



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, January 14, 2020**

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

Members Excused:

Others Present: 9 members of the public were in attendance.

Chairman Yoder 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, reviewed December 2019 General and Special Funds Budget Summary’s.

**Mr. Steve Defour, Acting Drain Commissioner, gave an overview of the Perry Lake Dam Safety Inspection completed back in July of 2019, that is required every three years to comply with Part 315 (Dam Safety), Natural Resources and Environmental Protection, PA 451 of 1994 (The Dam Safety ACT).

**Mr. Tim O’Rourke and Mr. Bob Schneider addressed the B.O.C regarding sending a “Letter of Support” to the Kirtland Board of Trustees and President Tom Quinn in support of turning the Roscommon Campus into a “Trades Academy”. Mr. O’Rourke & Mr. Schneider are passionate about creating training programs for students not college bound. The coalition has prospective employers in the region that are willing to invest their time, resources and apprenticeship commitments to ensure the Academy’s success. Mr. O’Rourke and Mr. Schneider will be meeting with the Kirtland Board of Trustees and President Tom Quinn in February and welcomed any Board member to join them. It was the consensus of the B.O.C to support.

**Chairman Yoder called to end the Work Session (10:00 a.m.).

**Official Minutes
January 14, 2020**

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, January 14, 2020 at 10:05 a.m.** in the Commissioner’s Room, Courthouse Annex Mio Michigan 48647.

Oscoda County Clerk & Register of Deeds, Jeri Winton Yoder called the meeting to order at 10:05 a.m.
Pledge to the Flag

Roll Call of Members:

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

Members Excused:

Others Present: 8 members of the public were in attendance.

**The County Clerk & Register of Deeds, Ms. Jeri Winton, open the meeting, asked for roll call, followed by the pledge to the flag, and then asked for a motion to accept today's Agenda and to open the "Annual Organizational Meeting".

Varner/McCauley a motion to approve the Agenda for today's B.O.C Regular Meeting that includes the **2020-001** "Annual Organizational Meeting", as presented.

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

Varner/McCauley a motion to open the B.O.C "Annual Organizational Meeting" (10:10 a.m.).
2020-002

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

The County Clerk & Register of Deeds, Ms. Jeri Winton, asked for nominations for the 2020 Chair seat. Commissioner Bondar nominated, seconded by Commissioner Varner, Commissioner Yoder, after hearing no more nominations, a motion was cast and nominations were closed and Commissioner Yoder was appointed Chairman.

Marsh/McCauley a motion to approve the nomination and appoint Kyle Yoder as the 2020 Board of **2020/004** Commissioners Chair.

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

The County Clerk & Register of Deeds, Ms. Jeri Winton, then turned over the meeting to Chairman Yoder to finish the "Annual Organizational Meeting" and the rest of the regularly scheduled B.O.C Meeting. Chairman Yoder asked for nominations for the 2020 Vice-Chair seat. Commissioner McCauley, nominated, seconded by Commissioner Bondar, Commissioner Varner, after hearing no more nominations, a motion was cast and nominations were closed and Commissioner Varner was appointed Vice-Chairman.

Bondar/McCauley a motion to close the nomination for the 2020 Board of Commissioners Vice-Chair.
2020/005

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

Bondar/Marsh a motion to approve the nomination and appoint Chuck Varner as the 2020 Board of **2020/006** Commissioners Vice-Chair.

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

**The following motions were made during the "Annual Organizational Meeting".

Bondar/Varner a motion to hold the 2020 Work Session at 9 a.m. and the Regular Board of **2020/007** Commissioner's Meetings at 10 a.m. on the 2nd and 4th Tuesday of the Month, unless otherwise posted.

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

Varner/McCauley a motion to accept the 2020 Holiday Schedule for Oscoda County designated by the **2020/008** Michigan Supreme Court, also to include ½ day Paid Holiday on Good Friday and a full-days paid holiday on Easter Sunday for Ambulance & Sheriff Employees who work that day.

