



COUNTY OF OSCODA

Mr. Charles E. Varner, Jr, Chairman
Ms. Jackie Bondar
Ms. Libby Marsh

Mr. Tom McCauley, Vice Chairman
Mr. Ted Handrich

Telephone (989) 826-1130

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Oscoda County Government Center, 311 S. Morenci Ave, P.O. Box 399, Mio, MI 48647

Official Minutes January 9, 2024

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, January 9, 2024 at 10:00 a.m.** "Open to the Public" and offered to join by Teleconference, from the Commissioner's Boardroom, located at the Oscoda County Government Center Building, 311 S. Morenci Ave, Mio Michigan 48647.

A. Call to Order

Commissioner Varner called today's "Public Meeting" to order at 10:00 a.m.; including those joining the meeting by teleconference.

B. Invocation and/or Pledge

Pledge to the Flag

C. Roll Call of Board Members

Roll Call of Members:

| | |
|---------------------------|--|
| Members Present: | Commissioners Varner, Marsh, Handrich, Bondar and McCauley |
| Members Excused: | N/A |
| Public Present: | 6 |
| Public by Teleconference: | 4 |
| Zoom Participants: | 5 |

D. Approval of Agenda & Annual Organizational Meeting

The B.O.C approved the Agenda & Annual Organizational Meeting for **January 9, 2024**, as presented.

Marsh/Handrich
2024-001 a motion to approve the agenda for **January 9, 2024**, B.O.C Regular Meeting which includes the "Annual Organizational Meeting".

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

1) 2024 B.O.C Organizational Meeting

McCauley/Bondar
2024-002 a motion to hold the "2024 Organizational Board Meeting" at the Regular Board of Commissioners Meeting on **Tuesday, January 9, 2024** at 10:03 a.m.

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

2) 2024 B.O.C. Meeting Dates

Marsh/McCauley
2024-003 a motion to approve the Regular Board of Commissioner's Meeting schedule at 10:00 a.m. on the 2nd and 4th Tuesday of the Month, unless otherwise posted.

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

3) 2024 Scheduled Holidays

Handrich/Bondar
2024-004 a motion to accept the 2024 Holiday Schedule for Oscoda County designated by the Michigan Supreme Court, also to include a full day paid Holiday on Good Friday and a full day paid holiday on Easter Sunday for Ambulance & Sheriff Employees who work that day.

Roll Call Vote: McCauley, yes; Varner, yes; Marsh, yes;

Handrich, yes; Bondar, yes. **Motion Carried.**

- 4) 2024 Designate: Depository (Bank), Web Site & Newspaper of Record, Office of Record Minutes, Procedural, Guidelines, and Adoption.

McCauley/Handrich
2024-005 a motion to designate the Huntington National Bank as the depository for County Funds, designate Blue Water Fuel Management for gas cards for the County, designate the Oscoda County Web Site as the public notification of record with the Oscoda County Herald as the advertising newspaper of record, and designate the County Clerk's Office as the location, for the public, to obtain copies of Official Minutes, for the FY2024.

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

Marsh/McCauley
2024-006 a motion to refer to the Robert's Rules of Order for procedural guidelines, to adopt the B.O.C Bylaws & Rules of Procedures, including Appendix -A (Ethics Policy), with the option to review and up-date as needed including the current County's Personnel Policy Manual.

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

Marsh/Handrich
2024-007 a motion to adjourn the "Annual Organizational Meeting" at 10:07 a.m. and return to the Regular Board Meeting.

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

- 5) 2024 B.O.C Committee Appointments

Handrich/Bondar
2024-008 a motion to accept the assigned 2024 B.O.C Committee Appointments, as presented with the addition of Commissioner Marsh being added as an Alternate to NE Michigan Consortium Michigan Works on the 2024 Committee Appointments.

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

E. Approval of the Consent Calendar Items for January 9, 2024.

The B.O.C. approved the Consent Calendar Items for **January 9, 2024.**

Item #1 Official Minutes for November 28, 2023, December 12, 2023, December 19, 2023 and

December 21, 2023 Closed Session, as presented.

