

# **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 July 11, 2023

A Regular Meeting of the Oscoda County Board of Commissioner's was held on <u>Tuesday, July 11, 2023</u> <u>at 10:00 a.m.</u> "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: N/A
Public Present: 9
Public by Teleconference: 1
Zoom Participants: 4

#### D. Approval of Agenda

The B.O.C approved the Agenda for July 11, 2023, as presented, with one addition to Financial.

McCauley/Marsh a motion to approve the Agenda for **July 11, 2023,** as presented, with one

**2023-197** addition to Unfinished Business/New Business.

5 yes: 0 no: Motion Carried.

#### E. Approval of the Consent Calendar Items for June 27, 2023.

Marsh/Bondar a motion to approve the Consent Calendar Items for **July 11, 2023.** 

2023-198

<u>Item #1</u> Unofficial Minutes for <u>June 27, 2023.</u>

Item #2 Budget Amendments

- O Govt Admin: a request to increase budget line Govt Adm Workman's Comp (101.115.721.00) in the amount of \$352.29 to cover expenses that exceeded the amount appropriated, and so, amend the budget.
- O Govt Admin: a request to increase budget line Govt Adm Liability Insurance (101.115.912.00) in the amount of \$2,181.48 to cover expenses that exceeded the amount appropriated, and so, amend the budget.
- Prosecuting Atty: a request to increase budget line PA Victim Svcs Grant-Restricted (101.229.816.00) in the amount of \$378.22 to cover expenses that exceeded the amount appropriated, and so, amend the budget.
- Ochild Care Fund: a request to increase multiple budget lines within the Child Care Fund (292) budget by 20% of all wage and benefits for the Trial Court Central Filing Clerk position and decrease multiple budget lines within the Trial Court (101.130) budget by 20% of all wage and benefits to allocate for expenses that are reimbursable by the State, and so, amend the budget.
- O <u>Housing</u>: a request to transfer \$1,735.69 from budget line Housing Cont. Svc-Labor (535.690.801.00) into budget line Liability/Hazard Insurance (535.690.912.00), and so, amend the budget.
- Ambulance: a request to transfer \$700.00 from budget line Contingent EMT Shifts (210.651.703.00) into budget line Ambulance Mich-Con Gas (210.651.922.00), and so, amend the budget.
- EDC: a request to transfer \$3,000.00 from EDC Contracted Services (101.728.806.00) to EDC Per Diem (101.728.708.00); and transfer \$200.00 from EDC Contracted Services (101.728.806.00) to EDC FICA (101.728.715.00); and transfer \$200.00 from EDC Office Supplies (101.728.729.00) to EDC Postage (101.728.730.00), and so, amend the budget.

Item #3 General & Special Fund Budget Summary for June 2023.

Item #4 Expenditures for April 2023 & May 2023.

## **APRIL 2023 EXPENDITURES**

General Fund
Ambulance Equip
Sheriff Equip
911 Emergency
Officer Training
Park Fund
D.A.R.E.
Ambulance Fund
Friend/Court
Public Guardian
Fair Grounds
Smith Lake
Hazmat
Historical Comm
Gypsy Moth

PAYROLL	<b>EXPENSES</b>	TOTAL
\$178,812.34	\$219,448.85	\$398,261.19
\$0.00	\$1,729.04	\$1,729.04
\$0.00	\$1,318.98	\$1,318.98
\$7,581.99	\$1,835.20	\$9,417.19
\$0.00	\$0.00	\$0.00
\$4,673.26	\$4,679.30	\$9,352.56
\$0.00	\$0.00	\$0.00
\$72,246.00	\$13,921.65	\$86,167.65
\$6,274.19	\$2,464.84	\$8,739.03
\$0.00	\$0.00	\$0.00
\$0.00	\$438.64	\$438.64
\$0.00	\$0.00	\$0.00
\$0.00	\$41.93	\$41.93
\$0.00	\$161.38	\$161.38
\$0.00	\$531.00	\$531.00

