



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 14, 2017

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

Members Excused:

Others Present: 12 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.) Mr. Kyle Yoder, Chairman of the Planning Commission, presented a NEMCOG Slide show “Role & Responsibilities of a County Planning Commission”. Mr. Yoder stated the Planning Commission acts as an advisory role to assist the County, including the townships, with future developments through a “Master Plan”. Mr. Yoder reviewed the Planning Commission 2018 Budget and the goals of the Planning Commission.
- 2.) Mr. Andrew Thompson, Animal Control Officer, provided an up-date that included his role as an Animal Control Officer from handling complaints to issuing tickets to his goals for the County. Commissioner Nutt ask that Mr. Thompson keep in mind that he represents the County and his actions are a reflection on himself & Board. Commissioner Nutt suggested if he needs assistance to contact the Sheriff’s Department and/or the Board and for Mr. Thompson to continue to do his best to serve the County, as the Animal Control Officer, using the resources he has available.
- 3.) Mr. Cy and Ms. Jessica Wakeley, NICE, provided the Board with information regarding the Oscoda County Housing Office. NICE continues to serve as the Oscoda County Housing Administrator, working with DHS, handling the housing loans, assisting potential clients with loan applications; with the funding that is available. NICE continues to submit the required reports for Housing, on behalf of the County. Mr. Wakeley did stated that housing grants continue to decline with the CDBG grant not available at all, but NICE will continue to keep researching on behalf of the County.
- 4.) Ms. Brenda Moore, Executive B.O.C Secretary gave a brief overview of the General and Special Fund Budget Summary for the month ending October 2017. Ms. Moore will schedule a meeting with the Finance Committee and the County Treasurer to review the 2017 Budgets prior to the December 12, 2017 B.O.C Meeting.

**Chair Olsen called for a recess (10:00 a.m.) before the Regular B.O.C Meeting.

Official Minutes

November 14, 2017

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, November 14, 2017 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:15 a.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 16 members of the public were in attendance.

The B.O.C approved the Agenda for **November 14, 2017, as presented.

Nutt/Kelly a motion to accept the Agenda for **November 14, 2017**, as presented.

2017-362

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

The B.O.C approved the Official Minutes & Closed Session Minutes for **October 24, 2017. The Official Minutes for the Special B.O.C Meeting held on **November 2, 2017** and the Special Budget Workshop held on **November 9, 2017** were approved, as presented.

Nutt/Kelly a motion to approval of Official Minutes and Closed Session Minutes for the B.O.C **2017-363** Meeting held on **October 24, 2017**.

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

Kischnick/Wilson a motion to approve the "Special" B.O.C Meeting held on **November 2, 2017**. **2017-364**

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

Kischnick/Wilson a motion to approve the "Special" Budget Workshop held on **November 9, 2017**. **2017-365**

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

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

Appointments:

**Ms. Barb Klimaszewski, Mid-Michigan Regional Manager, and Jean Cardinal, Trial Court Administrator, presented a Michigan Indigent Defense Compliance Plan. Mr. Scott Windsor, Attorney at Law, Dewey & Windsor, as part of a committee along with Commissioner Kischnick and Kelly, Ms. Barb Klimaszewski, Mid-Michigan Regional Manager, Ms. Kristi McGregor, McGregor Attorney at Law, and Ms. Jean Cardinal, Trial Court Administrator, put the plan together. The Michigan Indigent Defense Compliance Plan is to reform and improve the system of appointed counsel in the State of Michigan establishing standards for indigent defense services, with the State paying to implement those standards. Ms. Klimaszewski stated the County has to approve the plan and transfer the plan to the application form, assign one financial representative, one contact representative and one person to clarify the County share,

and to attach any documentation required by November 20, 2017. After some discussion, the following motion was made:

Kischnick/Wilson a motion to adopt the Michigan Indigent Defense Compliance Plan for Oscoda
2017-366 County, and transfer information to the application form with the required authorized three signatures; Mr. Bill Kendall, County Treasurer (Financial), and Ms. Brenda Moore, Executive B.O.C Secretary (Local share certification and County contact) by November 20, 2017.

