



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

Oscoda County Board of Commissioners

Work Session

9:00 a.m. Tuesday, February 27, 2018

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

Members Excused:

Others Present: 16 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 the 2018 Elections and Millage Language. A candidate running for an Elected Office must turn in their petition to run to the County Clerk’s Office by April 24, 2018. Millage Language must be approved through a resolution by the B.O.C and turned into the Clerk’s Office by May 1, 2018 to be placed on the August 7, 2018 State Primary Election. The County has three up-coming Millages the Sheriff’s Equipment Millage, Veteran Affairs Operating Millage, and the EMS Millages for both the Equipment & Operating. Commissioner Olsen asked for the “Proposed Millage Language” be ready to be presented at the March 29, 2018 B.O.C Meeting for the B.O.C to accept, this will allow the necessary time to send to the Bond Attorney for review. At the April 24, 2018 B.O.C Meeting, the Board will approve the “Proposed Millage Language” through a resolution approved by the Bond Attorney.

Ms. Angi Graham, Regional Account Manager, Fire Recovery, and Mr. Chris Wilson, EMS Assistant Interim Director, discussed the EMS Billing. Ms. Graham discuss Oscoda County’s EMS FR Billing beginning May of 2016 when FR took over. Ms. Graham reviewed the collections statistics, activity summary for payers including Medicare, Medicaid and other Insurance Agency including Private Pays. Also, Ms. Graham and Mr. Wilson reviewed a charge type report which provided information on base rates for ALS and BLS to Treat/No Transport Non Resident to Treat/No Transport County Resident and the mileage for Non Resident and County Resident. Ms. Graham talked about switching over to a new billing platform that will split out Medicaid, Medicare and other insurance agencies & private pays to show where the revenue is actually coming from. Ms. Graham stated she is working closely with EMS to try be more consistent streamlining the revenue by getting billings out in a timely matter. Mr. Wilson stated that more training for the EMS Department is necessary for the Paramedics and EMT’s to know what is chargeable and how to code properly, however EMS has to charge all patients the same using a response pay base on the type of service the EMS provides. Commissioner Wilson questioned the purchase of unnecessary supplies. Mr. Wilson stated that he is only ordering the necessary supplies for the EMS Department. Ms. Graham stated that they have partner with Medline pharmaceuticals that may

offset some drug cost, if the County would like to research that option. Commissioner Wilson also questioned the recent decision to take over an EMS Ambulance to Grayling for an oil change instead of using the Counties Motor Pool, Mr. Rod Marsh. Commissioner Kelly stated that this decision was to save on time so that one of our Ambulance Rigs would not have to be taken out of service for a length of time and the cost is equivalent. Commissioner Kelly and Olsen will be discussing with Motor Pool, Mr. Rod Marsh regarding future EMS Ambulance repairs.

**Chair Olsen called for a recess (9:55 a.m.) before the Regular B.O.C Meeting.

Official Minutes

February 27, 2018

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, February 27, 2018 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:13 a.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

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

The B.O.C approved the Agenda for **February 27, 2018.

Kischnick/Kelly a motion to accept the Agenda for **February 27, 2018,** as presented.
2018-041

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

The Board of Commissioners approved the Consented Agenda, with the listed Calendar Items below, after pulling two invoices out of Item#6 Claims & Audit, for **February 27, 2018.

Item #1 Official Minutes for **February 13, 2018,** approved as presented.

Item #2 Steelworkers Union Contract - Wage Correction

**The B.O.C acknowledged the correction to the Steelworkers Union Contract for the 2018 EMT Basic (1 year) pay rate which is incorrect, it should be \$13.60 not \$13.50.

Item #3 ASVCMH Board Re-Appointment

**The B.O.C acknowledged the reappointment of Mr. Joseph Stone, as a member of the AuSable Valley Community Mental Health Authority Board.

Item #4 Planning Commission Board 2018 Schedule & Membership.

**The B.O.C acknowledged the Oscoda County Planning Commission 2018 Meeting Schedule for the second Tuesday of the month at 5 p.m. at the Tri-Town Fire Hall, unless otherwise posted and the appointment of Kyle Yoder as Chair; Dave Yoder as Vice-Chair and Ryan Blair as Secretary for 2018.

Item #5 ORKIN Pest Control Service Agreement - Annex Building.

**The B.O.C approved the Service Agreement with ORKIN Pest Control and authorized the Chair to sign. Also, to amend the Maintenance Budget (101-265) in the amount of \$840.00.

Item #6 Claims and Audit Docket for February 27, 2018, approved after the removal of Claim 55 & 58 for Budget 292, in the amount of \$250.00. Total Claims & Audit **\$43,805.24.**

Wilson/Nutt a motion to approve the Consent Calendar Items, as listed, with the noted removal of two **2018-042** invoices in Claims & Audit (Item#6), for **February 27, 2018.**

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

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

*Ms. Cassie Morse-Bills, County Prosecutor asked the B.O.C to table the 2018 Elected Officials & Non-Union Wages on the Agenda for today. The Elected Officials and/or Department Heads were not notified and/or asked for their opinion; we should have a voice. Sheriff Grace agreed and County Clerk & Register of Deeds, Jeri Winton stated that non-union wages should be negotiate just like the Unions.

