



# 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 May 9, 2023

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, May 9, 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.

### 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:	Ms. Ann Galbraith, Clerk
Public Present:	11
Public by Teleconference:	6
Zoom Participants:	2

### D. Approval of Agenda

The B.O.C approved the Agenda for **May 9, 2023**, as presented.

Marsh/Bondar a motion to approve the Agenda for **May 9, 2023**, as presented.  
**2023-122**

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

### E. Approval of the Consent Calendar Items for **May 9, 2023**.

**Item #1** Unofficial Minutes for **April 25, 2023**.

**Item #2** Budget Amendments

**Item #3** General & Special Fund Budget Summary – **March 2023 and April 2023**.

**Item #4** Expenditures for **March 2023**.

## MARCH 2023 EXPENDITURES

	PAYROLL	EXPENSES	TOTAL
<b>101</b> General Fund	\$253,995.83	\$346,780.08	\$600,775.91
<b>102</b> Ambulance Equip	\$0.00	\$12,582.95	\$12,582.95
<b>103</b> Sheriff Equip	\$0.00	\$5,953.15	\$5,953.15
<b>104</b> 911 Emergency	\$11,047.75	\$3,816.73	\$14,864.48
<b>205</b> Officer Training	\$0.00	\$0.00	\$0.00
<b>208</b> Park Fund	\$5,383.75	\$5,832.22	\$11,215.97
<b>209</b> D.A.R.E.	\$0.00	\$0.00	\$120.00
<b>210</b> Ambulance Fund	\$102,142.81	\$31,693.44	\$133,836.25
<b>215</b> Friend/Court	\$9,417.39	\$4,282.86	\$13,700.25
<b>216</b> Public Guardian	\$0.00	\$0.00	\$0.00
<b>217</b> Fairgrounds	\$0.00	\$348.64	\$348.64
<b>218</b> Smith Lake	\$0.00	\$1,219.38	\$1,219.38
<b>230</b> Hazmat	\$0.00	\$0.00	\$0.00
<b>232</b> Historical Comm	\$0.00	\$1,185.75	\$1,185.75
<b>239</b> Gypsy Moth	\$3,922.59	\$0.00	\$3,922.59
<b>245</b> Public Improvement	\$0.00	\$0.00	\$0.00
<b>249</b> Building Dept.	\$6,892.84	\$8,884.97	\$15,777.81
<b>256</b> R.O.D. Automation	\$0.00	\$8,530.14	\$8,530.14
<b>258</b> May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
<b>260</b> MIDC	\$0.00	\$70,040.00	\$70,040.00
<b>263</b> Concealed Pistol Licensing	\$0.00	\$0.00	\$0.00
<b>265</b> Drug Law Enforcement	\$6,632.48	\$2,659.59	\$9,292.07
<b>269</b> Law Library	\$0.00	\$2,219.12	\$2,219.12
<b>271</b> Library	\$0.00	\$0.00	\$0.00
<b>274</b> Council/Aging	\$0.00	\$55,000.00	\$55,000.00
<b>281</b> EDC Revolving Loan	\$0.00	\$20,000.00	\$20,000.00
<b>285</b> RSRF	\$0.00	\$0.00	\$0.00
<b>286</b> ARPA FUNDS	\$0.00	\$2,694.39	\$2,694.39
<b>290</b> Social Services	\$0.00	\$0.00	\$0.00
<b>292</b> Child Care	\$6,156.40	\$1,208.58	\$7,364.98
<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	\$1,371.14	\$10,159.64	\$11,530.78
<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	\$5,039.11	\$25,557.56	\$30,596.67

<b>470</b> Courthouse Preservation	\$0.00	\$86.58	\$86.58
<b>516</b> DTRF	\$0.00	\$1,549.58	\$1,549.58
<b>518</b> Foreclosure Fund	\$0.00	\$100.50	\$100.50
<b>535</b> Housing	\$0.00	\$13.62	\$13.62
<b>616</b> Tax Revolving	\$0.00	\$0.00	\$0.00
<b>SUB TOTALS</b>	\$412,002.09	\$622,519.47	\$1,034,521.56

<b>201</b> Road Commission			\$267,342.26
<b>Grand Total</b>	\$1,301,863.82		

**Item #5** Claims and Audit Docket for **May 9, 2023**, as received from the County Clerk’s Office. Total Claims & Audit is **\$73,891.37**.

