



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

Tuesday, February 13, 2018

9:00 a.m.

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

Members Excused:

Others Present: 12 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:

** Ms. Brenda Moore, Executive B.O.C Secretary gave a brief overview of the General and Special Fund Budget Summary for the month ending January 2018.

**Commissioner Olsen stated that the Board has been asked if Non-Union employees would be receiving a 2018 wage increase. After some discussion, Commissioner Kischnick and Wilson will come back with a recommendation to be addressed at the next B.O.C Meeting. Commissioner Olsen is asking that each department head provide an up-dated job description for each position in their office and complete a performance evaluation for each employee, to be completed before the end of the fiscal year to be reviewed during the 2019 budget process.

**Commissioner Olsen and Wilson met with Ms. Cassie Moris-Bills, County Prosecutor. Ms. Kacey Dochenetz, the Assistant Prosecutor, will not be leaving. The Prosecutor Office has agreed to be the FOIA coordinator for the County and will work with Mr. Stoker from Cohl, Stoker & Toskey, and P.C to bring the County's FOIA up-to-date. The Prosecutor's Office will assist the Board with contracts and continue to assist with up-dating the County Ordinances.

**Commissioner Olsen stated it is time for the County to invest in going Digital for County Record Keeping. The County currently has a program called Cherry-Lan that has that capability. A meeting will be scheduled with the Prosecutor, Sheriff, Treasurer, Clerk, the Trial Court Administrator, Equalization Director, and the IT Director along with Commissioner Olsen and Commissioner Wilson, as the Finance Committee to discuss and bring back a recommendation to the entire Board.

**Commissioner Olsen and Wilson, Finance Committee, met with Ms. Brenda Moore, Executive B.O.C Secretary, to review the 2018 Budget. Commissioner Olsen stated after reviewing the 2018 Budget, it is important that the county as a whole look at all expenses. For example, consider the Training & Travel, is

it necessary; one suggestion is for the Board to pay for only the Delegate and one other person go to the MERS Conference. Reduce legal fees and office supplies. Commissioner Wilson is going to reach out to each department; is it more economical for the county to have one vendor the entire county orders from. Commissioner Olsen stated the Board will continue to monitor closely.

**Commissioner Wilson and Kischnick met with Sheriff Kevin Grace who stated the Sheriff's Department does not want to take over the responsibilities of the Animal Control Officer, as it states in the County Ordinance 107. Commissioner Wilson and Kischnick along with Sheriff Grace met with Rex Schanck, who was the previous Animal Control Officer about coming back. After some discussion, it was the recommendation of Commissioner Wilson and Kischnick that the B.O.C continue to oversee the Animal Control Officer, with the understanding the Sheriff's Department would continue to assist. Commissioner Kischnick and Wilson asked the Board to consider hiring Mr. Schanck back, due to his previous experience and the fact he could step into the position immediately, as a part-time employee at \$16.00 per hour. The Board will consider later today at their Regular Board Meeting.

**Commissioner Olsen and Kelly, Acting Interim EMS Director's gave a brief up-date. The EMS Department continues to look at several options. Recently a meeting was held with Mr. Douglas Pratt and Edward Goscicki, from Frederic Township. Currently the Frederic Township Fire Department oversees EMS including serving Crawford County. Commissioner Kelly stated that the County needs to look at options to bring in more revenue and reduce expenses and this is just one option that is being looked at. Frederic Township services the same amount of residents but brings in more revenue. Mr. Pratt and Mr. Goscicki would like to submit a proposal to contract with Oscoda County. Commissioner Wilson questioned several things including the union, age of residents, to the type of business and cautioned the Board. Commissioner Olsen stated that this is just in a discussion stage and no decision has been made.

**Chair Olsen called for a recess (9:58 a.m.) before the Regular B.O.C Meeting.

Official Minutes February 13, 2018

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, February 13, 2018 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, Kelly, Kischnick, Wilson and Nutt.

Members Excused:

Others Present: 16 members of the public were in attendance.

The B.O.C approved the Agenda for **February 13 2018.

Kelly/Kischnick a motion to accept the Agenda for **February 13, 2018,** as presented.
2018-029

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

The Board of Commissioners approved the Consented Agenda, with the listed Calendar Items below, for **February 13, 2018.

Item #1 Official Minutes for **January 23, 2018,** approved as presented.

Item #2 Official Minutes for **February 6, 2018**, approved as presented.