Item #2 Budget Amendments

911 Emergency Service: a request to include \$20,000.00 into the 911 Wages PT budget line (104.301.704.00) that should have been included during the budget planning, and so, amend the budget.

Treasurer: a request to add a new budget line CVSF Grant Fund (298.000.547.00) to the Veteran's Affairs budget.

Item #3 General and Special Funds Budget Reports for December 2023.

Item #4 Expenditures for December 2023.

NOVEMBER 2023 EXPENDITURES

| | PAYROLL | EXPENSES | TOTAL |
|-----------------------------|----------------|-----------------|--------------|
| 101 General Fund | \$185,973.87 | \$207,430.10 | \$393,403.97 |
| 102 Ambulance Equip | \$0.00 | \$6,257.81 | \$6,257.81 |
| 103 Sheriff Equip | \$0.00 | \$603.80 | \$603.80 |
| 104 911 Emergency | \$8,312.86 | \$8,363.73 | \$16,676.59 |
| 205 Officer Training | \$0.00 | \$0.00 | \$0.00 |
| 208 Park Fund | \$4,935.92 | \$2,898.40 | \$7,834.32 |
| 209 D.A.R.E. | \$0.00 | \$0.00 | \$110.00 |
| 210 Ambulance Fund | \$64,857.88 | \$51,799.53 | \$116,657.41 |
| 215 Friend/Court | \$6,274.17 | \$2,571.79 | \$8,845.96 |

| | | | | |
|-----|----------------------------|---------------------|---------------------|---------------------|
| 216 | Public Guardian | \$0.00 | \$0.00 | \$0.00 |
| 217 | Fairgrounds | \$158.24 | \$380.70 | \$538.94 |
| 218 | Smith Lake | \$0.00 | \$0.00 | \$0.00 |
| 230 | Hazmat | \$0.00 | \$405.00 | \$405.00 |
| 232 | Historical Comm | \$0.00 | \$0.00 | \$0.00 |
| 239 | Gypsy Moth | \$0.00 | \$37.24 | \$37.24 |
| 245 | Public Improvement | \$0.00 | \$0.00 | \$0.00 |
| 249 | Building Dept. | \$4,738.82 | \$5,046.47 | \$9,785.29 |
| 256 | R.O.D. Automation | \$0.00 | \$327.00 | \$327.00 |
| 258 | May 4 Courthouse Fire | \$0.00 | \$0.00 | \$0.00 |
| 260 | MIDC | \$0.00 | \$31,301.32 | \$31,301.32 |
| 263 | Concealed Pistol Licensing | \$0.00 | \$13.23 | \$13.23 |
| 265 | Drug Law Enforcement | \$3,120.32 | \$738.31 | \$3,858.63 |
| 269 | Law Library | \$0.00 | \$340.10 | \$340.10 |
| 271 | Library | \$0.00 | \$0.00 | \$0.00 |
| 274 | Council/Aging | \$0.00 | \$30,074.50 | \$30,074.50 |
| 281 | EDC Revolving Loan | \$0.00 | \$0.00 | \$0.00 |
| 285 | OPIOID Settlement Fund | \$0.00 | \$0.00 | \$0.00 |
| 286 | ARPA FUNDS | \$0.00 | \$44,225.97 | \$44,225.97 |
| 290 | LATCF FUND | \$0.00 | \$0.00 | \$0.00 |
| 292 | Child Care | \$5,946.39 | \$16,723.71 | \$22,670.10 |
| 293 | Soldiers / Sailors Relief | \$0.00 | \$0.00 | \$0.00 |
| 294 | Veterans Trust | \$0.00 | \$0.00 | \$0.00 |
| 295 | Airport | \$1,002.98 | \$765.47 | \$1,768.45 |
| 296 | Basic Grant | \$0.00 | \$0.00 | \$0.00 |
| 297 | Smile/Counseling | \$0.00 | \$250.00 | \$250.00 |
| 298 | Veterans Affairs | \$3,436.20 | \$12,210.70 | \$15,646.90 |
| 470 | Courthouse Preservation | \$0.00 | \$0.00 | \$0.00 |
| 516 | DTRF | \$0.00 | \$21,542.92 | \$21,542.92 |
| 518 | Foreclosure Fund | \$0.00 | \$171.00 | \$171.00 |
| 535 | Housing | \$0.00 | \$3,236.33 | \$3,236.33 |
| 616 | Tax Revolving | \$0.00 | \$0.00 | \$0.00 |
| | <i>SUB TOTALS</i> | \$288,757.65 | \$447,825.13 | \$736,582.78 |

