



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, October 10, 2017

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

Members Excused:

Others Present: 11 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.) Tri-Town Fire Department, Fire Chief David Stenzel, and Ms. Susan Avery addressed the B.O.C regarding the Oscoda County Jaws of Life. The Tri-Town Fire Department received two emergency vehicles, bought by a private individual, one to be used the Jaws of Life and the other emergency vehicle to sell. The B.O.C is being asked to reimburse the Tri-Town Fire Department for half of the purchase price and increase the County appropriations for next year for the Jaws of Life by \$500.00. The current Jaws of Life emergency vehicle currently used will be returned to the County. The B.O.C will consider at a later date.

2.) Mr. Tim Whiting, Building Inspector, gave an up-date on the Building Department stating business has been good this year. Mr. Whiting is requesting the Building Departments Temporary/Seasonal Secretary be move to a regular part-time position; this is a Steelworkers Union position that has been inactivate for some time. Commissioner Wilson stated that the position should be posted. The B.O.C will consider at the October 24, 2017 Board Meeting.

3.) Commissioner Olsen gave a 2018 Insurance up-date. The County received a .67% overall increase from Blue Care Network for the 1/1/2018 renewal. 44-North, Ms. Jennifer Martin, is scheduled to attend the October 24, 2017 Board Meeting. The B.O.C will be asked to accept the BCN increase and Opt-Out of PA 152 for 2018. Also, MDLive will take the place of TeleDoc, which will include behavior health. 44-North will assist employees with signing up process and answer questions.

4.) Ms. Brenda Moore, Executive B.O.C Secretary gave an overview of the General and Special Fund Budget Summary for the month ending September 2017. The 2018 Budget Worksheets & Contracts will be e-mailed out to the Department Heads and/or Boards by the end of the week with a request to be returned by November 1st. Budget workshops are scheduled for:

November 9th Special Budget Workshop at 9 am
November 14th Budget Workshop (Part of the Regular B.O.C Meeting)
November 21th Special Workshop 9 am Approve Contracts/Finalize Budget
November 28th Approve 2018 Proposed Budget (Part of the Regular B.O.C Meeting)
December 12th Adopt 2018 Budget (Part of the Regular B.O.C Meeting)

5.) Commissioner Olsen provided an up-date on the EMS Investigation and Department. Commissioner Kischnick and Olsen met with Gary King, Labor Attorney. The Second EMS Investigation has been completed and a copy will be forward to each of the Board members. The EMS Department has been interviewing applicants for contingency positions. The EMS call volume continues to increase. The Department is doing their best to staff two ambulances sometimes only with basic, so intercepts are still being used. The Department has one Paramedic retiring December 1st. A second EMS Forum to discuss the EMS Millage language, on the November 7, 2017 ballot, is scheduled for October 17, 2017 at 6pm at the Community Center.

**Chair Olsen called for a recess (9:45 a.m.) before the Regular B.O.C Meeting.

Official Minutes

October 10, 2017

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

Chair Olsen called the meeting to order at 10:00 a.m.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 11 members of the public were in attendance.

The B.O.C approved the Agenda for **October 10, 2017, with two additions and one removal.

ADD: Correspondence/Reports/Resolutions: 23rd Trail Court Juvenile Officer Hire.

ADD: Unfinished Business/New Business: Sale of County Vehicles.

REMOVE: Appointments: 10:30 a.m. Sheriff Kevin Grace- 911 Up-date & Request.

Nutt/Kelly a motion to accept the Agenda for **October 10, 2017**, with noted changes.

2017-312

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

The B.O.C approved the Official Minutes for **September 26, 2017, as presented.

Kelly/Wilson a motion to approve the Official Minutes for the B.O.C Meeting held

2017-313 **September 26, 2017.**

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

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

Appointments:

*Mr. Will Olsen, RFP Consultant, provided an up-date on the Government Building, through a phone conference.

