



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 9, 2017

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

Members Excused:

Others Present: 16 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:

- 1.) The B.O.C interviewed the three candidates for the District #3 Board of Commissioners open seat. Mr. Duane Roddy, Mr. Patrick Kelly and Ms. Deborah Coulon. Each of the candidates took turns answering several questions that included what trials the County faces to their goals for the County. Also, they were asked about their commitment and availability to the position and about their experiences and their strengths they would bring to the Board.
- 2.) The SERVPRO invoices were reviewed at the April 11, 2017 B.O.C Meeting with Mr. Clare Wasek, Insurance Adjuster and Randy Miller from SERVPRO. The Board authorized 75% of the invoice to be paid at the April 25th B.O.C Meeting. A conference call was made on Monday, May 8, 2017 to follow up on questions that were sent to SERVPRO. It was the consensus of the B.O.C to pay SERVPRO the balance.
- 3.) Ms. Susan White, EMS Director, provided the B.O.C with an EMS Department Report. The report consisted of MI Life Support Agencies, 2017 Wages, EMS Medical & Legal information, Run Reports and the EMS May & June schedule. Commissioner Olsen and Kischnick continue to work with Ms. White regarding the EMS Ambulance Department. The B.O.C will have to adopt a Resolution at their next B.O.C Meeting (May 23rd) regarding the 2016 EMS Budget deficient for the Auditor to send along with the Audit.
- 4.) Ms. Brenda Moore, Executive B.O.C Secretary gave an overview of the General and Special Fund Budget Summary for the month ending April 30, 2017. Ms. Moore also requested a meeting with the Finance Committee to review budget amendments coming up and recommended the Finance Committee meet with the Park Board Finance Committee in the near future.

**Chair Olsen called for a recess (9:55 a.m.) before the Regular B.O.C Meeting.

Official Minutes

May 9, 2017

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, May 9, 2017** 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, Kischnick, Wilson, Nutt and Kelly.

Members Excused:

Others Present: 20 members of the public were in attendance.

The B.O.C approved the Agenda for **May 9, 2017, with two additions:

Financial: EMS Investigation
Expenditures for April 2017

Kischnick/Wilson a motion to accept the Agenda for **May 9, 2017**, with two noted additions.
2017-140

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

**The B.O.C approved the Official & Closed Session Minutes, as presented.

Wilson/Kischnick a motion to accept the Official Minutes & Closed Session Minutes for **April 25, 2017-141** **2017**, as presented.

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

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

Appointments:

**Commissioner Olsen announced as a result of the Oscoda Chair, Brandy Wright, officially resigning, as of April 25, 2017, the open seat for District#3 Board of Commissioner was advertised and is to be filled in accordance to PA 261 of 1966 (Section 46.412). Also, according to Michigan Association of Counties (MAC) the Vice-Chair will step into the Chair seat until the end of the year and a new vice-chair will be appointed. As previously discussed at the Work Session, the B.O.C received three interested applicants for the District #3 Board of Commissioners open seat Mr. Duane Roddy, Mr. Pat Kelly and Ms. Deborah Coulon. The B.O.C were asked to score the applicant's in-between the Work Session and the Regular Board Meeting. Commissioner Olsen asked if the B.O.C had any further questions for the applicants, hearing none Commissioner Kischnick was asked to make the motion based on the score.

Kischnick/Nutt a motion to appoint Mr. Patrick Kelly to fill the District #3 open Board of
2017-142 Commissioners seat to serve the balance of the term ending December 31, 2018.

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

**Commissioner Olsen asked that Mr. Kelly take his seat at the B.O.C table and asked the County Clerk & Register of Deeds, Jeri Winton, to swear Mr. Kelly in as the Oscoda County District #3 Board of Commissioner. The B.O.C thanked the other two applicants and welcomed Mr. Kelly.

**Commissioner Olsen asked for nominations for the Vice-Chair seat. Commissioner Olsen nominated Commissioner Wayne Nutt as Vice-Chair, hearing no other nominations the nomination was closed and the following motion was made.

Olsen/Kelly a motion to accept the nomination for Commissioner Nutt as the Boards Vice-
2017-143 Chair, nomination closed, and appoint Commissioner Nutt as Vice-Chairman for 2017.

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

Correspondence, Reports, Resolutions (acknowledge receipt):

Unfinished Business/New Business:

**The County Clerk's Office received and time stamped three sealed bids for the Build/Design of the "Governmental Building; the Bids were due on Friday, April 28, 2017. Commissioner Olsen opened the bids and asked for a motion to accept them.

