



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, May 22, 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. Heidi Powers with NEMCSA is the Project Director for the Foster Grandparents and Senior Companions Programs. NEMCSA is a non-profit community action agency providing a variety of human service programs for low/limited income residents in a twelve county basic services. The Foster Grandparents and Senior Companions Programs benefit the volunteers themselves, those they serve and the community. For more information visit www.nemcsa.org or call 1-877-222-9043.

**Ms. Kelly Sinnaeve, District Forester, was moved to the regular agenda.

**Commissioner Olsen and Kelly, as the acting EMS Interim Directors, gave an up-date of the EMS Department. Commissioner Olsen addressed the use of the EMS manikin being loan out for CPR Training. EMS would like to implement a policy & procedure and place a fee to rent the manikins; funds to be used to replace manikins in the future. Commissioner Kischnick stated that this is a decision that can be made by the acting EMS Interim Directors, there is no need for the B.O.C to act. Commissioner Olsen also stated that EMS is in the process of up-dating the department policies beginning with the Transfer Policy, which is on the regular agenda for approval that was requested by Med-Control. Commissioner Olsen clarified a statement that was featured in the Herald, “The EMS employees do not argue who is going to take runs”, the EMS Department has a procedure and it is followed, this statement was incorrect.

**Chair Olsen called for a recess (9:45 a.m.) before the Regular B.O.C Meeting.

Official Minutes
May 22, 2018

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, May 22, 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: 16 members of the public were in attendance.

The B.O.C approved the Agenda for **May 22, 2018, with three additions.

Appointments - Ms. Kelly Sinnaeve, District Forester; Forestry Assistance Program.

Correspondence - Title III Funds Notification.

New Business - Oscoda County Dennis Kauffman Memorial Airport

Kelly/Nutt a motion to approve the Consent Calendar Items, as listed, for **May, 22, 2018 2018-105**

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

The Board of Commissioners approved the Consented Agenda, with the listed Calendar Items below, for **May 22, 2018.

Item #1 Official Minutes for **May 8, 2018**, were approved as presented.

Item #2 EMS Transfer Policy, New Hires, and Appointment of Shift Leader.

**The B.O.C approved the new EMS Transfer Policy.

**The B.O.C acknowledged the hiring of Ronal Stafenski, Paramedic Contingent effective May 7, 2018.

**The B.O.C acknowledged the hiring of Shawna Krueger, EMT Contingent effective May 7, 2018.

**The B.O.C acknowledged the hiring of Benjamin Graham, Full-time Paramedic effective May 15, 2018.

**The B.O.C acknowledged the appointment of Annette Chalmers, as the EMS Shift Leader effective May 15, 2018.

Item #3 Expenditures for April 2018, were approved as received from the County Clerk's Office. Total Expenditures **\$649,249.65**.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$159,936.04	\$235,836.35	\$395,772.39
102 Ambulance Equip	\$0.00	\$0.00	\$0.00
103 Sheriff Equip	\$0.00	-\$5,777.91	-\$5,777.91
104 911 Emergency	\$7,994.31	\$3,497.64	\$11,491.95

205	Officer Training	\$0.00	\$0.00	\$0.00
208	Park Fund	\$3,145.53	\$5,751.13	\$8,896.66
209	D.A.R.E.	\$0.00	\$0.00	\$0.00
210	Ambulance Fund	\$52,767.35	\$18,943.32	\$71,710.67
215	Friend/Court	\$5,282.25	\$2,829.76	\$8,112.01
216	Public Guardian	\$0.00	\$8.55	\$8.55
217	Fairgrounds	\$0.00	\$1,024.10	\$1,024.10
218	Smith Lake	\$0.00	\$0.00	\$0.00
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$0.00	\$46.44	\$46.44
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$3,961.98	\$2,232.93	\$6,194.91
256	R.O.D. Automation	\$0.00	\$2,676.95	\$2,676.95
258	May 4 Courthouse Fire	\$0.00	\$82,350.43	\$82,350.43
263	Concealed Pistol Licensing	\$0.00	\$9.40	\$9.40
265	Drug Law Enforcement	\$4,751.56	\$1,932.35	\$6,683.91
269	Law Library	\$0.00	\$418.91	\$418.91
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$17,000.00	\$17,000.00
281	EDC Revolving Loan	\$0.00	\$7,007.72	\$7,007.72
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$2,202.55	\$20,347.23	\$22,549.78
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$711.36	\$1,743.75	\$2,455.11
296	Basic Grant	\$0.00	\$2,500.00	\$2,500.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$1,851.58	\$4,248.01	\$6,099.59
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$2,018.08	\$2,018.08
	<i>SUB TOTALS</i>	\$242,604.51	\$406,645.14	\$649,249.65
201	Road Commission			\$347,009.68
	<i>Grand Total</i>		\$996,259.33	

Item #4 Claims and Audit Docket for **May 22, 2018**, were approved as received from the County Clerk's Office. Total Claims & Audit **\$57,016.40**.