245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$4,679.42	\$5,455.28	\$10,134.70
256	R.O.D. Automation	\$0.00	\$2,942.27	\$2,942.27
258	May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260	MIDC	\$0.00	\$37,804.28	\$37,804.28
263	Concealed Pistol Licensing	\$0.00	\$13.65	\$13.65
265	Drug Law Enforcement	\$5,459.93	\$838.25	\$6,298.18
269	Law Library	\$0.00	\$140.88	\$140.88
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$30,000.00	\$30,000.00
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	RSRF	\$0.00	\$0.00	\$0.00
286	ARPA FUNDS	\$0.00	\$973.49	\$973.49
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$5,804.38	\$14,335.04	\$20,139.42
293	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$973.80	\$291.45	\$1,265.25
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$250.00	\$250.00
298	Veterans Affairs	\$3,384.50	\$4,692.85	\$8,077.35
470	Courthouse Preservation	\$0.00	\$2,613.89	\$2,613.89
516	DTRF	\$0.00	\$2,029.75	\$2,029.75
518	Foreclosure Fund	\$0.00	\$0.00	\$0.00
535	Housing	\$0.00	\$6.00	\$6.00
616	Tax Revolving	\$0.00	\$0.00	\$0.00
	SUB TOTALS	\$289,889.81	\$348,957.89	\$638,847.70
201	Road Commission			\$441,073.34
<b>4</b> 01			\$1,079,921.04	ΨΤΤΙ,0/3.34
	Grand Total		Ψ1,077,321.04	

## **MAY 2023 EXPENDITURES**

		PAYROLL	<b>EXPENSES</b>	TOTAL
101	General Fund	\$172,401.25	\$237,057.51	\$409,458.76
102	Ambulance Equip	\$0.00	\$46,914.84	\$46,914.84
103	Sheriff Equip	\$0.00	\$1,248.97	\$1,248.97
104	911 Emergency	\$9,054.73	\$5,849.12	\$14,903.85

205	Officer Training	\$0.00	\$0.00	\$0.00
208	Park Fund	\$4,914.38	\$4,088.07	\$9,002.45
209	D.A.R.E.	\$0.00	\$0.00	\$0.00
210	Ambulance Fund	\$65,811.31	\$38,525.06	\$104,336.37
215	Friend/Court	\$6,274.16	\$3,047.03	\$9,321.19
216	Public Guardian	\$0.00	\$0.00	\$0.00
217	Fair Grounds	\$1,265.96	\$461.95	\$1,727.91
218	Smith Lake	\$0.00	\$0.00	\$0.00
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Comm	\$0.00	\$40.02	\$40.02
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$4,885.66	\$494.85	\$5,380.51
256	R.O.D. Automation	\$0.00	\$0.00	\$0.00
258	May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260	MIDC	\$0.00	\$15,051.74	\$15,051.74
263	Concealed Pistol Licensing	\$0.00	\$60.00	\$60.00
265	Drug Law Enforcement	\$3,964.84	\$3,277.33	\$7,242.17
269	Law Library	\$0.00	\$140.88	\$140.88
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$30,000.00	\$30,000.00
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	RSRF	\$0.00	\$0.00	\$0.00
286	ARPA FUNDS	\$0.00	\$7,578.60	\$7,578.60
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$4,512.67	\$7,447.36	\$11,960.03
293	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$925.36	\$2,903.37	\$3,828.73
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$3,519.08	\$7,875.21	\$11,394.29
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
516	DTRF	\$0.00	\$1,142.92	\$1,142.92
518	Foreclosure Fund	\$0.00	\$1,342.50	\$1,342.50
535	Housing	\$0.00	\$9,292.00	\$9,292.00
616	Tax Revolving	\$0.00	\$0.00	\$0.00
	SUB TOTALS	\$277,529.40	\$423,839.33	\$701,368.73

Grand Total

\$281,297.31

\$982,666.04

<u>Item #5</u> Claims and Audit Docket for <u>July 11, 2023</u>, as received from the County Clerk's Office. Total Claims & Audit \$56,190.57.

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

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

Mr. Fuller, Comins, MI - Gypsy Moth Problem:

Mr. Fuller is having Gypsy Moth issues in Clinton Township and wants to discuss if anything more can be done.

