



# COUNTY OF OSCODA

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

Mr. Tom McCauley, Vice Chair  
Mr. Ted Handrich

Telephone (989) 826-1130

Fax Line (989) 826-1173

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

## Official Minutes March 26, 2024

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, March 26, 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:

**Roll Call:** Handrich, yes; Bondar, yes; McCauley, yes and Varner, yes.

Members Excused:	Commissioner Marsh
Public Present:	14
Public by Teleconference:	2
Zoom Participants:	3

### D. Approval of Agenda

The B.O.C approved the Agenda for **March 26, 2024**, as presented.

Bondar/Handrich            a motion to approve the agenda for **March 26, 2024**, B.O.C Regular Meeting, as  
**2024-080**                            presented.

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

### E. Approval of the Consent Calendar Items for March 26, 2024.

The B.O.C. approved the Consent Calendar Items for **March 26, 2024**.

McCauley/Bondar            a motion to approve the Consent Calendar Items for **March 26, 2024**.  
**2024-081**

**Item #1** Unofficial Minutes for **March 12, 2024**, as presented.

**Item #2** Budget Amendments

Treasurer: a request to add a new budget line Appellate Attorney Fee 101.000.608.02 to the Trial Courts budget.

Courthouse Grounds: a request to increase the Courthouse Grounds Beautification budget line 101.265.935.01 in the amount of \$1,100.00 to cover the expense of the Porta Potty located at the Motor Pool building, and so, amend the budget.

**Item #3** Expenditure Report for **February 2024**.

**FEBRUARY 2024 EXPENDITURES**

	<b>PAYROLL</b>	<b>EXPENSES</b>	<b>TOTAL</b>
<b>101</b> General Fund	\$186,772.98	\$504,140.94	\$690,913.92
<b>102</b> Ambulance Equip	\$0.00	\$12,416.84	\$12,416.84
<b>103</b> Sheriff Equip	\$0.00	\$606.53	\$606.53
<b>104</b> 911 Emergency	\$9,309.72	\$14,862.95	\$24,172.67
<b>205</b> Officer Training	\$0.00	\$0.00	
<b>208</b> Park Fund	\$3,599.54	\$14,510.40	\$18,109.94
<b>209</b> D.A.R.E.	\$0.00	\$0.00	
<b>210</b> Ambulance Fund	\$67,956.46	\$79,960.70	\$147,917.16
<b>215</b> Friend/Court	\$6,274.18	\$6,353.68	\$12,627.86
<b>216</b> Public Guardian	\$0.00	\$0.00	
<b>217</b> Fair Grounds	\$0.00	\$247.51	\$247.51
<b>218</b> Smith Lake	\$0.00	\$1,390.72	\$1,390.72
<b>230</b> Hazmat	\$0.00	\$0.00	
<b>232</b> Historical Comm	\$0.00	\$1,410.15	\$1,410.15
<b>239</b> Gypsy Moth	\$0.00	\$0.00	
<b>245</b> Public Improvement	\$0.00	\$0.00	
<b>249</b> Building Dept.	\$4,945.51	\$6,679.99	\$11,625.50
<b>256</b> R.O.D. Automation	\$0.00	\$927.00	\$927.00
<b>258</b> May 4 Courthouse Fire	\$0.00	\$0.00	
<b>260</b> MIDC	\$0.00	\$0.00	
<b>263</b> Concealed Pistol Licensing	\$0.00	\$9.52	\$9.52
<b>265</b> Drug Law Enforcement	\$4,189.95	\$2,235.69	\$6,425.64
<b>269</b> Law Library	\$0.00	-\$482.99	-\$482.99
<b>271</b> Library	\$0.00	\$0.00	
<b>274</b> Council/Aging	\$0.00	\$60,000.00	\$60,000.00
<b>281</b> EDC Revolving Loan	\$0.00	\$0.00	
<b>285</b> OPIOID Settlement Fund	\$0.00	\$0.00	
<b>286</b> ARPA FUNDS	\$0.00	\$0.00	
<b>290</b> LATCF FUND	\$0.00	\$0.00	