Appointments:

**Ms. Jean Cardinal, Trial Court Administrator, gave a brief up-date regarding Oscoda County Public Guardianship. At this time, the County guardianship and conservator services for our residents will be turned over to Assisting Services, Kathleen Robson a private corporation business. As of February 23, 2018 a majority of Oscoda Counties cases have been turned over. Ms. Janice Handrich, will continue to handle a couple of them. Judge Root will continue to pursue looking for the County's own Public Guardianship. Ms. Cardinal stated she will keep the B.O.C informed.

**Mr. Cy & Jessica Wakeley, NICE, EDC Director and Mr. AJ Welsler Jr., Chair of the EDC & Brownfield Board. After a legal recommendation by Ms. Cassandra Morse-Bills, County Prosecutor, it was determined that the EDC will be governed by Public Act 338 of 1974, under Section 28 of PA 338, where the EDC will have no less than a 9-member board. The current EDC members solicited new potential members and the EDC Board receive five letters of intent. At the February 7, 2018, EDC & Brownfield Board Meeting the applicants were interview and the EDC Board accepted all five, therefore a request to the B.O.C to approve a 10-member board was asked. Commissioner Nutt asked if the EDC & Brownfield Board could have more than 9 members. Commissioner Kischnick stated that an even number is not recommend. Ms. Morse-Bills stated the B.O.C could appoint as many as they would like to the EDC & Brownfield Board as long as it was a least a 9-member board. After some discussion, the B.O.C approved an 11-member board, approved to make the necessary amendments to the EDC budget, and appointed Kyle Yoder, Dawn Harwood, Jon Satkowski, Aston Evans and Nancy DeGuzman to the EDC & Brownfield Board. The terms will be set at a late date.

Nutt/Kischnick a motion to increase the number of Economic Development Corporation & Brownfield **2018-043** Board Members to (11) eleven.

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

Kelly/Nutt a motion to move \$2,400.00 to the General Fund (101-728) EDC Budget, from Contingency, **2018-044** to cover EDC & Brownfield Board Members Per-Diems and FICA, and so amend the Budget.

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

Kelly/Wilson a motion to approve, as listed, the (5)-five members submitted, recommended and approved **2018-045** by the EDC & Brownfield Board, to the EDC & Brownfield Board, effective February 7, 2018.

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

**Ms. Mischelle Warner, District Coordinator, from Michigan State University Extension and Deb Nurse, AuSable Valley Community Mental Health, Cheryl Melroy, Community Health Manager, from Munson Healthcare and Jan Schleicher, President of C.H.O.I.C.E.S addressed the Board regarding Oscoda County bringing back MSU Extension to our community. MSU Extension is an investment in our youth and offers several programs not only for our youth but adults and seniors in our county too. Ms. Warner provided a standard agreement for the B.O.C to consider, in the amount of \$37,252.00 that would cover a part-time MSUE Coordinator and several programs. Ms. Warner stated that MSUE is open to look at alternatives and discuss options with the B.O.C. Commissioner Wilson and Nutt was asked to meet with Ms. Warner to explore possible options.

**Mr. Casey Guthrie, Equalization Director, addressed the B.O.C regarding 2018 Equalization Budget Amendments for training and travel for Ms. Lynnette Sposato, who was approved and is enrolled in the Michigan Certified Assessing Officer (MCAC) course. After some discussion, the following motion was made.

Kischnick/Wilson a motion to approve the Budget Amendment of \$510.00 for Employee Training and **2018-046** \$1,100.00 for Equalization Travel, moved from Contingency and so amend the Equalization (101-225) Budget.

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

Correspondence/Reports/Resolutions:

**Commissioner Wilson thanked Ms. Peggy Nietiedt who held a CPR and First Aid Classes at the Council on Aging.

Unfinished Business/New Business:

**Commissioner Olsen and Kelly as the Acting Interim EMS Directors along with Mr. Chris Wilson, Assistant Interim Director, asked the B.O.C for their support to discontinue collecting and depositing of payments for EMS Patient Billings, patients should be advised to send their payment directly to the Billing Company for proper reconciliation. Also, to remove the Petty Cash drawer, which is not necessary. The Steelworkers Union is requesting an end date for the “Letter of Understanding” with Mr. Wilson, therefore an amendment to motion 2018-038, approved at the 2/13/2018 B.O.C Meeting, is necessary. The following motions were made:

Nutt/Kelly a motion to discontinue the collection and depositing for “Patient Services EMS Billings”, **2018-047** at the EMS Department directly, effective immediately.

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

Nutt/Kelly a motion to return the EMS “Petty Cash” in the amount of \$100.00 to the Treasurer’s Office **2018-048** and void motion 2015-212, effective immediately.

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

Nutt/Kelly a motion to amend motion 2018-038 to include an end date of **March 31, 2018**, for the **2018-049** “Letter of Understanding” with Chris Wilson, as the Assistant EMS Interim Director.

