



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
5:30 p.m. Thursday, June 27, 2019

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

Members Excused:

Others Present: 7 members of the public were in attendance.

Chairman Yoder called the Work Session Meeting to order at 5:30 p.m.

****Agenda Items for the B.O.C “Work Session” included:**

****Ms. Mischelle Warner, District #4 Director, gave an up-date on the MSU Extension Coordinator position that will continue to work at both the Mio AuSable and Fairview Schools in 2019-2020; contingent upon funding. Ms. Warner also introduced the 4-H STEAM Corps program that is hosted by MSU Extension and explained the program details and the position. The programs are an 11-month term from October 2019-August 2020; contingent upon funding. The 4-H STEAM Corps program is part of a grant; \$5,000 for 40 hours per week and \$2,700 for 20 hours per week with a matching funds required. Ms. Warner asked for the B.O.C support and financial consideration.**

****Commissioner Yoder & Bondar, as part of the Park & Recreation Advisory Committee, asked the B.O.C to review the Oscoda County Fairground rates and consider increasing the rates for 2019-Fall and 2020-Summer. Commissioner Yoder stated the rates have not increased since 2013 and operation cost has increased. Commissioner Marsh stated that some renovation is needed at the Fairgrounds. Commissioner Bondar was concerned with some of the suggested increases. Commissioner Yoder asked the Board to review the recommended rates for the B.O.C to consider at a later date.**

****Committee Reports were given during the Work Session; with the exception of Commissioner Yoder, ran out of time.**

Committee Reports:

Commissioner Varner

****Met with the Ogemaw & Arenac Contracted Housing Director along with Commissioner Yoder to discuss the Housing program.**

- **Participated in the annual Audit Meeting along with Commissioner Yoder, as part of the Finance Committee, Mr. James Anderson, County Auditor, Mr. Bill Kendall, County Treasurer, and Ms. Jeri Winton, County Clerk & Register of Deeds.
- **Attended the Landfill Board Meeting.
- **Met with Ms. Brenda Moore, B.O.C Executive Secretary, along with Commissioner Bondar to go over Equalization Director Information.
- **Met with Mr. Tim Whiting, Building Inspector, along with Commissioner Bondar.
- **Met with Judge Morse-Bills and Ms. Donna Lowe, Trial Courts Administrator, along with Commissioner Yoder.
- **Attended the Clinton Township Board Meeting.
- **Reviewed the Claims & Audit Docket for June 27, 2019; as part of the Finance Committee.
- **Participated in a conference call along with Commissioner Bondar, EMS Director, Mr. Robert Hunter, and Mr. Gary King, Labor Attorney.
- **Attended the Oscoda County Dennis Kauffman Memorial Airport Fly-In Event.
- **Attended the DHD#2 Board Meeting.
- **Attended the ASVCMH Board Meeting.

Commissioner Marsh

- **Re-build "Point of Contact" researched insurance & billings and reached out to the Insurance Company.
- **Attended the CHOICES Board Meeting.
- **Attended the DHHS Board Meeting.
- **Met with Diebold Insurance along with Commissioner Yoder to review insurance options.
- **Attended the Steiner Museum Board Meeting.
- **Met with Wolgast Corporation & Maintenance regarding the 4th of July Events.
- **Attended HSCC Board Meeting.

Commissioner Bondar

- **Attended the COA Board Meeting.
- **Met out at the Fairgrounds with Mr. Joe Breaugh, Maintenance Supervisor.
- **Attended the Park & Recreation Advisory Committee Meeting.
- **Attended the Landfill Board Meeting.
- **Met with Ms. Brenda Moore, B.O.C Executive Secretary, along with Commissioner Varner to go over Equalization Director Information.
- **Participated in a conference call along with Commissioner Varner, EMS Director, Mr. Robert Hunter, and Mr. Gary King, Labor Attorney.
- **Attended the Landfill Claims & Audit Committee Meeting.

Commissioner McCauley

- **Attended the Greenwood Township Board Meeting.
- **Correspondence on the AuSable Valley Natural River Zone Review Board.
- **Attended the Greenwood Township Planning & Zoning Board Meeting.
- **Attended the Oscoda County Dennis Kauffman Memorial Airport Fly-In Event.
- **Attended the DHD#2 Board Meeting.
- **Attended the Road Commission Meeting.

**Chairman Yoder called to end the Work Session (6:25 p.m.) with a five minute recess.

**Official Minutes
June 27, 2019**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Thursday, June 27, at 6:30 p.m** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chairman Yoder called the meeting to order at 6:30 p.m.

Pledge to the Flag

Roll Call of Members:

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

Members Excused:

Others Present: 7 members of the public were in attendance.

The Agenda for **June 27, 2019, was approved with three additions

Correspondence - 2018 Audit Info.

