



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

Official Minutes

November 22, 2016

A Regular Meeting of the Oscoda County Board of Commissioner's was held on Tuesday, November 22, 2016, at 10:00 a.m. in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Members Present: Commissioners Kischnick, Wilson, Grantner, Christenbery and Wright.

Members Absent:

Others Present: 10 members of the public were in attendance.

Chairman Kischnick called the meeting to order at 10:00 a.m.

Roll Call, followed by the Pledge to the Flag

**The B.O.C approved the Agenda for November 22, 2016, as presented.

Wilson/Christenbery a motion to accept the **Agenda** for November 22, 2016, as presented.
2016-197

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

**The B.O.C approved the Consented Calendar for November 22, 2016, as presented.

Item #1 Official Minutes for November 8, 2016, including the Budget Workshop for the 8th, as presented.

Item #2 Official Minutes for Special Budget Workshop Meetings, November 10th, 15th, and 17th 2016, as presented.

Item #3 Trial Court (130) New Expense Line.

**The B.O.C during the Budget process made a motion to allow the Trial Courts to hire a Temporary Part-time Probate Office Clerk, a new expense line is needed (101-130-705.11 TC TEMP HELP WAGES) the Treasurer's Office was given official authorization to create.

Item #4 Claims and Audit Docket for November 22, 2016, as received from the County Clerk's Office.

Item #5 Claims and Audit Docket for **November 22, 2016**, as received from the County Clerk's Office.

Total Claims & Audit: **\$79,901.59.

Grantner/Wilson a motion to approve the **Consented Agenda**, with the listed Calendar Items for **2016-198** **November 22, 2016**, as presented.

Roll Call Vote: Wright, yes; Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; **Motion Carried.**

Public Comments:

Appointments:

Old Business:

**Commissioner Kischnick gave a brief up-date regarding the Courthouse. The Department Heads along with Clare Wasek, Insurance Adjuster, met discuss and review the Master List of Contents and EDP. This will be an ongoing process. The next Re-Build Committee Meeting is scheduled for Wednesday, November 30th at 4:30 p.m.

New Business:

**The B.O.C approved to pay for the three newly elected Board of Commissioner to attend a B.O.C Workshop.

Wilson/Christenbery a motion to authorize the payment of \$375.00 to cover the registration fees for **2016-199** Brandy Wright, Lanita Olsen and Wayne Nutt, newly elected Board of Commissioners, to attend one of the 2016 Workshops.

Roll Call Vote: Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Wright, yes. **Motion Carried.**

Financial: (Motions Needed)

**The Board held four Budget Workshops and reviewed both the General and Special Funds; along with request received by department heads. It was the consensus of the B.O.C not to honor any request for employee status changes and wage increases at this time. Commissioner Grantner and Wright have been asked to review. The Board also reviewed the Contract Agreements up for renewal in 2017.

A copy of the 2017 Budgets will be available for "Public" review at the Treasurer's Office at the B.O.C Office and/or on the County Website, www.oscodacountymi.com. A "Public Hearing" will be held at the December 13th B.O.C Meeting; where the B.O.C intends to adopt the 2017 General and Special Fund County Budgets.

The Board of Commissioners is responsible to adopt a balanced budget before the end of the year; however the Board can amend the 2017 Budget, after the first of the year, should it become necessary.

**2017 Contracts/Agreements Approved.

- **First-Step Screening Agreement** (1-year agreement)
Supervised Drug Screening
January 1, 2017- December 31, 2017
\$25.00 per month

Rental Agreement for use of County Building.