Reviewed:

Proof-of-Loss, which is an increase over WTA Cost Analysis of \$265K

BOC Letter – overview of project.

RFP – A1 Documents go hand-n-hand. Importance of a Single Point of Contact

Wolgast Letter –regarding a single story vs. two stories with a basement without a basement
Contract Managers Proposal.

Discussion:

Commissioner Kischnick asked who decided what offices would be in the new building and why the Department of Corrections Office was never asked, when they were one of the offices displaced. Mr. Olsen stated the information was taken from WTA, previous notes and the occupancy list that was provided to the Board back in July. Commissioner Olsen stated that the Department of Corrections has been discussed previously by the Board and that all Court related offices were going to stay in the Annex Building. Mr. Olsen stated it is the Board’s decision to determine what offices will be in the new building and changes can be done if they are done prior to contract signatures. The Contract Manager’s Proposal was briefly discussed. Mr. Olsen stated he strongly recommends the County have a contract manager, rather it be himself or someone else especially for change orders, submittals and contract compliance. Commissioner Wilson questioned the one story vs. two stories and when a one story without a basement was decided. Mr. Olsen stated the information was all part of the RFP and it could be change prior to a contract with Wolgast. After a lot of discussion, it was the consensus of the board that more information was needed. The Board thank Mr. Olsen and ended the conference call. The Board continued to discuss in depth. Motions were made and approved for the Proof of Loss, One Story Government Building, with Commissioner Wilson voting no, and with the entire Board in favor of adding the Department of Corrections Office. The Independent Manager Contract with Mr. Will Olsen was a two/two vote, with Commissioner Olsen abstaining, therefore motion failed. Commissioner Kischnick stated that the County has not received a recommendation from our County Attorney who is reviewing the proposed contract, therefore could not agree at this time.

Nutt/Kelly a motion to approve the "Partial Sworn Statement" for Oscoda County, due to the **2017-314** May 4, 2016 FIRE, Insurance Claim #180364, Building, and authorize the Chair to sign.

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

Kelly/Nutt a motion to move forward on a design build for a **one-story building** for the new **2017-315** Government Office Building.

Roll Call Vote: Nutt, yes; Olsen, yes; Wilson, no;
Kischnick, yes; Kelly, yes. **Motion Carried.**

Nutt/Kelly a motion to move forward and **include** the Department of Corrections in the design **2017-316** build of the new Government Office Building.

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

Kelly/Nutt a motion to accept the "Independent Contract" for Contract Manager, as written and **2017-317** presented, between Oscoda County Board of Commissioner and Mr. Will Olsen who will represent the Board as the single point of contact for the County during the replacement of the Oscoda County Office Building.

Roll Call Vote: Wilson, no; Olsen, abstain; Nutt, yes;
Kischnick, no; Kelly, yes. **Motion Failed.**

Correspondence, Reports, Resolutions (acknowledge receipt):

**The B.O.C received notification from Natika Mitchell-Cowie resignation.

Nutt/Wilson a motion to acknowledge the resignation of Natika Mitchell-Cowie from the Park &
2017-318 Recreation Commission Board, October 3, 2017.
5 ayes: 0 nays: **Motion Carried.**

**The B.O.C acknowledge 23rd Trail Court Juvenile Officer Hire.

Kischnick/Nutt a motion to acknowledge and file the hiring of Delores Yoder as the 23rd Trial Court
2017-319 Juvenile Officer, effective October 9, 2017.
5 ayes: 0 nays: **Motion Carried.**

Unfinished Business/New Business:

**The Disability Benefits described in the Oscoda County Personnel Policy are different than as described in all of the County Union Contracts. After discussing with Gary King, Labor Attorney the County's Disability Benefit Policy is available to all Oscoda County full-time employees without a waiting period, therefore the six-month waiting period reflected in the Personnel Policy Manual has been crossed out and does not apply.

