



# COUNTY OF OSCODA

Board of Commissioners  
Telephone (989) 826-1130  
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Oscoda County Government Center, 311 S. Morenci Ave, P.O. Box 399, Mio, MI 48647

## Official Minutes November 10, 2020

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, November 10, 2020 at 10:00 a.m.** by Teleconference, in compliance with MDHHS requirements and as allowed by Public Act 228 of 2020, from the Commissioner's Boardroom, at the Oscoda County Government Center Building, Mio Michigan 48647.

Pledge to the Flag.

Roll Call:

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

Others by Teleconference: 6

Others Present: 1 member of the public were in attendance.

Commissioner Yoder called the Teleconference Meeting to order at 10:00 a.m.; in compliance with MDHHS requirements and as allowed by Public Act 228 of 2020.

\*\*The B.O.C approved the Agenda for **November 10, 2020** as presented.

**Bondar/Varner** a motion to accept the Agenda for **November 10, 2020**, as presented.  
**2020-295**

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

\*\*The B.O.C approved the Consent Calendar Items for **November 10, 2020**, as presented.

**Item #1** Official Minutes & Closed Session Minutes for **October 27, 2020** were approved as presented.

**Item #2** General and Special Funds Budget Reports for **October 2020**, were reviewed.

**Item #3** Government Center Rebuild & Attorney Fee General Fund Amendments.

\*\*The B.O.C approved the two amendments for the 2020 Budget, to reflect true expenditures.

**Item #4** Expenditures for October 2020, were approved as received from the County Clerk's Office. Total Expenditures: **\$792,981.69.**

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$246,591.41	\$274,077.62	\$520,669.03
102 Ambulance Equip	\$0.00	\$662.76	\$662.76
103 Sheriff Equip	\$0.00	\$59,198.38	\$59,198.38
104 911 Emergency	\$10,330.83	\$3,516.05	\$13,846.88
205 Officer Training	\$0.00	\$0.00	\$0.00
208 Park Fund	\$5,284.42	\$5,464.79	\$10,749.21
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$91,304.43	-\$25,355.58	\$65,948.85
215 Friend/Court	\$8,716.10	\$4,016.39	\$12,732.49
216 Public Guardian	\$0.00	\$0.00	\$0.00
217 Fairground's	\$0.00	\$11,733.56	\$11,733.56
218 Smith Lake	\$0.00	\$0.00	\$0.00
230 Hazmat	\$0.00	\$0.00	\$0.00
232 Historical Comm	\$0.00	\$61.02	\$61.02
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00
249 Building Dept.	\$6,449.44	\$14,296.00	\$20,745.44
256 R.O.D. Automation	\$0.00	\$5,022.60	\$5,022.60
258 May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260 MIDC	\$0.00	\$17,845.50	\$17,845.50
263 Concealed Pistol Licensing	\$0.00	\$282.22	\$282.22
265 Drug Law Enforcement	\$5,846.64	\$2,299.27	\$8,145.91
269 Law Library	\$0.00	\$0.00	\$0.00
271 Library	\$0.00	\$0.00	\$0.00
274 Council/Aging	\$0.00	\$15,000.00	\$15,000.00
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	\$4,965.39	\$574.23	\$5,539.62
293 Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294 Veterans Trust	\$0.00	\$0.00	\$0.00
295 Airport	\$1,125.80	\$3,607.53	\$4,733.33
296 Basic Grant	\$0.00	\$0.00	\$0.00
297 Smile/Counseling	\$0.00	\$0.00	\$0.00
298 Veterans Affairs	\$3,276.44	\$7,132.39	\$10,408.83

470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
535	Housing	\$0.00	\$9,236.46	\$9,236.46
616	Tax Revolving	\$0.00	\$419.60	\$419.60
	<b>SUB TOTALS</b>	\$383,890.90	\$409,090.79	<b>\$792,981.69</b>

**Item #5** Claims and Audit Docket for **November 10, 2020**, as received from the County Clerk’s Office. Total Claims & Audit: **\$47,797.59**

**McCauley/Marsh** a motion to approve the Consent Calendar Items for **November 10, 2020**, as **2020-296** presented.

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

**Motion Carried**

**Public Matters & Comments** (Limited to three minutes per person).

**Appointments:**

\*\*Ms. Donna Lowe, Trial Court Administrator, presented an overview for Trial Courts and Child Care. The Courts have worked together to maintain essential court functions and Child Care costs are down this year. Ms. Lowe gave a special thank you to Mr. Bill Kendall, County Treasurer, for assisting with COVID-19 Grants.