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

**Mr. Paul Olson, (M.U.M) Municipal Underwriters of West Michigan, provided information on the County Policy Coverage for the 2018 Renewal. Commissioner Kischnick was asked to work with Mr. Olson to verify the auto & property list to verify coverage. Mr. Olson will provide the B.O.C with a revised quote for the B.O.C to consider at their November 28, 2017 B.O.C Meeting. Mr. Olson has been in contact with Ms. Sharon Woods, Insurance Claims Manager, regarding the WTA invoices submitted, but has not heard back officially if the insurance company will cover all or part of the work previously performed by WTA.

Correspondence, Reports, Resolutions (acknowledge receipt):

**The B.O.C approved the following EDC & Brownfield Board, Planning Commission Board and the Sheriff's Departments correspondence, as requested.

Kischnick/Wilson a motion to acknowledge the EDC & Brownfield Board Minutes of 10/11/17 and
2017-367 recognize the elected officers; A.J. Welsler, Chairman, Jennifer Cronkright, Vice-Chair and Anthony Kachoris as Secretary.

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

Kelly/Wilson a motion to acknowledge the EDC & Brownfield Board Minutes of 10/17/17 and accept
2017-368 Mr. Chad Yost resignation as of October 17, 2017.

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

Kischnick/Wilson a motion to acknowledge the Planning Commission Board Minutes of 9/12/17 and
2017-369 recognize the change of elected officers; Kyle Yoder, Chairman and Dave Yoder, Vice-Chairman.

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

Wilson/Kelly a motion to acknowledge the letter, as received from the Sheriff's Department, Alan
2017-370 Wideman, Deputy Sheriff Dispatcher, retires on November 14, 2017.

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

Unfinished Business/New Business:

**The two temporary mobile units leased from SERVPRO will now be leased through the company, McDonald Modular Solutions. A contract with McDonald Modular Solutions, as outlined in the Addendum/Quote "TERMS", is necessary to move forward. Insurance will pay to lease the two temporary mobile units for one year. The two mobile units will need to be return back to the condition/layout the County first received them in; insurance will cover. Commissioner Kischnick & Wilson met with a representative from McDonald Modular Solutions and asked if they could provide an estimate on what it would cost for McDonald Modular Solutions to pick them up AS IS and do the modification themselves. SERVPRO will transfer the pre-payment, from the insurance company, for the

teardown and removal of the two mobile units, not including the modification to return the units back to the condition/layout required, to McDonald Modular Solutions.

Kischnick/Wilson a motion to accept the contract with McDonald Modular Solutions, as outlined in **2017-371** the Addendum/Quote “TERMS” of the Agreement, between the County & McDonald Modular Solutions, on a month to month basis, in the amount of \$1,380.00, and authorize the Chair to sign; with 1-year in the amount of \$16,560.00 paid in advance by our insurance carrier.

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

**Commissioner Olsen gave a brief up on the new Government Building. Mr. Olsen, RFP Consultant as the “Point of Contact” continues to work with Wolgast towards a Design/Build Contract and with Mr. Richard McNulty, from Cohl, Stoker & Toskey, P.C. Commissioner Wilson asked to be copied on all correspondence. The BOC will need to make a decision on the method of dispute resolution; the attorney included some recommendation in an e-mail sent out last week. Commissioner Kischnick and Kelly were asked to work with Mr. Will Olsen and the Attorney and bring back a recommendation. Ms. Brenda Moore, B.O.C Executive Secretary, will resend the e-mail.

Financial:

The B.O.C approved the Claims & Audit Docket for **November 14, 2017, as presented.

Wilson/Kelly a motion to approve the Claims & Audit Docket for November 14, 2017, in the amount **2017-372** of **\$50,205.85**.

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

The B.O.C approved the Expenditures for **October 2017, as presented.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$154,669.16	\$310,502.17	\$465,171.33
102 Ambulance Equip	\$0.00	\$4,725.00	\$4,725.00
103 Sheriff Equip	\$0.00	\$8,674.65	\$8,674.65
104 911 Emergency	\$6,321.38	\$9,647.49	\$15,968.87
205 Officer Training	\$0.00	\$0.00	\$0.00
208 Park Fund	\$4,225.36	\$8,743.76	\$12,969.12
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$49,071.73	\$86,123.76	\$135,195.49
215 Friend/Court	\$5,282.23	\$7,935.02	\$13,217.25
216 Public Guardian	\$1,285.14	\$1,285.14	\$2,570.28
217 Fairgrounds	\$340.61	\$403.98	\$744.59
218 Smith Lake	\$0.00	\$320.40	\$320.40
230 Hazmat	\$0.00	\$175.00	\$175.00
232 Historical Commission	\$47.90	\$139.50	\$187.40
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00