292	Child Care	\$5,908.42	\$25,800.22	\$31,708.64
293	Soldiers / Sailors Relief	\$0.00	\$0.00	
294	Veterans Trust	\$0.00	\$0.00	
295	Airport	\$981.43	\$8,096.29	\$9,077.72
296	Basic Grant	\$0.00	\$0.00	
297	Smile/Counseling	\$0.00	\$0.00	
298	Veterans Affairs	\$3,575.70	\$12,565.52	\$16,141.22
469	Building Construction Fund	\$0.00	\$126,939.20	\$126,939.20
470	Courthouse Preservation	\$0.00	\$0.00	
516	DTRF	\$0.00	\$5,590.09	\$5,590.09
518	Foreclosure Fund	\$0.00	\$114.00	\$114.00
535	Housing	\$0.00	\$18,459.70	\$18,459.70
616	Tax Revolving	\$0.00	\$0.00	
	<b><i>SUB TOTALS</i></b>	\$293,513.89	\$902,834.65	\$1,196,348.54
201	Road Commission			\$272,703.89
	<b><i>Grand Total</i></b>		\$1,469,052.43	

**Item #4** Claims and Audit Docket for **March 26, 2024**, as received from the County Clerk's Office in the amount of **\$38,392.96**.

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

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

N/A

**G. Appointments:**

- 1) Ms. Marilyn Passmore, Director-State Government Affairs – Spectrum Network Expansion Update
  - Continue to grow and expand their network opportunities as well as employment opportunity;
  - Rural digital opportunity funds;
  - Spoke on network and areas supported throughout the US;
  - Expect to be complete in Michigan by the end of 2026;
  - Over 3,000 addresses in Oscoda by the time that the project is complete,
  - Additional funding coming through the Biden administration, Broadband Equity, Access, and Deployment (BEAD) Program.
- 2) Mr. Jeremy Card, J. Card Surveying, LLC – Annual Remonumentation Contracts

McCauley/Handrich      a motion to continue with the appointment of Mr. Jeremy Card, P.S. from J. Card  
**2024-082**                      Surveying, LLC, Rose City, MI, a professional surveyor, as the Oscoda County  
    Representative, as required by the Michigan Remonumentation Statue.

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

Bondar/Handrich  
**2024-083** a motion to approve the appointment of Mr. William M. Kendall, Oscoda County Treasurer, to serve as the Oscoda County Remonumentation Grant Administrator, as required by the Michigan Remonumentation Statue.

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

McCauley/Bondar  
**2024-084** a motion to approve the 2024 Remonumentation Contracts for Rowe/Myers, J. Card Surveying and Herman, Huron Engineering & Surveying, Inc. for Remonumentation in Oscoda County, as they are presented, and authorize the B.O.C Chair to sign.

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

Handrich/McCauley  
**2024-085** a motion to appoint the following Professional Surveyors, to sit on the Oscoda County Remonumentation Peer Review Group, Marvin Myers, P.S., Cole Sorenson, P.S., Mark Herman, P.S., Jeremy Card, P.S., Larry Beauregard, P.S., Dale Graff, P.S., Mark Jakubik, P.S. and Paul McClung, P.S. as recommended by the Oscoda County Remonumentation Grant Administrator.

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

3) Ms. Amy Wyckoff, Administrative Assistant – FOIA/Records Software Program

- Beneficial for the County to invest into;
- Most all departments would be able to utilize;
- The software would help to save time and money;
- Ms. Brenna Kirkpatrick, Ms. Ann Galbraith and Ms. Amy Wyckoff has attended their live demo;
- The price is half of what it used to be because they have changed to accommodate smaller agencies/counties;
- Treasurer feels that it would be a good program to invest into and suggested that it be paid for out of the General Fund, rather than each department paying separately.