| | | | | |
|-----|---------------------------|--|---------------------|--------------|
| 201 | Road Commission | | | \$201,295.41 |
| | <i>Grand Total</i> | | \$937,878.19 | |

Item #5 Claims and Audit Docket for January 10, 2023, as received from the County Clerk's Office in the amount of **\$79,800.26.**

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

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

N/A

G. Appointments:

- 1) Mr. Scott Lawrence, McKinley Fire Chief – Oscoda County Fire Department Radios

Discussion:

The application process for the FEMA regional grant for Oscoda County Fire Departments over the past 2 years to be used for upgrading radios. The cost for the grant will range from \$450K-\$900K, with a 7% match. The grant writer is in West Branch, MI. The grant does not cover anything to do with the dispatch center, radio towers, etc. There have been conversations held with Sheriff Grace, Mr. Michael Bowers, Emergency Management and Grand Traverse mobile. Neil with Grand Traverse Mobile is who currently takes care of everything at the Sheriff Department. The cost will range from \$12k-\$15K, to equip the Sheriff Department to be able to dispatch from 800, which would also benefit from as well. Mr.

Scott Lawrence would like to work together with Oscoda County to put a plan in place to help cover the cost of \$12K-\$15K. He asked if the grant funds from the 911 Fund could be used towards radio upgrades. He feels that the timing is a great opportunity while the new Sheriff Department building is being built to try and implement the cost for upgrades. There will be a 6-8 month wait time once the radios are ordered. Mr. Scott Lawrence stated that call volume has an impact of being awarded grant funds in the future.

Sheriff Grace stated that he is unsure as to why the cost for upgrades cannot be rolled into the grant funding? He stated that he would like to have the opportunity to speak with the grant writer so that he can have a better understanding of the requirements. The building project for the new Sheriff Department is looking into any required upgrades to their existing equipment.

Commissioner Varner stated that we recently opted to re-distribute the annual Title III funds, which would be available for the fire departments.

Commissioner Marsh asked if this is being worked on for all fire departments? Scott responded by saying yes, all fire departments are included. Commissioner Marsh also asked if Tri-Town Fire Department just purchase new radios or was that something different? Mr. Scott Lawrence responded by saying that Tri-Town purchased all new air packs.

Commissioner Bondar suggested Sheriff Grace speak with grant writer. Is there an annual service fee? Yes, there is a \$250.00 lifetime fee to the State for the licensing fee. Commissioner Bondar asked, with the system would the console have to be updated as well? Sheriff Grace responded by saying that when he spoke with the grant writer, he felt that if we went with the new Zetron system, it would suffice for the needs. If we stay with the current system, there might be some other minor issues that would have to be worked through. Sheriff Grace explained there is a possibility of utilizing the 5-7% of funding from the 911 funding. Commissioner Marsh asked if the upgrade needs to be done after the building project or would a decision have to be made sooner? Sheriff Grace stated that a decision would need to be made within the next month or less. One system is at the cost of \$145K, which includes the antenna system that need to be installed, and the other system would range from \$100k-\$175K for the upgrade which would need to be put in place during the building project. Commissioner Bondar asked if there is an identification for this grant? Mr. Scott Lawrence stated that he was unsure of that information, however the grant writer would be able to share information pertaining to the grant and how it reads. This would cover the cost of 50 handheld radios at \$250.00 each would be included in the grant. Sheriff Grace stated that if he has a radio to support the fire department needs to have the ability to broadcast to the fire departments, this should be included in the grant expense. Sheriff Grace will reach out to the grant writer and request that he attend the next BOC meeting.

