



COUNTY OF OSCODA

Board of Commissioners
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 May 23, 2023

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, May 23, 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, Handrich, Bondar and McCauley
Members Excused:	Commissioner Marsh
Public Present:	11
Public by Teleconference:	3, including Commissioner Marsh
Zoom Participants:	2

D. Approval of Agenda

The B.O.C approved the Agenda for **May 23, 2023**, as presented.

Bondar/McCauley 2023-139 a motion to approve the Agenda for **May 23, 2023**, as presented, with one addition to Appointments.

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

E. Approval of the Consent Calendar Items for **May 23, 2023**.

Item #1 Unofficial Minutes for **May 9, 2023**.

Item #2 Budget Amendment

Item #3 Claims and Audit Docket for **May 23, 2023**, as received from the County Clerk's Office. Total Claims & Audit is **\$50,468.44**.

McCauley/Handrich a motion to approve the Consent Calendar Items for May 23, 2023.
2023-140

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

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

Ms. Ann Galbraith, Clerk

- Mio Dam Shareholders Meeting will be held on June 13, 2023 at 10:00 a.m., location to be determined. Mr. Richard Castle has been notified that this conflicts with the standing BOC Meeting.

G. Appointments:

- 1) Mr. Randy Booth, Big Creek Township Supervisor – Use of Marijuana Excise Tax

Discussion:

- Big Creek Township is applying for the Blight Elimination Grant through the Michigan Land Bank Authority for funds to assist with demolishing some blighted buildings and to rehabilitate the properties for redevelopment. The Grant application is due on/before May 31, 2023, and the requirement is to have the Resolution available for submission. Mr. Randy Booth, Township Supervisor is requesting the Board of Commissioners to adopt the Resolution to support their efforts in the project.
- Big Creek Township has plans to create a community park within Oscoda County. There have been two parcels that have been purchased by Big Creek Township in downtown Mio located on M-33. They are also looking into purchasing another parcel to purchase and clean up as well.

Addition

McCauley/Bondar a motion to officially adopt **Resolution 2023-005** “Support for the Big Creek Township Land Bank Grant,” as written and requested by Mr. Randy Booth, Big Creek Township Supervisor.
2023-141

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

- 2) Mr. Jimmy Vance, Park Manager & Mr. Nico Tucker, NEMCOG – Michigan Spark Grant

Previous Motion on 01/10/2023:

McCauley/Bondar a motion to authorize Mr. Jimmy Vance, Oscoda County Park Manager, on behalf of Oscoda County, to apply for the Michigan Spark Grant offered through the Michigan Department of Natural Resources (DNR), of which is a reimbursable grant in the amount of up to \$150 K - \$250 K, and authorize the Oscoda County Chairman, Commissioner Varner and Ms. Ann Galbraith, County Clerk to sign on the County’s behalf.
2023-014

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

Mr. Yoder did not release authorization to Commissioner Bondar. Therefore, we will be working with Ms. Rene Welser, BOC Executive Secretary to get this transferred over. Signatures required to be able to move ahead.

Mr. Jimmy Vance, Park Manager:

- Sites are reserved for Memorial Day weekend.
- Waiting for additional revenue so they can extend the Wi-fi boosters.
- Commissioner Bondar stated that Mr. Jimmy Vance has converted the community garden building into a cabin to be rented.

Correspondence/Reports/Resolutions:

N/A

Unfinished Business/New Business:

- 1) Mr. Al Chaney, Veterans Affairs - Veterans Memorial Park Plans
 - Flagpoles have been installed.
 - Memorial Day services will be held at the new site this year.
 - Discussed future that have been submitted to the Commissioners for review and notification.
 - Commissioner Bondar stated that that a painting of the future site has been mounted.

Veterans Board discussed the donations and how that is currently being handled. It is possible that the accounts have not been setup appropriately. Mr. AL Chaney verified that the account for the 501 (c3) is setup separate from the Veterans Affairs. Mr. James Anderson has provided an explanation regarding how this should be done and was concerned as to how this is being done currently. Can funds from the millage be used towards the Memorial Site? Mr. Kendall responded and confirmed that yes, this can be done based on the millage verbiage. The budget is in place for tracking purposes.

- 2) Mr. William Kendall, Treasurer – 2023 Title III Notification

McCauley/Handrich a motion to advertise for Title III Funds, in the amount of \$17,838.86. Title III
2023-142 Projects must include one or more of the following: Fire Wise Community
Programs, Reimbursement for Emergency Services Performed on Federal Land,
and/or Develop Community Wildfire Protection Plans.

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

- 3) Mr. John Mattson, EMS Director – Employee Leave of Absence

Previous Motion on 02/14/2023:

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.**

Handrich/McCauley a motion to terminate Ms. Kim Fullerton as an employee from the EMS
2023-143 Department due to her failure to return to work following her leave of absence
being exhausted, effective immediately.

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

4) Adopt Fraud Policy

Handrich/McCauley 2023-144 a motion to adopt the “Fraud Policy” into the Oscoda County Policy Manual, as presented.

