



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 **February 14, 2023**

A Regular Meeting & Annual Organizational Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, February 14, 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:	Ms. Ann Galbraith, County Clerk
Public Present:	10
Public by Teleconference:	5
Zoom Participants:	1

The B.O.C approved the Agenda for **February 14, 2023**, as presented, with one addition to the Closed Session.

Bondar/McCauley a motion to approve the Agenda for **February 14, 2023**, as presented, with an
2023-039 addition to the Closed Session.

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

Marsh/McCauley a motion to approve the Consent Calendar Items for **February 14, 2023**.
2023-040

Item #1 Unofficial Minutes for **January 24, 2023**.

Item #2 Budget Amendments

- **Trial Courts**: A request to make budget amendments to the Trial Court 101.130 budget due to errors made during the budget preparation process.
- **Child Care**: A request to make budget amendments to the Child Care 292 budget due to errors made during the budget preparation process.

- Treasurer: A request to make an amendment to the Treasurer’s budget to include \$900.00 to be appropriated to budget line Treasurer ST/LT Madison (101.253.838.00), which was not included during the budget preparation process.
 - Veterans Affairs: A request to make budget amendments to the Veterans Affairs (298) budget due to errors made during the budget preparation process.
 - Airport: A request to make budget amendments to the Airport (295) budget due to errors made during the budget preparation process. There was only \$15,000.00 appropriated, rather than \$92,000.00.
 - Drug Law Enforcement: A request to make budget amendments to the Drug Law Enforcement (265) budget due to errors made during the budget preparation process. There were not any funds appropriated to this budget.
 - Govt Admin: A request to make budget amendments to the Govt Admin (101.115) budget in the amount of \$3,000.00 due to oversight during the budget preparation process. There were not any funds appropriated to budget line Govt Admin FICA (101.115.715.00).
 - Elections: A request to increase funds in the Elections (101.191) budget in the amount of \$1,315.00 as there were not enough funds appropriated during the budget preparation process.
 - County Park: A request to increase funds in the County Park (208) budget in the amount of \$1,100.00 as there were not enough funds appropriated during the budget preparation process.
 - Ambulance: A request to increase funds in the Ambulance (210) budget in the amount of \$705.00 as there were not enough funds appropriated during the budget preparation process.
- Item #3** General and Special Funds Budget Report for **January 2023**.
Item #4 Claims and Audit Docket for **February 14, 2023**, as received from the County Clerk’s Office. Total Claims & Audit **\$61,425.91**.

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:

- 1) Mr. Tim Miller, Sidock Group, Inc. – Sheriff Department Building Project; Recommendation for award of contract for Construction Manager Services

Marsh/Handrich
2023-041 a motion to accept the recommendation from Sidock Group, Inc. to award the contract to Clark Construction Company for the Construction Manager Services to be performed at the Oscoda County Sheriff’s Department until completion of the building project.

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

Correspondence/Reports/Resolutions:

- 1) Michigan Association of Counties (MAC) – Adopt 125th Anniversary Year Resolution #2023-001

Bondar/McCauley
2023-042 a motion to adopt **Resolution 2023-001** “Honoring the Michigan Association of Counties 125th Anniversary”, as written.

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

Unfinished Business/New Business:

- 1) Mr. John Mattson, EMS Director – EMT Position

McCauley/Bondar
2023-043 a motion to acknowledge the hiring of Mr. Travis Clark, as a full-time TPOAM union employee to fill the EMT position, with a hire date of Tuesday, February 7, 2023, working 48 hours per week at a starting wage of \$14.93 per hour per the current TPOAM contract, and eligible for County benefits.

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

- 2) Ms. Amber Woehlert, Gypsy Moth Coordinator – Advertise 2023 Spongy Gypsy Moth Aerial Spraying Program

Marsh/Bondar
2023-044 a motion to approve the advertising of the 2023 Spongy Gypsy Moth Aerial Spraying Program for Oscoda County, for the Large Parcels, as written and recommended by Ms. Amber Woehlert, Oscoda County Gypsy Moth Coordinator, and to accept bids from a “Aerial Spraying Company” in the Oscoda County Herald, posting on the Oscoda County Website and notify known Spraying Companies; to be paid out of the Gypsy Moth Budget (239.428.806.01).