Wilson/Kischnick a motion to accept the three bidder's proposals, Wolgast Corporation, Grandview
2017-144 Construction Company, and B & General Contracting, Inc.as received, for a
Design/Build of the new Oscoda County Governmental Building.

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

**To move forward the following motions were requested by the County's RFP Consultant, Mr. Will Olsen.

Nutt/Kischnick a motion to allow B.O.C. Executive Secretary to e-mail the Build/Design Bidders
2017-145 Proposals, to the Rebuild County e-mail address.

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

Nutt/Kischnick a motion to authorize, Mr. Will Olsen, RFP Consultant, to be the point of contact for the
2017-146 County, and have direct e-mail correspondence with the bidders regarding their proposals
for the Build/Design for the replacement county building.

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

Nutt/Kischnick a motion to allow Mr. Will Olsen, RFP Consultant, to make the final recommendation
2017-147 on the bidder's proposals, with tallied scores for each bidder detailing the basis of
recommendation, for consideration by the Board of Commissioners.

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

**The B.O.C each received a copy of the three bids to review and were asked to use a score sheet provided by Mr. Olsen to rank the bidder's on their qualifications and experience, keeping the best interest of the County in mind and the response to the RFP. Mr. Olsen requested, as the point of contact, that all correspondence including questions from the B.O.C be directed to the Rebuild County e-mail and he will address them and CC to the B.O.C. Executive Secretary for distribution if applicable. A Special B.O.C Meeting is being requested to review the bid proposals and select a bidder. Mr. Olsen, as the County RFP Consultant, at the "Special Meeting" will ask the B.O.C to allow him to negotiate a "Contract" for a Design/Build with the selected bidder, on the B.O.C behalf. Mr. Olsen will need us to send the Insurance Policy to him and to selected bidder so that the two of them can discuss the contents and develop the scope of work. Also, Mr. Olsen as the point of contact the B.O.C will have to authorize him to work with the County Insurance Adjuster along with selected bidder for insurance clarification regarding the scope of work for the Build/Design, on behalf of B.O.C. Commissioner Olsen stated this is an important step as negotiations could fall apart due to insurance restrictions and the bidder could

withdraw their proposal. This step is to create a contract that the Insurance Company and the Board will agreed too. A written status up-date will be provided by Mr. Will Olsen, County RFP Consultant, at each of the Board Meeting.

Kischnick/Nutt a motion to hold a “Special” Board of Commissioners Meeting on Monday May 15, 2017-148 2017, at 9 a.m. to hold a conference call with Mr. Will Olsen, RFP Consultant, to discuss the bidder’s Build/Design Proposals.

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

**The B.O.C approved the annual request from the County Treasurer to Redistribute Bankhead’s Jones Federal Forest Funds.

Kischnick/Nutt a motion to direct the County Treasurer to redistribute Bankhead Jones Federal Forest **2017-149** Funds, received per PA 182 of 1990 (MCL 141.1302), in ratio of 75% to Local school districts for school purposes and 25% to townships for improvement to county roads within those townships in which National Forests are situated. Apportioned in the following amounts:

75% to schools (\$1,934.56)
25 % to townships (\$644.85)

Schools:

Mio AuSable 94.1% = \$1,820.42
Fairview Area 5.9% = \$114.14

Townships:

Big Creek 47.05% = \$303.41
Mentor 47.05% = \$303.41
Comins 5.9% = \$38.03

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

Financial: (Motions Needed)

**The B.O.C approved the Claims & Audit for May 9, 2017, as received from the Clerk’s Office.

Wilson/Kischnick a motion to approve the Claims & Audit Docket for May 9, 2017, in the amount of **2017-150** \$36,174.66.

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

**The B.O.C approved the Partial “Proof of Loss” for the SERVPRO invoices, as previously discussed early at the Work Session.

Kischnick/Wilson a motion to approve, for payment the balance of the SERVPRO Invoice 35847/35859, **2017-151** paid out of the May 4, 2016 FIRE Budget, Insurance Claim #180364, in the amount of \$84,139.55, for services rendered, and authorize the Chair to sign the Partial “Proof of Loss”.

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

**Commissioner Kischnick and Commissioner Olsen met with Sheriff Grace, as requested. It is their recommendation to the B.O.C that the Bailiff wage be changed, due to the Bailiff’s position changing, as of May 9, 2017.

Nutt/Kischnick a motion to approve the Special Deputy/Bailiff’s wage reclassification, from \$10.00 per hour to \$11.00 per hour, effective May 9, 2017.

