



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 **October 16, 2017**

A Special Meeting, of the Oscoda County Board of Commissioners, regarding the “Government Building” was held on Monday, October 16, 2017 at 6:30 p.m. in the Commissioner’s Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 6:30 p.m.

Invocation: Commissioner Nutt led a prayer.

Pledge to the Flag:

Roll Call of Members:

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

Members Excused:

Others Present: 9 members of the public were in attendance.

**The B.O.C approved the Agenda for October 16, 2017.

Kelly/Nutt a motion to accept the Agenda for the Special B.O.C Meeting on October, 16, 2017 as **2017-328** presented.

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

**Mr. Will Olsen, RFP Consultant, reviewed the “Occupancy Requirements” for the Government Building, through a phone conference. Mr. Olsen went line by line and each office on the list was discussed in depth. After a lot of discussion, the Treasurer’s Office was reduced by 4, the Board of Commissioners was reduced by 9 and a Jury Boards Office will be provided appropriated space that added 3, with a maximus total occupancy count of 104. The following offices will be included in the new Government Building. Equalization Offices, Treasurers Offices, Emergency Management (EOC) Office, IT Offices, Board of Commissioners Office, Board of Commissioners Boardroom, Housing Office, Clerks Offices, Register of Deeds Office, Veteran Affairs Office, and Department of Corrections Offices. Mr. Olsen is scheduled to contact Wolgast to discuss the Board decision on Tuesday, October 17, 2017. Mr. Olsen will discuss with Wolgast and direct them to use the maximum of space with the insurance funds available while reducing maintenance cost, operating cost and the longevity of the building. Commissioner Kischnick and Wilson would like Mr. Olsen to discuss with Wolgast and asked that they provide the difference between the selected design relating to a partial basement or increase/use of existing square footage; Mr. Olsen will address. Mr. Olsen asked the Board if they had any objection to a partial basement/basement or increase in square footage as long as long as the mechanical space doesn’t take away from occupancy space, the Board all were in agreement. The following motion was made:

Nutt/Kelly a motion to accept the Occupancy Requirements, with the listed offices, dated October 16, **2017-329** 2017, provided by Will Olsen, RFP Consultant

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

**The Contract Manager's contract was discussed. Mr. Olsen explained that the outline of the contract was the same basic structure as utilized for the EOC Contract and that any contract should flow from the top (County) down to the individual as was previously used and that the use of the AIA Form(s) for the contract between the County and Wolgast were only because the county did not have any other method and this allowed them the flexibility to use a 3rd party service without incurring substantial cost. The Board received notification that KELLER THOMA, PC, could not review this contract; stating due to their law firm's ongoing professional relationship with the County. Commissioner Kischnick stated it appears that both Attorney's asked to review this contract see potential problems; Mr. Olsen stated he did not see a conflict of interest as the contract was between 4 of the voting members with 1 abstain and that the Contract would be initiated by the Vice Chair. After some discussion it was the consensus of the Board to look at other options but to send the Contract Managers contract to Michigan Association of Counties, along with the "Draft" of the A1 Design to Build Contract for review that will be the substance of Wolgast contract. Mr. Olsen stated that Wolgast will want an owner's representative in place before they provide a contract. Mr. Olsen again stated he felt that there was no conflict of interest with his proposal and reiterated the importance of a Contract Manger rather it be himself or someone else. The Board thanked Mr. Olsen and ended the conference call.

Commissioner Olsen informed the Board that the B.O.C office received an e-mail from SERVPRO about transferring the temporary office rental to the county. The rental company is McDonald Modular Solutions, they will need to have a master lease agreement and a credit application completed in order to do the transfer. County Treasurer, Bill Kendall, has been asked to assist with the credit application. SERVPRO is working on computing the credit that SERVPRO owes to the county but would like to get the rental transferred over before the credit is finalized in case we receive additional monthly invoices for that prior to everything being transferred; at this time we have not received any information. Commissioner Olsen asked the Board if they would like to see if Wolgast would be willing to rent the temporary office buildings on behalf of the County and make it part of their Contract. Commissioner Kischnick stated he did not see that being a good move and suggested the County complete a credit check for McDonald Modular Solutions and work towards a Master Lease Agreement for the Temporary Mobile Units. Commissioner Olsen and Wilson along with B.O.C Executive Secretary, Brenda Moore, will be meeting with the Insurance Adjuster, Mr. Clare Wasek, to review the status of the County's Insurance Claim on October 17, 2017.

Chair Olsen called for a motion to adjourn.

Kelly/Wilson a motion to adjourn today's meeting, October 16, 2017 (8:25 p.m.).
2017-330

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.**