



# 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

## Official Minutes May 13, 2014

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, May 13, 2014**, at 10:00 a.m., in the Commissioner’s Room, Courthouse Annex, Mio Michigan

Members Present: Commissioners Kischnick, Christenbery, Wilson, Boerner and Grantner

Members Excused:

Others Present: 23 members of the public were in attendance.

Chairman Kischnick called the meeting to order at 10:00 a.m.

Roll Call, followed by the Pledge to the Flag

\*\*The Board approved the Agenda and the Consented Agenda with the calendar items for **May 13, 2014**, as presented.

**Grantner/Wilson** a motion to accept the Agenda for **May 13, 2014**, as presented.  
**2014-074**

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

### Consented Agenda Calendar Items:

**Item #1** Official Minutes for **April 22, 2014**

**Item #2** Greenwood Township “Memorandum of Understanding” with the Ambulance EMS Department

\*\*The Board approved the one-year “Memorandum of Understanding” between the Greenwood Township and the Oscoda County EMS Department to provide housing for an Ambulance and its crew; until March 1, 2015.

**Item #3** Expenditures- **March 2014**, as received from the County Clerk’s Office

\*\*Total amount of expenditures **\$625,947.60.**

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$128,146.54	\$304,439.35	\$432,585.89
102 Ambulance Equip		\$1,150.00	\$1,150.00
103 Sheriff Equip		\$359.97	\$359.97
104 911 Emergency	\$5,525.12	\$6,328.71	\$11,853.83

205	Officer Training			\$0.00
208	Park Fund	\$2,906.70	\$4,782.23	\$7,688.93
209	D.A.R.E.		\$95.00	\$95.00
210	Ambulance Fund	\$36,073.23	\$50,954.49	\$87,027.72
215	Friend/Court	\$4,375.01	\$5,115.27	\$9,490.28
216	Public Guardian	\$1,193.00	\$1,353.13	\$2,546.13
217	Fairgrounds		\$23.52	\$23.52
218	Smith Lake			\$0.00
230	Hazmat			\$0.00
232	Historical Comm.		\$30.72	\$30.72
239	Gypsy Moth			\$0.00
245	Public Improvement			\$0.00
249	Building Dept.	\$2,547.82	\$4,503.89	\$7,051.71
256	R.O.D. Automation			\$0.00
265	Drug Law Enforcement	\$3,729.28	\$9,452.42	\$13,181.70
269	Law Library		\$718.38	\$718.38
271	Library	\$5,062.04	\$10,497.27	\$15,559.31
274	Council/Aging			\$0.00
281	EDC Revolving Loan			\$0.00
282	BRYNE JAG GRANT			\$0.00
285	RSRF			\$0.00
290	Social Services			\$0.00
292	Child Care		\$33,294.25	\$33,294.25
293	Soldiers & Sailors		<b>-\$1,156.97</b>	-\$1,156.97
294	Veterans Trust			\$0.00
295	Airport		\$1,901.84	\$1,901.84
296	Basic Grant		\$1,250.00	\$1,250.00
297	Smile/Counseling			\$0.00
598	Community Service			\$0.00
616	Tax Revolving		\$1,295.39	\$1,295.39
	<i>SUB TOTALS</i>	\$189,558.74	\$436,388.86	<b>\$625,947.60</b>
201	Road Commission			\$203,302.66
	<i>Grand Total</i>		<b>\$829,250.26</b>	

**Item #4 Claims and Audit for May 13, 2014** as received from the County Clerk's Office

\*\*Total amount of Claims & Audit **\$71,139.81**

**Christenbery/Wilson 2014-075** a motion to approve the **Consented Agenda**, with the calendar items listed, for **May 13, 2014**.

5 ayes: 0 nays: Motion Carried.

**Public Comments (Regarding Agenda):**

\*\*Commissioner Wilson introduced Susie Distelrath, the part-time Veterans' Office Clerk; she will be in the Veteran's Office on Thursdays and Fridays, each week for now. Commissioner Kischnick introduced Jaycee Tuttle and Hannah Bills, from the Fairview High School, here to observe the B.O.C Meeting.

