



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 26, 2019

Members Present: Commissioners Yoder, Varner, McCauley and Bondar.
Members Excused: Commissioner Marsh.
Others Present: 16 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. Becky Yuncker MA LPC, Executive Director Northern Michigan Children's Assessment Center (NMCAC). Ms. Yuncker provided documentation that outlines the programs offered and the service provided by the center. To support NMCAC visit their website www.nmcac4kids.org.

**Members of the newly formed TPOAM Union (Technical, Professional & Office Workers Association) previously the Steelworkers Union, were in the audience. Ms. Gwen Monk addressed the Board presenting a letter, which Ms. Monk read out loud, on behalf of the members.

**Mr. Tim O'Rourke, Roscommon County Road Commission Manager along with Mr. Bob Schneider, Roscommon B.O.C Chairman and Mr. John Rosczyk a former Roscommon Commissioner addressed the Board regarding the Kirtland Roscommon Campus and its future. Mr. O'Rourke would like the four County's (Roscommon, Ogemaw, Crawford and Oscoda) to collaborate and work with the Kirtland Board to discuss their interest in the Roscommon Campus and its future use, as a Training & Trade Center for example, once the expansion of the Kirtland College on 4-Mile Rd is completed. Mr. O'Rourke will keep the B.O.C informed regarding future meetings.

**Chairman Yoder called to end the Work Session (10:05 a.m.).

Official Minutes November 26, 2019

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, November 26, 2019 at 10:10 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

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

Pledge to the Flag
Roll Call of Members:
Members Present: Commissioners Yoder, Varner, McCauley and Bondar.
Members Excused: Commissioner Marsh.
Others Present: 4 members of the public were in attendance.

**The B.O.C approved the Agenda for November 26, 2019 with one addition to Correspondence/Reports/Resolutions; the Risk Reduction Grant (Resolution 2019-009).

McCauley/Varner to accept the Agenda for November 26, 2019, with one noted addition.
2019-300

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

**The B.O.C approved the Consent Agenda for November 26, 2019.

Item #1 Official Minute for November 12, 2019, with noted corrections.

**The B.O.C approved to correct Motion 2019-285 Item#6 Claims & Audit, to reflect corrected amount of \$32,914.70 and Motion 2019-286 to reflect effective date of November 11, 2019 and Motion 2019-287 to change the language of a one-time Stipend to retro-active pay and to reflect the correct amount of \$952.00, as requested by the County Clerk's Office; those corrections have been made to the November 12th Official Minutes.

Item #2 Official Minutes for the Special Budget Workshop Minutes for November 13, 2019 and November 19, 2019.

Item #3 DHHS Board Re-appointment.

**The B.O.C approved the re-appoint of Mr. Julian Stenson to the Department of Human & Health Services Board for another three-year term beginning November 1, 2019 through October 31, 2022, as recommend by the DHHS Board.

Item #4 Planning Commission - Board Membership.

**The B.O.C approved the re-appointment of Jerry Kunnath's and the appointment of Tom Danhoff's to the Oscoda County Planning Commission Board for 3 year-terms beginning January 1, 2019 and ending December 31, 2022, as recommended by the Planning Commission Board.

Item #5 Budget Amendments- General Fund 101-115 Gov't Admin. & Special Fund 258 FIRE.

**The B.O.C approved the Budget Amendment to the Government Administration Budget (101-115) for the BS&A Software Project (Motion 2018-205) and the FIRE Budget (258) that reflects the 2019 invoices from Wolgast for the "Rebuild Project" of the new Government Building.

Item #6 Claims and Audit Docket for November 26 2019, as received from the County Clerk's Office. Total Claims & Audit \$33,234.71.

McCauley/Bondar a motion to approve the Consent Calendar for November 26, 2019, as presented.
2019-301

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

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

Appointments:

**Commissioner Yoder announced that today was “National Adoption Day”.

Correspondence/Reports/Resolutions:

**The B.O.C approved the Risk Reduction Grant application, through Resolution 2019-009, for a new Security System for the new Government Building.

Varner/McCauley a motion to adopt **Resolution 2019-009** the “Application for the Risk Reduction **2019-302** Grant Program”, as written.

