



# 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, June 12, 2018

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, reviewed the May 2018 General and Special Funds Budgets. Commissioner Olsen and Wilson, Finance Committee, will schedule a meeting to review the Budget and meet with the Trial Court Administrator, Jean Cardinal, regarding Child Care Budget (292).

\*\*Mr. Dan Money, Oscoda County Park Manager, gave an up-date and a comparison to 2017; seasonal campsites are up and reservations are about the same. Hired seasonal employees are down. A goal for the Park is to up-grade and add electric sites to attract campers and increase revenue; grant opportunities to be review. Commissioner Nutt and Wilson will continue to work with Mr. Money.

\*\*Commissioner Kischnick and Kelly gave an up-date on the new Government Building. The rebuild project has been delayed. Wolgast has submitted a new Preliminary Milestone Schedule with groundbreaking late July and occupancy moved to January 11, 2019. Commissioner Kelly stated that the delay is a result from Wolgast having to extend the original bid period, they ended up with a very low number of bidders responding, in some types of work they had no response; they only had one local bidder. Wolgast is reevaluating what work they can self-perform and are looking at opportunities with contractors from a larger geographical area.

\*\*Commissioner Olsen asked the Board to review the B.O.C Committee Assignments to see if the number of meetings the B.O.C attend could be reduced.

\*\*Chair Olsen called for a recess (10:04 a.m.) before the Regular B.O.C Meeting.

**Official Minutes**  
**June 12, 2018**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, June 12, 2018 at 10:14 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:14 a.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 14 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **June 12, 2018,** with one addition.

**New Business** - Department of Veteran Affairs.

**Wilson/Kelly** a motion to accept the Agenda for **June 12, 2018,** with noted addition.  
**2018-113**

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

\*\*The Board of Commissioners approved the Consented Agenda, with the listed Calendar Items below, for **June 12, 2018.**

**Item #1** Official Minutes for **May 22, 2018,** were approved as presented.

**Item #2** MGT Cost Plan Agreement Extension for 2017 and 2018.

\*\*The B.O.C extended the agreement with MGT for Central Services Cost Allocation Plan for 2017 & 2018 and authorized the Chair to sign.

**Item #3** Advertise for Title III Projects- County has \$16,063.04 available.

\*\*The County has received Title III Funds, in the amount of \$16,063.04, the B.O.C will advertise accordingly. Title III Projects must include one or more of the following: Fire Wise Community Programs, Reimburse for Emergency Services Performed on Federal Land, and/or Develop Community Wildfire Protection Plans.

**Item #4** Expenditures for **May 2018,** were approved as received by County Clerk's Office.  
Total Expenditures: **\$536,183.22.**

	<b>PAYROLL</b>	<b>EXPENSES</b>	<b>TOTAL</b>
<b>101</b> General Fund	\$156,817.23	\$199,719.12	\$356,536.35
<b>102</b> Ambulance Equip	\$0.00	\$0.00	\$0.00
<b>103</b> Sheriff Equip	\$0.00	\$5,183.97	\$5,183.97
<b>104</b> 911 Emergency	\$8,929.59	\$4,225.16	\$13,154.75
<b>205</b> Officer Training	\$0.00	\$0.00	\$0.00
<b>208</b> Park Fund	\$3,354.64	\$5,047.47	\$8,402.11

209	D.A.R.E.	\$0.00	\$0.00	\$0.00
210	Ambulance Fund	\$39,670.01	\$20,519.61	\$60,189.62
215	Friend/Court	\$5,282.23	\$2,512.08	\$7,794.31
216	Public Guardian	\$2,429.67	\$35.87	\$2,465.54
217	Fairgrounds	\$340.61	\$1,318.09	\$1,658.70
218	Smith Lake	\$0.00	\$0.00	\$0.00
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$0.00	\$305.79	\$305.79
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$3,757.35	\$3,904.50	\$7,661.85
256	R.O.D. Automation	\$0.00	\$224.00	\$224.00
258	May 4 Courthouse Fire	\$0.00	\$1,329.99	\$1,329.99
263	Concealed Pistol Licensing	\$0.00	\$497.69	\$497.69
265	Drug Law Enforcement	\$3,903.08	\$1,907.64	\$5,810.72
269	Law Library	\$0.00	\$2,120.66	\$2,120.66
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$34,000.00	\$34,000.00
281	EDC Revolving Loan	\$0.00	\$5,135.19	\$5,135.19
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$2,202.55	\$8,934.48	\$11,137.03
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$711.35	\$1,811.05	\$2,522.40
296	Basic Grant	\$0.00	\$2,500.00	\$2,500.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$1,894.64	\$4,524.53	\$6,419.17
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$1,133.38	\$1,133.38
	<b><i>SUB TOTALS</i></b>	\$229,292.95	\$306,890.27	<b>\$536,183.22</b>

201 Road Commission \$246,905.21  
***Grand Total*** **\$783,088.43**

**Item #5** Claims and Audit Docket for **June 12, 2018**, were approved as received from the County Clerk's Office. Total Claims & Audit **\$33,449.52**.

