



# 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 26, 2018

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

Members Excused:

Others Present: 14 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. Jennifer Cronkright addressed the B.O.C regarding the decision that was made to remove her from the EDC & Brownfield Board at the last B.O.C Meeting. Ms. Cronkright submitted a letter of response that expressed her disbelief and disappointment in the B.O.C for taking this action without any prior notification to herself and/or the EDC & Brownfield Board and taking the word of the EDC & Brownfield Chair and NICE, EDC & Brownfield Contracted Director. Ms. Cronkright stated she would not have done anything intently against the EDC & Brownfield Board or the County for the B.O.C to take such action and asked the B.O.C to reconsider. Commissioner Wilson agreed that the B.O.C immediate action, under the topic of miscellaneous on the Agenda, without any previous knowledge or discussion with the EDC & Brownfield Board was made too quickly and asked the B.O.C to rescind the motion.

\*\*Ms. Stephanie Ward, AICP Manager, Aviation Planning, Vice President and Mr. Benjamin Hoover, PE Project Manager, from Mead & Hunt, Inc. provided an up-date of the Oscoda County Dennis Kauffman Memorial Airport. Ms. Ward gave a status up-date on the Land Acquisition and Tree Removal Projects, which is completed pending the final closeout with MDOT. The Concrete Apron Project is estimated to be completed by late August. In regards to the Northwest Property Line Investigation, as a result of the Airport Inspection by Mr. Randy Coller, A.A.E Manager, Licensing & Enforcement, from MDOT in 2017, the boundary survey was conducted by J. Card Surveying, LLC. It is recommended that the B.O.C consider improving the existing road area north of the DNR property for access to residential parcels to the north, post airport entrance signs and place a barricade fence to block resident traffic mingling with airport traffic; this would be at the expense of the County. Ms. Ward added that the B.O.C could consider the removal of the crosswind runway from the ALP. The FAA land release process is very specific and will require approximately \$50,000.00 to \$60,000.00 of local funds and it could take up to 18 months. However, if FAA approved through a land release process there is considerable acreage to the north that could be sold or developed for non-aeronautic use to recoup those funds. Mr. Hoover reviewed the Airport Capital Improvement Plan (ACIP) for FY-2019 to FY-2025 that included the design

of (6) - six additional T-hangars, pavement marking, construction of the T-hangars, snow removal equipment to future land acquisition. Mead & Hunt, Inc. will follow-up on the B.O.C regular meeting.

\*\*Chair Olsen called for a recess (9:25 a.m.) before the Regular B.O.C Meeting.

## **Official Minutes**

**June 26, 2018**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, June 26, 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: 22 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **June 26, 2018**, as presented.

**Kischnick/Wilson** a motion to accept the Agenda for **June 26, 2018**, as presented.  
**2018-137**

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

\*\*The Board of Commissioners approved the Consented Agenda, with the listed Calendar Items below, for **June 26, 2018**, with one noted correction to Item#1 Official Minutes (Motion 2018-119 "Capital Improvement Programs" to reflect FY 2018-2023).

**Item #1** Official Minutes for **June 12, 2018**, with noted correction.

**Item #2** EMS- Paramedic Resignation & Promotion.

\*\*The B.O.C acknowledged the resignation of Paramedic Yale Miller, effective July 1, 2018.

\*\*The B.O.C acknowledged the promotion of Joseph Maher to a full-time Paramedic status, effective June 24, 2018.

\*\*The B.O.C acknowledged the hiring of Tyler Young, as an EMT Contingent, effective, June 15, 2018.

**Item #3** M.S.U Extension – Support Agreement.

\*\*The B.O.C approved the "Letter of Agreement between Oscoda County and Michigan State University Extension", and authorize the Chair to sign and agreed to review this agreement on an annual basis with no financial obligation.

**Item#4** Planning Commission – New Member.

\*\*The B.O.C accepted and appointed Mr. Rob Murphy, to the Planning Commission Board, as approved by the Planning Commission Board, at their June 12, 2018 Meeting.

**Item #5 Road Commission – Mileage Rate Set.**

\*\*The B.O.C acknowledged the request made by the Oscoda County Road Commission to set and follow the Standard Federal Mileage Rate, as approved by the Road Commission Board.