**Correspondence/Reports/Resolutions:**

\*\*The B.O.C acknowledged the following correspondence.

**Varner/McCauley** a motion to acknowledge the correspondence from the Sheriff’s Department, and **2020-297** accept the resignation of Ms. Courtney Lindstrom, Dispatcher, effective November 28, 2020.

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

**Marsh/Bondar** a motion to acknowledge the correspondence received from the IT Department, and **2020-298** accept the resignation of Mr. Dan Kauffman, Oscoda County IT Director, effective December 17, 2020, to advertise for an IT Director and appoint Commissioner Yoder and Varner, as the Finance Committee, to work with Mr. Kauffman towards a smooth transition and a replacement.

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

**Unfinished Business/New Business:**

\*\*The B.O.C will continue to up-hold and follow the current Michigan Department of Health & Human Service Orders under the Public Health Code for COVID-19. Everyone should continue to follow the MDHHS guideline.

**Financial:**

\*\*The Prosecuting Attorney’s Office has been awarded a Coronavirus Emergency Supplemental Funding (CESF) Grant. The B.O.C approved the Prosecutor’s Office to make those approved purchases.

**Varner/McCauley** a motion to approve the Coronavirus Emergency Supplemental Funding (CESF)

**2020-299** Grant Contract (CESF-8-68-0186), between Michigan State Police and the Oscoda County Prosecuting Attorney's Office, in the amount of **\$12,000.00** and authorize the Prosecutor's Office to purchase the approved expenses for supplies and material to be reimbursed.

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

\*\*The B.O.C approved the following new expense lines.

**Varner/Marsh** a motion to authorize the Treasurer's Office to create a new "Title Search Fees"  
**2020-300** expense line in the Housing (535) Special Fund Budget, and so amend the budget.

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

**Marsh/Bondar** a motion to authorize the Treasurer's Office to create a new "Equip.  
**2020-301** Repair/Maintenance" expense line in the 911 (104) Special Fund Budget, and so amend the budget.

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

**Motion Carried.**

\*\*The B.O.C approved the EMS Director, Mr. Bob Hunter to put a deposit down on a remount of an Ambulance out of this year's budget and pay the balance out of next year's budget.

**Varner/Bondar** a motion to authorize the deposit of **\$16,500.00**, to be paid to Emergency Vehicles Plus,  
**2020-302** out of the Ambulance Equipment (102) 2020 Budget, towards a Remount of an EMS Braun Ambulance,  
in the total amount of **\$179,579.28** (as agreed upon) with the balance to be paid out of the 2021 Ambulance Equipment (102) Budget.

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

### **Committee Reports:**

#### **Commissioner Bondar**

\*\*County Park - working with Ms. Holly Stoner on the Risk Management Grant.

\*\*Note: Commissioner Bondar read a "Letter of Praise" that was received regarding Ms. Holly Stoner, Park Manager, for a job well done at the County Park from a seasonal camper.

\*\*Met at the Airport with Mead & Hunt, Inc. Ben Hoover, H2A Architects, Ms. Jackie Hoist, along with Commissioner Varner, Dave Kauffman, Airport Manager and Brian Smutek for the T-Hangar "Kick Off Meeting".

\*\*Participated in a Landfill Budget Meeting.

\*\*Met with Mr. Bob Hunter, EMS Director, along with Commissioner Varner.

\*\*Attended the Road Commission Board Meeting; substituting for Commissioner McCauley.

\*\*Note: The Fairgrounds "Building Replacement Project" has started.

#### **Commissioner McCauley**

\*\*Correspondence received from AuSable Valley Natural River Zone Review Board.

\*\*Note – The Electronic Recycling Event, will be held on September 18, 2021 at the Tri-Township Fire Department Parking Lot.

### **Commissioner Marsh**

\*\*No Reports.

### **Commissioner Varner**

\*\*Participated in a 23<sup>rd</sup> Circuit Court (Steelworkers) Negotiations Meeting, in Iosco, along Commissioner Yoder.

\*\*Participated in a Finance Committee Meeting along with Commissioner Yoder and B.O.C Executive Secretary, Ms. Brenda Moore.