**Kischnick/Wilson** a motion to approve the Consent Calendar Items, as listed, for **June 12, 2018**  
**2018-114**

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

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

**Appointments:**

\*\*Mr. Casey Guthrie, Equalization Director, presented the 2018 Tax Rate and discussed GIS. The following motions were made:

**Kelly/Wilson** a motion to accept the 2018 Tax Rate, presented by the Equalization Director, and  
**2018-115** authorize the County B.O.C Chair and the County Clerk & Register of Deeds to sign.

**Roll Call Vote:** Olsen, yes; Kelly, yes; Nutt, yes;

Kischnick, yes; Wilson, yes. **Motion Carried.**

**Kelly/Wilson** a motion to authorize the Oscoda County Equalization Department to implement a GIS  
**2018-116** Dissemination Agreement and Fee Structure, as presented.

**Roll Call Vote:** Kischnick, yes; Olsen, yes; Nutt, yes;

Kelly, yes; Wilson, yes. **Motion Carried.**

\*\*Mr. CY Wakeley and Jessica Wakeley, NICE, presented information on an Assessment Grant and provided an up-date, as the Director for the EDC & Brownfield Board. Ms. Jessica Wakeley, stated the Michigan Rural Council (MRC) and Consumers Energy are working together to help bring the community assessment process to small and rural communities in Michigan. Consumers Energy has awarded Oscoda County a \$1,400.00 grant toward the \$2,500.00 cost of the Rural Community Assessment for communities within the Consumers Energy service territory. The assessment is a vital process to continue our efforts moving forward in Economic Development. It will highlight our assets, community input, and goals for Mio. Mr. CY Wakeley gave an up-date, as the EDC Director. NICE continues to administer the Revolving Loan Fund. EDC continues to work with the Planning Commission to develop new documents to help support future grants and create revitalization plans to pursue funding for improvements to Oscoda County. EDC is working toward establishing an Economic Development Strategic Plan to guide the EDC Board towards creating more effective growth in Oscoda County. NEMCOG has provided support and technical assistance for new documents needed by law for the County. The Vision Quest Committee is searching for new ideas, attractions and what the community would like to see in Oscoda County. The B.O.C approved the additional funds needed to move forward on the Assessment.

**Kischnick/Wilson** a motion to move \$1,100.00 from Contingency to the EDC (101-728) Budget to  
**2018-117** cover the additional cost, not covered by the Consumers Energy Community Assessment Grant, and so amend the 2018 Budget.

**Roll Call Vote:** Nutt, yes; Olsen, yes; Kischnick, yes;

Wilson, yes; Kelly, yes. **Motion Carried.**

\*\*Mr. Andrew Welser Jr., EDC & Brownfield Chair, addressed the B.O.C regarding a sensitive miscellaneous issue regarding a member of the EDC & Brownfield Board; written information was handed out. Mr. Welser stated he was speaking as the Chair of the EDC Board and asked the B.O.C to remove Ms. Jennifer Cronkright for cause from the EDC Board. Commissioner Nutt stated that members who serve on committees should be productive and if there is interruption than the goals are not being met; the committee is counterproductive. Commissioner Wilson asked how the other EDC & Brownfield Board Members felt. Mr. Welser again stated he was speaking as the Chair and felt under the circumstance it was best to address the Board of Commissioners who appoint the members; Mr. Wakeley agreed. Mr. Wakeley stated that this particular member has questioned everything to the point, as the EDC Director it has made our job and the EDC & Brownfield Chair job difficult. EDC needs to have members that are productive and have the best interest in the County to move forward. After some further discussion, the B.O.C hesitantly made the following motion to remove Ms. Cronkright from the Board;

Commissioner Wilson voted no, stating he felt members of the EDC & Brownfield should of taken care of.

**Kelly/Nutt** a motion to remove Jenny Cronkright from the EDC & Brownfield Board, effective **2018-118** immediately, with cause as recommended by the EDC & Brownfield Chair and EDC Director, NICE.

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

**Correspondence/Reports/Resolutions:**

\*\*The B.O.C received a complaint about several cats. Commissioner Wilson will contact Animal Control, Rex Schanck, to have him investigate.