Kelly/Nutt a motion to approve the Consent Calendar Items, as listed, for **May, 22, 2018**
2018-105

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:

**Ms. Jean Cardinal, 23rd Trial Court Administrator addressed the Board regarding appellate attorney fees, which will require a budget amendment. Ms. Cardinal stated it is a constitutional obligation of the courts to provide indigent defendants with counsel for appellate purposes and it is mandatory. The B.O.C allowed Ms. Cardinal to add a last minute request to allow the courts to move forward to update the requirements of the Deputy Magistrate Ms. Michelle Bennett. The following motions were made:

Kischnick/Wilson a motion to move \$11,000.00 to the Trial Court Budget, 101-130-814.02 Appellate
2018-106 Assignment, paid out of Contingency, to cover Attorney Fees as mandated, and so amend the 2018 Budget.

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

Wilson/Nutt a motion to approve to move forward to up-date the local Administrative Order to
2018-107 appoint the magistrate duties of Michelle Bennett.

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

**Ms. Cassie Morse-Bills, County Prosecutor, addressed the B.O.C regarding up-dating County Ordinances. Ms. Morse-Bills stated that she was approached at the last MTA Meeting regarding up-dating the County Ordinances. At this time, the County has ordinance that are outdated, unconstitutional and not enforceable and some need to be dissolved. Ms. Morse-Bills stated this is not part of her civil duties as the County Prosecutor and/or as the County Attorney, she would be doing this voluntarily with assistance from her Assistance Prosecutor. The process to up-date County Ordinances is timely, therefore Ms. Morse-Bill asked for the Board of Commissioners full support before moving forward. Ms. Morse-Bills would like to have a majority and/or all of the County Ordinances up-dated by the end of the year; Ms. Morse-Bills received full Board support.

**Ms. Kelly Sinnaeve, Conservation District Forester serving Ogemaw and Oscoda Counties addressed the B.O.C regarding the Forestry Assistance Program available. A Conservation District Forester can offer property owners free land assessments, they can provide timber harvest planning, manage forest for wildlife habitat, and assist with forest disease and pest management. Plus State and Federal forestry assistance programs, State tax incentive programs are available and they provide a variety of conservation organization that can help private landowners. For more information e-mail Ms. Sinnaeve at oscodacd@gmail.com or call the Oscoda County Office at 989-826-8824. Commissioner Olsen asked that Commissioner Nutt and Wilson touch base with Ms. Sinnaeve to visit the Oscoda County Park regarding the Oak Wilt.

Correspondence/Reports/Resolutions:

**The B.O.C received notification that Oscoda County will receive Title III Funds, in the amount of \$16,063.04 to be used for Fire Wise Community Programs, Developing Community Wild Fire Protections Plans and Reimburse for Emergency Services Performed on Federal Land (Search, Rescue, and Firefighting).

Unfinished Business/New Business:

**Commissioner Nutt stated that he and Commissioner Wilson met and came to the conclusion that the County is not in a situation to financial support MSU Extension. Commissioner Wilson stated that after further discussion with Ms. Mischelle Warner, MSU Extension District Coordinator, MSU Extension understands the Counties financial situation they are asking the B.O.C for a written letter of support for MSU Extension and the programs they bring to the County. Ms. Warner offered to provide a draft of a support letter. Commissioner Olsen reiterated that the support letter must not obligate the county financially now or in the future. The B.O.C will review at a later date.

**Commissioner Nutt stated he met with Mr. Dan Money, Park Manager, and went over somethings. Mr. Money is getting things ready at the Park. Commissioner Nutt said he gave Mr. Money a copy of the Park Manager Job Description & Responsibilities and the “Memorandum of Understanding to review. Commissioner Wilson stated he met with Mr. Money and he is working with Pepsi on a contract for the summer and continues to clean up the wood to sale for firewood. A new cash register has been ordered for the Park. Commissioner Nutt and Wilson will continue to work with Mr. Money.

**The following motions we made regarding the Oscoda County Dennis Kauffman Memorial Airport that included a balance change order for the approach clearing project, approval of the contract with the excavation company for the apron expansion and an approval for a contract amendment with Mead & Hunt to administer the apron expansion project.

