



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, November 12, 2019**

Members Present: Commissioners Yoder, Varner, McCauley and Marsh.
Members Excused: Commissioner Bondar.
Others Present: 5 members of the public were in attendance.

Chairman Yoder called the Work Session Meeting to order at 9:00 a.m.

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

**Ms. Brenda Moore, Executive B.O.C Secretary, reviewed October 2019 General and Special Funds Budget Summary’s.

**Mr. Gordie Stryker, MGT Consultant, from MGT Consulting Group gave an overview of the “Cost Allocation Plan for the County” highlighting the period ending December 31, 2018. Mr. Stryker presented a renewal Contract Agreement for MGT Services for the County’s Cost Allocation Plan, based on actual costs for fiscal year 2019, 2020, 2021 and 2022. The B.O.C will review and consider at the next B.O.C Meeting.

**Chairman Yoder called to end the Work Session (9:56 a.m.).

**Official Minutes
November 12, 2019**

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, November 12, 2019 at 10:00 a.m.** in the Commissioner’s Room, Courthouse Annex Mio Michigan 48647. Chairman Yoder called the meeting to order at 10:00 a.m.

Pledge to the Flag

Roll Call of Members:

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

Members Excused: Commissioner Bondar

Others Present: 8 members of the public were in attendance.

The B.O.C approved the Agenda for **November 12, 2019 with addition to the Consented Calendar Item#7 New Expense Lines for the Drug Law Enforcement Budget 265.

McCauley/Varner to accept the Agenda for **November 12, 2019**, with one noted addition.
2019-284

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

The B.O.C approved the Consent Agenda for **November 12, 2019.

Item #1 Official Minutes and Closed Session Minutes for **October 22, 2019**, with one noted correction.

**The B.O.C approved to correct Motion 2019-274 to move \$4,400.00 from contingency to the Prosecuting Attorney (101-229) Budget to cover the expense of the 2019 County Prosecutor's Office Audit rather than from Gov't Admin. Audit (101-115); that correction has been made in the Official Minutes of October 22, 2019.

Item #2 Official Minutes for the Special Budget Workshop and Closed Session Minutes for **October 31, 2019** were approved as presented.

Item #3 Official Minutes for the Special Budget Workshop **November 7, 2019** were approved as presented.

Item #4 Budget Amendments- EMS 102 & 210.

**The B.O.C approved the amendments to the 2019 EMS Special Fund Budgets 102 & 210, to reflect true Revenue & Expenses, as requested by the EMS Director, Bob Hunter.

Delinquent Personal Tax	210-000-420.00	Increase	\$400.78
Commercial Forest	210-000-429.00	Increase	\$4.17
Interest	210-000-665.00	Increase	\$600.00
EMT Shifts	210-651-703.00	Increase	\$22,000.00
Wages #583	210-651-703.02	Increase	\$13,000.00
Wages - C Wilson	210-651-703.08	Decrease	-\$23,196.03
Wages R. Socia	210-651-703.11	Increase	\$24,000.00
Wages #498	210-651-704.01	Increase	\$13,000.00
Ambulance Overtime	210-651-706.00	Increase	\$35,000.00
Ambulance Workman's Comp	210-651-721.00	Increase	\$8,000.00
Uniform Allowance	210-651-741.00	Increase	\$1,000.00
Ambulance Medical Supply	210-651-760.00	Decrease	-\$8,000.00
Equipment Non Capital	210-651-775.00	Increase	\$5,000.00
St of MI Quality assess/lic. Exp.	210-651-824.00	Increase	\$2,889.00
Ambulance Physicals	210-651-835.00	Increase	\$800.00
Ambulance Rig Phones	210-651-850.00	Increase	\$900.00
Ambulance Printing/Publish	210-651-900.00	Increase	\$500.00

Ambulance Computer Rental	210-651-941.00	Increase	\$1,500.00
Ambulance Tax Refunds	210-651-964.00	Increase	\$220.58
Ambulance New Equip. Radios	210-651-977.01	Increase	\$363.00
Current Tax - Winter Levy	102-000-402.01	Increase	\$93.10
Delinquent Personal Tax	102-000-420.00	Increase	\$174.79
Interest	102-000-665.00	Increase	\$240.51
Reimbursements	102-000-676.00	Increase	\$2,711.28
Ambulance Vehicle Repair/Main.	102-651-932.00	Increase	\$20,000.00

