currently working full-time on a temporary basis, would be the back-up for the Juvenile Register Clerk, which would justify that position going full-time officially. Judge Morse-Bills presented the Trial Courts funding that include guaranteed grants and reimbursements from the State of Michigan, including the Child Care Fund, Administrative reimbursement, the Juvenile Officer Grant and the Basic Grant. The County has the potential to increase the Child Care fund by collecting the reimbursements from eligible funds just by restructuring the Trial Court System and taking advantage of the reimbursements available, which has not been done. The B.O.C questioned the 23rd Circuit Court United Steelworkers Union position on these changes and requested that a "Letter of Understanding" be presented. The Board thanked Judge Cassie Morse-Bills and Ms. Donna Lowe, Trial Court Administrator, for their presentation.

\*\*Due to time restraints the Oscoda County Council on Aging presentation will be added to the Agenda at the Regular Board Meeting.

\*\*Chairman Yoder called to end the Work Session (10:05 a.m.).

# Official Minutes

## February 12, 2019

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, February 12, 2019 at 10:11 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chairman Yoder called the meeting to order at 10:11 a.m.

Pledge to the Flag

Roll Call of Members:

Members Present: Commissioners Yoder, Varner, Bondar, McCauley, and Marsh.

Members Excused:

Others Present: 18 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **February 12, 2019**, with three additions and one removal.

Consented Agenda - Added Item#4 Orkin Renewal Agreement

Appointments - Removed Mead & Hunt, Inc.

Appointments - Added Council on Aging

Financial - Added 23<sup>rd</sup> Trial Courts

**Varner/McCauley** a motion to accept the Agenda for **February 12, 2019**, with the noted changes.  
**2019-033**

5 yes: 0 no: **Motion Carried.**

\*\*The B.O.C approved the Consent Agenda for **February 12, 2019**, with the Calendar Items.

**Item #1** Official Minutes & Closed Session Minutes for **January 22, 2019**, was approved as presented.

**Item #2** Expenditures for **January 2019**. Total Expenditures **\$806,715.65**.

	<b>PAYROLL</b>	<b>EXPENSES</b>	<b>TOTAL</b>
<b>101</b> General Fund	\$169,666.36	\$299,877.02	\$469,543.38
<b>102</b> Ambulance Equip	\$0.00	\$6,835.00	\$6,835.00
<b>103</b> Sheriff Equip	\$0.00	\$1,153.79	\$1,153.79
<b>104</b> 911 Emergency	\$7,774.96	\$3,966.46	\$11,741.42
<b>205</b> Officer Training	\$0.00	\$0.00	\$0.00
<b>208</b> Park Fund	\$3,210.91	\$6,999.55	\$10,210.46
<b>209</b> D.A.R.E.	\$0.00	\$0.00	\$0.00
<b>210</b> Ambulance Fund	\$68,939.66	\$79,868.76	\$148,808.42
<b>215</b> Friend/Court	\$5,530.10	\$6,506.81	\$12,036.91
<b>216</b> Public Guardian	\$0.00	\$193.20	\$193.20
<b>217</b> Fairgrounds	\$0.00	\$138.13	\$138.13
<b>218</b> Smith Lake	\$0.00	\$535.00	\$535.00
<b>230</b> Hazmat	\$0.00	\$0.00	\$0.00
<b>232</b> Historical Commission	\$0.00	\$219.98	\$219.98

239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$4,002.73	\$1,756.02	\$5,758.75
256	R.O.D. Automation	\$0.00	\$7,970.80	\$7,970.80
258	May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260	MIDC	\$0.00	\$0.00	\$0.00
263	Concealed Pistol Licensing	\$0.00	\$15.54	\$15.54
265	Drug Law Enforcement	\$1,782.59	\$1,060.88	\$2,843.47
269	Law Library	\$0.00	\$1,166.36	\$1,166.36
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$40,000.00	\$40,000.00
280	HUD	\$210.99	\$843.13	\$1,054.12
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	\$2,771.67	\$28,907.93	\$31,679.60
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$723.40	\$4,259.73	\$4,983.13
296	Basic Grant	\$0.00	\$1,875.00	\$1,875.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$1,593.22	\$4,360.37	\$5,953.59
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$41,999.60	\$41,999.60
	<b><i>SUB TOTALS</i></b>	\$266,206.59	\$540,509.06	<b>\$806,715.65</b>
201	Road Commission			\$247,687.53
	<b><i>Grand Total</i></b>		<b>\$1,054,403.18</b>	

**Item #3** Claims and Audit Docket for **February 12, 2019**, was approved as received from the County Clerk's Office. Total Claims & Audit **\$55,984.08**.