**Unfinished Business/New Business:**

\*\*The B.O.C approved the FY 2018-2023 Capital Improvements Programs.

**Kelly/Wilson** a motion to accept the FY2018-2023 Capital Improvements Programs, as written by the **2018-119** Oscoda County Planning Commission Board.

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

\*\*The B.O.C discussed the Annex Courthouse. Judge Root had asked the B.O.C to consider closing the use of the Courthouse Annex to the public afterhours. Afterhours meetings will be moved to the Community Center; the B.O.C will review improvements at the Community Center at a later date, including air conditioning and internet service. Commissioner Kelly & Wilson who sit on the Security Committee agreed this would be a step forward along with changing the two entrance door locks. The north entrance will be the employee entrance and locked at all times and the west entrance will be the public entrance opened during business hours and closed during lunch. Commissioner Olsen stated it is important that employees whom work in the Courthouse Annex Building utilize the current security measures already in place. Commissioner Kelly stated the Security Committee will continue to look at other security measures. The following motions were made:

**Kischnick/Nutt** a motion to discontinue the use of the Oscoda County Board of Commissioners **2018-120** Boardroom, located in the Annex Courthouse, to hold meetings after 4:30 p.m. and to authorize Joe Breaugh, Maintenance Supervisor, to contact those Committee's to reschedule at the Community Center, by July 1, 2018.

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

**Kischnick/Nutt** a motion to authorize Joe Breaugh, Maintenance Supervisor, to have Apex rekey the **2018-121** two entry doors of the Annex Courthouse Building, and reissue keys to the north entrance to employee's to enter, by July 1, 2018, paid out of 101/265 Grounds Budget.

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

\*\*The B.O.C approved the Contract with MDOT for the funding of the Expanded Apron, at the Oscoda County Dennis Kauffman Memorial Airport.

**Wilson/Kelly** a motion to accept the Contract with MDOT (Contract No. 2018-0564 Federal Project No. **2018-122** B-26-0156-1517) for federal funding to Expand Apron Terminal (80'x 80' Concrete) Design and Construction, as written, and authorize the Chair to sign.

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

\*\*The B.O.C approved the request from the Department of Veteran Affairs.

**Wilson/Kischnick** a motion to approve the up-dated Department of Veteran Affairs by-laws, increase membership by two, and so amend the Veterans Affairs Budget (298).

**Roll Call Vote:** Kelly, yes; Wilson, yes; Nutt, yes;

Olsen, yes; Kischnick, yes. **Motion Carried.**

**Financial:**

\*\*The B.O.C approved ordering aviation fuel for Oscoda County Dennis Kauffman Memorial Airport.

**Wilson/Kelly** a motion to purchase up to 1000 gallons of 100LL Aviation Fuel, from AvFuel, up to the amount of \$4,600.00, for the Oscoda County Dennis Kauffman Memorial Airport, and so amend the 2018 budget.

**Roll Call Vote:** Olsen, yes; Kelly, yes; Nutt, yes;

Kischnick, yes; Wilson, yes. **Motion Carried.**

\*\*The B.O.C hired the Muller Firm, as recommended by Commissioner Kischnick who has been working with the Insurance Company & Attorney, regarding a court order case.

**Kischnick/Kelly** a motion to jointly agree to hire the law firm of Muller, Muller, Richmond, Harms & Myers (Muller Firm) to perform collection work to collect on the orders entered on November 13, 2017 for Case No. 15-cv-13480 and authorize the Chair to sign.

**Roll Call Vote:** Kischnick, yes; Kelly, yes; Nutt, yes;

Olsen, yes; Wilson, yes. **Motion Carried.**

\*\*Commissioner Olsen and Commissioner Kelly reviewed the annual cost of living, which is 2.1 %, reviewed the 2016 NEMCOG Report, met with the Prosecutor, Clerk, Treasurer and Sheriff, plus looked at Montmorency County, which is very equivalent to Oscoda County, presented their recommendation for non-union employees and elected officials, not including the Board of Commissioners. Commissioner Olsen stated that there were some positions where the employees' wages were not in line, therefore a wage adjustment is requested, in lieu of the 2.1%. Commissioner Olsen stated that Commissioner Kelly and I realize that there may be other employees who wages are out of line, but believe this is fair and asked for the entire Board's support. Commissioner Olsen stated that Commissioner Kelly and I are commented to continue to review wages to prepare for the 2019 budget, beginning in August. Department Heads will be asked to provide a wage scale with a start wage, 1-year, 3-year and 5-year for their non-union positions in their department, along with a job description for those positions and employee evaluation by August 15<sup>th</sup>. A copy of the 2016 NEMCOG report will be sent to each of them. The B.O.C will be also reviewing the County Benefits for the 2019 Budget. The B.O.C approved several motions with the exception of the motion proposed for the four elected officials to receive a \$500.00 stipend. Commissioner Kelly made that motion, it was not supported, therefore the motion died; no action was taken. The following motions were made:

**Kelly/Nutt** a motion to approve a 2.1% wage increase, retro back to January 1, 2018 for the non-union employees, as listed, excluding the B.O.C, seasonal employees, and those employees hired after January 1, 2018.