**Appointments:**

\*\*Mr. Dan Kauffman, IT Director, presented a request to purchase 25 new computers to replace Windows XP Workstations and a request for a Temporary Contracted IT Assistant, to assist him in this project. After some lengthy discussion and questions received and answered from Mr. Robert Scarcella Jr., from Northern Host, LLC & Rob's Computer Shop and the audience, the Board made the following motions:

Ambulance Department	<b>\$897.67</b>	102-651-775.00
Clerk's Office	\$897.67	101-215-775.00
B.O.C Office	\$1,078.99	101-102-775.00
District Court	\$1,078.99	101-136-775.00
EDC Computer	\$1,078.99	101-728-775.00
Equalization Office	\$3,236.97	101-225-775.00
IT Department	\$1,620.31	101-258-775.00
Prosecutor's Office	\$1,078.99	101-229-775.00
Probate Court Office	\$3,055.65	101-148-775.00
ROD- Register of Deeds	<b>\$1,917.98</b>	256-236-775.00
Register of Deeds	\$777.67	101-236-775.00
Sheriff's Department	<b>\$7,190.29</b>	103-301-775.00
Treasurer's Office	\$2,157.98	101-253-775.00
	<b>\$26,068.15</b>	
Contingency	\$16,062.21	101-890-965.00

**Grantner/Wilson  
2014-076** a motion to purchase up to 25 new OptiPlex 3020 Minitower CTO (210-ABIW) Computers from Dell, in the amount of \$26,068.15, funds are to be transferred from Contingency to those General Fund Budgets and to Special Funds, as deemed, and so amends the 2014 Budget.

**Roll Call Vote:** Boerner, yes; Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes. **Motion Carried.**

**Grantner/Christenbery  
2014-077** a motion to Contract with Mr. Thomas Syma, Northern WEB, on a temporary basis, to assist Dan Kauffman, IT Director with the installation and upgrades necessary to replace Windows XP Workstations, at a hourly rate of \$55.00 not to exceed \$1,925.00 moved from Contingency to IT/Govt. Admin (258) 101-258-704.00 Temporary Assistance, and so amend the 2014 Budget.

**Roll Call Vote:** Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes. **Motion Carried.**

\*\* Mike Smith, representing the OcRiverfest Board, presented an up-date on the OCRiverfest Event, scheduled in August. Mr. Smith asked for the Board's support and funding for an Electric Pole, to be placed on the Courthouse Lawn, that can be used for any event taken place on the Courthouse Lawn that would require electricity. Also, the OcRiverfest Board made a request to construct two Volleyball Courts, located at County Community Playground Area, at no cost to the County; both projects will benefit the entire County. After some discussion, the following motions were made:

**Wilson/Boerner  
2014-078**

a motion to accept the quote from Premier Electric Lewiston, LLC to install a 200 amp underground electric service in front of the Oscoda Court House, in the amount of \$2,205.00, to be overseen by Joseph Breagh, Maintenance Supervisor; funds are to be moved from Contingency to Govt' Admin. 115) Civic Project expense line 101-115-807.08, and so amends the 2014 Budget.

**Roll Call Vote:** Boerner, yes; Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes. **Motion Carried.**

**Grantner/Christenbery  
2014-079**

a motion to authorize payment, upon invoiced, up to \$455.00, payable to Consumer Energy, for the underground single phase electric service, located in front of the Oscoda County Court House Lawn; funds are to be moved from Contingency to Govt' Admin. (115) Civic Project expense line 101-115-807.08, and so amends the 2014 Budget.

**Roll Call Vote:** Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes. **Motion Carried.**

**Grantner/Wilson  
2014-080**

a motion to allow the Oscoda County OcRiverfest Board, in conjunction with Joseph Breagh, Maintenance Supervisor, to construct two-(2) 29'6"x 59' sanded Volleyball Courts, located at County Community Playground Area, at no charge to the County.

**Roll Call Vote:** Wilson, yes; Kischnick, yes; Boerner, yes; Christenbery, yes; Grantner, yes. **Motion Carried.**

\*\*Commissioner Kischnick called for a five (5) minute recess.

**Boerner/Wilson  
2014-081**

a motion to take a five minute recess (10:55 a.m.).