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

**Commissioner Olsen stated moving forward in the digital world a second meeting has been scheduled with Cherry Lan regarding the Counties digital recordkeeping. The hiring of a Temporary Archive Clerk that will scan files for all departments, starting with the files out at the Yoder Building was recommend. The following motion was made with Commissioner Kischnick and Wilson casting a no vote.

Kelly/Nutt a motion to advertise for a Temporary Archive Clerk to work under the direction of the IT
2018-050 Director, from April 2, 2018 up to August 31, 2018, for 28 hours per week at \$12.00 per hour.

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

**Commissioner Olsen provided an up-date regarding the Department of Health and Human Services County Appropriations; more information has been requested by DHHS.

**Commissioner Olsen provided an up-date regarding the Trial Court Wage Adjustments and Amendment Request. A meeting will be scheduled with Chief Judge Vollbach, in the near future.

Financial:

**The B.O.C approved the Hazmat Appropriations and Invoice for Truck Lettering.

Kelly/Wilson a motion to authorize the Treasurer's Office to appropriate \$1,030.00 to Special Fund (230)
2018-051 Hazmat, received from the State of MI for HMEP on 1/12/2018, and so amend the Budget.

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

Kelly/Wilson a motion to authorize the Clerk's Office to issue a check to Shawn McCosh for the Hazmat
2018-052 Truck Lettering, in the amount of \$400.00, payable out of the Hazmat Budget (230), expense line 230-340-775.00 Equip. Non-Capital, and so amend the Budget.

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

**Commissioner Olsen stated after discussion with the Treasurer's Office, it is recommended that the employee names be removed from all Budgets and titles be reflected. After some discussion, the following motion was made.

Kelly/Nutt a motion to authorize the Treasurer's Office to remove all employee names from all County
2018-053 General & Special Fund Budgets and replace them with the Job Titles for each of those Departments' Budgets, effective immediately.

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

**Commissioner Kischnick and Wilson met and are recommending to the B.O.C a stipend this year in lieu of a 2018 wage increase for non-union and Elected Officials. Commissioner Kischnick stated due to the 2018 budget constraints this is the best option and it is what the County can afford. Commissioner Olsen stated she would like to table and asked for Commissioner Kischnick and Wilson to follow-up with the Elected Officials and/or Department Heads. Commissioner Wilson stated he had no problem meeting with them, to hear what they have to say, but it may not change his recommendation.

**Commissioner Wilson stated the Animal Clinic was very successful about 190 licenses. Mr. Rex Schanck, Animal Control Officer, was not present at the clinic, therefore Mr. Andrew Thompson stepped in. Commissioner Wilson asked the B.O.C to pay Mr. Thompson for his time at the Animal Control's wage. The following motion was approved.

Wilson/Kelly a motion to authorize the County Clerk's Office (Payroll) to issue a check to Andrew
2018-054 Thompson for working on behalf of Oscoda County Animal Control and the County at the 2018 Animal Clinics, held on Saturday, February 17, 2018 in Fairview and Mio for 7 hours at a rate of \$16.00 per hour, paid out (101-430) the Animal Control Budget.

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

**The B.O.C approved the following motions regarding the "Partial Proof of Loss" from invoices the B.O.C Executive Secretary, Brenda Moore, billed the Insurance Company for reimbursement in November 2017.

Kelly/Wilson A motion to approve the partial "Proof of Loss" in the amount of **\$33,386.96** and
2018-055 authorize the Chair to sign, for the Building (\$1,800.00), Contents Inventory (\$1,196.26), EDP Inventory (\$13,883.40), and the Extra Expense (\$16,507.30) for paid invoices covered by the insurance company, as a result of the May 4, 2016 FIRE, Insurance Claim #180364, and so amend the Special Fund Budget (258).

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

Kelly/Wilson a motion to move \$4,251.92 from Contingency to Special Fund Budget (258) for Extra
2018-056 Expenses not covered by the insurance company, and so amend the Budget.

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

Kischnick/Wilson a motion to authorize the Clerk's Office to pay \$16,560.00 per motion 2017-371
2018-057 "Lease Agreement" with McDonald Modular Solutions, upon receipt of the insurance reimbursement check, for the two Temporary Doublewide Mobile Offices.

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

Committee Reports:

**It was the consensus of the B.O.C to waive giving Committee Reports.

Public Comments & Matters:

**Commissioner Kischnick gave an up-date on the Tire Recycling Program that was approved last year.

**Commissioner Nutt stated that Lutheran Well Springs, in Fairview, are open to work with EMS.

**Commissioner Olsen stated that the Road Commission have placed the Frost Laws (weight restriction) on for the County Roads.

**The B.O.C was thanked for extending the EDC & Brownfield Board

**Comments received regarding non-union wages, Millage Language and employee names on the budgets.

**Chair Olsen asked for a motion to adjourn.

Kelly/Nutt a motion to adjourn today's meeting (12:09 p.m.).
2018-058

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

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