2) Mr. Jimmy Vance, Park Manager – Authorize to apply for Recreation Passport Grant & Playground Proposal Discussion

Marsh/McCauley
2024-010 a motion to authorize Mr. Jimmy Vance, Oscoda County Park Manager, on behalf of Oscoda County, to apply for the Recreation Passport Grant offered through the Michigan Department of Natural Resources (DNR), with a project minimum/maximum grant amount of \$7,500.00 to \$150,000.00 and authorize Commissioner Bondar who is the Authorized Official to sign on the County's behalf.

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

Bondar/Handrich
2024-011 a motion to authorize payment to NEMCOG, not to exceed \$500.00 for them to provide their services to write for the Recreational Passport Grant opportunity to be paid out of the appropriated marijuana funds, and so, amend the budget.

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

H. Correspondence/Reports/Resolutions:

1) 2024 IRS Standard Mileage Rate Update

IRS issues standard mileage rates for 2024; mileage rate increases to 67 cents a mile, up 1.5 cents from 2023.

I. Unfinished Business/New Business:

J. Financial:

1) Mr. Jimmy Vance, Park Manager – Seasonal Help

McCauley/Bondar
2024-012 a motion to re-hire Ms. Sarah A. Nowak, as an Oscoda County Park Seasonal Employee to begin work effective immediately through November 15, 2024 at \$14.25 per hour to work up to 28 hours per week, but not to exceed 1,000 hours over the duration of the season, and so, amend the Oscoda County Park budget (208).

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

2) Mr. Jimmy Vance, Park Manager – Rescind Motion#2022-315; Purchase of Ice Machine

Previous Motion dated 12.13.22:

Marsh/Bondar
2022-315 a motion to approve the purchase of an Ice Machine, recently quoted at \$2,709.00, and authorize the Treasurer’s Office to transfer funds from the General Fund SOM-License - Adult Use MJ Pmt. (101.000.439.00) into the County Park, per Motion #2022-154, as requested, and so amend the budget.

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

Revised Motion dated 12.19.23:

Marsh/Bondar
2023-340 a motion to review the estimate from Home Depot and authorize the expense of **\$1,954.92** to purchase a Commercial Ice Maker for the Oscoda County Park, and authorize the Treasurer’s office to transfer funds from the General Fund SOM-License- Adult Use MJ Pmt. (101.000.439.00) into the County Park, per Motion #2022-154, as requested, and so amend the budget.

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

Marsh/McCauley
2024-013 a motion to rescind Motion#2022-315 dated December 13, 2022 which authorized the purchase of an Ice Machine in the amount of \$2,709.00 and allow the motion to be replaced by Motion#2023-340 which was reviewed and authorized on December 19, 2023.

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

3) Ms. Michelle Knepp, County Administrator/HR Director - 2023 PTO Payout and 2024 PTO Discussion

Marsh/Handrich
2024-014 a motion to authorize the 2023 PTO Budget Amendments, as listed, in the amount of **\$32,265.92** transferred from Contingency (101.890.965.00) for those General Funds and the others will be paid out of their Special Funds fund balance, and so amend the reflected budgets.

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

4) Ms. Michelle Knepp, County Administrator/HR Director - 2024 Wage Discussion

McCauley/Marsh
2024-015 a motion to authorize a 3% percent wage increase for all full-time and part-time, Hourly & Salaried employees who are Non-Union, Department Heads and Elected Officials, excluding the Board of Commissioners, Judge, Part-Time, Seasonal, and Contingent employees, effective January 14, 2024, and so, amend the reflected County Budgets.