#### G. Appointments:

1) Mr. James Anderson, CPA – 2022 Audit Presentation

Mr. James Anderson, Certified Public Accountant, presented the 2022 Oscoda County Audit Report. The 2022 County Audit is available for review on the County Website <a href="www.oscodacountymi.com">www.oscodacountymi.com</a> under the County Treasurer's Department.

Marsh/Bondar **2023-199** 

a motion to accept and approve the Oscoda County Comprehensive Annual Financial Report, for year-ended December 31, 2022, as prepared and presented by Mr. James M. Anderson, C.P.A., for Oscoda County.

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

#### H. Correspondence/Reports/Resolutions:

1) Municipal Employers' Retirement System - Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals

Bondar/Handrich 2023-200

a motion to enter "Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals," under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as requested.

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

#### I. Unfinished Business/New Business:

1) Ms. Michelle Knepp, County Administrator/Human Resources Director – Acknowledge the hiring of Mr. Christopher Fuhr, Motor Pool Supervisor

Marsh/McCauley 2023-201

a motion to acknowledge the hiring of Mr. Christopher Fuhr as a full-time employee to fill the position of the Motor Pool Supervisor, with a hire date of July 17, 2023, and a starting salary of \$36,000.00 annually, and eligible for County benefits, and so, amend the budget.

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

#### Addition

2) Commissioner Varner – Continuation of Motor Pool Per Diems

Marsh/Bondar 2023-202

a motion to allow Mr. Jimmy Vance to continue being paid Motor Pool per diems through the week of July 17-21, 2023 and provide training to Mr. Christopher Fuhr, Motor Pool Supervisor.

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

3) Mr. John Mattson, EMS Director – Staffing changes

McCauley/Bondar 2023-203

a motion to acknowledge the change in status of Ms. Lisa Thompson who is moving from a contingent employee to a full-time Paramedic union employee, with an effective date of June 20, 2023, and a starting wage of \$18.06 per hour, to be paid out of budget line 210.651.704.10, and eligible for County benefits, per TPOAM union contract, and so, amend the budget.

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

Bondar/McCauley 2023-204

a motion to acknowledge the hiring of Mr. Joel Richards as a Contingent EMT employee, with an effective date of June 27, 2023, and a starting wage of \$14.93 per hour, to be paid out of budget line 210.651.703.00, and so, amend the budget.

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

4) Ms. LeeAnn Fischer – EDC Contract

#### Letter dated June 27, 2023, from Ms. LeeAnn Fischer states the following:

This letter is to inform you that I am willing to waive the 90-day termination period of the Third-Party Administration agreement for the Oscoda County EDC program. This should open the door for the EDC to be able to hire a person of their choice to administer the EDC office on behalf of Oscoda County. All documents on the computer have been downloaded onto a flash stick, all files belonging to EDC has been packed and in storage in the Oscoda County Clerk office, all required reports are completed and in the grant binder. Should the new administrator for EDC have any questions about what has been done or needs to be done I will be more than willing to be available to assist him/her.

There is a report that will be due soon with USDA Rural Development for the business grant by July 15, 2023.

Best of luck and future success with the EDC program.

Commissioner Handrich stated that the EDC Board requested this letter from Ms. LeeAnn Fischer. Ms. LeeAnn Fischer has agreed to handle the USDA Rural Development reporting on/before July 15, 2023.

McCauley/Bondar 2023-205

a motion to accept the letter dated June 27, 2023 from Ms. LeeAnn Fischer, Housing Consulting Services, LLC stating that she is willing to waive the 90-day termination period of the Third-Party Administration Agreement for the Oscoda County EDC Program.

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

#### J. Financial:

1) Ms. Deb Coulon, EDC – Delinquent Revolving Loan Fund Collections and Attorney Fees

Bondar/Handrich 2023-206

a motion to continue utilizing the services provided by Bethany C. Warner & Associates, for their continuation of efforts to collect the delinquent Revolving Loan Fund Collections for the Oscoda County Economic Development Corporation, and authorize an additional \$5,000.00 to cover legal expenses as needed, to be paid out of the EDC General Fund Budget (101-728) and amend moving funds from Contingency to the EDC budget upon invoiced.