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

**Commissioner Kischnick and Commissioner Olsen met with Jean Cardinal, Trail Court Administrator. As previously discussed, a “Letter of Understanding” for the new Supervisor/FOC Enforcement Office/Case Manager position created when Mike Friedgen, F.O.C Administrator retired, has been worked out between the Chief Judge and the 23rd Circuit Court Steelworkers Union, effective May 9, 2017.

Kischnick/Nutt a motion to accept the “Letter of Understanding” with the United Steelworkers District #2 (Union) and the Chief Judge of the 23rd Judicial Circuit Court and Iosco County Probate Court (Employer) for the position of Supervisor/FOC Enforcement Office/Case Manager position stationed in Oscoda County 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 Liability Insurance and the QT Petroleum on Demand are policy renewals, as presented.

Wilson/Kischnick a motion to approve the invoice, and authorize the Chair to sign, for the Oscoda County Dennis Kauffman Memorial Airport Liability Insurance, from Avsurance Corporation, in the amount of \$1,193.00 for the Annual Premium May 1, 2017 through May 14, 2018; and continue with the multi-year policy.

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

Nutt/Wilson a motion to continue the Annual Service Agreement with QT Petroleum on Demand, at the Platinum Level, in the amount of \$1,595.00, to provide technical support for the Self-Service Terminal out at the Oscoda County Dennis Kauffman Memorial Airport.

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

**Commissioner Olsen and Commissioner Kischnick met with Gary King, Attorney, regarding an EMS situation; it is recommended that an EMS Investigation be conducted.

Kischnick/Wilson a motion to approve the Agreement between County of Oscoda and Brent Wickham, for EMS Investigation, as written and agreed upon, by all parties and authorize the Chair to sign.

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

**The B.O.C approved the Expenditures for the month of April 2017, as received from the Clerk’s Office.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$162,969.83	\$408,261.53	\$571,231.36
102 Ambulance Equip	\$0.00	\$0.00	\$0.00
103 Sheriff Equip	\$0.00	\$2,013.44	\$2,013.44

104	911 Emergency	\$5,919.91	\$10,912.74	\$16,832.65
205	Officer Training	\$0.00	\$0.00	\$0.00
208	Park Fund	\$3,243.25	\$7,156.03	\$10,399.28
209	D.A.R.E.	\$0.00	\$375.00	\$375.00
210	Ambulance Fund	\$51,926.37	\$92,527.55	\$144,453.92
215	Friend/Court	\$5,049.78	\$10,025.43	\$15,075.21
216	Public Guardian	\$1,063.56	\$1,278.72	\$2,342.28
217	Fairgrounds'	\$0.00	\$389.29	\$389.29
218	Smith Lake	\$0.00	\$0.00	\$0.00
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Commission	\$0.00	\$205.66	\$205.66
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$2,859.49	\$6,103.43	\$8,962.92
256	R.O.D. Automation	\$0.00	\$3,128.00	\$3,128.00
258	May 4 Courthouse Fire	\$0.00	\$254,085.00	\$254,085.00
263	Concealed Pistol Licensing	\$0.00	\$5.06	\$5.06
265	Drug Law Enforcement	\$1,169.94	\$5,176.02	\$6,345.96
269	Law Library	\$0.00	\$0.00	\$0.00
271	Library	\$0.00	\$2,384.47	\$2,384.47
274	Council/Aging	\$0.00	\$38,861.36	\$38,861.36
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$0.00	\$4,969.00	\$4,969.00
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$732.35	\$1,613.06	\$2,345.41
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$250.00	\$250.00
298	Veterans Affairs	\$1,636.28	\$5,092.64	\$6,728.92
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$2,307.35	\$2,307.35
	<i>SUB TOTALS</i>	\$236,570.76	\$857,120.78	\$1,093,691.54
201	Road Commission			\$226,135.11
	<i>Grand Total</i>		\$1,319,826.65	

Wilson/Nutt a motion to approve the Expenditures for April 2017, in the amount of \$1,093,691.54
2017-157

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

Committee Reports:

Commissioner Kelly:

**No Reports.

Commissioner Wilson:

- **Attended the Landfill Board Meeting.
- **Attended the N. MI Substance Entity Board Meeting.
- **Reviewed the Claims & Audit Docket for May 9, 2017.
- **Attended the MTA Board Meeting.