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

McCauley/Marsh a motion to designate the Huntington National Bank as the depository for County **2020/009** Funds, designate Blue Water Fuel Management for gas cards for the County, designate the Oscoda County Web Site as the public notification of record with the County Herald as the advertising newspaper of record, and designate the County clerk’s Office as the location, for the public, to obtain copies of Official Minutes, for the FY2020.

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

Varner/Marsh a motion to refer to the Robert’s Rules of Order for procedural guidelines, to adopt the **2020/010** amended B.O.C Bylaws & Rules of Procedures, including Appendix -A (Ethics Policy), with the option to review and up-date as needed including the current County’s Personnel Policy Manual.

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

**Commissioner Yoder called to adjourn the “Annual Organizational Meeting”.

McCauley/Varner a motion to adjourn the “Annual Organizational Meeting” (10:37 a.m.) and return to **2020/011** the Regular Board Meeting.

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

**The B.O.C approved the Consent Agenda for January 14, 2020.

Item #1 Official & Closed Session Minutes for December 19, 2019.

Item #2 Expenditures - December 2019. Total Expenditures \$1,125,906.92.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$174,582.51	\$498,789.80	\$673,372.31
102 Ambulance Equip	\$0.00	\$19,619.43	\$19,619.43
103 Sheriff Equip	\$0.00	\$26,615.42	\$26,615.42
104 911 Emergency	\$10,223.60	\$3,645.35	\$13,868.95
205 Officer Training	\$0.00	\$0.00	\$0.00
208 Park Fund	\$3,210.98	\$3,516.59	\$6,727.57
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$65,650.49	\$22,963.61	\$88,614.10
215 Friend/Court	\$5,652.96	\$2,350.18	\$8,003.14
216 Public Guardian	\$310.69	\$0.00	\$310.69
217 Fairgrounds	\$0.00	\$100.86	\$100.86
218 Smith Lake	\$0.00	\$0.00	\$0.00

230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$0.00	\$34.69	\$34.69
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$4,139.15	\$10,894.80	\$15,033.95
256	R.O.D. Automation	\$0.00	\$298.25	\$298.25
258	May 4 Courthouse Fire	\$0.00	\$200,769.93	\$200,769.93
260	MIDC	\$0.00	\$25,073.00	\$25,073.00
263	Concealed Pistol Licensing	\$0.00	\$14.39	\$14.39
265	Drug Law Enforcement	\$4,493.80	\$1,201.66	\$5,695.46
269	Law Library	\$0.00	\$629.64	\$629.64
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$5,038.68	\$5,038.68
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	\$3,339.32	\$21,829.58	\$25,168.90
293	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$723.40	\$905.95	\$1,629.35
296	Basic Grant	\$0.00	\$1,875.00	\$1,875.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$2,385.52	\$2,668.15	\$5,053.67
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$2,359.54	\$2,359.54
	<i>SUB TOTALS</i>	\$274,712.42	\$851,194.50	\$1,125,906.92
201	Road Commission			\$170,684.26
	<i>Grand Total</i>		\$1,296,591.18	

Item #3 Claims and Audit Docket for **December 27, 2019 & January 14, 2020**, as received from the County Clerk's Office. Total Claims & Audit for December 27, 2019 **\$63,790.88**. Total Claims & Audit for January 14, 2020 **\$21,698.63**.

Marsh/Varner a motion to approve the Consent Calendar for **January 14, 2020**, as presented.
2020/012

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

Public Matters & Comments (Limited to three minutes per person).

Appointments:

**Mr. Mike Bowers, Emergency Management Coordinator, addressed the B.O.C regarding the purchase of 11 Disaster Kits; to be placed in the schools. Oscoda County has received a grant and FEMA (Federal

Emergency Management Agency) has approved; the County has to pay up-front and then will be reimbursed in full, approximately 90 to 120 days. Mr. Bowers also gave a brief up-date on the Homeland Security Grant. A LEPT/LPC Meeting is scheduled this week and discussion on the FY17 & FY18 funds (still waiting for EHP approval), earmarked for wands, chip readers for the entrance and office doors in the Annex Courthouse along with some security improvements outside lighting. Mr. Bowers will keep the Board posted.