Item #5 Expenditures for October 2019. Total Expenditures \$749,709.77

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$162,775.89	\$173,552.36	\$336,328.25
102 Ambulance Equip	\$0.00	\$3,925.95	\$3,925.95
103 Sheriff Equip	\$0.00	\$9,866.81	\$9,866.81
104 911 Emergency	\$6,027.44	\$2,671.15	\$8,698.59
205 Officer Training	\$0.00	\$0.00	\$0.00
208 Park Fund	\$4,034.92	\$4,630.29	\$8,665.21
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$58,025.30	\$21,605.93	\$79,631.23
215 Friend/Court	\$5,652.94	\$9,424.70	\$15,077.64
216 Public Guardian	\$0.00	\$0.50	\$0.50
217 Fairgrounds	\$0.00	\$715.14	\$715.14
218 Smith Lake	\$0.00	\$0.00	\$0.00
230 Hazmat	\$0.00	\$47.99	\$47.99
232 Historical Commission	\$0.00	\$129.96	\$129.96
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00
249 Building Dept.	\$4,164.16	\$10,507.53	\$14,671.69
256 R.O.D. Automation	\$0.00	\$4,520.95	\$4,520.95
258 May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260 MIDC	\$0.00	\$30,343.50	\$30,343.50
263 Concealed Pistol Licensing	\$0.00	\$121.98	\$121.98
265 Drug Law Enforcement	\$3,687.82	\$1,284.36	\$4,972.18
269 Law Library	\$0.00	\$279.84	\$279.84
271 Library	\$0.00	\$0.00	\$0.00
274 Council/Aging	\$0.00	\$20,000.00	\$20,000.00
281 EDC Revolving Loan	\$0.00	\$1,190.00	\$1,190.00

285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$3,306.19	\$25,520.44	\$28,826.63
	Soldiers / Sailors			
293	Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$723.40	\$315.82	\$1,039.22
296	Basic Grant	\$0.00	\$937.50	\$937.50
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$2,187.46	\$9,690.11	\$11,877.57
	Courthouse			
470	Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$167,841.44	\$167,841.44
	<i>SUB TOTALS</i>	\$250,585.52	\$499,124.25	\$749,709.77
201	Road Commission			\$393,215.04
	<i>Grand Total</i>		\$1,142,924.81	

Item #6 Claims and Audit Docket for **November 12 2019**, as received from the County Clerk's Office. Total Claims & Audit **\$32,914.70**.

Item#7 New Expense Lines for the Drug Law Enforcement Budget 265.

**The B.O.C authorized the Treasurer's Office to create two new lines (Life Ins. 265-301-722.00 and LT/ST Disability 265-301-838.00) to cover benefits in the Special Drug Law Enforcement Fund 265.

Varner/McCauley a motion to approve the Consent Calendar for **November 12, 2019**, as presented. **2019-285**

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

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

Appointments:

**Mr. Paul Olsen, Municipal Underwriters of West MI, reviewed the Oscoda County Liability Coverage; a 7% increase. Mr. Olsen presented a policy for Cyber Insurance, which will cover incidents that involve electronic hacking, online activities, private data and communications in many different formats paper, digital or otherwise. Mr. Olsen addressed the current claim the County has with the May 4, 2016 Courthouse Fire; Tokio Marine HCC is waiting on a response to their settlement offer. The B.O.C will review and consider the renewal of County's Liability Coverage and adding Cyber Insurance at their next B.O.C Meeting. Mr. Olsen offered to schedule a meeting with Tokio Marine HCC and take two of the Commissioners down to their headquarters.

**Ms. Donna Lowe, Trial Court Administrator, presented documentation regarding an oversight and requested a wage adjustment for the District Court Trial Clerk. The following motions were made:

McCauley/Marsh a motion to implement a wage adjustment for Trial Court Clerk, Ms. Stephanie West, from \$13.07 to \$13.24, effective November 11, 2019, and so amend the 2019 budget.
2019-286

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

Varner/McCauley a motion to authorize retro-pay, in the amount of \$952.00 to Ms. Stephanie West, for lost wages, and so amend the 2019 budget.
2019-287

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

Correspondence/Reports/Resolutions:

**The B.O.C acknowledged the correspondence from the Sheriff regarding filling the dispatcher position.

Varner/McCauley a motion to acknowledge the hiring of Courtney Lindstom, as a full time Dispatcher, effective November 6, 2019.
2019-288

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

Unfinished Business/New Business:

**The B.O.C discussed the Park Managers position due to Mr. Dan Money retiring, at the end of the year. Commissioner Yoder stated it is important that the County fill this position in a timely matter, however it is a unique position. Commissioner Yoder presented a proposal, using Beaver Lake as an example, for the rest of the B.O.C to review and make any suggestions too how they would like to see the County Park move forward including the Park Manager's position; the B.O.C did agree to place an AD.

Varner/McCauley a motion to advertise for a Park Manager for the Oscoda County Park.
2019-289

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

**Commissioner Yoder gave a brief up-date on the new Government Building. I and Commissioner Varner met with Wolgast on November 8, 2019. Wolgast Corporation is still working getting a letter to submit to the Insurance Company; Wolgast Corporation has been informed of its importance. There is still some questions regarding the fiber connection line that connects with the Sheriff's Department and the new Government Building. Wolgast is looking at the end of December early January for the County to take occupancy. Commissioner Yoder stated that once a definite date is determined that the B.O.C will get with Departments to schedule a move-in date.