Wilson/Kelly a motion to amend page 24 of the Oscoda County Personnel Policy Manual, Disability
2017-320 Benefits, as revised.
5 ayes: 0 nays: **Motion Carried.**

**The B.O.C approved to advertise FOR SALE 4-four County owned Cars and the Ambulance ATV, as requested by the Motor Pool Supervisor, Rod Marsh.

Kischnick/Kelly a motion to allow the Motor Pool Supervisor to advertise FOR SALE 4-four
2017-321 County owed cars and the Ambulance ATV.
Roll Call Vote: Wilson, yes; Olsen, yes; Nutt, yes;
Kischnick, yes; Kelly, yes. **Motion Carried.**

**Commissioner Kischnick asked the Board to act on the request to reimburse the Tri-Town Fire Department for half of the purchase price of the Jaws of Life Vehicle, the B.O.C agreed; funds will be paid out of contingency.

Kischnick/Wilson a motion to authorize \$3,000, payable to the Tri-Town Fire Department, for the
2017-322 Jaws of Life.
Roll Call Vote: Nutt, yes; Kelly, yes; Wilson, yes;
Kischnick, yes; Olsen, yes. **Motion Carried.**

Financial:

**The B.O.C approved the Claims & Audit Docket for October 10, 2017.

Wilson/Kelly a motion to approve the Claims & Audit Docket for October 10, 2017, in the amount of
2017-323 \$38,374.67.
Roll Call Vote: Olsen, yes; Nutt, yes; Kelly, yes;
Wilson, yes; Kischnick, yes. **Motion Carried.**

**The B.O.C approved the Expenditures for September 2017.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$155,695.45	\$351,956.35	\$507,651.80
102 Ambulance Equip	\$0.00	\$0.00	\$0.00
103 Sheriff Equip	\$0.00	\$45,666.05	\$45,666.05
104 911 Emergency	\$6,316.95	\$9,755.90	\$16,072.85
205 Officer Training	\$0.00	\$0.00	\$0.00
208 Park Fund	\$4,872.15	\$11,044.23	\$15,916.38
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$53,057.51	\$84,206.98	\$137,264.49
215 Friend/Court	\$5,196.43	\$9,827.31	\$15,023.74
216 Public Guardian	\$0.00	\$33.58	\$33.58
217 Fairgrounds	\$0.00	\$1,505.71	\$1,505.71
218 Smith Lake	\$0.00	\$40.00	\$40.00
230 Hazmat	\$0.00	\$0.00	\$0.00
232 Historical Commission	\$344.92	\$344.92	\$689.84
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00
249 Building Dept.	\$3,869.13	\$10,170.79	\$14,039.92
256 R.O.D. Automation	\$0.00	\$600.00	\$600.00
258 May 4 Courthouse Fire	\$0.00	\$144.53	\$144.53
263 Concealed Pistol Licensing	\$0.00	\$460.78	\$460.78
265 Drug Law Enforcement	\$3,753.61	\$5,434.66	\$9,188.27
269 Law Library	\$0.00	\$931.16	\$931.16
271 Library	\$0.00	\$0.00	\$0.00
274 Council/Aging	\$0.00	\$24,000.00	\$24,000.00
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	\$0.00	\$16,744.73	\$16,744.73
293 Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294 Veterans Trust	\$0.00	\$0.00	\$0.00
295 Airport	\$711.35	\$1,106.39	\$1,817.74
296 Basic Grant	\$0.00	\$6,000.00	\$6,000.00
297 Smile/Counseling	\$0.00	\$250.00	\$250.00
298 Veterans Affairs	\$1,937.70	\$7,464.95	\$9,402.65
470 Courthouse Preservation	\$0.00	\$0.00	\$0.00
616 Tax Revolving	\$0.00	\$1,818.79	\$1,818.79
<i>SUB TOTALS</i>	\$235,755.20	\$589,507.81	\$825,263.01

201 Road Commission

\$127,268.27

Grand Total

\$952,531.28

Wilson/Kelly a motion to approve the September 2017 Expenditures, in the amount of **\$825,263.01**.
2017-324

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

**The B.O.C approved the annual request to move the DTRF as received, from the County Treasurer, Bill Kendall.

Nutt/Wilson a motion to move \$10,000 from the restricted account within the DTRF, to cover costs **2017-325** involved in administrating the delinquent tax foreclosure process in the Treasurer's Office, and to move \$190,000.00 from the DTRF to the General Fund; this represents the interest and administrative fees, investment interest collected by the DTRF in 2015 to use for the 2017 budget.