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

K. Public Comments (Limited to three minutes per person):

Mr. Rob Pellerino, District Representative of Senator Michele Hoytenga gave a few updates from Lansing, Michigan. The Election in November 2023, resulted in two Democratic House of Representatives winning their local Mayoral races, which left the House in a tie. Within the week, they adjourned for the remainder of the year, which has not happened since the early 1960’s. However, Senator Michele Hoytenga has been in meetings around the district (16 Counties), and the staff continued working in the office throughout the duration of the year. There were also some re-districting law suits

and a three Judge Federal panel who said that they violated the Constitution in Southeast Michigan and said that they need to be redrawn. Along with that the Michigan Independent Re-Districting Commission which was elected in 2018, was supposed to eliminate Gerrymandering, now had three members that needed to resign due to having two of them residing outside of Michigan and the other one was accused of Gerrymandering for a Senators District in Southeast Michigan. The three Judges have been replaced, and no elections can go forward until these areas are re-districted and redrawn. As of January 8, 2024, the three Judge panel decided that by February 2, 2024 we want to see some new lines drawn in that area specifically and we will put a special master in place to also draw so that we can compare, because the Re-Districting Commission refuses to redraw, and they were planning to appeal through the Supreme Court of the United States. Legislature by Constitution is supposed to go back in session on January 10, 2024. Therefore, the special elections called by the Governor really cannot go forward until the re-districting is complete.

Commissioner Bondar asked if Mr. Rob Pellerino has read about a lawsuit against the State due to the takeover of the local governments on solar energy/alternative energy? Mr. Rob Pellerino responded stating that he has heard about a ballot proposal group that is beginning to collect signatures to change the language and make it a ballot initiative and hopefully reverse the law that was put into place. Commissioner Bondar stated that the Michigan Association of Counties fought this issue to begin with because they did not want the State to takeover local government. Mr. Rob Pellerino stated that the law does not entirely remove the power from the local governments, however the optics of the law does not look good and ultimately the decision is with the Michigan Public Service Commission (MPSC). He stated that this matter needs to be settled in Court, which it looks like we are heading in that direction.

Mr. Rob Pellerino also stated that he is pleased to know that everything worked out great with the Oscoda County Airport, as we were made aware that the issue created a lot of trouble for the County. Commissioner Varner stated that it created a lot of work on our part to work through everything, but it all worked out for the good.

Sheriff Kevin Grace:

The Sheriff Department is in much better shape. He is working diligently with Ms. Michele Knepp, County Administrator/HR Director to be creative and do things for funding. We recently had one person graduate on December 8, 2023 and we currently have two other cadets in the Academy at Kirtland Community College who are expected to graduate in May 2024. His goal is to place someone in the schools next year, and to promote someone into the drug team. He expressed his appreciation to the Board for their efforts as well as thanking them for the 3% wage increase. He mentioned that there are determinations on the 2025 wages that need to be made in advance of the required State candidate filing deadline date of April 23, 2024.

Ms. Ann Galbraith, Clerk:

Next week everyone in the County should be receiving a postcard from their Township Clerk office that explains the 9-day early voting location which will be at the Big Creek Township, along with the dates that they will be open, if you are interested in early voting. The cost for all three elections in Oscoda County is expected to be approximately \$80K.

Commissioner Handrich:

Congratulations on the University of Michigan, it was a great game!

Commissioner Bondar:

Requested to review the blueprints of the Oscoda County Sheriff Department.

L. Committee Reports:

Commissioner Varner:

- Attended CMH Substance Abuse Meeting
 - Spent a portion of the County Liquor tax money by re-authorizing the County portion of jail funding
- Attended AuSable Valley Community Mental Health Mediation Board Meeting
 - Senator Michele Hoytenga's office was very supportive to a Tree Obstruction issue at the Oscoda County airport that was preventing us from getting our licensure re-instated. The Tree Obstruction has since then been resolved, the licensure has been reinstated and we are not eligible for Federal funding.

