



# 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 June 13, 2023

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, June 13, 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 (11:30 a.m.–12:45 p.m.) and McCauley
Members Excused:	N/A
Public Present:	11
Public by Teleconference:	6, including Commissioner Bondar (10:00 a.m.–11:30 a.m.)
Zoom Participants:	4

### D. Approval of Agenda

The B.O.C approved the Agenda for **June 13, 2023**, as presented, with one addition to Financial.

### E. Approval of the Consent Calendar Items for June 13, 2023.

#### **Item #1** Unofficial Minutes for **May 23, 2023.**

#### **Item #2** Budget Amendments

- Treasurer: a request to add a new budget line (Contracted Services 470-130.806.00) to the Courthouse Preservation budget.
- Treasurer: a request to add a new budget line (Land/Snow/Grass 232.803.935.00) to the Historical Commission budget.
- Treasurer: a request to add a new budget line (Per Diems 101.270.708.00) to the Motor Pool budget.

- Treasurer: a request to add a new budget line (Merchandise for Re-Sale 232.803.780.00) to the Historical Commission budget.
- Historical Commission: a request to transfer \$1,000.00 from budget line Historical Commission Build Repair/Maint (232.803.930.00) into budget line Historical Comm Land/Snow/Grass (232.803.935.00) to pay for contracted services with Mr. William Shattuck, and so, amend the budget.
- Historical Commission: a request to transfer \$1,000.00 from budget line Historical Commission Per Diem (232.803.708.00) into budget line Historical Comm Clerk Wages (232.803.704.01), as requested, and so, amend the budget.
- ~~Ambulance: a request to transfer \$20,000.00 from budget line Contingent EMT Shifts (210.651.703.00) into budget line Ambulance Wages (210.651.703.06) to pay for Mr. Gerald Hendrix wages, and so, amend the budget.~~

**Item #3** General & Special Fund Budget Summary - May 2023

**Item #4** Claims and Audit Docket for **June 13, 2023**, as received from the County Clerk's Office. Total Claims & Audit is **\$69,562.31**.

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

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

N/A

G. Appointments:

- 1) Ms. Julie Darton, MSU – 2022 Annual MSU Extension Report

McCauley/Marsh  
**2023-162** a motion to accept the Annual MSU Extension Report for year-ended December 31, 2022, as prepared and presented by Ms. Julie Darton, District Director of MSU Extension.

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

- 2) Mr. Michael Carmichael, Detrich Real Estate – Title Transfer

Handrich/McCauley  
**2023-163** a motion to authorize the Oscoda County Board of Commissioner Chairman to sign off on the “Certificate of Mobile Home Title for a 1983 Triumph Mobile Home, Serial # NO47983X, Mobile Home Title # 331G3510030 T” which will allow the title to be transferred in Mr. Keith Weber’s name, who purchased the property in 2001, as requested.

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

H. Correspondence/Reports/Resolutions:

- 1) Hon. Casandra Morse-Bills, Presiding Judge – Request to Amend the Courthouse Preservation Fund Resolution 2015-005

\*Tabled until next Board of Commissioners meeting scheduled on June 27, 2023.

- 2) Ms. Amber Woehlert, Equalization Director - Resolution 2023-006; Tax Certification for Taxes Levied in 2023

Marsh/Handrich  
**2023-164** a motion to adopt Resolution 2023-006 “Tax Certification for Taxes Levied in 2023” as requested by the Oscoda County Equalization Director, Ms. Amber Woehlert and authorized by the Chairman and the County Clerk to sign the L-4029 certificate form.

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

- 3) Mr. Jimmy Vance, Park Manager – Adopt Resolution 2023-007; Michigan Spark Grant Program

McCauley/Marsh  
**2023-165** a motion to adopt Resolution 2023-007 “Michigan Spark Grant Program - Local Unit of Government Match Without Donated Funds” as written and requested by Mr. Jimmy Vance, Oscoda County Park Manager and authorized by the Chairman and the County Clerk to sign.

