



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, July 25, 2017

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

Members Excused:

Others Present: 7 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:

- 1.) The B.O.C discussed the County Hiring Policy. Commissioner Nutt and Wilson, Jeri Winton, County Clerk & Register of Deeds and Bill Kendall, County Treasurer, previously reviewed. The Executive B.O.C Secretary, Brenda Moore will make those changes recommended. The B.O.C will consider approval at a later date.
- 2.) The B.O.C discussed a Counterfeit Policy, as requested by our County Treasurer, Bill Kendall. After review the B.O.C has some questions. Commissioner Nutt will address those questions with our County Treasurer, Bill Kendall. The B.O.C will consider approval at a later date.
- 3.) The B.O.C discussed B.O.C By-Laws. After review and discussion, the Executive B.O.C Secretary, Brenda Moore will make those changes recommended. The B.O.C will consider approval at a later date.
- 4.) Mr. Will Olsen, RFP Consultant, provided an up-date on the Government Building. An updated "Cost Analysis" with new numbers, provided by Wolgast Corporation, was given to the Insurance Adjuster. A meeting is scheduled for July 28th, 2017 at 4 p.m., to review the updated "Cost Analysis" with Mr. Olsen, Wolgast and the Insurance Adjuster. This agreement will be the basis of the Partial Sworn Statement. Unfortunately, Mr. Olsen was not able to provide a timeline on a signed contract with Wolgast nor on breaking ground on the new government building, until the county signs a partial sworn statement from the Insurance Adjuster. Commissioner Wilson made the arrangements to bring back all the Historical Items, stored at SERPRO in Saginaw, within the next two weeks. The vaults will be taken to the Steiner Museum and the other historical items will be stored at the County Fairgrounds for now.

**Chair Olsen called for a recess (10:00 a.m.) before the Regular B.O.C Meeting.

Official Minutes

July 25, 2017

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, July 25, 2017 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:18 a.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 12 members of the public were in attendance.

The B.O.C approved the Agenda for **July 25, 2017, with one addition: Unfinished Business/New Business: Michigan County Commissioners White House Conference.

Wilson/Kelly a motion to accept the Agenda for **July 25, 2017**, with one noted addition.
2017-237

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

The B.O.C approved the Official Minutes for **July 11, 2017 and the Official & Closed Session Minutes for the B.O.C "Special" Meeting held on **July 13, 2017**, as presented.

Kischnick/Wilson a motion to approve the Official Minutes for the B.O.C Meeting held on
2017-238 **July 11, 2017.**

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

Kischnick/Wilson a motion to approve the Official & Closed Session Minutes for the "Special" B.O.C
2017-239 Meeting held on **July 13, 2017.**

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

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

Appointments:

Correspondence, Reports, Resolutions (acknowledge receipt):

The Board approved **Resolution 2017-005 Oscoda County Ambulance Emergency Medical Service "Special Election" Millage Proposal FY 2017-2019 for 2 mills through a "Special Election" in November, in lieu of an EMS Millage in 2018 as scheduled. The EMS Millage Language was sent to Paul Wyzgoski, Bond Attorney, from Dickinson Wright PLLC for review and has been approved.

Kelly/Nutt a motion to adopt Resolution 2017-005 "Oscoda County Ambulance Emergency Medical
2017-240 Service" "Special Election" Millage Proposal FY 2017-2019, as written.

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

Unfinished Business/New Business:

**Commissioner Olsen and Kelly, as Acting Interim Directors, along with Mr. Chris Wilson, Assistant Interim Director, recommended the B.O.C approve, due to staffing levels, a "Letter of Understanding" to allow part-time EMS employee's to work extra hours as needed, on a temporary basis, promote two

regular part-time EMS employee's to a full-time status, advertise for both Paramedic's and EMT's to full-fill the shifts needed, and a "Letter of Understanding" that would allow EMS employees to work 48 hour shifts, on a temporary basis; this would help with staffing levels. The following motions were made:

Nutt/Kelly 2017-241 a motion to approve the temporary "Letter of Understanding" between the Oscoda County Board of Commissioners and Steelworkers Union, with the additional information, superseding motion #2017-221.

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

Nutt/Kelly 2017-242 a motion to change the employment status of Memory Rondo, EMT-B, from a regular part-time to a full-time status, with benefits, and authorize the County Clerk's Office to implement, effective July 25, 2017.