Correspondence - Land Sale Proceeds Report.

Financial - Wolgast Corporation Invoice #5.

Varner/McCauley a motion to approve the Agenda for **June 27, 2019**, with the additions.
2019-157

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

The B.O.C approved the Consent Agenda for **June 27, 2019.

Item #1 Official Minutes & Closed Session Minutes for **June 11, 2019**, were approved as presented.

Item #2 Child Care (292) Budget Amendment.

**The B.O.C approved the amendment to the Child Care Budget (292) moving \$50,000.00 from Foster Care expense line to Private Agency Institutions expense line, as requested by the Trial Court Administrator, and so amend the 2019 budget.

Item #3 Hazmat 2018 Grant Amendment.

**The B.O.C authorized the Treasurer's Office to move \$902.00 from the General Fund (101-101) to Hazmat (230) for 2018 HMEP LEPC#206 State Grant Funds received 12/12/2018, and so amend the 2019 budget by transferring \$902.00 from Contingency (101-960) to Appropriations (101-965).

Item #4 Claims and Audit Docket for **June 27, 2019**, were approved as received from the County Clerk's Office. Total Claims & Audit **\$66,770.72**.

Varner/Marsh a motion to approve the Consent Calendar Items for **June 27, 2019**, as presented.
2019-158

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

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

Appointments:

The B.O.C held a “Public Hearing”, as advertised, for the “Final Oscoda County E-911 Services Plan (As Amended)”. **Resolution 2019-005 “Final E-911 Services Plan” for Oscoda County was adopted.

McCauley/Bondar a motion to adopt **Resolution 2019-005** “Final E-911 Services Plan” for Oscoda **2019-159** County, as written.

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

Correspondence/Reports/Resolutions:

**The B.O.C acknowledged the appointment of the new Drug Officer and approved the new hire for the Building Department.

Varner/McCauley a motion to acknowledge Deputy Adrian Anderson has been assigned to the Drug **2019-160** Officer/School Liaison Officer for the Oscoda County Sheriff’s Department, effective June 14, 2019.

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

Bondar/Varner a motion to hire Ms. Lori Walton, as the part-time Building Department Secretary, **2019-161** 25 hours per week at \$13.31, effective July 2, 2019.

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

**The B.O.C received the 2018 Audit information; available on the County Website www.oscodacountymi.com.

McCauley/Varner a motion acknowledge the 2018 Audit information received, including Form 5572, **2019-162** from our Auditor, Mr. James Anderson.

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

**The B.O.C acknowledged the Land Sales Proceeds Report.

Varner/Bondar a motion to acknowledge the receipt of the Land Sales Proceeds Report, from the County **2019-163** Treasurer, Bill Kendall.

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

Unfinished Business/New Business:

**Commissioner Yoder and Varner met with Ms. Lee Ann Fischer who currently contracts with Ogemaw & Arenac as their Housing Director. Ms. Lee Ann Fischer is interested and will contract with Oscoda County, under the same terms. Commissioner Yoder stated that Ms. Fischer is interested in the EDC & Brownfield Director position, however that will be a separate contract and details have to be worked out. Ms. Fischer was in the audience and introduced herself. The B.O.C approved the proposed “Housing Administration Agreement” with Ms. Fischer, as recommended by Commissioner Yoder & Varner.

Marsh/Bondar a motion to approve the “Housing Administration Agreement” for Oscoda County **2019-164** between the Oscoda County Board of Commissioners and Housing Consulting Services, LLC, Ms. Lee Ann Fischer, as written and agreed upon by both parties to provide professional services for Oscoda County Housing Rehabilitation Programs, effective June 27, 2019, and authorize the Chair and Vice-Chair to sign on behalf of the County.

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

**Commissioner Yoder and Varner met with Judge Morse-Bills and Ms. Donna Lowe, Trial Court Administrator, to review their proposed renovation to the two Courtrooms. The B.O.C reviewed the proposed renovations layout. Commissioner Yoder stated that Judge Morse-Bills is requesting to solicitant for bids to see what the cost would be. Sheriff Grace had a few questions and concerns and would like the opportunity to discuss with Judge Morse-Bills before putting the project out for bids. The following motion was made:

Varner/McCauley a motion to allow the Trial Courts to solicitant for bids, following the County's **2019-165** Purchasing & Bidding Policy, to renovate the two Courtrooms, located in the Courthouse Annex Building, for future B.O.C consideration, to consult with Sheriff Grace on final plans before proceeding; to be paid out of Special Fund (470) Courthouse Preservation.
5 yes: 0 no: **Motion Carried.**

**It was recommended by the County Auditor, James Anderson, that the County have a "Central Location" for all approved "Grant Agreements" with the County for audit and financial purposes.