Commissioner Handrich:

- Attended OCSD Building Committee Meeting
 - Making progress with the project, as expected.
- Attended EDC Meeting
 - Ms. Linda Damer from NEMCOG was in attendance. She is willing to come in and work with the EDC board.

- Mr. John Satkowiak has resigned from the EDC board, so there will be an open position available.
- There is an event planned for Wednesday, January 17, 2024. The local businesses have been invited to the event.

Commissioner Bondar:

- Attended NEMCOG Meeting
 - Mr. Nico Tucker is discussing a grant opportunity for the Oscoda County Park. Mr. Jimmy Vance, Park Manager, Ms. Rene Welser, BOC Executive Secretary and Commissioner Bondar is working together to move forward with the grant process.
- In review of Ms. Michelle Knepp's recommendation regarding the unused PTO payout; Commissioner Bondar requested to review of policy. Commissioner Bondar stated that she is not a proponent on the PTO policy that states an employee either uses it/loses it.
- In a previous meeting, we decided to table the Solid Waste vs. Material Waste, however we are on a timeline which is 180 days, we need to discuss and possibly incorporate with other counties.
- Since receiving the notice of retirement from Mr. Joe Breaugh, Maintenance Supervisor who will be leaving in June 2024. We need someone to do job shadowing before his leaving to gain as much of his knowledge and experience prior to his departure. If we have a qualified candidate within the department, we need to move forward with getting that individual trained.
- Attended MOA Landfill Meeting
 - The injection well passed its first testing;
 - Commissioner Varner is now the Vice Chair at the MOA Landfill;
 - There will be a ribbon cutting ceremony coming soon.
- Dennis Kauffman Memorial Airport
 - Expressed her gratitude and sincere appreciation to Ms. Rene Welser, BOC Executive Secretary for her diligence and the hard work and dedication to us, the Board of Commissioners and to the County, specifically, I want to recognize the outstanding work and say "Thank You" for the time and work that she has put into maintaining the grant of \$300K for the Airport through MDOT, which was getting close to expiring and risking losing the Federal funding.
 - Questioned the \$20K of CARES Grant funds, what is the status? Ms. Rene Welser, BOC Executive Secretary is working with Mead & Hunt to find out what needs to be done about this.
 - Mr. Brian Smutek, Airport Assistant Manager is obtaining quotes for a restroom to be installed at the Airport, which is required by FAA;
 - The placement of an external building will need to be determined.
 - Attended Council on Aging Meeting
 - Class attendance is increasing, however there is a need for a larger building. They will be working with Mr. Joe Breaugh, Maintenance Supervisor for the use of the Community Center;
 - Attended Big Creek Township Meeting
 - They are working with NEMCOG on a sidewalk project that will lead to and from Mio AuSable school for the sake of student safety.
 - They are obtaining quotes for the two buildings in town to be demoed.
 - They are working to get their money back from either M-33 and/or Point Broadband. Point Broadband was supposed to install internet service from Mio, Michigan to Luzerne, Michigan, which did not happen. Ms. Ann Galbraith, Clerk stated that Elmer Township is getting their money back.
 - Attended EMS Department Meeting
 - Received some good news yesterday.

Commissioner McCauley:

- Attended Oscoda County Road Commission Meeting
 - They held their Annual Organization Meeting, no changes.
- Attended District Library Meeting
 - There was an announcement that there is good news to come.
- Attended MTA Meeting
 - Ms. Michelle Knepp was the guest speaker.
 - There was discussion regarding the Septic Code and Recycling.

M. Adjournment:

Marsh/McCauley a motion to adjourn today's meeting at 11:40 a.m.
2024-016

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

The B.O.C will hold their “Regular B.O.C Meeting” scheduled for **Tuesday, January 23, 2024 at 10:00 a.m.** held in the **B.O.C Boardroom or join the meeting by Teleconference** by dialing 989-826-1163 (Pin#353).

**Charles E Varner, Jr., Oscoda County
Board of Commissioners Chairman**

**Ann Galbraith, Oscoda County
Clerk & Register of Deeds**