Item #3 Resolution 2018-002 “April as Social Host Responsibility Month”.

**The B.O.C continue to support and are committed to UNDERAGE DRINKING PREVENTION, and proclaimed April 2018 as Social Host Awareness Month.

Item #4 Mr. Andrew Thompson, Animal Control, resignation notification.

**The B.O.C accepted the written resignation notification from Mr. Andrew Thompson, effective February 9, 2018.

Item #5 Ms. Susan Avery, Dispatcher, Sheriff’s Department retirement notification.

**The B.O.C accepted the written retirement notification from Ms. Susan Avery, effective March 3, 2018.

Item #6 2017 PTO Payouts Budget Amendments.

**The approved the 2017 PTO payouts and the 2018 Budget Amendments for the Sheriff Department, in the amount of \$3,950.00 (paid out of contingency) and the Ambulance Department, in the amount of \$2,204.69.

Item #7 Mr. Steph King, Library Board Appointment.

**The B.O.C approved the appointment of Mr. Steph King, to the Library Board to finish the term of Violet Ward, ending December 31, 2019 as approved by the Library Board at their January 8, 2018 Meeting.

Item #8 Mr. Bill Kendall, County Treasurer, end of year 2017 investment report.

**The B.O.C accepted the end of the year 2017 investment report submitted by the County Treasurer, Mr. Bill Kendall.

Item #9 Request for a new Govt. Admin (101-115) expense line.

**The B.O.C approved a new expense line (Fuelman/Gas), as requested by the Clerk and Treasurers Office for gas cards; to avoid a time lapse between the bill being received and individual receipts received from departments.

Item #10 Expenditures for the month of **January 2018; Total \$899,540.44**.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$162,005.74	\$401,752.97	\$563,758.71
102 Ambulance Equip	\$0.00	\$4,226.70	\$4,226.70
103 Sheriff Equip	\$0.00	\$1,809.60	\$1,809.60
104 911 Emergency	\$14,757.30	\$13,042.99	\$27,800.29

205	Officer Training	\$0.00	\$0.00	\$0.00
208	Park Fund	\$3,145.53	\$8,491.24	\$11,636.77
209	D.A.R.E.	\$0.00	\$0.00	\$0.00
210	Ambulance Fund	\$63,438.32	\$130,524.54	\$193,962.86
215	Friend/Court	\$5,282.23	\$8,537.27	\$13,819.50
216	Public Guardian	\$0.00	\$230.53	\$230.53
217	Fairgrounds	\$0.00	\$151.50	\$151.50
218	Smith Lake	\$0.00	\$615.00	\$615.00
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$0.00	\$41.34	\$41.34
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$3,772.11	\$8,448.45	\$12,220.56
256	R.O.D. Automation	\$0.00	\$3,852.50	\$3,852.50
258	May 4 Courthouse Fire	\$0.00	\$535.06	\$535.06
263	Concealed Pistol Licensing	\$0.00	\$0.00	\$0.00
265	Drug Law Enforcement	\$4,513.49	\$5,635.55	\$10,149.04
269	Law Library	\$0.00	\$260.95	\$260.95
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$15,000.00	\$15,000.00
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	\$1,871.36	\$18,305.03	\$20,176.39
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$711.35	\$3,536.96	\$4,248.31
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$250.00	\$250.00
298	Veterans Affairs	\$1,420.35	\$4,831.18	\$6,251.53
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$8,543.30	\$8,543.30
	<i>SUB TOTALS</i>	\$260,917.78	\$638,622.66	\$899,540.44
201	Road Commission			\$196,554.29
	<i>Grand Total</i>		\$1,096,094.73	

Item #11 Claims and Audit Docket for **February 13, 2018**, as received from the County Clerk's Office; **Total \$70,801.78.**

Kelly/Wilson a motion to approve the Consent Calendar Items, as listed, for **February 13, 2018.**
2018-030

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

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

Appointments:

**Mr. Norm Caldwell, presented the Annual Remonumentation Appointments & Contracts. The following motions were made:

Kischnick/Nutt motion to continue with the appointment of Jeremy Card, P.S. from J. Card Surveying, **2018-031** Rose City, MI, a licenses surveyor, as the Oscoda County Representative, as required by the Michigan Remonumentation Statue.

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

Kischnick/Nutt a motion to allow Mr. Norman C. Caldwell, to continue to serve as the Oscoda County **2018-032** Remonumentation Grant Administrator.