Financial:

**The B.O.C approved the following motions regarding the "Rebuild Project" for the new Government Building.

Marsh/Varner a motion to approve "Change Order #6" to change duplex receptacles to quad type in the Equalization Department and to eliminate Card Access to some doors, a credit of \$5,428.50 to the Governmental Building (Rebuild-Project) and authorize the Chair to sign and authorized Wolgast Corporation to move forward.
2019-290

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

Varner/McCauley a motion to authorize the County Treasurer and County Clerk to issue a check to

2019-291 Wolgast Corporation for Invoice #9, in the amount of \$320,115.71 (minus the 10% retainage of \$32,011.57), and so amend the 2019 FIRE Budget 258.
Roll Call Vote: Bondar, absent; McCauley, yes; Varner, yes; Yoder, yes; Marsh, yes. **Motion Carried.**

McCauley/Varner a motion to authorize the County Treasurer and County Clerk to issue a check to
2019-292 Wolgast Corporation for Invoice #10, in the amount of \$365,472.70 (minus the 10% retainage of \$36,547.27), and so amend the 2019 FIRE Budget 258.
Roll Call Vote: Yoder, yes; Bondar, absent; Marsh, yes; McCauley, yes; Varner, yes. **Motion Carried.**

Varner/McCauley a motion to authorize the County Treasurer to transfer \$632,464.38 out of General
2019-293 Fund 101 from line 101-965-999.32 (transfers out May 4 Courthouse Fire) to Special Fund 258 line 258-000-699.00 (transfers in May 4 Courthouse Fire), and so amend the Budget. This amount will be reimbursed to the General Fund once funds are received from the Insurance Company. The funds from insurance will be deposited into special fund 258 and then transferred to reimburse the general fund.
Roll Call Vote: Marsh, yes; McCauley, yes; Varner, yes; Yoder, yes; Bondar, absent. **Motion Carried**

**The B.O.C approved the monthly rental for the two Mobile Units, until further notice.

McCauley/Marsh a motion to enter into a month-to-month agreement with McDonald Modular
2019-294 Solutions, in the amount of \$1,380.00 per month, paid out of the General Fund 101-371-940.00 Re-Build, moved from contingency monthly per invoice, and so amend the budget.
Roll Call Vote: McCauley, yes; Varner, yes; Marsh, yes; Yoder, yes; Bondar, absent. **Motion Carried.**

Committee Reports:

Commissioner Varner

**Attended the District Health Department#2 Board Meeting.
**Attended the ASVCMH Board Meeting.
**Participated in a “Conference Call” with Gary King, Labor Attorney, along with Commissioner Yoder.
**Participated in a Budget Meeting with Kristi McGregor, County Prosecutor, along with Commissioner Yoder.
**Participated in a Budget Meeting with Bob Hunter, EMS Director, along with Commissioner Yoder.
**Attended the NEMSCA Board Meeting.
**Attended the NMRE SUD Board Meeting.
**Participated in a “Conference Call” with Jennifer Martin, 44 North, along with Commissioner Yoder.
**Attended the Landfill Personnel Committee Meeting.
**Attended the Landfill Board Meeting.
**Participated in a meeting along with Commissioner Yoder and Wolgast Corporation, regarding the rebuild of the new Government Building; substituting in for Commissioner Bondar.
**Reviewed the Claims & Audit Docket for November 12, 2019; as part of the Finance Committee.

Commissioner Yoder

**Participated in a “Conference Call” with Gary King, Labor Attorney, along with Commissioner Varner.
**Participated in a Budget Meeting with Kristi McGregor, County Prosecutor, along with Commissioner Varner.
**Participated in a Budget Meeting with Bob Hunter, EMS Director, along with Commissioner Varner.

- **Constantly in touch with Wolgast Corporation as the “Point of Contact”.
- **Participated in a “Conference Call” with Jennifer Martin, 44 North, along with Commissioner Varner.
- **Attended the Annual Tractor Club Dinner.
- **Participated in a meeting along with Commissioner Varner and Wolgast Corporation, regarding the rebuild of the new Government Building.
- **Reviewed the Claims & Audit Docket for November 12, 2019; as part of the Finance Committee.

Commissioner Marsh

- **Attended the HHSC Committee Board Meeting.
- **Attended the Chamber of Commerce Board Meeting.

Commissioner McCauley

- **Attended the Northern Michigan Children Assessment Center “Open House” held on October 24, 2019 in Roscommon.
- **Attended the “Pink-Out Game” held on October 24, 2019 in Mio.
- **Attended the AuSable Valley Natural Rive Zone Review Board Meeting.
- **Attended the MTA Board Meeting.
- **Attended the Road Commission Meeting.

Commissioner Bondar

- **Excused.

Public Comments & Matters:

**The “Pink-Out Game” fundraiser for “Breast Cancer Awareness” was a big success; the goal of \$10,000.00 was achieved.

A Special Meeting is scheduled for the 2020 Budget Workshop on **Wednesday, November 13, 2019 at 10:00 a.m. and again on **Tuesday, November 19, 2019 at 10:00 a.m.**

The next Regular B.O.C Meeting is scheduled for **Tuesday, November 26, 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**