McCauley/Handrich  
**2024-086** a motion to accept the quote from NextRequest for an annual subscription in the amount of \$7,779.00 for the period of April 1, 2024 through December 31, 2024 which includes licensure (5 users), training and set-up, go-live success plans, monthly on-demand training webinars for Admin & Staff and service agreement, with a renewal in the amount of \$10,764.00 for the period of January 1, 2025 through December 31, 2025, to be paid for out of the General Fund budget, and so, amend the budget.

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

H. Correspondence/Reports/Resolutions:

1) Resolution 2024-005; Rescind Designated Planning Agency (DPA)

Handrich/McCauley  
**2024-087** a motion to rescind **Resolution 2024-005**; Designated Planning Agency (DPA) Designation to Northeast Michigan Council of Governments, as written.

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

2) Resolution 2024-007; Adopt Designated Planning Agency (DPA)

McCauley/Bondar a motion to officially adopt **Resolution 2024-007**; Designated Planning Agency  
**2024-088** (DPA) Designation to Alpena County, as written.

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

3) Mr. Nico Tucker, NEMCOG - Oscoda County Park; **Resolution 2024-008**; Recreation Passport Grant

McCauley/Bondar a motion to officially adopt **Resolution 2024-008**; Recreation Passport Grant, as  
**2024-089** written.

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

I. Unfinished Business/New Business:

1) Ms. Brenna Kirkpatrick, Trial Courts – Part-Time/Temporary District Court Probate Register

McCauley/Handrich a motion to acknowledge the resignation from Ms. Richele Barkatt,  
**2024-090** Part-Time/Temporary Circuit Court Probate Register, effective Friday,  
March 22, 2024.

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

2) Mr. Mark Powell, AuSable River Outdoors – Placement of Signs

McCauley/Bondar a motion to authorize the request to placing 6-8 signs (real estate size) in various  
**2024-091** areas around the township and on County properties for approximately 30 days in  
advance of the Annual Kite Day event.

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

3) Ms. Michelle Knepp, County Administrator/HR Director – EMS Director

Bondar/Handrich a motion to acknowledge the hiring of Mr. Robert Stankiewicz, as a full-time  
**2024-092** employee to fill the position of the EMS Director, with a tentative hire date of  
Monday, April 8, 2024, and a starting salary of \$55,000.00 annually, eligible for  
County benefits, and so, amend the budget.

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

J. Financial:

1) Ms. Michelle Knepp, County Administrator/HR Director – Internet Service Installation at Oscoda County Airport

McCauley/Handrich a motion to accept the quote from Spectrum Internet and authorize installation of  
**2024-093** internet at the Oscoda County Dennis Kauffman Memorial Airport located at

245 S Mount Tom Road, Mio, MI which includes a \$99.00 installation fee and the monthly service cost of \$65.00, and to authorize the appropriated funds out of Contingency 101.890.965.00 in the amount of \$685.00 for services for the remainder of 2024 to be paid for out of the IT/County Internet budget line 101.258.850.01, and so, amend the budget.

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

2) Mr. Joe Breaugh, Maintenance Supervisor – Seasonal Help

**Bondar/McCauley 2024-094** a motion to acknowledge the re-hiring of Mr. Herbert Baker as a Seasonal part-time employee to fill the position at the Oscoda County Fair Grounds (217) and Smith Lake (218), effective April 15, 2024 through September 30, 2024, working 28 hours per week at a starting wage of \$14.25 per hour, and so, amend the budget.

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

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

**McCauley/Handrich 2024-095** a motion to authorize advertising and hiring to fill (3) three temporary seasonal employees for the Oscoda County Park, with a start date of mid-April 2024 through mid-October 2024, with a starting wage of \$12.00 - \$13.00 per hour, based on experience, and so, amend the budget.

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

4) Veterans Affairs - Oscoda County Veterans Affairs Building Project

- o The Veterans Affairs department will be responsible for Excavation, Mechanical, Plumbing and Temporary Power to building site.
- o Material pricing is only good for 30 days.
- o If any changes are made by owner outside the scope of this contract there will be an additional charge of \$75.00 per man hour plus materials to complete changes.