**Item #6 Treasurer’s Office – Land Sale Proceeds Accounts Annual Report.**

\*\*The B.O.C acknowledged and accepted the Annual Land Sale Proceeds Accounts, in accordance with MCL 211.78m (8) (h); proceeds will stay within their current accounts, as requested by the County Treasurer, Mr. Bill Kendall.

**Item #7 Claims and Audit Docket for June 26, 2018, as received from the County Clerk’s Office.**

\*\*Total Claims & Audit **\$55,413.62**

**Kischnick/Wilson** a motion to approve the Consent Calendar Items, as listed, for **June 26, 2018, 2018-138** with one correction to Motion 2018-119 Capital Improvement Programs” to reflect FY 2018-2023.

**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:**

\*\*Mead & Hunt, Inc. Ms. Stephanie Ward, AICP Manager, Aviation Planning, Vice President and Mr. Benjamin Hoover, PE Project Manager addressed the B.O.C regarding the Oscoda County Dennis Kauffman Memorial Airport, as discussed at the work session earlier. The following motions were made in order to move forward.

**Kelly/Nutt** a motion to allow Commissioner Wilson and Kelly to begin the process of establishing the **2018-139** new entrance off M-33, north side of the DNR Building of the airfield, for the residential access and limiting access on the airport entrance road to airport activity only.  
5 yes: 0 no: **Motion Carried.**

**Kischnick/Wilson** a motion to allow Commissioner Wilson and Kelly to begin the process on Parcel **2018-140** (68-001-301-080-25) 66 Poppo Rd., Mio, MI 48647 and Parcel (68-001-301-080-50) 64 Poppo Rd., Mio, MI 48647, owned by the County, to prepare to be place on the market for future sales.  
5 yes: 0 no: **Motion Carried.**

**Wilson/Kelly** a motion to authorize Mead & Hunt, Inc. to begin discussion with MDOT on the steps **2018-141** necessary to remove the crosswind runway from the ALP.  
5 yes: 0 no: **Motion Carried.**

\*\*Mr. James Anderson, Certified Public Accountant, presented the 2017 County Audit Report. The 2017 County Audit will be available for review on the County Website [www.oscodacountymi.com](http://www.oscodacountymi.com) at the County Treasurer’s Office, County Clerk’s Office and at the Board of Commissioners Office.

**Wilson/Kischnick** a motion to accept the Oscoda County Comprehensive Annual Financial Report, **2018-142** for year-ended December 31, 2017, as prepared and presented by Mr. James M. Anderson, C.P.A., for Oscoda County.

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

**Correspondence/Reports/Resolutions:**

**Unfinished Business/New Business:**

**Financial:**

\*\*The State of Michigan is requiring each governmental unit to adopt a non-Uniform Chart of Accounts; the County is required to implement in 2019. This process will take some time and needs to begin in 2018. The Chief Deputy Treasurer, Payroll Specialist and the Executive B.O.C Secretary may need to work some additional hours to complete. The Executive B.O.C Secretary was granted to work up to 40 hours, as needed, back in April of 2017. Therefore the B.O.C authorized the Chief Deputy Treasurer and the Payroll Specialist to work up to 40 hours, as needed, until the new "Chart of Accounts" is completed.

**Kischnick/Wilson** a motion to allow the Chief Deputy Treasurer, Audry Mitchell, and the Payroll **2018-143** Specialist, Shayna Money to work up to 40 hours per week, as needed, on the new "Chart of Accounts" until it is completed and active.

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

\*\*Sheriff Grace was pre-approved by Region #3 Homeland Security & Oscoda County Local Planning Team, for six "Portable Radio's". Sheriff Grace received two sealed bids:

- 1.) Grand Traverse Mobile Communications: \$11,425.50.
- 2.) OTEC Radio Communication Equipment/Sales and Service: \$ 12,413.70

**Kelly/Wilson** a motion to accept the opened sealed bids for six portable Kenwood 800 MHZ radio units **2018-144** and accessories, as listed and advertised, as pre-approved by Region #3 Homeland Security & Oscoda County Local Planning Team, and award the bid to Grand Traverse Mobile Communications for \$11,425.50.