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

\*\*Mr. Mike Smith, Economic Development Corporation (EDC) Board Chairman presented an overview of the Boards goals; which included working with the EDA Board, promoting and working with the Oscoda County campgrounds, Skyline Event Center in Comins, to creating a walkway connecting town to the river and expanding the park, on the Southside of the river.

\*\*Mr. Norm Caldwell, Steiner Museum Chairman, presented an overview of the Steiner Museum; which included the history of how Steiner Museum began, to future repairs needed and events coming up this year; starting with the Annual "Pancake Breakfast" on Saturday, May 24, 2014 from 8 a.m.-11 a.m.

\*\*Ms. Cassie Morse-Bills, Prosecuting Attorney, introduced Mr. Ken DeBoer, the new Assistant Prosecuting Attorney. Also, Ms. Bills presented a request to purchase CherryLan software and a couple of scanners for the Prosecuting Attorney's Office. After some discussion and review of the documentation presented, the Board made the following motions:

**Grantner/Christenbery  
2014-082**

a motion to purchase CherryLan Software, in the amount of \$8,900.00, as proposed on the Equipment Order Agreement for the Prosecuting Attorney's Office; funds are to be moved from Contingency to Govt't Admin. (115) expense line 101-115-819.00, and so amend the 2014 Budget.

**Roll Call Vote:** Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes; Christenbery, yes. **Motion Carried.**

**Grantner/Boerner  
2014-083**

a motion to purchase two scanners, in the amount of \$915.64, for the Prosecuting Attorney's Office; funds are to be moved from Contingency to Prosecuting Attorney (229) expense line 101-229-775.00, and so amend the 2014 Budget.

**Roll Call Vote:** Wilson, yes; Kischnick, yes; Boerner, yes; Christenbery, yes; Grantner, yes. **Motion Carried.**

**Old Business:**

\*\*At the April 22, 2014 B.O.C Meeting, Item #7 (Up-dated B.O.C By-laws (Add-Consented Agenda & Appendix A- B.O.C Ethics Policy) was removed from the Consented Agenda, by Commissioner Wilson. Commissioner Wilson stated he disagreed with adopting Appendix A-the B.O.C Ethics Policy, referencing #8 Violations. After some discussion, the Board made a motion to send to the County Prosecutor for review. Ms. Bills, Prosecutor Attorney, has officially responded stating that the policy does not violate any local or state laws or ordinances. Therefore, Commissioner Kischnick called for a motion.

**Christenbery/Grantner 2014-084** a motion to amend the Oscoda County Board of Commissioners by-laws adopted on January 7, 2014 by adding the Consented Agenda to “Article II- Conduct of Board Meetings” (Sections 2.4 & 2.6) and adding an Appendix-A “Oscoda County B.O.C Ethics Policy” to the current by-laws, as presented.

**Roll Call Vote:** Kischnick, yes; Boerner, yes; Christenbery, yes; Grantner, yes; Wilson, no. **Motion Carried.**

**New Business:**

\*\*The Board received four (4) applicants interested in the Animal Control Officer position. Commissioner Grantner and Wilson along with Sheriff Grace reviewed the applications and Commissioner Grantner and Undersheriff Ed Pokrzywnicki conducted the interviews and narrowed the selection process down to two. After, checking backgrounds and references, Commissioner Grantner recommended Mr. Andrew Thompson to the Board.

**Wilson/Christenbery 2014-085** a motion to hire Andrew Thompson, as the Oscoda County Animal Control Officers, as a non-union regular part-time, with a flexible schedule up to 28 hours per week, at \$10.60 per hour, effective May 19, 2014.

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

\*\*The Board discussed the Oscoda County Credit Card Policy; it was the consensus of the Board to make some minor changes before adopting.

\*\* The Board received two quotes for the Airport Liability Insurance; McCredie & Piper, in the amount of \$3,450.00 and Avsurance Corporation, in the amount of \$1,192.00. Commissioner Christenbery, as the Airport liaison, has reviewed both quotes and recommended the Board accept the quote from Avsurance Corporation, as received.

