



# COUNTY OF OSCODA

Board of Commissioners  
 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 24, 2023

A Regular Meeting & Annual Organizational Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, January 24, 2023 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.

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

Pledge to the Flag  
 Roll Call of Members:

Members Present: Commissioners Varner, Marsh, Handrich, Bondar and McCauley  
 Members Excused: N/A  
 Public Present: 8  
 Public by Teleconference: 2  
 Zoom Participants: 3

The B.O.C approved the Agenda for **January 24, 2023**, as presented.

Marsh/McCauley a motion to approve the Agenda for **January 24, 2023**, as presented.  
**2023-019**

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

McCauley/Bondar a motion to approve the Consent Calendar Items for **January 24, 2023**.  
**2023-020**

**Item #1** Unofficial Minutes for **January 10, 2023**.

**Item #2** Expenditure Report for **December 2022**.

### DECEMBER 2022 EXPENDITURES

	PAYROLL	EXPENSES	TOTAL
<b>101</b> General Fund	\$180,216.34	\$343,691.30	\$523,907.64
<b>102</b> Ambulance Equip	\$0.00	\$705.99	\$705.99

<b>103</b>	Sheriff Equip	\$0.00	\$1,756.47	\$1,756.47
<b>104</b>	911 Emergency	\$8,909.75	\$8,558.55	\$17,468.30
<b>205</b>	Officer Training	\$0.00	\$0.00	\$634.89
<b>208</b>	Park Fund	\$4,178.07	\$2,822.12	\$7,000.19
<b>209</b>	D.A.R.E.	\$0.00	\$0.00	\$100.00
<b>210</b>	Ambulance Fund	\$70,646.03	\$37,506.23	\$108,152.26
<b>215</b>	Friend/Court	\$6,164.38	\$3,022.67	\$9,187.05
<b>216</b>	Public Guardian	\$0.00	\$0.00	\$0.00
<b>217</b>	Fairgrounds	\$0.00	-\$396.86	-\$396.86
<b>218</b>	Smith Lake	\$0.00	\$0.00	\$0.00
<b>230</b>	Hazmat	\$0.00	\$0.00	\$0.00
<b>232</b>	Historical Comm	\$0.00	\$23,658.49	\$23,658.49
<b>239</b>	Gypsy Moth	\$0.00	\$34.91	\$34.91
<b>245</b>	Public Improvement	\$0.00	\$0.00	\$0.00
<b>249</b>	Building Dept.	\$4,680.86	\$8,747.86	\$13,428.72
<b>256</b>	R.O.D. Automation	\$0.00	\$0.00	\$0.00
<b>258</b>	May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
<b>260</b>	MIDC	\$0.00	\$22,831.45	\$22,831.45
<b>263</b>	Concealed Pistol Licensing	\$0.00	\$291.99	\$291.99
<b>265</b>	Drug Law Enforcement	\$990.44	\$235.67	\$1,226.11
<b>269</b>	Law Library	\$0.00	\$227.10	\$227.10
<b>271</b>	Library	\$0.00	\$0.00	\$0.00
<b>274</b>	Council/Aging	\$0.00	\$30,065.41	\$30,065.41
<b>281</b>	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
<b>285</b>	RSRF	\$0.00	\$0.00	\$0.00
<b>286</b>	ARPA FUNDS	\$0.00	\$6,514.75	\$6,514.75
<b>290</b>	Social Services	\$0.00	\$0.00	\$0.00
<b>292</b>	Child Care	\$2,294.49	\$11,900.99	\$14,195.48
<b>293</b>	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
<b>294</b>	Veterans Trust	\$0.00	\$0.00	\$0.00
<b>295</b>	Airport	\$925.37	\$46.82	\$972.19
<b>296</b>	Basic Grant	\$0.00	\$0.00	\$0.00
<b>297</b>	Smile/Counseling	\$0.00	\$0.00	\$0.00
<b>298</b>	Veterans Affairs	\$3,519.07	\$5,164.73	\$8,683.80
<b>470</b>	Courthouse Preservation	\$0.00	\$2,918.78	\$2,918.78
<b>516</b>	DTRF	\$0.00	\$1,229.58	\$1,229.58
<b>518</b>	Foreclosure Fund	\$0.00	\$126.86	\$126.86
<b>535</b>	Housing	\$0.00	\$8,126.67	\$8,126.67
<b>616</b>	Tax Revolving	\$0.00	\$0.00	\$0.00