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

Unfinished Business/New Business:

**Commissioner Yoder gave a brief up-date on the new Government Building. The B.O.C has received the letter from Wolgast Corporation responding to the letter received by the Insurance Company back on July 23, 2019. Commissioner Yoder and Bondar held a conference call with Attorney, Joseph Quandt, from KUHN ROGERS PLC, regarding the Insurance Claim; at no charge to the County. It has been recommended the B.O.C send a letter to the insurance company in response. Mr. Quandt has offered his legal services if the County cannot come up with a resolution. It was the consensus of the B.O.C to send a response letter to the insurance company and request a future meeting. Commissioner Yoder stated that Wolgast is still predicting the building being ready by the end of December.

Varner/Bondar a motion to authorize the Chair to deliver an official letter of response, as provided by **2019-303** Wolgast Corporation, to Tokio Marine HCC, Sharon Woods Claims Operations Manager, with a copy sent to M.U.M, Paul Olsen, the County's Agent, on behalf of the County, as an attempt to compromise our relative positions and come to an amicable negotiated solution to our dispute over the scope of loss on Claim#180364 May 4, 2016 Courthouse Fire.

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

Financial:

**The B.O.C approved the renewal of the County’s Liability Insurance Coverage and added Cyber Insurance Coverage.

McCauley/Varner a motion to approve the renewal contract with Underwriters of Michigan (M.U.M), in **2019-304** the amount of **\$92,886.00** for Oscoda County’s Liability Coverage, effective January 1, 2020 through January 1, 2021 and authorize the Chair to sign, on behalf of the County.

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

Varner/McCauley a motion to approve the quote from Risk Placement Services, Inc. for Cyber **2019-305** Insurance Coverage, in the amount of **\$2,205.00** effective January 1, 2020 through January 1, 2021 and authorize the Chair to sign, on behalf of the County.

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

**The B.O.C approved the renewal of the MGT Agreement for the County’s “Cost Allocation Plan”.

McCauley/Bondar a motion to approve the renewal contract with Consulting Services Agreement with **2019-306** MGT of America Consulting, LLC for fiscal years 2019, 2020, 2021 and 2022 to provide “Cost Allocation Plan” and authorize the Chair to sign, on behalf of the County.

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

**The B.O.C approved several “Contract Agreements” as written. The following contracts are included in the 2020 Budget and all parties have accepted, with exception the B.O.C has not received the Chief County Medical Examiner and the State of Michigan Rental Agreement; they will continue as is.

- First-Step Screening Agreement
- Elk Country Animal Shelter
- Northern Michigan Children Assessment Center (NMCAC)
- Plumbing Inspector
- Mechanical Inspector
- Electrical Inspector
- Chief County Medical Examiner
- Medical Examiner Investigator
- ASVCMH Fiber Sharing
- EDC Administration Agreement
- Inmate Housing Agreement with Ogemaw
- Orkin Pest Control
- ASVCMH Lease Agreement
- Emergency Management Coordinator
- Housing Consulting Services, LLC
- State of Michigan Rental Agreement

Varner/McCauley a motion to accept the 2020 Contracts, as listed, and authorize the Chair to sign, on **2019-307** behalf of the County.

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

**The B.O.C held “Special Budget Workshops Meetings” to review & discuss the 2020 Budgets for both the General and Special Funds. It is the B.O.C responsibility to adopt a balanced budget before the end of the year; however the B.O.C can amend the 2020 Budget, after the first of the year, should it become necessary. A copy of the 2020 Budgets will be available for “Public” review at the Treasurer’s Office at the B.O.C Office and/or on the County Website. The B.O.C is will hold a “Public Hearing” before adopting the 2020 General and Special Fund County Budgets.