Varner/Bondar a motion to approve advance payment, not to exceed \$1,750.00, for Disaster Kits, **2020/013** approved by Homeland Security, payment reimbursed back to the County upon receipt of Disaster Kits, and so amend the reflected revenue and expense budget lines.

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

Correspondence/Reports/Resolutions:

Unfinished Business/New Business:

**The B.O.C made a motion to send a “Letter of Support” to Kirtland Board of Trustees and President Tom Quinn as discussed at today’s Work Session.

Varner/Bondar a motion to send a “Support Letter” to support the new “Trade Academy” coalition to **2020/014** help develop the vision and to bring it to reality and authorize the Chair to sign.

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

**Commissioner Yoder and Bondar along with Dan Money, Joe Breaugh, Maintenance Supervisor and Brenda Moore, Executive B.O.C Secretary (replacing Ms. Brooke McTaggart, Consumer Powers) held two interviews to fill the Park Manager’s position. Commissioner Yoder stated that both candidates interviewed very well, with one stronger in the Administrative side and the other stronger on the Grounds side, therefore it is the recommendation of the interview committee to hire them both with Ms. Stoner as the Park Manager and Mr. Vance as the Assistant Park Manager. It is recommended they be hired as part-time, \$15 per hour, work up to 15 hours per week and in 60 days the hours & wages are to be reevaluated and the two positions defined.

Marsh/McCauley a motion to hire Holly Stoner as a Part-time Park Manager, at \$15.00 per hour, up to **2020-015** 15 hours per week (flexible schedule), On-Site House included effective January 14, 2020, subject to a 60-day review of position; contingent upon acceptance of the position and a background check.

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

Marsh/Varner a motion to hire Jim Vance as a Part-time Assistant Park Manager, at \$15.00 per hour, up to **2020/016** 15 hours per week (flexible schedule), effective January 14, 2020, subject to a 60-day review of the position; contingent upon acceptance of the position and a background check.

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

**Commissioner Yoder stated that Commissioner Bondar and I met with Wolgast on January 13, 2020 and the new Government Building is moving forward, however it looks like it will be mid-February before it can be officially occupied. The entrance doors will be shipped on January 16, 2020. Commissioner Bondar addressed some concerns with floor moldings, culture stone that was removed,

windows in the vaults and Register of Deeds counter top; waiting on quote from Wolgast to possible change. Also, discussed with Wolgast was the entrance and office locks (key coding) and construction final clean. Commissioner Bondar briefly spoke on purchases of furniture in the common areas from local vendors and the future internet service. Commissioner Yoder stated the Board will discuss the County's options regarding its insurance claim with Tokio Marine HCC in Closed Session.

Financial:

Committee Reports:

Commissioner Varner

- **Participated in a conference call with Gary King, County Attorney along Commissioner Bondar and Bob Hunter, EMS Director regarding Professional Employees Association (TPOAM Union).
- **Attended the Landfill Board Meeting.
- **Attended the NMRE SUD Board Meeting.
- **Attended the Clinton Township Board Meeting.
- **Reviewed the Claims & Audit Docket for December 27, 2019 and for January 14, 2020; as part of the Finance Committee.

Commissioner McCauley

- **Attended the Road Commission Meeting.
- **Attended the MTA Board Meeting.

Commissioner Bondar

- **Attended the Landfill Board Meeting.
- **Participated in a conference call with Gary King, County Attorney along Commissioner Varner and Bob Hunter, EMS Director regarding Professional Employees Association (TPOAM Union).
- **Met with Joe Breough, Maintenance Supervisor, at Fairgrounds regarding cutting of Hazard Trees.
- **Participated in County Park interviews along with Commissioner Yoder, Joe Breough, Maintenance Supervisor, Dan Money and Brenda Moore, Executive Secretary.
- **Participated in a conference call with Attorney Joseph E. Quandt along with Commissioner Yoder and Brenda Moore, Executive Secretary regarding the County's Insurance Claim.
- **Participated in meeting with Dan Kauffman, IT Director, along with Commissioner Yoder regarding MERIT and the future internet service at the new Government Building.
- **Participated in a meeting along with Commissioner Yoder and Wolgast Corporation, regarding the rebuild of the new Government Building.
- **Met with the County Clerk & Register of Deeds Jeri Winton at the new Government Building.
- **Met with Laura Freer, at Fairgrounds regarding cutting of Hazard Trees.