**Roll Call Vote:** Kelly, yes; Wilson, no; Nutt, yes;

Olsen, yes; Kischnick, no. **Motion Carried.**

B. Moore, B.O.C Executive Secretary

T. Whiting, Building Inspector

D. Gusler, Administrative Assistant Clerk

C. Guthrie, Equalization Director  
R. Marsh, Motor Pool Supervisor  
A. Wyckoff, Administrative Secretary  
D. Kauffman, IT Director  
K. Dochenetz, Assistant Prosecutor  
L. Moscato, Legal Secretary  
B. Wright, Legal Secretary  
D. Money, Park Manager  
J. Cardinal, Trail Court Administrator  
S. Wickham, Trial Court Magistrate/Administrative Assistant  
P. Wysocki, Trial Court Presiding Judge & Administrator's Administrative Assistant  
M. Bennett, Trial Court District/Assistant Magistrate  
S. West, Trial Court District Clerk  
L. DesGravis, Trial Court Collections Clerk  
S. Fleszar, Trial Court Probate Clerk

**Nutt/Kelly** a motion to implement a wage adjustment for the Maintenance Supervisor position, employee **2018-127** Joe Breugh, from \$18.20 to \$20.20, retro back to January 1, 2018, in lieu of a 2.1% increase.

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

**Kischnick/Kelly** a motion to implement a wage adjustment for the undersheriff position, employee **2018-128** Edward Pokrzynicki, from \$22.02 to \$22.82, retro back to January 1, 2018, in lieu of a 2.1% increase.

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

**Kischnick/Kelly** a motion to implement a wage adjustment for the non-union Bailiff position, employee **2018-129** John Gibson, from \$11.00 to \$12.00, retro back to January 1, 2018, in lieu of a 2.1% increase.

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

**Kischnick/Wilson** a motion to implement a wage adjustment for the non-union Dispatcher position, **2018-130** employee Shannon Lunning, from \$12.62 to \$15.26, retro back to January 1, 2018, in lieu of a 2.1% increase.

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

**Wilson/Kelly** a motion to implement a wage adjustment for the non-union Airport Manager's position, **2018-131** employee Dave Kauffman, from \$11.80 to \$12.00, retro back to January 1, 2018, in lieu of a 2.1% raise.

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

**Wilson/ Kelly** a motion to implement a wage adjustment for the non-union Treasurers Clerk (Level II) **2018-132** position, employee Shirley Holtslander, from \$13.04 to \$14.43, retro back to January 1, 2018, in lieu of a 2.1% raise.

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

\*\*The B.O.C approved the Park Manager’s Memorandum of Understanding and Job Responsibilities, as recommended from Commissioner Nutt and Wilson.

**Nutt/Kischnick** a motion to accept the “Memorandum of Understanding” as written, and the job  
**2018-134** responsibilities for the Oscoda County Park Manager, Dan Money, as recommended;  
effective June 12, 2018 through December 31, 2018.

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

\*\*The B.O.C received notification that the Circuit Court Steelworkers Union ratified their contract, therefore Commissioner Wilson made a motion to approve. Commissioner Kischnick reiterated that the contract will not start until ratified by all four County Board of Commissioners.

**Wilson/Kelly** a motion to approve and ratify the Contract Agreement between the Chief Judge of the 23<sup>rd</sup>  
**2018-135** Circuit Court and the Iosco County Probate Court and the USW, Local 15157-22, effective  
through December 31, 2020.

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

**Committee Reports:**

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

**Public Comments & Matters:**

\*\*Comment received on the new security measures for the Annex Courthouse Building.

\*\*Comments received regarding the delay of the new Government Building; requesting Wolgast and Mr. Will Olsen, Contract Manager, to attend a B.O.C Meeting to answer questions.

\*\*Comment received regarding Health Insurance Benefits for part-time employees; particularly the B.O.C.

\*\*County Treasurer thanked the B.O.C for bringing the Treasurer’s Departments irregular/part-time Clerks wage inline.

\*\*Chair Olsen asked for a motion to adjourn.

**Nutt/Wilson** a motion to adjourn today’s meeting (12:15 p.m.).  
**2018-136**

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

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, June 26, 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.**

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

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