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

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

Mr. Al Chaney, Veterans Affairs gave an update on the Veterans Memorial Site:

- The flag poles will be installed before Memorial Day.
- Commissioner Varner clarified any confusion regarding the construction area; there will not be an interference with the Veterans Memorial Site.

**Appointments:**

- 1) Ms. Deb Coulon, EDC Board Director – Admin Concerns

Ms. Deb Coulon, EDC Board Director discussed talking points in detail regarding the concerns from the EDC Board’s perspective. Ms. LeeAnn Fischer, EDC Director was invited to attend to address the concerns being brought forward by the EDC Board. Ms. Deb Coulon expressed the Oscoda County EDC Board’s appreciation to the Board of Commissioners for their support on their efforts to pursue outside counsel and recuperate the collections on Delinquent Loans. In May 2022, there were eleven outstanding loans, of which three loans were being paid. Currently, all loans are being collected except for four loans. The delinquent loans that are on the books are being pursued by legal actions being taken. There have been approximately \$115,000.00 on delinquent loans collected since May 2022.

Ms. Rene Welser, BOC Executive Secretary has volunteered to be the person to continue maintaining the EDC loan amortization schedules, transmitting payments to the Treasurer’s office, reconciling the bank statements as well as providing reports to the EDC Board and Attorney monthly until decisions are made regarding the EDC Director position with the stipulation that she is not held accountable for what has happened in the past.

This discussion was tabled until the EDC Board presents Motions to the Board of Commissioners regarding their request for actions to move forward.

Ms. LeeAnn Fischer, Housing Program Update:

- \$262,500.00 Federal Grant Funds for Housing have been approved which is a reimbursement grant. Currently awaiting the Grant Agreement. These grant funds can be used for energy efficiency improvements for the housing program.

- Some of the responsibilities will be handled by the EDC Liaison and the BOC Executive Secretary until the EDC Director position is filled.

Mr. Duane Roddy - Housing Issue Discussion:

- Mr. Al Chaney and Mr. Duane Roddy have been working to assist a client to having some work done on his home which has been ongoing for the past 3 years. Mr. Duane Roddy brought to Ms. LeeAnn Fischer's attention a deadline of May 23, 2023. The housing department did not have the paperwork completed to take care of the issues. Ms. LeeAnn Fischer stated that funding in the amount of \$10,000.00 has been set aside by USDA for this client. In the meantime, Ms. LeeAnn Fischer submitted his application to NEMSCA for weatherization program. The Federal Home Loan Bank is opening another grant opportunity for \$10,000.00 for any home owners who are eligible for funding. Ms. LeeAnn Fischer is currently working on trying to get the additional grant funds of \$10,000.00 to be provided to the client however she is unable to commit without approval. Commissioner Varner stated that he sits on the NEMSCA board and there is a one year wait for the weatherization program. Mr. Duane Roddy stated that lack of communication from Housing has caused the misunderstanding in this specific situation.

2) Ms. Brenna Kirkpatrick, Court Administrator – Magistrate Full-time On-Call Pay

Varner/Handrich  
**2023-124** a motion to authorize Magistrate full-time on-call pay be paid to Ms. Shannon Wickham beginning April 23, 2023 and continuing until we secure a new magistrate and provide sufficient training for them to perform these duties moving forward until the Magistrate position is filled.

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

3) Ms. Brenna Kirkpatrick, Court Administrator – Additional Hours

McCauley/Varner  
**2023-125** a motion to authorize that Ms. Shannon Wickham be allowed to receive additional compensation of 5 hours per week until August 31, 2023, and so, amend the budget.

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

**Correspondence/Reports/Resolutions:**

1) Ms. Ann Galbraith, Clerk – Retirement of Ms. Diane Gusler, Administrative Assistant

Marsh/Bondar  
**2023-126** a motion to acknowledge the retirement from Ms. Diane Gusler, Administrative Assistant, effective Friday, May 12, 2023.

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

2) Ms. Brenna Kirkpatrick, Court Administrator – Request to Amend the Courthouse Preservation Fund Resolution 2015-005

Tabled for further discussion between Judge Cassandra Morse-Bills, Commissioner Varner and Commissioner Marsh.

**Unfinished Business/New Business:**

1) Mr. Jim Vance, Oscoda County Park Manager – Seasonal Help

Marsh/Bondar  
**2023-127** a motion to re-hire Hillary Perez, as an Oscoda County Park Temporary Seasonal Employee, from May 22, 2023 to October 7, 2023 at \$12.25 per hour to work up to 28 hours per week, and so amend the Oscoda County Park Budget (208).