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

Nutt/Kelly 2017-243 a motion to change the employment status of Robert Hardwick, EMT-P, from a Regular part-time to a full-time status, with benefits, and authorize the County Clerk's Office to implement, effective July 25, 2017.

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

Nutt/Wilson 2017-244 a motion to authorize the EMS Assistant Interim Director to advertise for both Paramedic's and EMT's for the EMS Ambulance Department, to full-fill the needs of the Emergency Services in Oscoda County, in accordance to the Steelworkers Union Contract and the County Personnel Policy.

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

Nutt/Kelly 2017-245 a motion to approve the "Letter of Understanding" between the Oscoda County Board of Commissioners and Steelworkers Union, to increase and recognize the Ambulance EMS Department's full-time shifts from 36 hours to 48 hours on a temporary basis, effective July 25, 2017 through December 31, 2017.

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

**The B.O.C approved to create a "Vision Quest Committee" instead of a Grant Committee.

Kischnick/Nutt 2017-246 a motion to create a Vision Quest Committee to consist of four members, one from the EDC & Brownfield Board, Park & Recreation Board, Planning Commission Board and Oscoda County Housing, per-diems to be paid out of the Gov't Admin. (101-115), and a Board of Commissioner to serve as a Liaison.

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

**The B.O.C approved the Oscoda County Personnel Policy Manual and authorized the printing and purchase of folders. Commissioner Olsen stated although Elective Officials and several employees are not covered by this policy, it is a guide to the County Benefits and Policy's, therefore each employee who works and is paid by Oscoda County will be asked to sign an acknowledgment form that they have received a copy; to be placed in their personnel file at the Clerk's Office.

Kischnick/Nutt a motion to adopt the Oscoda County Personnel Policy Manual, effective September 1, 2017-247 2017, as written.

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

Kischnick/Kelly a motion to have 200 copies made of the Oscoda County Personnel Policy, by the 2017-248 Montmorency Tribune and order 200 folders, total amount \$485.00 to be paid out of Gov't Admin. Supplies 101-115-729.01, and so amend the Budget.

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

**Commissioner Kelly asked the B.O.C if they could make a motion to allow the new Vision Quest Committee to apply for an Equipment Grant on behalf of the Ambulance Department.

Nutt/Kelly a motion to request the Vision Quest Committee to move forward and apply for a 2017 2017-249 USDA Rural Development Grant, on behalf of the Ambulance Department.

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

**Commissioner Olsen stated that the Oscoda County B.O.C have been invited to attend a Michigan County Commissioners White House Conference in Washington, DC on August 8, 2017. Commissioner Kischnick stated he felt it was unnecessary. Commissioner Olsen stated this is an opportunity for Oscoda County to network. Commissioner Olsen is interested in attending in lieu of going to the MERS & MAC Conference; the cost would be equivalent. Commissioner Wilson who has asked to attend the MERS & MAC Conference would represent Oscoda County at those two conferences. Commissioner Kelly stated he would be interested in attending the County Commissioners White House Conference also. After discussion, the following motions were made:

Kelly/Wilson a motion to allow two Board of Commissioners to attend the Michigan County 2017-250 Commissioners White House Conference, on August 7 and 8, 2017, held in Washington DC.

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

Nutt/Wilson a motion to change the regular scheduled August 8, 2017 B.O.C Meeting to Thursday, 2017-251 August 3, 2017 at 9 a.m. Work Session and 10 a.m. Regular B.O.C Meeting, and to authorize the Finance Committee to approve the Claims & Audit on August 4, 2017; Full Board approval at their next regular scheduled meeting.

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

**The B.O.C appointed Jeri Winton, County Clerk & Register of Deeds as the MERS Officer Delegate and as previously discussed, regarding the Annual MERS Conference, the following motions were made:

Nutt/Kischnick a motion to appoint Jeri Winton, County Clerk & Register of Deeds, as a MERS Officer 2017-252 Delegate, to represent Oscoda County.

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

Nutt/Kischnick a motion to authorize those Elective Officials whom wish to attend and (1) one employee 2017-253 from the Steelworkers, P.O.A.M and 23rd Circuit Court Steelworkers Unions to attend the Annual 71st MERS Conference, September 21st and 22nd, 2017 at the Detroit Marriott

Renaissance Center, representing Oscoda County.
5 ayes: 0 nays: **Motion Carried.**

**As previously discussed, the B.O.C approved Commissioner Wilson to attend the Michigan Association of Counties Annual Conference, representing Oscoda County.