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

I. Unfinished Business/New Business:

- 1) Sheriff Grace - Employee, Mr. Taylor Kann

Handrich/McCauley  
**2023-166** a motion to allow all County employees that accumulates leave (Vacation/PTO/Sick), may donate time-off to employee, Mr. Taylor Kann due to the ongoing illness for his wife, Ms. Tasha Kann for the calendar year of 2023.

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

- 2) Ms. Brenna Kirkpatrick, Trial Courts – Acknowledge to hire of Ms. Lois Foss, District Criminal Clerk and Magistrate Position

Marsh/McCauley  
**2023-167** a motion to acknowledge the hiring of Ms. Lois Foss, as a full-time non-union employee to fill the position of District Criminal Clerk and Magistrate, with a hire date of June 21, 2023, working 35 hours per week at a starting wage of \$17.92 per hour, and eligible for County benefits. As Magistrate, she will also be entitled to on-call emergency pay at the rate of \$5,000.00 annually, once Human Resources Director has been notified of the training being completed and sworn in as Magistrate.

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

J. Financial:

- 1) Historical Commission – Rescind Previous Motion and acknowledge the Contract with Mr. William Shattuck

McCauley/Handrich  
**2023-168** a motion to acknowledge the contract with Mr. William Shattuck to mow the grass at the Steiner Museum for the 2023 season at the rate of \$150.00 per cut, to be paid out of budget line (Historical Commission – Land/Snow/Grass 232-803-935.00), and so, amend the budget.

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

2) Ms. Amber Woehlert, Equalization Director – Big Creek Township Clerical Agreement

Marsh/McCauley  
**2023-169** a motion to renew the Clerical Agreement between Oscoda County Board of Commissioners, Oscoda County Equalization and Big Creek 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; McCauley, yes. **Motion Carried.**

3) Ms. Amber Woehlert, Equalization Director – Elmer Township Clerical Agreement

McCauley/Handrich  
**2023-170** a motion to renew the Clerical Agreement between Oscoda County Board of Commissioners, Oscoda County Equalization and Elmer 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:** McCauley, yes; Varner, yes; Handrich, yes; Marsh, yes. **Motion Carried.**

4) Mr. Joe Breugh, Maintenance Supervisor – Purchase of a Zero Turn Mower

McCauley/Handrich  
**2023-171** a motion to approve the purchase of a Country Clipper Charger (Zero Turn Mower) for the Maintenance department, in the amount of \$9,906.48, to be paid out of budget line Courthouse Grounds New Eqp-Cptl over \$5K (101.265.977.00) and so, amend the budget.

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

5) Mr. John Mattson, EMS Director – Purchase of 2018 Chevrolet Tahoe

Handrich/McCauley  
**2023-172** a motion to approve the purchase of a 2018 Chevrolet Tahoe for the EMS Department, in the amount of \$27,464.00, to be paid out of budget line Amb New Equip-Capital Over \$5K (102.651.977.00) and so, amend the budget.

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

6) Ms. LeeAnn Fischer, Housing Commission – Housing Legal Agreement

Marsh/McCauley  
**2023-173** a motion to enter into the Housing Legal Agreement between Oscoda County along with the Oscoda County Home Improvement Program and Ms. Nicole Sauvola LaMay, Esquire (Attorney), effective June 16, 2023 and authorize the Chairman to sign, as requested by Ms. LeeAnn Fischer.

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

7) Mr. Joe Breugh, Maintenance Supervisor – Revised Motion for Window Replacement

Marsh/McCauley  
**2023-174** a revised 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 Crt/Grds Capital Projects budget line (101.265.977.01), and so, amend the budget.

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

8) Mr. Joe Breugh, Maintenance Supervisor – Revised Motion for Entrance Ramp

McCauley/Handrich  
**2023-175** a revised 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 Crt/Grds Capital Projects budget line (101.265.977.01), and so, amend the budget.