***SUB TOTALS***

\$282,524.80	\$520,523.42	\$803,048.22
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**201** Road Commission

\$370,446.43
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***Grand Total***

\$1,173,494.65
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**Item #3** Claims and Audit Docket for **January 24, 2023**, as received from the County Clerk's Office. Total Claims & Audit **\$35,072.44**.

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

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

N/A

**Appointments:**

N/A

**Correspondence/Reports/Resolutions:**

- 1) Chief Judge Vollbach, Jr., 23<sup>rd</sup> Circuit Trial Court - Jury Board Appointment

Marsh/McCauley  
**2023-021**

a motion to appoint, Ms. Debbie Ames, to the 23<sup>rd</sup> Circuit Trial Court Jury Board, for a six-year term beginning April 1, 2023 through March 31, 2029, in accordance with M.C.L.A. 600.1301, as requested.

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

**Unfinished Business/New Business:**

- 1) 2023 B.O.C Committee Appointments

Marsh/Handrich  
**2023-022**

a motion to accept and assign the 2023 B.O.C Committee Appointments, as presented.

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

- 2) Mr. William Kendall, Treasurer – Acknowledge the retirement notice from Ms. Audry Mitchell, Chief Deputy Treasurer

McCauley/Bondar  
**2023-023**

a motion to acknowledge the retirement notice from Ms. Audry Mitchell, Chief Deputy Treasurer, effective Friday, March 31, 2023.

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

- 3) Mr. William Kendall, Treasurer – Acknowledge the promotion of Ms. Shayna Money to Chief Deputy Treasurer

Bondar/McCauley  
**2023-024** a motion to acknowledge the promotion of Ms. Shayna Money from Deputy Treasurer to Chief Deputy Treasurer, as a full-time TPOAM union position, with her hourly pay rate remaining the same as current, effective April 1, 2023.

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

- 4) Mr. William Kendall, Treasurer - Authorize to Advertise and Hire for the Deputy Treasurer Position

Marsh/Bondar  
**2023-025** a motion to advertise and hire for filling the position of the Deputy Treasurer, as a full-time Level II position, working 35 hours per week with a starting wage of \$14.81 per hour, per the current TPOAM contract, and eligible for County benefits, effective immediately.

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

- 5) Mr. Michael Bowers, Emergency Management Coordinator – Rescind Resignation

McCauley/Bondar  
**2023-026** a motion to accept my request to rescind my resignation as Emergency Management Coordinator effective February 6, 2023 as previously noted in Motion 2022-284 dated November 22, 2022, as requested. MSP, EMHSD and the Attorney General offices have reviewed my request to operate Emergency Management in four separate counties. They have found the matter appropriate and legal under PA 390 rules.

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

- 6) Commissioner Varner – Acknowledge the hiring of Mr. John Mattson as EMS Director

Bondar/McCauley  
**2023-027** a motion to acknowledge the hiring of Mr. John Mattson, as a full-time non-union employee to fill the position of EMS Director, with a hire date of Sunday, January 15, 2023, working 48 hours per week at a starting wage of \$20.53 per hour, and subject to performance and salary review on/before July 15, 2023, and eligible for County benefits.

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

- 7) Commissioner Varner – Acknowledge the hiring of Ms. Jesseca Pfaff as EMS Administrative Assistant

Handrich/Bondar  
**2023-028** a motion to acknowledge the hiring of Ms. Jesseca Pfaff as a full-time union employee to fill the position of EMS Administrative Assistant, with a hire date of Sunday, January 15, 2023, working 40 hours per week at a starting wage of \$15.98 per hour, per the current TPOAM contract, and eligible for County benefits.