Kelly/Nutt a motion to authorize Commissioner Wilson to attend the Annual MAC Conference, **2017-254** September 24th through 26th, 2017 at the Grand Hotel, Mackinaw Island, representing Oscoda County.
5 ayes: 0 nays: **Motion Carried.**

Financial:

**The B.O.C approved the Claims & Audit Docket for July 25, 2017.

Kischnick/Nutt a motion to approve the Claims & Audit Docket for July 25, 2017, in the amount **2017-255** of \$64,189.31.

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

**The B.O.C approved the Park & Recreation 2017 Amended Budget.

Wilson/Kelly a motion to approve the Park & Recreation 2017 Amended Budget, as requested and **2017-256** approved by the Park & Recreation Board, and so amend the Budget.

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

Committee Reports:

Commissioner Kischnick:

- **Attended the Greenwood Township Board Meeting.
- **Attended the Big Creek Township Board Meeting.
- **Attended the Landfill Board Meeting.
- **Attended the NE MI of Counties Board Meeting.
- **Attended the Landfill Claims & Audit Committee Meeting.
- **Met with Mr. Brett Wickham along with Commissioner Olsen regarding the EMS Investigation.
- **Attended the District Health Department #2 Board Meeting.

Commissioner Nutt:

- **Attended the ASVCMH Finance Committee Board Meeting.
- **Attended the Planning Commission Board Meeting.
- **EMS Ride-a-long.
- **Attended the ASVCMH Board Meeting.
- **Reviewed the Claims & Audit Docket for July 25, 2017 for Commissioner Olsen.

Commissioner Wilson:

- **Met with Jean Cardinal, Trial Court Administrator, regarding the Courts 2016 Audit Report.
- **Met with Tim Whiting, Building Inspector, and the Treasurer's Office separately regarding the Building Departments 2016 Audit Report.
- **Attended the Landfill Board Meeting.
- **Attended the Elmer Township Board Meeting.
- **Attended the LEPC/LPT Board Meeting.
- **Attended the DHS Board Meeting.

**Attended the Steiner & Friends Museum Board Meeting
**Reviewed the Claims & Audit Docket for July 25, 2017.

Commissioner Kelly:

**Participated in several meetings, as acting EMS Ambulance Director, along with Commissioner Olsen.
**Attended the Planning Commission Board Meeting.
**Attended the Park & Recreation Board Meeting.
**Participated in a meeting along with Commissioner Olsen and a County Resident regarding EMS concerns.

Commissioner Olsen:

**Participated in several meetings as acting EMS Ambulance Director along with Commissioner Kelly.
**Participated in a meeting along with Commissioner Kelly and a County Resident regarding EMS concerns.
**Met with Mr. Brett Wickham along with Commissioner Kischnick regarding the EMS Investigation.
**Attended the District Health Department #2 Board Meeting.
**Attended the Road Commission Board Meeting.

Public Comments & Matters:

**Comments received:

**EMS Concerns:

- EMS County Millage is a new Millage.
- Fairview Fire Hall Millage. Miscommunication - Clarification, the millage approved for a new Fire Hall Building in Fairview was for a building only, which could house an Oscoda County Ambulance Rig, it was not to pay to operate EMS or for EMS equipment.
- Clarification - EMS Investigation and the termination of three EMS employees at the Special B.O.C Meeting, held on July 13, 2017 and the EMS Operation Budget are two separate matters.

**Lashley Funeral Home expressed their concern regarding being the 1st Responder when a Medical Examiner is called due to death. Commissioner Olsen asked that a meeting be scheduled to discuss with the EMS Department and the Sheriff's Department.

**MTA Annual Picnic is scheduled for September 11, 2017 at the Luzerne Park.

**Friday night bonfires with live music in Fairview, public is welcomed. Open Mic at the Comins Community Center at 6:30 p.m., public welcomed.

**The Rabaska Race, Saturday from 8-9:30 a.m., part of the annual AuSable River Marathon Canoe Race, at the Oscoda County Park, public welcomed.

**County Facebook page would help to promote the County.

** The Annual "Badges for a Cause" 5K Walk/Run, Saturday, August 12th, 2017.

**Chair Olsen called for a motion to adjourn.

Nutt/Wilson a motion to adjourn today's meeting, **July 25, 2017** (12:16 p.m.).
2017-257

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

The Regular B.O.C Meeting scheduled for Tuesday, August 8th, 2017 has been changed to **Thursday, August 3rd, 2017 with the Work Session starting at 9 a.m. and the Regular B.O.C Meeting starting at 10 a.m.

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

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