- **Elk Country Animal Shelter** (1-year agreement)
January 1, 2017 – December 31, 2017
\$9,600.00 Annually
Paid \$800.00 monthly & \$10.00 a day for legal disposition; see contract.
- **Children Assessment Center (C.A.C)** (1-year agreement)
January 1, 2017- December 31, 2017
\$3,000.00 Annually
- **Park Manager** -Dan Money
January 1, 2016 - March 31, 2017 (EXTENDED 90-days)
(CONTINUED AS IS UNTIL A NEW CONTRACT IS ACCEPTED)
Salary \$37,169.60 Annually & County Benefits
Paid with County Payroll (26 pay periods)
- **Emergency Management Coordinator**
January 1, 2016 through March 31, 2017 (EXTENDED 90-days)
(CONTINUED AS IS UNTIL A NEW CONTRACT IS ACCEPTED)
\$21,500.00 Annually
Paid the 15th and the 30th of each month
- **Northern Integrity Consulting Enterprises (NICE)** (1-year agreement)
Third-Party Housing Administrator
January, 2017 through December 31, 2017
\$7,500.00 annually, plus Administrative Cost as outlined in the contract.
- **Northern Integrity Consulting Enterprises (NICE)** (1-year agreement)
Third-Party EDC Director Administrator
January 1, 2017 through December 31, 2017
\$21,000.00 annually.
Paid quarterly; on the first business day of each quarter, plus any administration cost as outlined in the contract.
- **Court Appointed Attorney Contract** - 81st District & 23rd Circuit Court
(CONTINUED AS IS UNTIL NEW CONTRACT IS ACCEPTED BY COURTS)
August 1, 2015 through December 31, 2016
\$1,611.00 per month per Attorneys.
- **Court Appointed Attorney Agreement** – 23rd Circuit Court Family Division
(CONTINUED AS IS UNTIL NEW CONTRACT IS ACCEPTED BY COURTS)
January 1, 2014 through December 31, 2016.
\$1,406.25 paid quarterly per Attorneys.
- **Court Appointed Attorney Agreement** – Probate
(CONTINUED AS IS UNTIL NEW CONTRACT IS ACCEPTED BY COURTS)
January 1, 2014 through December 31, 2016.
\$400.00 paid quarterly per Attorneys.

Grantner/Wilson 2016-200 a motion to accept the 2017 Contract Agreements as listed and authorize the Chairman to sign.

Roll Call Vote: Grantner, yes; Wilson, yes; Kischnick, yes; Wright, yes. Christenbery, yes. **Motion Carried.**

**2017 Proposed General Funds, Appropriations and Special Funds Approved.

	General Fund Proposed	2017 Budget
101	COMMISSIONERS	\$78,084.75
102	EXEC. SECRETARY	\$31,046.79
115	GOVT. ADMIN.	\$196,154.09
130	TRIAL COURT	\$662,216.99
164	JURY COMMISSION	\$6,700.00
191	ELECTIONS	\$18,450.00
215	CLERK	\$119,937.39
225	EQUALIZATION	\$128,281.55
229	PROSECUTOR	\$196,513.67
236	DEEDS	\$95,238.10
253	TREASURER	\$91,676.83
258	IT/GOVT.ADMIN	\$71,342.80
265	MAINTENANCE	\$210,357.89
270	MOTORPOOL	\$51,301.53
301	SHERIFF	\$720,119.74
331	MARINE	\$9,233.45
333	TRAFFIC SAFETY	\$40,257.26
335	SNOWMOBILE	\$8,835.42
351	JAIL	\$295,000.00
400	PLANNING	\$1,826.50
426	EMERGENCY MGMT.	\$95,780.00
430	ANIMAL CONTROL	\$40,818.16
600	HEALTH/WELFARE	\$117,005.40
728	EDC	\$23,422.40
851	INS/BONDS/FRINGES	\$1,195,364.40
890	CONTINGENCY	\$250,000.00
965	APPROPRIATIONS	\$201,389.00
		\$4,956,354.11

	Appropriations Proposed	2017 Budget	
218	PARK FUND (Smith Lake)	\$1,500.00	January
218	PARK FUND (Smith Lake)	\$2,000.00	As Requested
215	FRIEND OF THE COURT	\$16,000.00	As Requested
216	PUBLIC GUARDIAN	\$985.00	January
217	FAIRGROUNDS	\$5,000.00	As Requested

230	HAZMAT	\$0.00	As Requested
232	HISTORICAL	\$5,000.00	January
245	PUBLIC IMPROVEMENT	\$0.00	As Requested
256	ROD AUTOMATION	\$16,000.00	As Requested
269	LAW LIBRARY	\$6,000.00	Quarterly
290	SOCIAL SERVICES (DHS)	\$8,904.00	As Requested
292	CHILD CARE	\$125,000.00	As Requested
293	SOLDIERS & SAILORS	\$0.00	As Requested
295	AIRPORT	\$15,000.00	As Requested
		\$201,389.00	