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

9) Historical Commission – Revised Motion for acknowledging the re-hiring of Part-Time Seasonal Help

Bondar/Handrich  
**2023-176** a revised motion to acknowledge the re-hiring of Ms. Sandy Gehringer 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:** Handrich, yes; Bondar, yes; Marsh, yes; McCauley, yes; Varner, yes. **Motion Carried.**

10) Mr. John Mattson, EMS Director – Acknowledge the hiring of a Part-Time Paramedic

Marsh/Bondar  
**2023-177** a motion to acknowledge the hiring of Mr. Yale Miller, as a part-time employee to fill the Contingent Paramedic position, with a start date of Thursday, June 1, 2023, at a starting wage of \$18.06 per hour, and so, amend the budget.

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

11) Mr. John Mattson, EMS Director – Acknowledge the Employee Transfer

Marsh/McCauley  
**2023-178** a motion to acknowledge the change in status for Mr. Gerald Hendrix who is transferring from a Contingent EMT Basic position to a full-time EMT Basic position union employee, with an effective date of Wednesday, June 7, 2023, working up to 48 hours per week at a starting wage of \$14.93 per hour, and eligible for County benefits, and so, amend the budget.

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

12) Mr. William Kendall, Treasurer - Annual Bankhead Jones Federal Forest Funds

McCauley/Marsh  
**2023-179** a motion to direct the County Treasurer to distribute Bankhead Jones Federal Forest Funds, as requested on past percentages. Apportioned in the following amounts:

75% to schools (\$4,994.61)  
25% to townships (\$1,664.87)

Schools: Mio AuSable 94.1% = **\$4,699.28**  
Fairview Area 5.9% = **\$ 295.33**

Townships: Big Creek 47.05% = **\$ 783.32**  
Mentor 47.05% = **\$ 783.32**  
Comins 5.9% = **\$ 98.23**

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

13) Ms. Brenna Kirkpatrick, Court Administrator – Clean Slate Legislature; Set Aside Overtime Pay

Marsh/McCauley  
**2023-180** a motion to authorize permission to the Circuit and District Court staff to work additional hours and/or overtime hours as needed, effective June 13, 2023 through July 31, 2023 not to exceed of which the State offering reimbursement to cover overtime cost associated with the “Clean Slate Legislature” requirements, as requested to be submitted with the review and approval of County Admin/Human Resources Director.

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

14) Commissioner Varner - Motor Pool Per Diem

McCauley/Handrich  
**2023-181** a motion to authorize Mr. Jimmy Vance to be paid a Per Diem fee of \$50.00 per day, as needed and to allow backpay of Per Diems since Monday, June 5, 2023 and during the Interim until the Motor Pool position is filled, to be paid out of the Motor Pool Per Diem budget line (101.270.708.00), and so, amend the budget.

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

15) Extend to the Motor Pool advertisement

Marsh/Handrich  
**2023-182** a motion to authorize the revision and extend to the Motor Pool advertisement for the continuation of the Motor Pool advertisement, if necessary.

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

**Addition:**

16) Termination of Third-Party Agreement (EDC Contract) Housing Consulting Services and Oscoda County

Varner/Handrich  
**2023-183** a motion to officially give termination notice of the Third-Party Agreement (EDC Contract) between Oscoda County and Housing Consulting Services, LLC, at the request from the EDC Board, effective June 13, 2023 and for a notice to be served by certified mailed as stated in the contract.

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

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

L. Committee Reports:

Commissioner Varner:

- Attended Airport Meeting
  - MDOT has made the tree obstruction removal a complicated matter.
  - Mead & Hunt will be drafting a letter to be submitted to our political representative.
- Attended Oscoda County Sheriff Department Building Committee Meeting
- Attended AVCMH Meeting
- Attended NMRE Meeting in Gaylord
- Attended MOA Landfill Meeting
  - A mobile deposit of \$16,500.00 was deposited into the bank account, and it has been determined that the check was fraudulent.
- Commissioner Varner will be taking vacation for a couple of weeks.