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

Kischnick/Nutt a motion to approve the 2018 Remonumentation Contracts for Rowe/ Myers, Card **2018-033** Surveying and Herman, Huron Engineering & Surveying, Inc. for Remonumentation in Oscoda County, as they were presented, and authorize the B.O.C Chair to sign.

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

Kischnick/Wilson a motion to appoint the following Professional Surveyors, to sit on the Oscoda **2018-034** County Remonumentation Peer Review Group, Marvin Myers, P.S. (Rowe PSC, Grayling), Mark Herman, P.S. (Huron Engineering & Surveying, Alpena), Jeremy Card, P.S. (Card Surveying, Rose City) Larry Beauregard, P.S. (retired, Lewiston), and Lisa Martin, P.S. USDA/Forest service, Cadillac, as recommended by Norman Caldwell as the Oscoda County Remonumentation Grant Administrator.

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

**Ms. Delores Yoder, Juvenile Officer, introduced Ms. Tammy Klein as the new Achieves Director. The B.O.C did acknowledge the Achieves Contract, however ask for some clarification on the program and how the program is funded. The B.O.C will follow-up with Ms. Yoder and Jean Cardinal, Trail Court Administrator.

Kelly/Kischnick a motion to acknowledge the Achieves Contract, as presented.
2018-035

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

**Ms. Tammy Emig, Department of Human Services Board Member addressed the Board regarding the DHS County Appropriations. After some discussion, the Board tabled to allow the County Treasurer, Mr. Bill Kendall and County Clerk & Register of Deeds, Jeri Winton the opportunity to meet with Ms. Emig to discuss further.

Wilson/Nutt a motion to table the DHS County Appropriations discussion, for a future meeting.
2018-036

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

Correspondence/Reports/Resolutions:

Unfinished Business/New Business:

**The B.O.C approved the hiring of Rex Schanck, as recommended by Commissioner Kischnick and Wilson.

Kischnick/Wilson a motion to hire Rex Schanck as a part-time Animal Control Officer, at \$16.00 per
2018-037 hour, 28 hours per week, effective immediately.

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

**Commissioner Olsen asked the Board to extend the “Letter of Understanding” with Mr. Chris Wilson, as the Assistant Interim EMS Director. Commissioner Wilson stated if Mr. Chris Wilson is going to continue to be the Assistant he needs to be involved in meetings discussing EMS options. Commissioner Wilson offered to assist and/or replace Commissioner Olsen or Kelly as the Acting Interim EMS Director’s.

Nutt/Kelly a motion to continue to honor the “Letter of Understanding” with Mr. Chris Wilson as the
2018-038 Assistant Interim EMS Director, until the B.O.C and the Steelworkers Union Representative come to an agreement.

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

Financial:

**Commissioner Kischnick and Olsen met with Ms. Jean Cardinal, Trial Court Administrator, regarding the Trial Court Wage Adjustments and Amendment Request. After a lot of discussion, it was the consensus of the Board that they were not in agreement with what was being requested and a meeting with the Chief Judge will be requested. Commissioner Kelly made the motion to table.

Kelly/Nutt a motion to table the Trial Court Wage Adjustments and Amendment Request, for a future
2018-039 meeting.

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

Committee Reports:

Commissioner Wilson

**Attended two Landfill Board Meetings.

**Attended the Clinton Township Board Meeting.

**Participated in a meeting with Commissioner Olsen and the County Prosecutor, Ms. Cassie Morse-Bills, as the Finance Committee.

**Participated in a meeting with Commissioner Kischnick and Sheriff Kevin Grace regarding Animal Control.

**Participated in a meeting with Commissioner Olsen, as the Finance Committee, and Ms. Tammy Emig, DHS Board Member, regarding County DHS Appropriations.

**Attended the “Special B.O.C Meeting” held on February 6, 2018 regarding the new Government Building “Preliminary Schematic Design”.

**Participated in a meeting with Commissioner Olsen and Executive B.O.C Secretary, Ms. Brenda Moore, regarding the 2018 Budget.

**Reviewed the Claims & Audit Docket for February 13, 2018; as part of the Finance Committee.

**Participated in a meeting with Commissioner Kischnick, Sheriff Kevin Grace and Mr. Rex Schanck regarding Animal Control.