**Item#4** Orkin Renewal Agreement

\*\*The BOC approved the renewal agreement with Orkin Pest Control Commercial Services, as written, and authorized the Chair to sign.

**Marsh/McCauley** a motion to approve the Consent Calendar Items for February 12, 2019, with the **2019-034** addition of Item#4.

**Roll Call Vote:** Yoder, yes; Bondar, yes; Marsh, yes; McCauley, yes; Varner, yes. **Motion Carried.**

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

**Appointments:**

\*\*Ms. Merianne Tappan, Director/Medicare Counselor, Oscoda County Council on Aging presented the 2017-2018 Annual COA Report and gave an overview of the programs provided by the Council on Aging; which include Home Delivered Meals, In- Home Services and Congregate Meals and many other programs the COA provides or takes part in.

**Correspondence/Reports/Resolutions:**

**Unfinished Business/New Business:**

\*\*The B.O.C approved to create a volunteered advisory park committee for the Oscoda County Park & Recreation System, now under the direction of the Board of Commissioners, as recommendation by Commissioner Yoder and Bondar.

**Varner/Marsh** a motion to appoint a five-member volunteered Oscoda County Park & Recreation System Advisory Committee to research, prepare future grants and plans for improvements to the Oscoda County Park & Recreation System to be submitted to the Oscoda County Board of Commissioner for consideration.

5 yes: 0 no: **Motion Carried.**

\*\*The B.O.C approved the Time-Off Notification Form for employee's that are overseen by the B.O.C for record keeping purposes.

**Bondar/Varner** a motion to implement a Time-Off Notification Form to be used by all Full-Time, Part-Time, Salaried and hourly Oscoda County employee's overseen by the Board of Commissioners, for two or more consecutive work days (language to be added to the Notification Form).

5 yes: 0 no: **Motion Carried.**

**Financial:**

\*\*After some discussion, the B.O.C approved the "Letter of Understanding" with Wolgast Corporation to authorize them to move forward with the New Government Building; County Attorney, Ms. Kristi McGregor supported the B.O.C decision.

**Marsh/McCauley** a motion to approve the "Letter of Understanding" with Wolgast and Oscoda County, as written, and authorize the chair to sign.

**Roll Call Vote:** McCauley, yes; Bondar, yes; Varner, yes; Yoder, yes; Marsh, yes. **Motion Carried.**

\*\*The B.O.C approved Judge Cassie Morse-Bills and Ms. Donna Lowe, Trial Court Administrators, request presented at the Work Session; contingent upon a "Letter of Understanding" from the 23rd Circuit Court United Steelworkers Union.

**Varner/McCauley** a motion to create a Juvenile Officer/Juvenile Probation Officer position within the Oscoda County Trial Court, to be a full-time salary employee, with county benefits, with an annual salary of \$40,000.00, and to provide a new budget line in the trial court budget for this position in the amount of \$40,000.00, and to fund the same, effective upon filling the position; contingent upon letter of understanding from 23<sup>rd</sup> Circuit Court United Steelworkers Union (approximately 30 days).

**Roll Call Vote:** Varner, yes; Marsh, yes; Yoder, yes; Bondar, yes; McCauley, yes. **Motion Carried.**

**Marsh/Varner 2019-039** a motion to create a Youth Mentor/Collections Clerk trial court position, to be a full-time salary employee, with county benefits; with an annual salary of \$28,574.07, and to provide a new budget line in the trial court budget for this position in the amount of \$28,574.07, and to fund the same, effective upon filling the position; contingent upon letter of understanding from 23<sup>rd</sup> Circuit Court United Steelworkers Union (approximately 30 days).

**Roll Call Vote:** McCauley, yes; Varner, yes; Marsh, yes; Yoder, yes; Bondar, yes. **Motion Carried.**

**McCauley/Varner 2019-040** a motion to terminate the current Juvenile Officer position, effective upon the new Juvenile Officer/Probation Officer trial court position being filled; contingent upon letter of understanding from 23<sup>rd</sup> Circuit Court United Steelworkers Union (approximately 30 days).

**Roll Call Vote:** Yoder, yes; Bondar, yes; Marsh, yes; McCauley, yes; Varner, yes. **Motion Carried.**

**Varner/Bondar 2019-041** a motion to terminate the current Juvenile Probation Caseworker position, effective upon the new Youth Mentor/Collections Clerk trial court position being filled; contingent upon letter of understanding from 23<sup>rd</sup> Circuit Court United Steelworkers Union (approximately 30 days).