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

**The B.O.C placed a "Spending Freeze" on purchases. Commissioner Kelly questioned the EMS Medical Supplies. Commissioner Wilson stated the freeze is just for purchases that are not essential. Commissioner Kischnick and Kelly cast no votes.

Wilson/Nutt a motion to place a "Spending Freeze" on all County 2017 Budgets for purchases for the **2017-326** balance of the year, effective November 6, 2017; exceptions approved by the Finance Committee.

Roll Call Vote: Kischnick, no; Wilson, yes; Olsen, yes;
Nutt, yes; Kelly, no. **Motion Carried.**

Committee Reports:

Commissioner Nutt:

**Attended the EMS Forum on September 26, 2017.

Commissioner Kischnick:

**Participated in a meeting along with Commissioner Olsen and Gary King, Labor Attorney.

**Attended the Michigan Indigent Defense Commission Committee Meeting.

**Attended the Council on Aging.

Commissioner Wilson:

**Attended the Comins Township Board Meeting.

**Met with Cy & Jessica Wakeley, NICE (EDC Director).

**Met with Andrew Thompson, Animal Control Officer.

**Attended the Clinton Township Board Meeting.

**Reviewed the Claims & Audit Docket for October 10, 2017; as part of the Finance Committee.

Commissioner Kelly:

**Participated in several meetings, as acting EMS Ambulance Director, along with Commissioner Olsen.

**Met with Andrew Thompson, Animal Control Officer, along with Commissioner Olsen.

**Attended the EMS Forum on September 26, 2017.

- **Met with Amy Marker, Chief Medical Examiner, Brenda Oaks, Medical Examiner Investigator, along with Commissioner Olsen, regarding their contracts up for renewal.
- **Attended the NEMSCA Board Meeting.
- **Met with Cy & Jessica Wakeley, NICE (EDC Director) along with Commissioner Olsen.
- **Attended the Michigan Indigent Defense Commission Committee Meeting.

Commissioner Olsen:

- **Participated in several meetings, as acting EMS Ambulance Director, along with Commissioner Kelly.
- **Met with Andrew Thompson, Animal Control Officer, along with Commissioner Kelly.
- **Attended the EMS Forum on September 26, 2017.
- **Met with Amy Marker, Chief Medical Examiner, Brenda Oaks, Medical Examiner Investigator, along with Commissioner Kelly, regarding their contracts up for renewal.
- **Met with Cy & Jessica Wakeley, NICE (EDC Director) along with Commissioner Kelly.
- **Participated in a meeting along with Commissioner Kischnick and Gary King, Labor Attorney.
- **Met with Buffy Carr, Emergency Management Coordinator.
- **Met with Cassie Morse-Bills, Prosecuting Attorney, regarding the “Proof of Loss”.
- **Attended a Trauma Team Meeting, representing EMS.
- **Attended a School Safety Meeting, representing EMS.
- **Reviewed the Claims & Audit Docket for October 10, 2017; as part of the Finance Committee.

Public Comments & Matters:

**A resident question why the Board did not have a Liaison at the last Veterans Affairs Meeting. Unfortunately, a last-minute meeting was unavoidable, however the VA Office was notified.

**Chair Olsen asked for a motion to adjourn.

Nutt/Wilson a motion to adjourn today’s meeting, **October 10, 2017** (12: 15 p.m.).
2017-327

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

The next Regular B.O.C Meeting is scheduled for **Tuesday, October 24, 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**