Commissioner Marsh

- **Attended the Chamber of Commerce Board Meeting.
- **Attended the CHOICES Board Meeting.

Commissioner Yoder

- **Participated in County Park interviews along with Commissioner Bondar, Joe Breough, Maintenance Supervisor, Dan Money and Brenda Moore, Executive Secretary.
- **Participated in a conference call with Attorney Joseph E. Quandt along with Commissioner Bondar and Brenda Moore, Executive Secretary regarding the County's Insurance Claim.
- **Participated in meeting with Dan Kauffman, IT Director, along with Commissioner Bondar regarding MERIT and the future internet service at the new Government Building.

**Participated in a meeting along with Commissioner Bondar and Wolgast Corporation, regarding the rebuild of the new Government Building.

**Reviewed the Claims & Audit Docket for December 27, 2019 and for January 14, 2020; as part of the Finance Committee.

**Attended the Veteran Affairs Board Meeting.

**Attended the HSA presentation by Ms. Jennifer Martin, Group Benefit Consultant, 44-North.

**Constantly in touch with Wolgast Corporation as the "Point of Contact".

Note: Mr. Joe Stone and Mr. Al Chaney will present a Resolution to "Support the 2nd Amendment" at the January 28, 2020 Board Meeting.

Public Comments & Matters:

**Sheriff Grace stated the "Holiday Turkey Giveaway" was a great success and thanked the County Clerk, Register of Deeds, Treasurer and Equalization Offices for their donation.

**Sheriff Grace addressed the Data Master (Breathalyzer Machines) concern.

**Sheriff Grace will be meeting with Mr. Stone and Mr. Chaney regarding the 2nd Amendment this week.

**Commissioner Yoder called for a five minute recess and then called for a Closed Session for consideration of a written legal opinion within the attorney-client privilege, in accordance with the "Open Meetings" (1976 PA267 MCL 15.261 et seq.) (Section 8-H).

Bondar/McCauley a motion to go into Closed Session (12:21p.m.), for written legal opinion within the **2020/017** attorney-client privilege.

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

Bondar/McCauley a motion to return to the B.O.C Meeting (1:03p.m.)
2020/018

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

**Commissioner Yoder called for the following motions upon returning from Closed Session.

McCauley/Varner a motion to authorized Commissioner Yoder and Commissioner Bondar, with **2020/019** Commissioner Varner as a substitute, to assist Attorney Joseph E. Quandt, Kuhn Rogers PLC in settlement discussion & conference with the County's Liability Insurance Carrier, Tokio Marine HCC, regarding Claim# 180364 (May 4, 2016 Courthouse Fire), not to exceed in the amount of \$7,500.00.

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

McCauley/Varner a motion to accept the "Tolling Agreement" as written by Attorney Joseph E. Quandt, **2020/020** Kuhn Rogers PLC and authorize the Chairman to sign and authorized the attorney to send to the County's Liability Insurance Carrier, Tokio Marine HCC, regarding Claim# 180364 (May 4, 2016 Courthouse Fire).

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

**Chairman Yoder called for a motion to adjourn.

Varner/Marsh a motion to adjourn today's meeting (1:05 p.m.).
2020/021

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

**The next Regular B.O.C Meeting is scheduled for Tuesday, January 28, 2020. A B.O.C Work Session will be held at 9:00 a.m. and the Regular B.O.C Meeting at 10:00 p.m.

**Kyle Yoder, Oscoda County
Board of Commissioners Chairman**

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