Commissioner Olsen:

- **Met with Susan White, EMS Director, along with Commissioner Kischnick and County Treasurer Bill Kendall.
- **Met with Sheriff Grace along with Commissioner Kischnick, regarding Bailiff and part-time wages.
- **Participated in a POAM Union Negotiations Meeting with Commissioner Kischnick, Gary King, Attorney, Miles Cameron, Mediator, Sheriff Kevin Grace, and POAM Representatives.
- **Met with Gary King, County Labor Attorney, along with Commissioner Kischnick regarding EMS situation.
- **Attended the retirement celebration for Nina Appel.
- **Attended the Road Commission Board Meeting.
- **Met to sign and authorize paperwork for the Citizens Youth Counsel for the Boy Scouts on the County's behalf.
- **Met with Brent Wickham along with Commissioner Kischnick, regarding EMS Investigation.
- **Participated in a conference call with SERVPRO, Randy Miller, and Insurance Adjuster, Clare Wasek, along Commissioner Kischnick, County Clerk & Register of Deeds, Jeri Winton and B.O.C Executive Secretary, Brenda Moore.

Commissioner Kischnick:

- **Met with Susan White, EMS Director, along with Commissioner Olsen and County Treasurer Bill Kendall.
- **Met with Sheriff Grace along with Commissioner Olsen regarding Bailiff and part-time wages.
- **Participated in a POAM Union Negotiations Meeting with Commissioner Olsen, Gary King, Attorney, Miles Cameron, Mediator, Sheriff Kevin Grace, and POAM Representatives.
- **Met with Gary King, County Labor Attorney, along with Commissioner Olsen regarding EMS situation.
- **Attended the retirement celebration for Nina Appel.
- **Attended the Landfill Board Meeting.
- **Attended the Library Board Meeting.
- **Met with Brent Wickham, along with Commissioner Olsen regarding EMS Investigation.
- **Reviewed the Claims & Audit Docket for May 9, 2017.

Commissioner Nutt:

- **Missed the Veteran Affairs Board Meeting; apologized.
- **Attended the Park & Recreation Board Meeting.
- **Attended the MTA Board Meeting.

Public Comments & Matters:

**Comments received:

- 1.) Greenwood Township Resident- commented again on the Website, especially the Soil Erosion, under the Building Department and his previous concerns for the safety at the pool and deck area, located at Moon Lake, has not been addressed. Commissioner Olsen stated, and was reiterated by Commissioner Kischnick, that the Greenwood Township has addressed his concerns and issues involving the County Building Inspector, several times, however these concerns have been addressed through a Court Settlement through a lawsuit and the Court Settlement has been finalized, the B.O.C have no further comment.
- 2.) Commissioner Patrick Kelly welcomed. Mr. Duane Roddy and Ms. Deborah Coulon thanked for their interest in serving the County. Commissioner Nutt congratulated for his appointment to Vice-Chair.
- 3.) The B.O.C was asked if they could elaborate on the EMS Investigation. Commissioner Olsen stated not at this time.
- 4.) Sheriff's Department "Drug Take Back Day" was a big success again!
- 5.) Sheriff's Department will host a Boat Safety Course, at the Community Center, on Saturday, May 20th from 8:30 a.m. – 4:00 p.m. for more information call the Sheriff's Department.
- 6.) The B.O.C thanked Wolgast Corporation attending.
- 7.) Municipality Symposium will host a Drug-Free Coalition (Discussion Marijuana Dispensary Impact) on May 31, 2017 in Lupton.
- 8.) The B.O.C will host a "Training Session" for County & Township Board Members regarding the Open Meetings Act, Robert Rules of Order and County Governance for Commissioners on May 31st, at 5 p.m. held at the Community Center.

**Chair Olsen called for a recess (11:05 a.m.) before going to Closed Session (In accordance with the "Open Meetings" (1976 PA267 MCL 15.261 et seq.) (Section 8-C); Strategy with the negotiations of a Collective Bargaining Agreement.

Wilson/Olsen a motion to go into **Closed Session** (11:14 a.m.), for Union Negotiations).
2017-158

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

Wilson/Nutt a motion to return to the B.O.C Meeting (12:07 p.m.).
2017-159

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

Chair Olsen called for a motion to adjourn.

Nutt/Wilson a motion to adjourn today's meeting, **May 9, 2017** (12:12 p.m.).
2017-160

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

A Special" Board of Commissioners Meeting will be held on **Monday May 15, 2017 at 9 a.m., to discuss the bidder's Build/Design Proposals for the Oscoda County Government Building.

The next Regular B.O.C Meeting is scheduled for **Tuesday, May 23, 2017.
 A B.O.C Workshop 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**