GENERAL FUND	PROPOSED	2020 BUDGET
101-101	COMMISSIONERS	\$113,337.09
101-102	EXEC. SECRETARY	\$54,889.68
101-115	GOV'T ADMINISTRATION	\$622,459.54
101-130	TRIAL COURT	\$603,538.41
101-164	JURY COMMISSION	\$6,300.00
101-191	ELECTIONS	\$44,800.00

101-215	CLERK	\$175,416.89
101-225	EQUALIZATION	\$185,124.80
101-229	PROSECUTOR	\$309,805.85
101-236	DEEDS	\$118,443.52
101-253	TREASURER	\$121,163.12
101-258	IT/GOVT.ADMIN	\$100,490.89
101-265	MAINTENANCE	\$257,282.66
101-270	MOTORPOOL	\$54,272.22
101-301	SHERIFF	\$1,083,300.04
101-331	MARINE	\$12,562.95
101-333	TRAFFIC SAFETY	\$63,225.09
101-335	SNOWMOBILE	\$7,420.75
101-351	JAIL	\$254,700.00
101-371	REBUILD	\$3,000.00
101-400	PLANNING	\$6,197.72
101-426	EMERGENCY MGMT.	\$20,300.00
101-430	ANIMAL CONTROL	\$37,878.15
101-600	HEALTH/WELFARE	\$138,720.97
101-728	EDC	\$29,300.48
101-851	INS/BONDSFRINGES	\$0.00
101-890	CONTINGENCY	\$250,000.00
101-965	APPROPRIATIONS	\$292,027.06
	Total Expense	<u>\$4,965,957.88</u>

PROPOSED APPROPRIATIONS

215	FRIEND OF THE COURT	\$16,000.00
216	PUBLIC GUARDIAN	\$0.00
217	FAIRGROUNDS	\$5,000.00
218	SMITH LAKE	\$3,500.00
232	HISTORICAL	\$5,000.00
256	ROD AUTOMATION	\$16,000.00
260	MIDC	\$54,337.70
269	LAW LIBRARY	\$2,500.00
290	SOCIAL SERVICES (DHHS)	\$9,120.00

292	CHILD CARE	\$156,569.39
295	AIRPORT	\$24,000.00
		<u>\$292,027.09</u>

	SPECIAL FUNDS	PROPOSED
102	AMBULANCE EQUIP	2020 BUDGET
	REV	\$98,320.50
	EXP	\$192,000.00
	Expected End Balance	-\$93,679.50
103	SHERIFF EQUIP	
	REV	\$106,882.50
	EXP	\$161,750.00
	Expected End Balance	-\$54,867.50
	911-EMERGENCY	
104	REV	\$168,200.00
	EXP	\$192,074.34
	Expected End Balance	-\$23,874.34
	OFFICER TRAINING	
205	REV	\$2,300.00
	EXP	\$2,300.00
	Expected End Balance	\$0.00
	COUNTY PARK	
208	REV	\$115,000.00
	EXP	\$48,366.50
	Expected End Balance	\$66,633.50
	D.A.R.E.	
209	REV	\$400.00
	EXP	\$300.00
	Expected End Balance	\$100.00
	AMBULANCE	
210	REV	\$1,145,924.75
	EXP	\$1,090,058.32
	Expected End Balance	\$55,866.43

	FRIEND/COURT	
215	REV	\$113,090.00
	EXP	\$129,780.30
	Expected End Balance	-\$16,690.30

	PUBLIC GUARDIAN	
216	REV	\$0.00
	EXP	\$0.00
	Expected End Balance	\$0.00

	FAIRGROUNDS	
217	REV	\$15,000.00
	EXP	\$15,000.00
	Expected End Balance	\$0.00

	SMITH LAKE	
218	REV	\$3,500.00
	EXP	\$4,265.00
	Expected End Balance	-\$765.00

	HAZMAT	
230	REV	\$1,000.00
	EXP	\$600.00
	Expected End Balance	\$400.00

	HISTORICAL COMM	
232	REV	\$15,262.04
	EXP	\$52,176.50
	Expected End Balance	-\$36,914.46

	BUILDING DEPARTMENT	
249	REV	\$131,000.00
	EXP	\$124,510.95
	Expected End Balance	\$6,489.05

	ROD AUTOMATION FUND	
256	REV	\$23,520.00
	EXP	\$23,520.00
	Expected End Balance	\$0.00