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

Bondar/McCauley  
**2023-128** a motion to re-hire Graidon Gifford, as an Oscoda County Park Temporary Seasonal Employee, from June 10, 2023 to October 7, 2023 at \$12.00 per hour to work up to 28 hours per week, and so amend the Oscoda County Park Budget (208).

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

2) Ms. Amber Woehlert, Equalization Director – Acknowledge the hiring of Appraiser II Position

McCauley/Bondar  
**2023-129** a motion to acknowledge the hiring of Ms. Sherry Merrigan, as a full-time union employee withing the Oscoda County Equalization Department to fill the position of Appraiser II, with a hire date of Tuesday, May 16, 2023, working a standard 35 hours per week at a starting wage of \$14.81 per hour, and eligible for County benefits, per the current POAM Union contract, and so, amend the budget.

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

3) Motor Pool – Retirement Notice from Mr. Rod Marsh

McCauley/Handrich  
**2023-130** a motion to acknowledge the retirement from Mr. Rod Marsh, Motor Pool, effective Friday, June 2, 2023.

3 yes: 2 no: **Motion Carried.**

Varner/McCauley  
**2023-131** a motion to advertise and hire for filling the position of the Motor Pool Supervisor, as a part-time position with a possibility of becoming a full-time position with a starting salary depending on experience, effective immediately.

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

4) Ms. Brenna Kirkpatrick, Court Administrator – Resignation of District Court Criminal Clerk/Magistrate

Bondar/Marsh  
**2023-132** a motion to acknowledge the resignation from Ms. Brandy Wright, District Court Criminal Clerk/Magistrate effective Friday, May 12, 2023.

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

Marsh/Bondar  
2023-133

a motion to advertise and hire for filling the position of District Court Criminal Clerk/Magistrate, as a full-time position union position, working 35 hours per week at a starting wage of \$17.92 per hour, and eligible for County benefits. As Magistrate, the individual will also be entitled to on-call emergency pay at the rate of \$5,000.00 annually.

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

**Financial:**

- 1) Equalization Department – Cellulose Proposal

Tabled until the Sheriff Department building project begins.

- 2) Mr. Michael Bowers, Emergency Management – Purchase of Equipment and Supplies

Marsh/Bondar  
2023-134

a motion to approve the advance payment to Anderson Radio, Inc. in the amount of \$4,110.80 for the purchase of a backup repeater to be used to be moved to any of the Oscoda County radio towers in the case of a repeater failing. This will bring communications back on-line within hours instead of days, weeks, or longer due to supply chain problems. Police, Fire, and EMS could lose communications over large portions of the county due to the failure at just one tower. Payment will be reimbursed back to the County upon receipt of the cancelled checks, and so amend the reflected revenue and expense budget lines.

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

Marsh/McCauley  
2023-135

a motion to approve the advance payment to Print Globe in the amount of \$578.04 for the purchase of 300 Child Identification Kits to be used to secure identification of children during disasters or if separated from their family in any situation. Payment will be reimbursed back to the County upon receipt of the cancelled checks, and so amend the reflected revenue and expense budget lines.

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

- 3) Oscoda County Dennis Kauffman Memorial Airport - Liability Insurance Renewal

Handrich/Bondar  
2023-136

a motion to approve the quote, and authorize the Chair to sign, for the Oscoda County Dennis Kauffman Memorial Airport Liability Insurance from Global Aerospace, in the amount of \$2,187.00, which is inclusive of the purchase of terrorism coverage for the Annual Premium May 14, 2023 through May 14, 2024 and continue with the multi-year policy (3-years), and so, amend the budget.

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

4) Ms. Amber Woehlert, Equalization Director – Clerical Agreement

McCauley/Bondar  
**2023-137** a motion to renew the Clerical Agreement between Oscoda County Board of Commissioners, Oscoda County Equalization and Clinton Township. The township agrees to pay Oscoda County \$2.00 per parcel for three years beginning in 2023 and ending in 2026 for the services listed within the agreement, and authorize the Chair to sign.

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

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

Ms. Amber Woehlert, Gypsy Moth stated that all maps have been turned over to Hatfield. Once the approval is received, she will get the maps to IT to be uploaded to the County website.

**Committee Reports:**

Commissioners agreed to suspended their committee reports for the sake of time restraints and other commitments.

**Adjournment:**

Marsh/Handrich  
**2023-138** a motion to adjourn today’s meeting at 12:33 p.m.

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

The B.O.C will hold their “Regular B.O.C Meeting” scheduled for **Tuesday, May 23, 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**