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

- 3) Ms. Libby Marsh, MIDC Liaison – MIDC Discussion and Agreement for Attorney Administrator and Assigned Counsel Management Services

Bondar/McCauley
2023-045 a motion to review and approve the Agreement with Mr. William Pfeifer as Attorney Administrator and Assigned Counsel Management Services, effective February 3, 2023 through September 30, 2023 and authorize the Chairman to sign, as requested.

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

- 4) Oscoda County Airport Assistant Manager

McCauley/Handrich
2023-046 a motion to review the Airport Manager/Assistant Manager job description and authorize the hiring of Mr. Brian Smutek to fill the position of part-time Airport Assistant Manager, with a hire date of February 14, 2023, working on an “as needed/on call” basis and in coordination with the existing Airport Manager’s schedule and not to exceed a combined amount of 14 hours per week with a starting wage of \$15.00 per hour.

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

- 5) Ms. Brenna Kirkpatrick, Trial Courts – Discussion regarding e-mail issues

Financial:

- 1) Ms. Ann Galbraith, County Clerk/Register of Deeds – Purchase ScanPro 2500 Microfilm Scanner

McCauley/Handrich a motion to approve the purchase of a ScanPro 2500 Microfilm Scanner for the
2023-047 County Clerk’s office, recently quoted by Smith Imaging Solutions for
\$6,995.00, to be paid out of budget line ROD Computer Service
(256.236.819.00), as requested.

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

- 2) Mr. William Kendall, Treasurer – Opioid Settlement Funds

Handrich/Bondar a motion to authorize the Treasurer’s Office to create a Special Fund (284) for
2023-048 the designation of Opioid settlement funds.

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

- 3) Renewal of Pharmacy Benefit Management Service Agreement with MaxorPlus, Ltd.

McCauley/Bondar a motion to renew the Second Amendment to the Pharmacy Benefit Management
2023-049 Services Agreement dated January 1, 2023 through December 31, 2024 between
MaxorPlus, Ltd. and Oscoda County and authorize the Chair to sign.

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

- 4) Ms. Brenna Kirkpatrick, Trial Courts – Interpreter Funds

Handrich/McCauley a motion to authorize funds to be appropriated to the Trial Courts budget line
2023-050 Interpreter Fee (101.130.820.01) in the amount of \$1,000.00, as requested.

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

- 5) MDOT – FAA ARPA Grant #3-26-SBGP-132-2022, FAA Documents and ARPA Agreement

McCauley/Bondar a motion to review and complete and signed the FAA ARPA Grant
2023-051 #3-26-SBGP-132-2022, FAA Documents which include (FAA Form 5100-135,
Certification and Disclosure Regarding Potential Conflicts of Interest; FAA Form
5100-130, Drug-Free Workplace; and FAA Form 1500-134, Selection of
Consultants) and ARPA Agreement and authorize the Chairman to sign, as
requested.

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

Public Comments (Limited to three minutes per person):

Ms. Brenna Kirkpatrick, Trial Courts:

Received a response for the offer of the Juvenile Officer Position. They are hopeful to begin in April 2023.

Sheriff Grace:

Drug take Back Day

He expressed his appreciation to the Building Committee and the Board of Commissioner's for their diligence to move forward on the new Oscoda Sheriff's Department Building.

Commissioner Varner:

Ms. Tammy Emig, who was a former Oscoda County Commissioner, passed away on February 4th, 2023. He expressed his condolences to the family.