	Special Fund Proposed	2017 Budget	
102	AMBULANCE EQUIP		
	REV	\$0.00	
	EXP	\$0.00	
103	SHERIFF EQUIP		
	REV	\$103,934.00	
	EXP	\$182,500.00	
104	911-EMERGENCY		
	REV	\$166,000.00	
	EXP	\$184,638.38	
205	OFFICER TRAINING		
	REV	\$2,500.00	
	EXP	\$2,800.00	
208	COUNTY PARK		
	REV	\$110,250.00	
	EXP	\$110,492.38	
209	D.A.R.E.		
	REV	\$1,000.00	
	EXP	\$1,000.00	
210	AMBULANCE		
	REV	\$1,088,175.00	
	EXP	\$1,088,175.00	
215	FRIEND/COURT		
	REV	\$134,290.00	
	EXP	\$125,398.58	

216	PUBLIC GUARDIAN	
	REV	\$15,885.00
	EXP	\$15,660.00
217	FAIRGROUNDS	
	REV	\$13,000.00
	EXP	\$12,288.74
218	SMITH LAKE	
	REV	\$3,500.00
	EXP	\$4,049.01
230	HAZMAT	
	REV	\$875.81
	EXP	\$600.00
232	HISTORICAL COMM	
	REV	\$5,950.00
	EXP	\$5,950.00
249	BUILDING DEPARTMENT	
	REV	\$81,406.00
	EXP	\$81,906.00
256	ROD AUTOMATION FUND	
	REV	\$17,010.00
	EXP	\$17,010.00
258	COURT HOUSE FIRE	
	REV	\$0.00
	EXP	\$0.00
263	CONCEALED PISTOL LICENSING	
	REV	\$5,010.00
	EXP	\$5,010.00
265	DRUG ENFORCEMENT	
	REV	\$97,584.00
	EXP	\$102,028.81

269	LAW LIBRARY	
	REV	\$8,000.00
	EXP	\$8,000.00
271	LIBRARY	
	REV	\$252,225.00
	EXP	\$252,225.00
274	COUNCIL ON AGING	
	REV	\$206,249.00
	EXP	\$206,000.00
280	HUD	
	REV	\$59,949.00
	EXP	\$59,949.00
281	EDC REVOLVING LOAN	
	REV	\$45,000.00
	EXP	\$0.00
290	SOCIAL SERVICES	
	REV	\$8,904.00
	EXP	\$8,904.00
292	CHILD CARE	
	REV	\$309,863.45
	EXP	\$300,900.00
293	SOLDIERS/SAILORS	
	REV	\$0.00
	EXP	\$0.00
294	VETERANS TRUST	
	REV	\$0.00
	EXP	\$540.24
295	AIRPORT	
	REV	\$34,000.00
	EXP	\$35,430.62
296	BASIC GRANT	

	REV	\$15,000.00
	EXP	\$15,000.00
297	SMILE/COUNSELING	
	REV	\$1,000.00
	EXP	\$1,000.00
298	VETERANS AFFAIRS	
	REV	\$130,320.00
	EXP	\$112,219.67
470	COURTHOUSE PRESERVATION FUND	
	REV	\$10,490.00
	EXP	\$10,490.00

Christenbery/Grantner a motion to approve the “Proposed” 2017 General Fund Budget, in the **2016-201** amount of \$4,956,354.11, including the 2017 Appropriations and 2017 Special Fund Budgets, as presented.

Roll Call Vote: Wilson, yes; Kischnick, yes; Wright, yes; Christenbery, yes; Grantner, yes. **Motion Carried.**

Grantner/Christenbery a motion to hold a “Public Hearing” at the Regular scheduled Board of **2016-202** Commissioners Meeting on **December 13, 2016**, to adopt the 2017 Oscoda County General and Special Fund Budgets and to advertise in the County Herald and on the County Website.

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

**The B.O.C approved the following “Spending Freeze”.

Wilson/Christenbery a motion to place a “Spending Freeze” after December 7, 2016 on all purchases for **2016-203** the balance of the year, and all purchases over \$100.00 are to be approved by the Board, effective immediately.

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

Correspondence, Reports, Resolutions (acknowledge receipt):

**Deputy Dwayne Meyer promoted too full-time as of November 27, 2016.

Committee Reports:

Commissioner Grantner:

**Attended Budget Workshops on November 8th, 10th, 15th and 17th.

**Participated in EMS grievance along with Commissioner Kischnick, Susan White, EMS Director and representatives from the Steelworkers Union.

Commissioner Christenbery:

**Attended Budget Workshops on November 15th and 17th.

**Participated in a meeting along with Commissioner Wright and Vi Ward, Park Board Chairperson, regarding the Park Board Budget.