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

- 8) Sheriff Kevin Grace – Acknowledge the hiring of Ms. Stephanie McLean as Part-Time Dispatcher

McCauley/Bondar  
**2023-029** a motion to acknowledge the hiring of Ms. Stephanie McLean as a part-time employee to fill the Dispatcher position, with a hire date of Friday, January 20, 2023, with a starting wage of \$16.00 per hour.

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

**Financial:**

- 1) 2022 PTO Amendments & 2023 PTO Discussion

Marsh/McCauley  
**2023-030** a motion to authorize the 2022 PTO Budget Amendments, as listed, in the amount of **\$29,827.85** transferred from Contingency (101.890.965.00) for those General Funds and the others paid out of their Special Funds, and so amend the reflected budgets.

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

Marsh/Bondar  
**2023-031** a motion to authorize the Clerk’s Office (Payroll) to pay earned 2022 unused PTO time, at the rate of 100% for all eligible Hourly & Salary Department Supervisors and Non-Union & Non-Union Court Employees, with the payment being made in January of 2023 for the 2022 calendar year; the Board will review during the 2023 Budget process.

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

- 2) Mr. Michael Bowers, Emergency Management Coordinator – Independent Contractor Agreement Renewal (January 1, 2022 through December 31, 2024)

Bondar/Handrich  
**2023-032** a motion to renew the Independent Contract Agreement with Mr. Michael Bowers, Emergency Management Coordinator for the period of January 1, 2022 through December 31, 2024, and authorize the Chairman to sign, as requested.

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

- 3) Mr. William Kendall, Treasurer – Waive the collection of fees and interest

Bondar/McCauley  
**2023-033** a motion to waive the collection of fees and interest to those Senior Citizens, Paraplegic, Quadriplegic, eligible Servicemen, Veterans, Widows, Blind Persons and those who are Permanently Disabled that have applied for a Homestead Property Tax Credit until 05/01/2023.

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

4) Mr. William Kendall, Treasurer - 2023 Tax Revolving Fund

McCauley/Handrich  
**2023-034** a motion to create the 2023 Tax Revolving Fund for the purpose of purchasing the 2022 delinquent taxes, funding it with the uncommitted Reserve of Fund (516), and creating a GOF (General Operating Fund) at Huntington Bank.

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

5) Mr. John Mattson, EMS Director – Purchase ELK Lifting Cushions

Handrich/Bondar  
**2023-035** a motion to approve the purchase of ELK Lifting Cushions, recently quoted at \$3,715.00, to be paid for out of budget line Equipment Non-Capital (210.651.775.00), and so amend the budget.

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

6) Ms. Brenna Kirkpatrick, Trial Courts on behalf of Judge Casandra Morse-Bills – Discussion of Juvenile Officer Coverage

o Discussion:

- o Correction of date on original letter referencing back to August 2021 instead of August 2022, requesting backpay of \$1,000.00 per month equating to \$6,000.00.
- o The counties labor attorney was consulted on this matter and talked about a negative president being set.
- o This is not something that the County wants to make a common practice and the Board of Commissioners is not willing to approve the request of retro pay. Commissioner Varner stated that he is not opposed to making a motion going forward on a temporary basis that agrees with the Judge, Commissioners Varner and Marsh and the counties labor attorney.

7) Ms. Brenna Kirkpatrick, Trial Courts on behalf of Judge Casandra Morse-Bills – Truancy/Diversion Officer Position

Marsh/Bondar  
**2023-036** a motion to authorize moving forward with applying for grant that will allow the Trial Courts to create the Truancy/Diversion Officer Position.

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

8) Mr. Craig Ross, IT Department – IT Annual Subscription

Bondar/McCauley  
**2023-037** a motion to accept the Isonas quote in the amount of \$682.33 annually, for Cloud Software for the Security System for the Government Center and authorized the Chair to sign.

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

### **Public Comments (Limited to three minutes per person):**

#### **Mr. Rob Pellerito, Director of District 36<sup>th</sup> for Senator Michele Hoytenga:**

- Mr. Rob Pellerito is the former Chair of NEMCOG and the former County Commissioner, Vice Chair of Otsego County.
- Senator Michele Hoytenga is committed to having representation within the district, which is Mr. Rob Pellerito.
- Re-districting is complete and Senator Michele Hoytenga provides coverage for 16 counties within Michigan.
- Senator Michele Hoytenga sits on the Natural Resources and Agricultural Committee, Local Government and Housing and Human Services.