**Handrich/Bondar 2024-096** a motion to accept the contract between Oscoda County Veterans Affairs and K M Builders LLC, in the amount of \$208,500.00 with payments distributed according to payment schedule below and approve the Veterans Affairs office building project to begin effective May 1, 2024 (weather pending), and authorize the chair to sign.

**Payment Schedule**

1 <sup>st</sup> Payment	\$80,000.00	Due at the signing of contract
2 <sup>nd</sup> Payment	\$80,000.00	Due at completion of roof
3 <sup>rd</sup> Payment	\$35,000.00	Due at completion of drywall
4 <sup>th</sup> Payment	\$13,500.00	Due on completion of contract

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

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

Ms. Lori Miller, Owner of Loopielu Sweets LLC located at 463 S Mount Tom Road, Mio, MI. She addressed the board to notify them that there is not a street light at M-33 and Richard Street, and it is very dark in that area. She asked who she would contact to get a street light added, if possible? Commissioner Varner stated that Mentor Township would be the responsible and we can point you in the right direction.

Sheriff Grace:

With the move, we are looking to upgrading the call taking and radio systems. One thing that we are also looking into, is to join with other counties for our 911 services (Roscommon, Alpena, Ogemaw and Oscoda). Ogemaw has already signed a contract with a company called Central Square, and we have done some extensive research and feel that this would be competent and capable of providing the services that we need. This would reduce pricing if shared with other counties. The expense will be paid out of the 911 funds (approx. \$40K - \$116K) and there are adequate funds within that budget. We are hoping to make a sound decision by the next board meeting.

L. Committee Reports:

Commissioner Varner:

- Suspended committee reports.

Commissioner Handrich:

- Signed up with Citizens for Local Choice to sign and circulate petitions to support local control of permitting for utility-scale wind and solar farm projects. He has the petition available for signature, so that we can at least get this on the ballots.

Commissioner Bondar:

- Suspended committee reports.

Commissioner McCauley:

- Commented on the outstanding professionalism and compassion given to a neighbor by our local services (Sheriff and EMS).

Break at 11:14 a.m.

Re-adjourned at 11:20 a.m.

M. Closed Session:

- 1) Commissioner Varner called for a Closed Session in accordance with the “Open Meetings” (1976 PA267 MCL 15.261 et seq.) (Section 8-C); Strategy with the negotiations of a Collective Bargaining Agreement.

Bondar/McCauley  
**2024-097**

a motion to go into Closed Session at 11:21 a.m., in accordance with the “Open Meetings” (1976 PA267 MCL 15.261 et seq.) (Section 8-C). Strategy with the negotiations of a Collective Bargaining Agreement.

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

Ms. Michelle Knepp, County Administrator/HR Director - Attendance via telephone.  
Ms. Brenna Kirkpatrick, Court Administrator - Attendance in person.

Commissioner Bondar departed at 11:40 a.m.

McCauley/Handrich a motion to return to the B.O.C Meeting at 11:44 a.m.  
**2024-098**

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

2) Ms. Michelle Knepp, County Administrator/HR Director – Court Employee (Non-Union) Wage Recommendation

Handrich/McCauley a motion to authorize the County Clerk’s Office (Payroll Specialist) to implement the wage increases for all non-union court employees effective Sunday, March 24, 2024, as recommended by Judge Morse-Bills, and so, amend the budget.  
**2024-099**

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

Adjournment:

Handrich/McCauley a motion to adjourn today’s meeting at 11:44 a.m.  
**2024-100**

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

The Board of Commissioners will hold their “Regular B.O.C Meeting” scheduled for **Tuesday, April 9, 2024 at 10:00 a.m.** held in the Board of Commissioners Boardroom.

- Join the meeting by Teleconference by dialing 989-826-1163 (Pin#353)
- Join the meeting by Zoom by using the link below along with the Meeting ID and passcode  
<https://zoom.us/j/95321452263?pwd=enN2MTFFMnYxeFRnOFUzQWVqSUIrZz09>  
Meeting ID: 953 2145 2263  
Passcode: 676747

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

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