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

5) Ms. LeeAnn Fischer, Housing Consulting Services, LLC - Notification of Resignation from Ms. Jennifer A. Izworski, P.L.L.C., Attorney

McCauley/Bondar 2023-145 a motion to acknowledge the resignation from Ms. Jennifer A. Izworski, P.L.L.C., Attorney as counsel for the Oscoda County Housing Commission, effective June 15, 2023.

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

6) Ms. LeeAnn Fischer, Housing Consulting Services, LLC – Request to Terminate the Housing Legal Agreement

Bondar/Handrich 2023-146 a motion requesting to terminate the Housing Legal Agreement with Ms. Jennifer A. Izworski, P.L.L.C., Attorney due to her resignation, effective June 15, 2023.

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

Financial:

1) Mr. Joe Breugh, Maintenance Supervisor – Playground & Garage Removal

Bondar/McCauley 2023-147 a motion to appropriate funds in the amount of \$2,000.00 paid to Morse Concrete & Excavating for the tear down and removal of the playground equipment and garage to be paid out of the Courthouse Grounds Beautification budget line (101.265.935.01), and so, amend the budget.

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

2) Mr. Joe Breugh, Maintenance Supervisor – Tree Removal

Bondar/McCauley 2023-148 a motion to authorize the estimate from Smity’s Tree Service in the amount of \$1,745.00 for the removal of (3) trees located at the Oscoda County playground property to be paid out of the Courthouse Grounds Beautification budget line (101.265.935.01), and so, amend the budget.

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

3) Mr. Joe Breugh, Maintenance Supervisor – Entrance Ramp & Window Replacement Estimates

Handrich/Bondar 2023-149 a motion to authorize the estimate from J&K Contracting LLC in the amount of \$1,416.28 for the installation of (2) new insulated windows located at the Oscoda County Annex Building to be paid out of the Courthouse Preservation Fund budget line Equip Non-Capitol (470.130.775.00), and so, amend the budget.

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

McCauley/Handrich
2023-150 a motion to authorize the estimate from J&K Contracting LLC in the amount of \$7,465.14 using treated wood for the replacement of the entrance ramp located at the Oscoda County Annex Building to be paid out of the Courthouse Preservation Fund budget line Capitol Equip over \$5K (470.130.999.00), and so, amend the budget.

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

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

McCauley/Bondar
2023-151 a motion to renew the Clerical Agreement between Oscoda County Board of Commissioners, Oscoda County Equalization and Greenwood 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: Handrich, yes; Bondar, yes; McCauley, yes; Varner, yes. **Motion Carried.**

5) Mr. William Kendall, Treasurer – Estimated 2023 Tri-County Convention Facility Tax (CFT) Distributions

We have received notification from the State Convention Facility Development Act and Health & Safety Fund Act stating that they estimate Oscoda County to receive a distribution of \$50,263.00 in May 2023.

6) Ms. Deb Coulon, EDC Board – Discussion regarding the termination of the Third-Party Agreement with Housing Consulting Services, LLC (EDC Contract)

Tabled until EDC presents a Motion to the Board of Commissioners.

7) Historical Commission – Advertise to Hire Part-Time Seasonal Help

Handrich/Bondar
2023-152 a motion to authorize advertising and hire to fill a part-time seasonal position for the Historical Commission for the 2023 season, working up to 15 hours per week, with a starting wage of \$12.00 per hour, and so, amend the budget.

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

8) Historical Commission – Acknowledge the re-hiring of Part-Time Seasonal Help

McCauley/Handrich
2023-153 a motion to acknowledge the re-hiring of Mr. Cody Rossen as a part-time seasonal employee to fill the position at the Historical Commission, effective May 26, 2023, working up to 10 hours per week at \$12.00 per hour, and so, amend the budget.

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

9) Historical Commission – Acknowledge the re-hiring of Part-Time Seasonal Help

Bondar/McCauley
2023-154 a motion to acknowledge the re-hiring of Ms. Sandy Handrich as a part-time seasonal employee to fill the position at the Historical Commission, effective May 26, 2023, working up to 10 hours per week at \$12.00 per hour, and so, amend the budget.

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

10) Historical Commission – Advertise to Hire Part-Time Seasonal Help

McCauley/Handrich
2023-155 a motion to authorize advertising and hire to fill a part-time temporary seasonal position for Building Maintenance at the Historical Commission for the 2023 season, working up to 20 hours per month, with a starting wage of \$12.00 per hour, and so, amend the budget.

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

11) Historical Commission – Acknowledge the hiring of Seasonal Help

Bondar/Handrich
2023-156 a motion to acknowledge the hiring of Mr. William Shattuck as a seasonal employee to mow the grass at the Historical Commission for the 2023 season at the rate of \$150.00 per cut, and so, amend the budget.