Wilson/Kelly a motion to authorize the Chair to sign under the “Authorized by Airport Sponsor”
2018-108 the MDOT Contract Modification, as written.

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

Wilson/Kischnick a motion to approve the agreement between Oscoda County and Mead Bros.
2018-109 Excavating, Inc. (Contract#681407-201716) for Apron Expansion out at the
Oscoda County Dennis Kauffman Memorial Airport.

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

Wilson/Kelly a motion to approve the Amendment #1 between Oscoda County and Mead &
2018-110 Hunt, Inc., for the Construction Administration for Concrete Apron Expansion at
the Oscoda County Dennis Kauffman Memorial Airport.

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

Financial:

**The B.O.C approved the purchase for a new computer and printer for the Housing & EDC County Office.

Kelly/Wilson a motion to purchase a Computer & Printer, in the amount of \$2,273.23, paid from EDC
2018-111 Budget 101-728-775.00 moved from Contingency, and so amend the 2018 Budget.

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

Committee Reports:

Commissioner Nutt:

**Attended the Library Board Meeting.

**Held a meeting with Commissioner Wilson and Executive B.O.C Secretary, Brenda Moore.

**Met with Dan Money, Park Manager.

Commissioner Wilson:

- **Held a meeting with Commissioner Nutt and Executive B.O.C Secretary, Brenda Moore.
- **Met with Dan Money, Park Manager.
- **Attended the Landfill Board Meeting.
- **Attended a Courthouse Annex Building Safety Committee Meeting.
- **Attended the CHOICE Board Meeting.
- **Attending the MTA Board Meeting.
- **Met with Jeremy Card, Card Surveying, out at the Airport.
- **Reviewed the Claims & Audit Docket for May 22, 2018; as part of the Finance Committee.
- **Attended the DHHS Board Meeting.
- **Attended the Elmer Township Board Meeting.

Commissioner Kischnick

- **Attended the Landfill Board Meeting.
- **Attended the Veteran Affairs Board Meeting.
- **Attended the Mediation Board Meeting.
- **Attended a Landfill Construction Committee Meeting.
- **Attended the Landfill Claims & Audit Committee Meeting.
- **Attended the District Health Department #2 Board Meeting.
- **Working with the Insurance Company & Attorney regarding a court order case.

Commissioner Kelly

- **Acting Interim EMS Director duties.
- **Attended an EMS AERO Meeting along with Commissioner Olsen.
- **Attended the Planning Commission Board Meeting.
- **Attended a Courthouse Annex Building Safety Committee Meeting.
- **Met with Commissioner Olsen to review wages.

Commissioner Olsen

- **Acting Interim EMS Director duties.
- **Attended an EMS AERO Meeting along with Commissioner Kelly.
- **Attended EDC & Brownfield Board Meeting.
- **Attended the NEMCOG Board Meeting.
- **Met with Commissioner Kelly to review wages.
- **Reviewed the Claims & Audit Docket for May 22, 2018; as part of the Finance Committee.

Public Comments & Matters:

- **Reminder- Steiner Museum “Annual Pancake Breakfast” Saturday, May 26th, 2018 starting at 8 a.m. to 11 a.m.; donations will be accepted.
- **County resident concern with the trees being marked to be removed and the proposed new entrance for residence out at the Airport. Resident asked the B.O.C to consider the cost, safety of the airport and the residents when they do make a decision. Commissioner Kelly stated that the B.O.C have not made any decisions.
- **County resident reminded the B.O.C that Oscoda County voters have said NO to MSU Extension programs and the B.O.C should honor that.
- **Questions directed to Ms. Kelly Sinnaeve, Conservation District Forester.
- **Scrap Tire-Recycling held at TR Timber Shop, on June 2, 2018 10 a.m. - 3 p.m. will provided by the Ogemaw Conservation District.

**Michigan Native has specific wish for his 100th Birthday, on June 6th he wants to receive 100 Birthday cards.

**County Treasurer asked if the B.O.C has looked into getting a “Cost Analysis” for future expansion for a new Courthouse and Sheriff’s Department to be added on to the new Government Building. Commissioner Olsen reiterated that there is a cost associated to have a “Cost Analysis” completed and at this time the B.O.C is working on getting the new Government Building built. Commissioner Kelly said he would look into it.

**Chair Olsen asked for a motion to adjourn.

Wilson/Nutt a motion to adjourn today’s meeting (11:55 p.m.).
2018-112

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

The next Regular B.O.C Meeting is scheduled for **Tuesday, June 12, 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.**

LaNita Olsen, Oscoda County
Board of Commissioners Chair

Jeri Winton, Oscoda County
Clerk & Register of Deeds