McCauley/Marsh a motion to require all Elected Officials, Department Heads, and County Boards to **2019-166** send a copy of all current Grant Agreements, Application and FSR (Financial Status Reports) with the County and all future Grant Agreements, Application and FSR (Financial Status Reports) upon approval, to Mr. Bill Kendall, County Treasurer, to record and to file, as the Counties "Central Location", for Audit & Financial purposes.
5 yes: 0 no: **Motion Carried.**

Financial:

**The B.O.C approved the request, as received, from the County Treasurer, Bill Kendall, regarding the 2018 Bank Head Jones Funds.

Marsh/Varner a motion to direct the County Treasurer to redistribute Bankhead Jones Federal Forest **2019-167** Funds, as requested on past percentages. Apportioned in the following amounts:

75% to schools (\$2,346.83)
25% to townships (\$782.27)

Schools:

Mio AuSable 94.1% = \$2,208.37 less 2016 overpayment -\$183.77 = \$2,024.60
Fairview Area 5.9% = \$138.46 Rebilling for overpayment of \$854.44

Townships:

Big Creek 47.05% = \$368.06
Mentor 47.05% = \$368.06
Comins 5.9% = \$46.15

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

**The B.O.C approved the purchase of Aviation Fuel.

Varner/McCauley a motion to purchase up to 1000 gallons of 100LL Aviation Fuel, from AvFuel, in the **2019-168** amount of \$4,049.56, for the Oscoda County Dennis Kauffman Memorial Airport, and so amend the 2019 budget.

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

**The B.O.C discussed the Wolgast Corporation invoice #5. Commissioner Marsh stated that Wolgast will be sending an up-dated detailed cost analysis. Commissioner Marsh stated she talked with Ms. Sharon Woods, the Claims Operations Manager and she has stated they will be sending a detailed explanation, from the spreadsheet dated 1/31/2019, from their building expert, regarding the upgrades to the Courthouse Rebuild project too what is covered and what is not covered by the Counties' insurance policy. Ms. Jeri Winton, County Clerk & Register of Deeds reviewed the invoice and questioned the amount. After further discussion, Commissioner Bondar made a motion to table until the amount owed to Wolgast could be verified.

Bondar/Varner a motion to table paying the Wolgast Corporation invoice #5, until the amount can **2019-169** be verified.

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

Committee Reports:

**B.O.C opted to give Committee Reports during the Work Session; with the exception of Commissioner Yoder.

Commissioner Yoder

**Met with the Ogemaw & Arenac Contracted Housing Director along with Commissioner Varner to discuss the Housing program.

**Met with the Oscoda County Dirt Club regarding opening more Forest Service roads.

**Participated in the annual Audit Meeting along with Commissioner Varner, as part of the Finance Committee, Mr. James Anderson, County Auditor, Mr. Bill Kendall, County Treasurer, and Ms. Jeri Winton, County Clerk & Register of Deeds.

**Met with Judge Morse-Bills and Ms. Donna Lowe, Trial Courts Administrator, along with Commissioner Varner.

**Met with Diebold Insurance along with Commissioner Marsh to review insurance options.

**Attended the EDC & Brownfield Board Meeting.

**Attended the MI Works Consortium Board Meeting.

**Attended the NEMCOG Board Meeting.

**Reviewed Emergency Management Coordinator applications along with Commissioner Bruce Reetz, from Ogemaw and Ms. Buffy Carr, EOC Manager.

**Attended a Special Planning Commission Board Meeting.

**Attended the Park & Recreation Advisory Committee Meeting.

**Reviewed the Claims & Audit Docket for June 27, 2019; as part of the Finance Committee.

*Note - Interview with Aplena News regarding the National Wild and Scenic Rivers Plan and how the USFS proposed Alcohol Ban on the AuSable River has affected Oscoda County.

*Note - Met with Alayne Hansen, MI Works NE Consortium, regarding having Senator Jim Stamas meet with some Oscoda County Business Owners.

Public Comments & Matters:

**Mr. Bill Kendall, County Treasurer, figured out the discrepancy with the Wolgast Corporation Invoice#5 amount (one invoice was just a quote and not the amount that was billed). The B.O.C made the following motion:

Marsh/McCauley a motion to authorize the County Treasurer & Clerk to pay Wolgast Corporation for **2019-170** Invoice #5, in the amount of \$26,556.10, and so amend Special Fund (258 Fire).

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

**Sheriff Grace announced that MDOT road construction will stop on Wednesday for the 4th of the July weekend. The “Badges for a Cause 5K Run/Walk” fundraiser is on July 4th.

**Chairman Yoder called for a motion to adjourn.

Varner/Bondar a motion to adjourn today’s meeting (8:07 p.m.).

2019-171

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

The next Regular B.O.C Meeting is scheduled for **Tuesday, July 9, 2019. 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.**

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

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