Commissioner Bondar:

- Compliments the Chamber of Commerce and Ms. Jesse James for the Muriel painting on the Chamber of Commerce building.
- Commissioners McCauley and Bondar have met with Mr. Rod Marsh prior to his retirement and have made the revisions that were made to the original ad. Two out of four applicants have been interviewed for Motor Pool position.
- Commissioner Bondar received a phone call from Mr. Lynn Handrich who is assisting with the Michigan Relief Sale, notifying her of the recently purchase of a new refrigerator in the kitchen at the cost of \$6,400.00. Commissioner Bondar contacted Mr. Joe Breaugh, who had no knowledge of this purchase until the truck arrived for delivery. This was not presented to the Board of Commissioners for review and approval of this purchase. They are now asking for half of the cost (\$3,200.00) be reimbursed and authorized by the Board of Commissioners. Commissioner

Bondar suggested this be presented to the Board for review and approval. Commissioner Bondar also clarified with Mr. Joe Breaugh that the Michigan Relief Committee is aware this equipment now becomes County property. Commissioner Handrich stated that the equipment is very old and unreliable and/or needs cleaning or maintenance. He also stated that this was a necessary purchase to meet requirements.

- Commissioner Bondar asked if there is a portion of the funds that were raised through the relief sale that comes back to the County to help provide needs within the County? Commissioner Handrich explained that those funds are used for Worldwide Relief. The event brings people into the County and it generates \$1,000.00 of revenue to the Fairgrounds annually.
  - Commissioner Bondar questioned Commissioner Varner, according to legislature, asked why special meetings are not being held. Commissioner Varner provided explanation regarding the urgent matters, as well as reaching out to the County Attorney to confirm the reasoning behind the decisions being made to authorize expenses without holding a Special Meeting. Commissioner Bondar was satisfied with the explanation and requested that in the future that all board members be made aware of decisions being made.
- Attended MOA Meeting
  - Injection well is at a standstill.
  - GFL fees are \$10,000 per visit, which will save the County \$1 million annually.
- Attended Veterans Affairs Meeting
  - Memorial Day service was fantastic!
  - Bricks are being sold for the walkway. There is discussion about the placement of the bricks.
  - Mr. AJ Welser stated that he has applications in his office for the purchase of bricks.
  - An ad has been placed in the local newspaper for contractors to perform the electric and plumbing work.
  - The Veterans Affairs office had 81 veterans that visited this month.
- Commissioner Bondar asked for updates on the Sheriff Department building, and Commissioner Varner replied, nothing at this time.
- NEMCOG has added Commissioner Bondar to a committee for recreational areas. The first meeting is scheduled for June 28, 2023.

#### Commissioner McCauley:

- Attended Road Commission Meeting
  - Ads for new drivers
- Attended Greenwood Township Meeting
  - Issue; dust control maintenance
- Attended two interviews for the Motor Pool position and two more applicants to be interviewed.

#### Commissioner Handrich:

- Attended Steiner Museum Meeting
- Attended EDC Meeting
- Attended Oscoda County Sheriff Department Building Committee Meeting

#### Commissioner Marsh:

- Attended Union Negotiation Meetings
- Attended Steiner Museum Meeting
  - The board meetings are being held consistently.
  - There are some issues that have been mentioned that will be addressed at the next meeting.
  - The County will need to decide how much they want to continue to contribute towards 1/6 of a business, that no one else is contributing towards.



M. Adjournment:

Marsh/Handrich  
2023-184

a motion to adjourn today's meeting at 12:45 p.m.

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

The B.O.C will hold their "Regular B.O.C Meeting" scheduled for **Tuesday, June 27, 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**