**Roll Call Vote:** Bondar, yes; McCauley, yes; Varner, yes; Yoder, yes; Marsh, yes. **Motion Carried.**

**Marsh/McCauley 2019-042** a motion to terminate the current Trial Court Clerk (Collections) position, effective upon the new Youth Mentor/Collections Clerk trial court position being filled; contingent upon letter of understanding from 23<sup>rd</sup> Circuit Court United Steelworkers Union (approximately 30 days).

**Roll Call Vote:** Marsh, yes; Yoder, yes; McCauley, yes; Varner, yes; Bondar, yes. **Motion Carried.**

**Varner/Bondar 2019-043** a motion to modify the current Probate Register Position from a temporary full-time status to permanent full-time status, with full county benefits, and to implement an hourly wage of \$14.84 per hour and to amend the appropriate budget lines to fund the same effective February 18, 2019.

**Roll Call Vote:** Varner, yes; Marsh, yes; Yoder, yes; Bondar, yes; McCauley, yes. **Motion Carried.**

### **Committee Reports:**

#### **Commissioner Bondar**

- \*\*Met with the Oscoda County Park Manager, Dan Money, along with Commissioner Yoder.
- \*\*Attended the Landfill Board Meeting.
- \*\*Participated in a meeting with Mr. Luke Gerhart, Wolgast Corporation, along with Commissioner Yoder, Kristi McGregor, County Attorney and Ms. Brenda Moore, B.O.C Executive Secretary.
- \*\*Participated in a meeting with Mr. Tim Whiting, Building Inspector, along with Commissioner Yoder.
- \*\*Spoke with the Tractor Club - 12x20 Blacksmith Shop out at the Fairgrounds; no cost to the County.

#### **Commissioner Varner**

- \*\*Attended the NEMSCA Board Meeting.
- \*\*Participated in a meeting with Mr. Scott Windsor, MIDC Attorney Administrator, along with Commissioner Marsh and Ms. Brenda Moore, B.O.C Executive Secretary.

- \*\*Attended the Landfill Board Meeting.
- \*\*Attended the Veterans Affairs Board Meeting along with VA Liaison Commissioner Yoder.
- \*\*Reviewed the Claims & Audit Docket for February 12, 2019; as part of the Finance Committee.
- \*\*Participated in a budget meeting with Ms. Brenda Moore, B.O.C Executive Secretary, along with Commissioner Yoder and Sheriff Grace.

**Commissioner Yoder**

- \*\*Met with the Oscoda County Park Manager, Dan Money, along with Commissioner Bondar.
- \*\*Participated in a meeting with Mr. Luke Gerhart, Wolgast Corporation, along with Commissioner Bondar, Kristi McGregor, County Attorney and Ms. Brenda Moore, B.O.C Executive Secretary.
- \*\*Participated in a meeting with Mr. Tim Whiting, Building Inspector, along with Commissioner Bondar.
- \*\*Attended the Veterans Affairs Board Meeting.
- \*\*Reviewed the Claims & Audit Docket for February 12, 2019; as part of the Finance Committee.
- \*\*Participated in a budget meeting with Ms. Brenda Moore, B.O.C Executive Secretary, along with Commissioner Varner and Sheriff Grace.
- \*\*Attended the MTA Board Meeting.

**Commissioner Marsh**

- \*\*Participated in a meeting with Mr. Scott Windsor, MIDC Attorney Administrator, along with Commissioner Varner and Ms. Brenda Moore, B.O.C Executive Secretary.
- \*\*Attended the CHOICES Board Meeting.

**Commissioner McCauley**

- \*\*Attended the Road Commission Board Meeting.
- \*\*Attended the Greenwood Township Planning & Zoning Board Meeting.
- \*\*Attended the Library Board Meeting.
- \*\*Attended the MTA Board Meeting.

**Public Comments & Matters:**

- \*\*The Huron-Manistee National Forests order regarding Alcohol on the AuSable River was discussed.
- \*\*Airport Access Concern. Commissioner Varner and Bondar will follow-up.
- \*\*Mr. Shawn Petri introduced himself as the C.O.O.R Intermediate School District Superintendent.
- \*\*Sheriff praised the Council on Aging for all they do for the seniors and the community.
- \*\*Sheriff announced a New Deputy has been hired.
- \*\*Sheriff thanked all emergency personnel, road commission and the state highway for their assistance with the Pelton Plaza Fire. Several families displaced.

\*\*Chairman Yoder called for a motion to adjourn.

**Varner/Bondar** a motion to adjourn today’s meeting (11:43 a.m.)  
**2019-044**

5 yes: 0 no: **Motion Carried.**

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, February 26, 2019.** 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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**Kyle Yoder, Oscoda County  
Board of Commissioners Chairman**

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