**Grantner/Christenbery 2014-086** a motion to accept the quote and authorize the immediate payment, upon receipt of invoice, for the Oscoda County Dennis Kauffman Memorial Airport Liability Insurance, from Avsurance Corporation, in the amount of \$1,192.00 for the Annual Premium May 14, 2014 through May 14, 2015; with the option to sign a three year policy plan.

**Roll Call Vote:** Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes. **Motion Carried.**

**Financial:** (Motions Needed)

**Correspondence, Reports, Resolutions (acknowledge receipt):**

\*\*Authorization from the American Legion in regards to Elizebeth Cuddington.

\*\*April 2014 General and Special Fund Budget Summary

**Committee Reports:**

Commissioner Boerner:

\*\*Attended the N. Substance Abuse Board Meeting.

\*\*Attended the Park Board Meeting.

**Commissioner Wilson:**

\*\*Attended the LEPT/LPC Board Meeting.

\*\*Attended the Landfill Board Meeting.

\*\*Participated in a meeting with Commissioner Grantner and Sheriff Grace to review Animal Control Applications.

\*\*Attended the Clinton Township Board Meeting.

\*\*Met with members of the Roscommon Board regarding the Oscoda County Veteran's Office.

\*\*Attended the Veterans Affairs Board Meeting.

\*\*Reviewed the County's Claims & Audit Docket Report.

\*\*Attended the American Legion Board Meeting with Liz Cuddington, Veterans Affairs Coordinator, to support the Veteran's Affairs Millage.

\*\*Attended the MTA Meeting.

**Commissioner Kischnick:**

\*\*Attended the LEPT/LPC Board Meeting.

\*\*Attended the Landfill Board Meeting.

\*\*Participated in a meeting with Commissioner Christenbery and Jason Beck, Ambulance Director, to review the Ambulance Department Budgets.

\*\*Attended the Staff Appreciation Luncheon.

\*\*Participated in a Grievance Meeting.

\*\*Attended the Council on Aging Board Meeting.

\*\*Attended the Landfill Claims & Audit Committee Meeting.

\*\*Attended the Road Commission Board Meeting.

**Commissioner Christenbery:**

\*\*Participated in a meeting with Commissioner Kischnick and Jason Beck, Ambulance Director, to review the Ambulance Department Budgets.

\*\*Attended the Clinton Township Board Meeting.

\*\*Attended the District Health Department #2 Board Meeting.

\*\*Reviewed the County's Claims & Audit Docket Report.

**Commissioner Grantner:**

\*\*Participated in a meeting with Commissioner Wilson and Sheriff Grace to review Animal Control Applications.

\*\*Attended the District Health Department #2 Board Meeting.

\*\*Attended the AuSable Valley Community Mental Health Board Meeting.

\*\*Conducted the Animal Control interviews alongside Undersheriff Ed Pokrzywnicki.

\*\*Attended the NEMSCA Board Meeting.

**Public Comments & Matters:**

1. Commissioner Kischnick announced the Oscoda County Connect Continental Breakfast, will be held at the AuSable River Restaurant on Wednesday May 14, 2014 @ 7:30AM; Guest Speaker Dr. Thomas Quinn, President of Kirtland Community College.

2. Ms. Susan Shantz announced she will promote and represent Oscoda County, at the Monroe Welcome Center (located just off I-75), on behalf of the Timberland Quilt Trail (EDA), July 11 & 12, 2014.

3. Mr. Robert Scarcella Jr., from Northern Host, LLC & Rob's Computer Shop, commented on the replacement of Windows XP Workstations project and a request for a Temporary Contracted IT Assistant.

4. Mr. AJ Welser questioned the Boards policy to notify the public of projects to give the local business man an opportunity to bid. Mr. Welser also questioned the cost of the Window XP Project and the need for an IT Assistant.

5. Sheriff Grace announced the “Drug Take Back Day”, held on April 26<sup>th</sup>, was a big success.

\*\*Commissioner Kischnick called for a motion to adjourn.

**Wilson/Boerner** a motion to adjourn today’s meeting, **May 13, 2014** (12:44 p.m.).  
**2014-087**

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

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, May 27, 2014** at 10:00 a.m.

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**John A. Kischnick, Oscoda County  
Board of Commissioners, Chairman**

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