Commissioner Kischnick:

- **Participated in EMS grievance along with Commissioner Grantner, Susan White, EMS Director and representatives from the Steelworkers Union.
- **Attended the Greenwood Township Board Meeting.
- **Attended Budget Workshops on November 8th, 10th, 15th and 17th.
- **Attended the Landfill Board Meeting.
- **Attended the Council on Aging Board Meeting.
- **Met with UMBAUGH, Tom Traciak, Certified Public Accountant and Dickinson Wright, PLLC, Eric McGlothlin, Bond Attorney, along with Commissioner Wilson, County Treasurer, Bill Kendall, and Randy Booth, Big Creek Township Supervisor.
- **Attended the Re-Build Committee Board Meeting.
- **Attended the Landfill Finance Committee Meeting.
- **Attended the Big Creek Township Board Meeting.
- **Participated in a meeting with Clare Wasek, Insurance Adjuster, with Commissioner Wright, Lanita Olsen, Wayne Nutt, and Brenda Moore, B.O.C Executive Secretary.
- **Participated in a meeting with Clare Wasek, Insurance Adjuster, with Commissioner Wilson, County Clerk & Register of Deeds, Jeri Winton, Audry Lunning, Lynette Sposato-Kann, Dan Kauffman, and representatives from the Department of Corrections and Brenda Moore, B.O.C Executive Secretary.

Commissioner Wilson:

- **Attended Budget Workshops on November 8th, 10th, 15th and 17th.
- **Met at the Oscoda County Airport along with Mead & Hunt, Stephanie A. D. Ward, the property appraiser and the land consultant regarding the Land Acquisition Project.
- **Attended the EDC & Brownfield Board Meeting.
- **Attended the Landfill Board Meeting.
- **Attended the MTA Board Meeting.
- **Met with UMBAUGH, Tom Traciak, Certified Public Accountant and Dickinson Wright, PLLC, Eric McGlothlin, Bond Attorney, along with Commissioner Kischnick, County Treasurer, Bill Kendall, and Randy Booth, Big Creek Township Supervisor.
- **Attended the Re-Build Committee Board Meeting.
- **Attended the MI Work Consortium Board Meeting.
- **Reviewed the Claims & Audit Docket.
- **Participated in a meeting with Clare Wasek, Insurance Adjuster, with Commissioner Wilson, County Clerk & Register of Deeds, Jeri Winton, Audry Lunning, Lynette Sposato-Kann, Dan Kauffman, and representatives from the Department of Corrections and Brenda Moore, B.O.C Executive Secretary.
- **Attended the Elmer Township Board Meeting.

Commissioner Wright:

- **Attended Budget Workshops on November 8th, 10th, 15th and 17th.
- **Participated in a meeting along with Commissioner Christenbery and Vi Ward, Park Board Chairperson, regarding Park Board Budget.
- **Participated in a meeting with Clare Wasek, Insurance Adjuster, with Commissioner Kischnick, Lanita Olsen, Wayne Nutt, and Brenda Moore, B.O.C Executive Secretary.

Public Comments & Matters:

**Comments received:

- 1) Mr. Dave Barve, from Family Division, announced today, November 22, 2016, is recognized as “Michigan Adoption Day”.
- 2) As the County moves forward on the rebuilding of a new Courthouse, it was asked to preserve the uniqueness of the old Courthouse and Oscoda County in general.

- 3) Ms. Cassie Morse-Bills asked the Board the status of her proposal presented at the November 8th Budget Workshop. The proposal to enter into a contract with IV-E Abuse and Neglect would increase revenue and would off-set her request to move the Assistant Prosecutor full-time and the wage increases requested. Ms. Morse-Bills feels this is a miss-opportunity. Commissioner Kischnick stated that after review, it was the consensus of the Board not to honor her proposal as presented and any wage request during the budget process. After some discussion, the Board reiterated that the proposal would not be include in the 2017 Budget. Ms. Morse-Bills will address the Board again in January.
- 4) Sheriff Grace reminded everyone of the “Holiday Parade” this Saturday, November 26th. Also, clarification on the “Spending Freeze”.

**Commissioner Kischnick called for a motion to adjourn.

Wilson/Wright a motion to adjourn today’s meeting, **November 22, 2016** (10:39 a.m.)
2016-204

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

The next Regular Board of Commissioners Meeting is scheduled for **Tuesday, December 13, 2016 at 10:00 a.m.

John A. Kischnick, Oscoda County
Board of Commissioners, Chairperson

Jeri Winton, Oscoda County
Clerk & Register of Deeds