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

**Committee Reports:**

**Commissioner Wilson:**

- \*\*Attended a Courthouse Annex Building Safety Committee Meeting.
- \*\*Met with Mead & Hunt, Inc. out at the Airport a couple of times.
- \*\*Met with Animal Control, Rex Schanck, regarding a cat complaint.
- \*\*Participated in the Exit Conference Meeting with Mr. James Anderson, County Auditor, regarding the 2017 Audit.
- \*\*Met with Kelly Sinnaeve, District Forester and Dan Money, Park Manager, at the Oscoda County Park.
- \*\*Attended the NE MI Consortium (MI Works) Board Meeting.
- \*\*Met with Commissioner Olsen and Executive B.O.C Secretary, Brenda Moore, regarding Budget.
- \*\*Met with Commissioner Olsen and Tim Whiting, Building Inspector, regarding 2017 Audit Report.
- \*\*Met with Commissioner Olsen and Jean Cardinal, Trial Court Administrator, regarding Child Care Budget.

- \*\*Attended the DHHS Board Meeting.
- \*\*Attended the Steiner Museum Board Meeting.
- \*\*Attended the Elmer Township Board Meeting.
- \*\*Attended the Landfill Board Meeting.
- \*\*Reviewed the Claims & Audit Docket for June 26, 2018; as part of the Finance Committee.
- \*\*Met AVFUEL out at the Airport; delivery of Aviation Fuel.
- \*\*Attended the N. MI Substance Entity Board Meeting.

### **Commissioner Kelly**

- \*\*Met with Commissioner Olsen to review wages.
- \*\*Attended a Courthouse Annex Building Safety Committee Meeting.
- \*\*Attended the Planning Commission Board Meeting.
- \*\*Met with Mead & Hunt, Inc. out at the Airport a couple of times.
- \*\*Acting Interim EMS Director duties.
- \*\*Attended the MAC Regional Summit; held in Gaylord.
- \*\*Attended the Vision Quest Committee Meeting.

### **Commissioner Nutt:**

- \*\*Attended the ASVCMH Board Meeting.
- \*\*Phone conversation with Dan Money, Park Manager.

### **Commissioner Kischnick**

- \*\*Attended the Greenwood Township Board Meeting.
- \*\*Attended the Big Creek Township Board Meeting.
- \*\*Attended the Landfill Claims & Audit Committee Meeting.
- \*\*Attended the Landfill Board Meeting.
- \*\*Attended the District Health Department #2 Board Meeting.

### **Commissioner Olsen**

- \*\*Met with Commissioner Kelly to review wages.
- \*\*Acting Interim EMS Director duties.
- \*\*Met with Commissioner Wilson and Executive B.O.C Secretary, Brenda Moore, regarding Budget.
- \*\*Met with Commissioner Wilson and Tim Whiting, Building Inspector, regarding 2017 Audit Report.
- \*\*Met with Commissioner Wilson and Jean Cardinal, Trial Court Administrator, regarding Child Care Budget.
- \*\*Attended the MAC Regional Summit; held in Gaylord.
- \*\*Attended the Vision Quest Committee Meeting.
- \*\*Attended the District Health Department #2 Board Meeting.
- \*\*Attended the NEMCOG Board Meeting.
- \*\*Reviewed the Claims & Audit Docket for June 26, 2018; as part of the Finance Committee.
- \*\*Attended the Road Commission Board Meeting.

### **Public Comments & Matters:**

- \*\*Veteran Affairs and Council on Aging are teaming up and are looking for volunteers to assist our local veterans and senior citizens in lawn care, etc. Please contact the Veterans Affairs Director at 989-786-0355.
- \*\*County resident questioned and expressed his concern with the B.O.C actions regarding Ms. Jenny Cronkright and asked the B.O.C to reconsider.
- \*\*County Treasurer questioned the Building Departments deposit process. The Finance Committee will schedule another meeting with the Building Inspector and the County Treasurer.
- \*\*Sheriff Grace announced that "Project Connect" held at the Fairview Area Schools was a big success.

\*\*Sheriff Grace thanked the B.O.C for the wage increases for his non-union staff members; but requested to meet to discuss. Commissioner Olsen reiterated that future discussion and review for non-union staff and Elective Officials wages will begin in August and will be considered during the 2019 budget process.

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

**Wilson/Kelly** a motion to adjourn today's meeting (12:14 p.m.).

**2018-145**

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

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, July 10, 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**