Committee Reports:

Commissioner Bondar:

- Mead & Hunt Meeting
 - A meeting was held to discuss the approach survey and how this will be handled. A lidar will be used to identify these trees at the cost of \$41,000.00 of which Federal funds will be used to pay for this project. Mr. Kevin Peters in Equalization was able to provide documents to assist with identifying the obstructions. The airport has now met FAA requirements by having 11 confirmed and registered aircrafts. There are an additional 3 aircraft that are pending release from being registered elsewhere. Mr. John Matteson, EMS Director has asked if a letter from Munson Hospital stating that the landing is being used as a Medivac field?
- NMAC Meeting
 - Meet and greet was held with the new Commissioners being in attendance.
 - Discussions included a variety of issues that affect 83 counties.
 - Open Meetings Act was discussed.
 - There is a podcast available for viewing through the MAC website.
 - History of County boards.
- Veterans Affairs Meeting
 - Article to be published in the Herald to raise awareness of their services.
 - Mailers will be sent out to Oscoda County veterans.
 - 67 clients were seen in January 2023.
 - Veterans Memorial Site; Bricks for the pathway are available to view and donate at the Oscoda County Veterans Office.
- MOA Landfill Meeting
 - Injection well is expected to be completed in June 2023
 - Purchasing a new CAT for the loader
 - Purchase land on three sides of the landfill for the purpose of ventilation of methane gas.
- Council on Aging
 - Elected three new board members
 - Beginning in April 2023 they will be offering Thai Chi Classes
 - Training is available and you can go in to watch a movie
 - Senior meals are prepared at the Council on Aging in the kitchen
 - NEMSCA – ARPA funds available for the new stove and kitchen.

Commissioner Marsh:

- MIDC Meetings
 - Our goal was to have a smooth transition. There have been many obstacles that surfaced along the way.

Commissioner Handrich:

- Comins Township Meeting
 - Concerns of speeding trucks coming through the intersection. Looking to install a speed warning sign.
 - Dust control; the community is not happy with the Road Commission. Mr. Dave Yoder stated that is not the counties responsibility.
 - Planning to attend his first EDC Meeting tomorrow evening.

Commissioner McCauley:

- NEMCOG Meeting
 - Planning & Zoning for wind/solar energy.
- Library Meeting
 - New library board member
- MTA Meeting
 - Ms. Amber Woehlert, guest speaker.
- Road Commission Meeting
 - Dust control discussion, letters to be mailed out to the Townships tomorrow.

Commissioner Varner:

- MOA Landfill Meeting
- NEMSCA Meeting
- NMRE Meetings

Closed Session:

Bondar/Handrich a motion to go into **Closed Session** at 12:01 p.m., for two legal personnel
2023-052 matters, in accordance with the “Open Meetings” Act (PA 267 of 1976, MCL
15.268).

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

McCauley/Handrich a motion to return to the B.O.C Meeting 12:51 p.m.
2023-053

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

1) Mr. John Mattson, EMS Director – Employee Leave Discussion

Bondar/McCauley a motion to grant Ms. Kim Fullerton an additional 90-day leave of absence
2023-054 effective February 14, 2023, per the employee’s request.

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

2) EDC Board Termination

McCauley/Handrich a motion to remove Ms. Tina Garvin as a member from the EDC Board effective
2023-055 immediately.

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

Commissioner Bondar:

- Oscoda County Park:
 - A customer purchased a camper in 2022 and recently went online and made a 30-day reservation for a period during the year of 2023. The customer later decided that he is not interested in camping at all and is requesting a full refund. The current cancellation policy reads “One must cancel reservations no later than 7 days prior to arrival”. Mr. Jimmy Vance, Park Manager would like to refund the customer a portion of his monies, but not a 100% refund. Commissioner Bondar has suggested issuing a credit to the customer. Commissioner Marsh stated that this is not in align with our policy, and we should not make an exception as the site has been reserved and unavailable for someone else to reserve, therefore this could have resulted in the County Park losing out on those monies for another reservation. Commissioner Marsh suggested allowing a credit in the amount of \$400.00 to be used later and refund the amount more than. Commissioner Varner stated that Mr. Jimmy Vance needs to be notified of the Board of Commissioners expectations.

Adjournment:

Marsh/McCauley a motion to adjourn today’s meeting at 1:01 p.m.
2023-056

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

The B.O.C will hold their “Regular Meeting” at their Regular B.O.C Meeting scheduled for **Tuesday, February 28, 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).

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

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