249	Building Dept.	\$3,856.97	\$9,134.90	\$12,991.87
256	R.O.D. Automation	\$0.00	\$0.00	\$0.00
258	May 4 Courthouse Fire Concealed Pistol	\$0.00	\$459.16	\$459.16
263	Licensing	\$0.00	\$0.00	\$0.00
265	Drug Law Enforcement	\$3,582.76	\$6,856.63	\$10,439.39
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	\$30,000.00	\$30,000.00
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$0.00	\$13,380.88	\$13,380.88
293	Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$711.35	\$2,384.59	\$3,095.94
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$1,679.34	\$8,627.70	\$10,307.04
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$11,223.08	\$11,223.08
	<i>SUB TOTALS</i>	\$231,073.93	\$535,742.81	\$766,816.74
201	Road Commission			\$544,552.44
	<i>Grand Total</i>		\$1,311,369.18	

Kelly/Wilson a motion to approve the October 2017 Expenditures, in the amount of **\$766,816.74**
2017-373

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

**The B.O.C approved the 2017 EMS Amendments, which reflects the true revenue & expenses for 2017. The Finance Committee will meet with the County Treasurer, to see what the County's will have to appropriate to the EMS Department for 2017 and what the options are before the December 12, 2017 B.O.C Meeting.

EMS Revenues (210)

210-000-402.00	Increase	\$18.35
210-000-402.01	Decrease	-\$3,061.56
210-000-420.00	Increase	\$80.12
210-000-429.00	Decrease	-\$1.43
210-000-430.00	Decrease	-\$90.00
210-000-433.00	Decrease	-\$58.70

210-000-627.00	Decrease	-\$176,000.00
210-000-650-00	Increase	\$1,499.08
210-000-665.00	Decrease	-\$54.32
210-000-675.00	Decrease	-\$100.00
210-000-676.00	Decrease	-\$903.56

EMS Expenses (210)

210-651-702.00	decrease	-\$17,999.94
210-651-703.00	Increase	\$19,895.63
210-651-703.02	decrease	-\$14,282.67
210-651-703.04	decrease	-\$17,811.00
210-651-703.05	decrease	-\$15,109.88
210-651-703.07	decrease	-\$16,344.48
210-651-703.09	decrease	-\$12,060.52
210-651-703.12	Increase	\$14,370.86
210-651-703.13	Increase	\$6,182.40
210-651-704.05	decrease	-\$12,887.34
210-651-704.08	decrease	-\$15,106.28
210-651-704.09	Increase	\$4,354.72
210-651-704.10	Increase	\$12,210.69
210-651-706.00	Increase	\$33,000.00
210-651.708.00	Increase	\$2,606.00
210-651-722.00	Increase	\$1,570.80
210-651-730.00	Increase	\$25.00
210-651-806.06	Increase	\$11,500.00
210-651-807.00	Increase	\$184.95
210-651-835.00	decrease	-\$1,000.00
210-651-923.00	Increase	\$325.00

EMS Equip.(102)

102-000-402.00	Increase	\$46.43
102-000-665.00	Increase	\$61.91
102-651-775.00	Increase	\$4,725.00

Wilson/Kelly a motion to approve the EMS 2017 Budget Amendments, as received, and so amend the **2017-374** 2017 Budget.

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

**Commissioner Olsen stated that the EMS Shift Bids are due to be posted. Mr. Chris Wilson, Assistant Interim Director, with the support of myself and Commissioner Kelly, as the Acting Interim Directors, would like to request the “Letter of Understanding” that allows full-time EMS Employees the option to work 48 hours be extend to December 31, 2018.

Kelly/Nutt a motion to extend the “Letter of Understanding” between the Oscoda County Board of **2017-375** Commissioners and Steelworkers Union, to increase and recognize the Ambulance EMS

Department's full-time shifts from 36 hours to 48 hours on a temporary basis, until December 31, 2018.

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

**Chair Olsen called for a recess to allow Ms. Jeri Winton, County Clerk & Register of Deeds and Commissioner Kischnick time to open 37 sealed bids for the County vehicles, as advertised, for sale. Upon returning from a recess, the bids were calculated and one bidder was the highest bidder on three of the four vehicles but only wanted one, it was the consensus of the Board to allow the highest bidder to pick the vehicle of choice and award the other two vehicles to the next highest bidder.