	COURTHOUSE FIRE	
258	REV	\$0.00
	EXP	\$0.00
	Expected End Balance	\$0.00
	MIDC	
260	REV	\$252,689.00
	EXP	\$252,689.00
	Expected End Balance	\$0.00
	CONCEALED PISTOL LICENSING	
263	REV	\$5,510.00
	EXP	\$5,510.00
	Expected End Balance	\$0.00
	DRUG ENFORCEMENT	
265	REV	\$97,832.50
	EXP	\$85,808.62
	Expected End Balance	\$12,023.88
	LAW LIBRARY	
269	REV	\$4,500.00
	EXP	\$4,500.00
	Expected End Balance	\$0.00
	COUNCIL ON AGING	
274	REV	\$231,048.00
	EXP	\$231,048.00
	Expected End Balance	\$0.00
	EDC REVOLVING LOAN	
281	REV	\$30,350.00
	EXP	\$25,000.00
	Expected End Balance	\$5,350.00
	SOCIAL SERVICES	
290	REV	\$9,120.00
	EXP	\$9,120.00
	Expected End Balance	\$0.00

CHILD CARE

292	REV	\$421,069.36
	EXP	\$421,069.36
	Expected End Balance	\$0.00

AIRPORT

295	REV	\$45,000.00
	EXP	\$42,985.00
	Expected End Balance	\$2,015.00

BASIC GRANT

296	REV	\$15,000.00
	EXP	\$15,000.00
	Expected End Balance	\$0.00

SMILE/COUNSELING

297	REV	\$1,060.00
	EXP	\$750.00
	Expected End Balance	\$310.00

VETERANS AFFAIRS

298	REV	\$133,590.00
	EXP	\$126,035.14
	Expected End Balance	\$7,554.86

COURTHOUSE PRESERVATION FUND

470	REV	\$7,500.00
	EXP	\$0.00
	Expected End Balance	\$7,500.00

HOUSING

535	REV	\$116,000.00
	EXP	\$116,000.00
	Expected End Balance	\$0.00

McCauley/Varner a motion to approve the “Proposed” 2020 General Fund Budgets, in the amount of **2019-308** **\$4,965,957.88** including the 2020 Appropriations and 2020 Special Fund Budgets, as presented.

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

Varner/Bondar 2019-309 a motion to hold a “Public Hearing” at the Regular scheduled Board of Commissioners Meeting on **December 10, 2019**, to adopt the 2020 Oscoda County General and Special Fund Budgets and to advertise in the County Herald and on the County Website.

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

**The B.O.C approved the following motions regarding the County’s 2020 Health Insurance. 44-North will host an employee meeting scheduled for Tuesday, December 10th at noon, at the Community Center.

Varner/McCauley 2019-310 a motion to add the “Stop Loss Protection Plan” to the self-funded ARORx Drug Card, offered by 44-North, in the amount of \$8.50 per person (approximately \$5,770.00), effective January 1, 2020-December 31, 2020.

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

Bondar/McCauley 2019-311 a motion for Oscoda County to accept the 2020 Health Insurance Plan Options (HRA & HSA) and the renewal of VSP 12/24/24 Optical Coverage and the Delta & Dental Plan-C (including orthodontic), from 44-North as outlined in “Benefit Summary Sheet”, effective January 1, 2020-December 31, 2020.

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

Varner/Bondar 2019-312 a motion to adopt **Resolution 2019-010** the “Oscoda County Health Insurance for the Calendar Year of 2020” as written and to OPT-OUT of the PA152 for 2020.

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

McCauley/Varner 2019-313 a motion to authorize the County Clerk’s Office to payroll deduct the employees’ Health Insurance Premiums and/or the pre-tax in compliance, with Section 125 Administered by 44North, HSA contributions, out of 24 pay-periods, as described in the “Benefits at a Glance”, effective January 1, 2020-December 31, 2020.

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

Committee Reports:

Commissioner Bondar

**Attended the N. MI County of Association Board Meeting.

**Participated in a “TPOAM Negotiations Meeting” along Commissioner Bondar, Bob Hunter, EMS Director, Jeri Winton, County Clerk & Register of Deeds, Gary King, County Attorney and Representatives for the new EMS and Professional Employees Association (TPOAM Union).