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

12) Dennis Kauffman Memorial Airport - 2023-2024 Pollution Liability Renewal Quote

Handrich/McCauley
2023-157 a motion to approve the Quote for the renewal with EnviroSURE Agency, Inc (Mid-Continent Casualty Company), in the amount of \$500.00 for Oscoda County's Pollution Liability Coverage at the Dennis Kauffman Memorial Airport, effective July 11, 2023 through July 11, 2024 and authorize the Chair to sign, on behalf of the County.

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

13) Board of Commissioners - County Administrator/Human Resources Director

Discussion:

- Commissioner Bondar suggested a stipulation be added to the Motion stating that there needs to be a 90-day, 6-month, 1-year performance review. In the past, when things have not worked out and the County was trapped into an agreement, which justifies my reasoning for this request. There were two of the five Commissioners involved in the evaluation process, therefore the other Commissioners must trust the interview committee's decision.

- Commissioner Marsh stated that this is a county employee, not a contracted service therefore a 90-day, 6-month, 1-year review is not necessary.
- Commissioner Varner stated that this is an at will position, therefore termination can happen at any time. This is a new position and it will be a work in process.
- Commissioner Bondar stated that there have never been performance reviews done in the past.
- Commissioner Marsh stated that a background check is normally not done until a person is hired.

Varner/McCauley a motion to acknowledge the hiring of Ms. Michelle Knepp as a full-time
2023-158 employee to fill the position as the County Administrator/Human Resources
 Director, effective immediately, with a starting salary of \$60,000.00 annually,
 and eligible for County benefits, and so, amend the budget.

Roll Call Vote: Varner, yes; Handrich, yes;
 Bondar, no; McCauley, yes. **Motion Carried.**

Public Comments (Limited to three minutes per person):

N/A

Committee Reports:

Commissioner Varner:

- Attended ASVCMH Meeting
- Attended Elmer Township Meeting
- Attended MOA Landfill Meeting
 - The injection well is close to becoming operational.
 - Funds have been used from the bond.
 - A new loader will be coming soon.
- Attended NMRE Meeting
 - Senator Mike Shirkey has reintroduced the privation of mental health.
- Attended Oscoda County Sheriff Department Meetings
 - The contractor is projecting cost to be \$1 M higher than anticipated.
 - Seeking other options through the advice of the Treasurer.
 - We need to move forward and find solutions from a financial standpoint.
- Attended POAM Negotiations Meetings
 - We have received the proposals from POAM.
 - We must be mindful of operational budget for this County.
 - Benefits (80/20 employee contribution, defined benefits/defined contributed).
- TPOAM Negotiations
 - We are working on scheduling a time to meet and discuss negotiations.

Commissioner Bondar:

- Attended Oscoda County Council on Aging Meeting
 - They have a new stove/oven has been installed
 - The to go window has been closed due to the Covid restrictions being lifted.
- Attended NMAC Meeting
 - Ms. Deena Bosworth spoke on Legislative Updates:
 - Bills introduced to create a statewide septic code.
 - Discussions regarding reverting to pre-covid regulations by going back to Zoom Meetings.

Commissioner Bondar inquired about the Motor Pool Ad, asking when the advertisement will be published? Ms. Rene Welser, BOC Executive Secretary responded stating yes, the ad will be published in the Tuesday, May 23, 2023 with a cut-off of Friday, May 26, 2023 at 3:00 p.m. Commissioner Varner stated that there was mis-communication that resulted in a delay of getting the ad published 1 week sooner. It was the intent to have someone hired prior to Mr. Rod Marsh retiring.

- Attended NEMCOG Meeting
- Attended Veterans Affairs Memorial Meeting
 - People do not want purchase bricks for people to walk on along the walkways. There is discussion about the placement of the bricks.
 - Mailers will be sent out to all Oscoda County residents.
 - Some townships have made donations towards the Memorial Site.
 - Commissioner Varner stated that Millage funds can be used towards the Memorial Site.
 - Veterans Affairs met with 61 residents last month.

Commissioner McCauley:

- Attended District Health Department Meeting
 - Dr. Hamed stated that the public health emergency has expired on May 11, 2023.
 - Covid was the third leading cause of death in 2021 and the fourth leading cause of death in 2022.
- Attended Greenwood Township Meeting
 - The footings are dug for the new internet tower to be installed.
- Attended Big Creek Township Meeting
 - June 10, 2023 – County wide: Free dump day, tire recycling (\$2.00 per tire) and electronics recycling.
- Attended Road Commission Meeting
 - Hiring for two CDL positions.
 - Possible temporary help in the fall.

Commissioner Handrich:

- Attended Comins Township Meeting
 - They are working on improvements in the town square.
 - Digital speed sign will be installed soon.
 - Canna Klub is looking to get established in the Comins area.
- Attended EDC Board Meeting
- Attended District Health Department Meeting

N. Adjournment:

McCauley/Handrich a motion to adjourn today's meeting at 11:50 a.m.
2023-159

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

The B.O.C will hold their "Regular B.O.C Meeting" scheduled for **Tuesday, June 13, 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**