#### **Mr. William Kendall, Treasurer:**

Is the Truancy/Diversion Officer position going to be a new department or will it be a part of Trial Courts?

- Ms. Brenna Kirkpatrick stated that this position should fall within the Child Care Fund budget. Additional details regarding budget layout will be determined following the grant approval and requirements.

### **Committee Reports:**

#### **Commissioner Bondar:**

- Attended EDC Meeting
  - Ms. Alayne Hansen from Michigan Works gave a presentation.
  - Commissioner Bondar will notify the EDC Board of Commissioner Ted Handrich being assigned.
  - There were eight outstanding loans and received five in return.
  - The Revolving Loan Fund was reviewed.
  - EDC held their 1<sup>st</sup> Annual Meet & Greet Event held at the Community Center. They had a nice turnout for the event. Guest speakers were in attendance.
- Attended Veterans Affairs Meeting
  - Sample of memorial bricks were available to purchase.
  - 61 Veterans received assistance in December 2022.
  - The plan is to use solar panels at the Veterans Memorial Site rather than use of power.
- Performed interviews for the EMS Director position.
  - Commissioner Bondar welcomed Mr. John Mattson as the EMS Director.
  - She also commended Mr. John Mattson and Ms. Jesseca Pfaff for the great job thus far!
- Attended M.O.A. Landfill Authority Meeting
- Attended LEPC/LPT Meeting
  - Planning for damage assessment.
  - Spill kits have been received and are being distributed to local fire departments.
  - Preparedness training will be opened to the public which will include Cyber Security.
  - Incident Command System (ICS 100 and ICS 200) courses can be completed online. Grant funds are available for ICS 300 and ICS 400.
- The NEMCOG Meeting was cancelled due to the winter storm.
- Completed M.O.A. Claims
- Attended Big Creek Township Meeting
  - Announced that the Blight/Compliance Officer has resigned.
  - The position was advertised, with one applicant that responded. Mr. Larry Wilson was hired on a probational period for the first six months.
  - The tire recycle will be held on June 12, 2023.

- A new six-inch well was approved for the Luzerne Fire Department.
- A new vehicle was approved and ordered for the Compliance Officer, using the marijuana funds to pay the expense.
- Big Creek Township will be holding a public meeting to discuss their recreational plan on Thursday, January 26, 2023.
- Dennis Kauffman Memorial Airport
  - The final piece of equipment (broom) has been delivered to the airport.

Commissioner Marsh:

- MDIC Update:
  - We are moving forward with the effective date of March 1, 2023 to begin services with the Public Defender’s office. There have been issues with the Attorneys that are on our current contract which are no longer eligible to receive current cases therefore we have had to reach out to another Attorney that has stepped up to accept new assignments. In the meantime, our current manager can continue assigning cases.

Commissioner McCauley:

- Attended Road Commission Meeting
  - The cost of dust control has increased by \$20,000.00 per application.
- Attended Greenwood Township Meetings
  - ZBA, Ambulance Committee Meeting and Planning Commission Meeting
- Attended Big Creek Township Meeting
- Attended District Health Department Meeting
  - Dr. Hamed reported on Dementia.

Commissioner Varner:

- Completion of his role as Acting Director at the EMS Department
- Attended M.O.A. Landfill Meeting
  - Chuck Varner was re-elected as the Chairman of the Landfill Board
- Attended District Health Department Meeting
- Attended Community Mental Health Meeting

Adjournment:

Marsh/Bondar                    a motion to adjourn today’s meeting at 11:37 a.m.  
**2023-038**

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

The B.O.C will hold their “Organizational Meeting” at their Regular B.O.C Meeting scheduled for **Tuesday, February 14, 2023 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).

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**Chuck Varner, Oscoda County  
 Board of Commissioners Chairman**

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