**Item#1 2006 Chevy Impala (2G1WS551069361223)

(7) Bids received. Awarded to: Mr. Wayne Nutt, in the amount of **\$1,875.00.**

**Item#2 2008 Chevy Impala (2G1WS583481353754)

(5) Bids received. Awarded to: Mr. Dan Ellis, in the amount of **\$920.00.**

**Item#3 2008 Chevy Impala (2G1WS583981359694)

(7) Bids received. Awarded to: Mr. David Young, in the amount of **\$2,000.00.**

**Item#4 2009 Chevy Impala (2G1WS57MX91276108)

(4) Bids received. Awarded to: Mr. Casey Ellis, in the amount of **\$1,120.00.**

**Item#5 1998 Kawasaki Mule (JK1AFCA17WB515659)

(14) Bids received. Awarded to: Mr. John Gibson, in the amount of **\$2,350.00.**

Kelly/Wilson a motion to accept the open bids for four (4) County vehicles, as advertised, and **2017-376** award the bids as listed, with the proceeds returned to the Sheriff's Department Equipment Fund (103) and to accept & award the bid for the 1998 Kawasaki Mule as listed, with that proceed returned to the Ambulance Department Equipment Fund (102).

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

Committee Reports:

** It was the consensus of the B.O.C to waive reporting on their Committee Reports.

Public Comments & Matters:

**"Take Back Drug Day" was successful once again, over 61lbs collected.

**Sheriff Grace took a moment to acknowledge Dispatcher Deputy Alan Wideman, who had over 20 years of service. Sheriff Grace is in the process of hiring his replacement.

**Steiner Museum invites everyone to a "Pioneer Christmas Party" on Saturday, December 9, 2017 from 2 p.m. to 5 p.m.

**Veterans Affairs assisted the Habit for Humanity, this last Saturday, with a new roof project; very rewarding.

**A resident questioned the Boards action regarding the sale of the vehicles and why the highest bidder was not selected. Commissioner Kischnick stated that the Board does not have to accept the highest bid, nor does the bidder have to accept the award.

**Commissioner Olsen called for a recess before the B.O.C went into their 2018 Budget Workshop.

**Commissioner Nutt was excused.

2018 Budget Workshop:

**Mr. Cy Wakeley and Ms. Jessica Wakeley, NICE, reviewed the Housing Budget (280) and the Contract for NICE, who acts as the Oscoda County’s Housing Administrator.

**Sheriff Kevin Grace reviewed both his General Funds (301, 331, 333, 335, and 351) and Special Funds (103, 104, 205, 209, and 265).

**Commissioner Olsen addressed the EMS 2018 Budgets (210 & 102). The EMS Department has implemented a new fee structure based on the services rendered when an ambulance is called out including refusals, as recommended by Ms. Noreen Catino, CAC Regional Operations Manager, Andres Medical Billing, Ltd/Fire Recovery EMS. Ms. Catino stated that most insurances will cover this fee and it may increase the EMS Departments revenue. The EMS Department continues to seek out EMT’s and Paramedics to work for Oscoda County, also myself, Commissioner Kelly, acting Interim Directors, along with Mr. Chris Wilson, Assistant EMS Interim Director continue to look at other options to reduce expenses. The EMS Budget has been reduced as low as it can be at this point.

**The B.O.C also reviewed the list of Contracts that are up for renewal and a few more General Fund Budgets. The next Budget Workshop is scheduled for Tuesday, November 21, 2017 at 9 a.m. The County Treasurer will address the 2018 Revenue. The County Prosecutor is scheduled. The Special Funds will need to be reviewed. The B.O.C will discuss non-union & Elected Official Wages. Also, an e-mail was sent to the Park & Recreation Board with a request for a 2018 Budget and to attend the November 21, 2017 Special B.O.C Budget Meeting. At this time, the B.O.C is scheduled to approve a “Proposed Budget” at the November 28, 2017 B.O.C Meeting and to adopt the 2018 Budget at their December 12, 2017 B.O.C Meeting.

**Chair Olsen asked for a motion to adjourn.

Wilson/Kelly a motion to adjourn today’s meeting (1:55 p.m).
2017-377

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

A “Budget Workshop” is scheduled for **Tuesday, November 21, 2017 at 9: a.m.

The next Regular B.O.C Meeting is scheduled for **Tuesday, November 28, 2017.
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**