\*\*Met with Mr. Bob Hunter, EMS Director, along with Commissioner Bondar.

\*\*Following-up on an Animal Control Issues.

\*\*Met at the Airport with Mead & Hunt, Inc. Ben Hoover, H2A Architects, Ms. Jackie Hoist, along with Commissioner Bondar, Dave Kauffman, Airport Manager and Brian Smutek for the T-Hangar “Kick Off Meeting”.

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

\*\*Attended the NEMSCA Board Meeting.

\*\*Reviewed the Claims & Audit Docket for November 11, 2020; as part of the Finance Committee.

\*\*Participated in a phone conference call, along with Commissioner Yoder, regarding County Liability Insurance.

### **Commissioner Yoder**

\*\*Participated in a 23<sup>rd</sup> Circuit Court (Steelworkers) Negotiations Meeting, in Iosco, along Commissioner Varner.

\*\*Participated in a Finance Committee Meeting along with Commissioner Varner and B.O.C Executive Secretary, Ms. Brenda Moore.

\*\*Met with Mr. Dan Kauffman, IT Director.

\*\*Reviewed the Claims & Audit Docket for November 11, 2020; as part of the Finance Committee.

\*\*Participated in a phone conference call, along with Commissioner Varner, regarding County Liability Insurance.

### **Public Comment:**

\*\*Sheriff Grace asked if the Budget Workshop were open to the public; they are. Sheriff Grace also asked to meet with the Finance Committee regarding the Sheriff Departments Budgets.

\*\*Commissioner Yoder announced that the B.O.C would be taking a 10-minute recess and will return to hold a 2021 Budget Workshop.

\*\* The Finance Committee, Commissioner Yoder and Varner, met with the B.O.C Executive Secretary, Ms. Brenda Moore to review the 2021 General and Special Fund Budgets. At today’s meeting the B.O.C reviewed the General Funds, discussed a couple of the Special Funds and renewed the “Contract Agreements” for Emergency Management and Economic Development Corporation Third-Party Administrator. County departments will see a difference in their budgets due to MERS being redistributed. The Board of Commissioners are responsibility to adopt a balanced budget before the end of the year; however, the Board can amend the 2021 Budget, after the first of the year, upon a written request, should it become necessary. The B.O.C will review the Special Funds at a Special B.O.C Budget Workshop on Tuesday, November 17, 2020 at 10 a.m.

\*\*The following motions were made as part of the 2021 Budget.

**Varner/McCauley** a motion to approve and authorized the Chair to sign the Munetrix Subscription Agreement to complete the County Incentive Program (CIP), as required, for Oscoda County annually, as of 01/01/2021; budget amount for 2021 is **\$7,500.00** to be paid out of the Govt. Admin. 101-115-819.00 (Computer Service).

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

**Varner/Bondar** a motion to renew the E.O.C Independent Contractor Agreement with Oscoda County and Mike Bowers, Emergency Management, as written, as of 1/1/2021 through 12/31/2022.

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

**McCauley/Varner** a motion to renew the E.D.C Third Party Administrative Agreement with Oscoda County and Ms. Lee Ann Fischer, Housing Consulting Services, as written, as of 1/1/2021 through 12/31/2022.

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

**Bondar/McCauley** a motion to authorize the Treasurer’s Office to create a new wage line for a “School Enforcement Officer” for a new hired position, as of 01/01/2021, in compliance with the POAM Union Contract and the Oscoda County’s Sheriff’s Department; paid out of the Drug Law Enforcement Budget (265), as requested by Sheriff Grace.

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

**McCauley/Bondar** a motion to authorize the hire of Ms. Amy Saelens, as a full-time EMT, as of 01/01/2021, in compliance with the TPOAM Union Contract and the County’s Personnel Policy, as requested by Mr. Bob Hunter, EMS Director.

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

**Varner/Marsh** a motion to adjourn today’s meeting (12:00 p.m.).

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

\*\*A Special Budget Workshop will be held on **Tuesday, November 17, 2020 at 10:00 a.m.** The next Regular B.O.C Meeting is scheduled for **Tuesday, November 24, 2020 at 10:00 a.m.** both will be held by **Teleconference** in compliance with MDHHS requirements and as allowed by Public Act 228 of 2020.

**\*Public Welcomed by dialing 989-826-1163 (Pin#353) \***

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

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