**Attended the CHOICE Board Meeting.

**Attended the MTA Board Meeting.

Commissioner Kelly

**Attended the NEMSCA Board Meeting.

**Attended the “Special B.O.C Meeting” held on February 6, 2018 regarding the new Government Building “Preliminary Schematic Design”. A local artist’s family would like to donate to the new Government Building, an 8’x12’ Oil Painting “Celebrating the Rivers of Michigan” of the AuSable River.

**Participated in several meetings, as acting EMS Interim Ambulance Director, along with Commissioner Olsen; including meeting with Frederic Township twice.

Commissioner Nutt

**Attended the Comins Township Meeting.

**Attended the “Special B.O.C Meeting” held on February 6, 2018 regarding the new Government Building “Preliminary Schematic Design”.

Commissioner Kischnick

**Attended two Landfill Board Meetings.

**Attended a Meet & Greet with State Representative Triston Cole (105th District) held at the Oscoda County Library.

**Attended the River House “Hoops for the House” benefit basketball game.

**Participated in a meeting with Commissioner Olsen and Ms. Jean Cardinal, Trial Court Administrator.

**Participated in a meeting with Commissioner Wilson and Sheriff Grace regarding Animal Control.

**Received notification that the Indigent Compliance Plan was approved.

**Attended the N. MI Counties Board Meeting.

**Participated in a meeting with Commissioner Wilson, Sheriff Grace and Mr. Rex Schanck regarding Animal Control.

**Attended the “Special B.O.C Meeting” held on February 6, 2018 regarding the new Government Building “Preliminary Schematic Design”. Commissioner Kischnick want to give a special thank you to Mr. Laverne Miller, from North Star Storage Barns, LLC for donating his time and service to move the white gazebo for Oscoda County. Commissioner Kelly also stated Mr. Miller will be more than happy to relocate the white gazebo, free of charge, when the new Government Building is completed.

Commissioner Olsen

**Participated in several meetings, as acting EMS Interim Ambulance Director, along with Commissioner Kelly; including meeting with Frederic Township twice.

**Received notification regarding Oscoda County Park & Recreation. Mr. David G. Stoker, Attorney from Cohl, Stoker & Toskey P.C., stated that Consumers Powers are agreeable to changing the name on the lease to the County of Oscoda and will be preparing the lease amendment.

**Participated in a meeting with Commissioner Wilson and the County Prosecutor, Ms. Cassie Morse-Bills, as the Finance Committee.

**Participated in a meeting with Commissioner Kischnick and Ms. Jean Cardinal, Trial Court Administrator.

**Attended the “Special B.O.C Meeting” held on February 6, 2018 regarding the new Government Building “Preliminary Schematic Design”.

**Participated in a meeting with Commissioner Wilson, as the Finance Committee, and Ms. Tammy Emig, DHS Board Member, regarding County DHS Appropriations.

**Participated in a meeting with Commissioner Wilson and Executive B.O.C Secretary, Ms. Brenda Moore, regarding the 2018 Budget.

**Attended the EDC & Brownfield Board Meeting.

**Reviewed the Claims & Audit Docket for February 13, 2018; as part of the Finance Committee.

Public Comments & Matters:

**A resident questioned the Achieves Program from the hiring process to the funding.

**A resident expressed concerns with the Trial Courts wage job changes & adjustment and hopes a meeting with the Chief Judge will resolve it.

**Community Mediation representative thanked the Board for their appropriation and support.

**Hazmat’s new rig is completed, with the exception of lettering on the vehicle.

**A resident asked what the timeline was for the Consumer Powers Lease; a timeline is unknown

**The River House “Hoops for the House” benefit was a great success.

**Fairview High School held “Mock Interviews” for their Senior Class.

**Sheriff Department receives a grant, through the Michigan Township Participating Plan Risk Reduction Grant Program with the help of Cy & Jessica Wakeley.

**A resident asked if the Landfill contacted Moran Ironworks for assistance with the wheels on compactor.

**A resident questioned the propane fuel tank at the Ambulance Department, when was it removed and where are the ambulances. The fuel tank was removed over a year ago and the two ambulance are still in use and run on gas now.

**A resident stated if Commissioner Olsen and Kelly as the acting Interim EMS Directors, could keep the lines of communication open with EMS employees it would stop some of the rumors. Also, when looking at options for the EMS Department, to keep in mind the young EMS workers that work in our County and want to stay here.

**Chair Olsen asked for a motion to adjourn.

Wilson/Nutt a motion to adjourn today’s meeting (11:53 a.m.).

2018-040

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

The next Regular B.O.C Meeting is scheduled for **Tuesday, February 27, 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**