**Participated in a “Conference Call” with Attorney Joseph Quandt, from KUHN ROGERS PLC, along with Commissioner Yoder.

**Attended the Landfill Claims & Accounts Committee Meeting.

**Attended the Landfill Board Meeting.

Commissioner Varner

**Participated in a meeting with representatives from the MI Institute of Forensic Science & Medicine, PC along with Commissioner Yoder regarding Medical Examiner Office Services.

**Attended the NEMSCA Board Meeting.

**Attended the ASVCMH Finance Committee Meeting.

- **Attended the Mediation Services Board Meeting.
- **Participated in a “POAM Negotiations Meeting” along Commissioner Yoder, Sheriff Kevin Grace, Gary King, Labor Attorney and representatives from POAM.
- **Participated in a “TPOAM Negotiations Meeting” along Commissioner Bondar, Bob Hunter, EMS Director, Jeri Winton, County Clerk & Register of Deeds, Gary King, County Attorney and Representatives for the new EMS and Professional Employees Association (TPOAM Union).
- **Attended the Landfill Board Meeting.
- **Reviewed the Claims & Audit Docket for November 26, 2019; as part of the Finance Committee.
- **Attended the District Health Department#2 Board Meeting.

Commissioner Yoder

- **Participated in a meeting with representatives from the MI Institute of Forensic Science & Medicine, PC along with Commissioner Varner regarding Medical Examiner Office Services.
- **Attended the Veteran Affairs Board Meeting.
- **Participated in a “Conference Call” with Attorney Joseph Quandt, from KUHN ROGERS PLC, along with Commissioner Bondar.
- **Attended the EDC & Brownfield Board Meeting.
- **Participated in a “POAM Negotiations Meeting” along Commissioner Varner, Sheriff Kevin Grace, Gary King, Labor Attorney and representatives from POAM.
- **Reviewed the Claims & Audit Docket for November 26, 2019; as part of the Finance Committee.
- **Attended the Annex Courthouse Security Committee Meeting.
- **Constantly in touch with Wolgast Corporation as the “Point of Contact”.

Commissioner McCauley

- **Attended the Greenwood Township Board Meeting.
- **Attended the Big Creek Township Board Meeting.
- **Attended the District Health Department#2 Board Meeting.
- **Attended the Road Commission Board Meeting.

Commissioner Marsh

- **Excused

Public Comments & Matters:

- **“No Shave November & December” is a fundraiser to present a scholarship to someone going into the Criminal Justice Program; for more information give the Sheriff’s Department a call.
- **Sheriff Grace warns everyone that the newly paved M-33 to Fairview is slippery and asked that everyone slow down and be safe.
- **Fairview hosting “Lighting of the Tree” and is promoting buy local on Saturday December 6th.
- **Mio Holiday Parade is Saturday, November 30th.
- **Ms. Andrea Dantzer was introduced; she is a new report for the County Herald.

**Commissioner Yoder called for a 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.

McCauley/Bondar a motion to go into Closed Session (11:35 p.m.), Strategy with the negotiations of a **2019-314** Collective Bargaining Agreement, in accordance with the “Open Meetings” (1976 PA267 MCL 15.261 et seq.) (Section 8-C).

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

Varner/Bondar a motion to return to the B.O.C Meeting (12:27 p.m.).
2019-315

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

**The following motions were made upon returning from Closed Session.

Varner/Bondar a motion to accept the “Letter of Understanding” between the County of Oscoda (“the
2019-316 County”) and the Technical, Professional & Office Workers Association (“the Union”) for 2020 Health Insurance, as written.

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

Bondar/Varner a motion to ratify the Contract Agreement “between” County of Oscoda and Oscoda
2019-317 County Sheriff Office and Police Officers Association of Michigan, effective January 1, 2020 through June 30, 2023, as agreed upon by all parties.

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

McCauley/Bondar a motion to authorize the county Clerk’s Office, to honor retro-pay back to July 1,
2019-318 2019 for all POAM members, as agreed upon by all parties.

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

**Chairman Yoder called for a motion to adjourn.

Bondar/McCauley a motion to adjourn today’s meeting (12:31 p.m.).
2019-319

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

The next Regular B.O.C Meeting is scheduled for **Tuesday, December 10, 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