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

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

## Mr. Al Chaney, Veterans Affairs:

Veterans Affairs Memorial Update:

- A quote will be coming for the circle of the walkway and the foundation for the headstone.
- o Gilchrist Plumbing will be looking at the sewer line.
- o The headstone has been ordered through Lashley Funeral Home at the cost of \$14,155.20.
- O Solar lights and solar cameras are being researched for the site. The Veterans Affairs have discussed with the Sheriff Department about having the cameras monitored at their office.
- o Landscaping will hold off until then end of the project.

#### Ms. Amy Knepp, District Library:

Attended the Oscoda County Dennis Kauffman Memorial Airport flight and breakfast on Saturday, July 8, 2023. Mr. Larry Diller was the volunteer pilot that took people from the community up for flights. It was a great turnout!

## Ms. Ann Galbraith, Chamber of Commerce:

The 4<sup>th</sup> of July events have been completed and the new parade route was a success. The fireworks were phenomenal, thanks to Mr. Clifford Morse for orchestrating the event. The Chamber of Commerce was \$2,000.00 shy of their goal.

#### L. Committee Reports:

### Commissioner Varner:

- o Had an enjoyable vacation with family over the past few weeks.
- o Attended Substance Abuse Meeting

- Attended Union Negotiation Meetings.
  - o There will be a closed session at our next meeting.
- Oscoda County Dennis Kauffman Memorial Airport
  - Better drone data has been received regarding the tree obstructions. There is tree growth
    on existing easements that are County owned, it is our responsibility to get those
    obstructions cleared up. There is additional growth that will need to be pursued by
    Federal funding.
  - o There will be a meeting on August 1, 2023 for further discussion.
- Economic Development Corporation
  - Ms. Deb Coulon requested that Commissioner Varner meet to discuss EDC with the Attorney.
- Meetings with Ms. Michelle Knepp, County Administrator and Ms. Rene Welser, BOC Executive Secretary.
- o Oscoda County Sheriff Department Building Project update:
  - Funding issues; the County cannot just go borrow funds to achieve the building project. Commissioner Marsh was not aware of a bond being considered. Bond Attorney Meeting was held that was attended by Commissioners Handrich and McCauley and Mr. William Kendall, Treasurer. Mercantile Bank has provided bond rates of 5.1%. Clark Construction, Construction Manager has provided the projected cost of \$3.9 million. There will be a Town Hall Meeting held so that jobs go out for bids to Contractors which will also allow opportunities to local contractors and possibly reduce the overall cost. The Board of Commissioners will need to decide on direction of the project. Commissioner Marsh questioned the County spending more money than what we originally allotted. The cost estimates came in for more than what was expected. The longer the wait, the cost will continue to increase. Do we want to put a millage together to include the Courthouse or is Oscoda County able to accept the liability of the additional expense. The architect has reconfigured the square footage, re-designed layout, etc. to save money. A 10-year bond at \$1.5 million is being considered. The Treasurer believes that this is due able and within reason. Commissioner Varner stated that we cannot continue to maintain buildings at the age/condition of the existing structures.

In the future, once Ms. Michelle Knepp, County Administrator/Human Resources Director is settled in, Commissioner Bondar would like to take her around to various establishments (NEMCOG, MAC, etc.) to introduce her.

### Mr. William Kendall, Treasurer:

o Forgotten Eagles, August 4, 2023 @ 1:00 p.m. will be holding their annual service at the Veterans Memorial Site

#### Commissioner Bondar:

- Attended NEMCOG Meeting
- Attended MDOT Meeting
- o Attended meeting with Mr. Steve Defour, Road Commission and others regarding the non-motorized vehicle trails.
  - Selecting a steering committee
- Attended Motor Pool Interviews
- o Attended Veterans Affairs Meeting
  - o They have sold 112 bricks to be used at the Veterans Memorial Site.
  - o Not required to be a resident to purchase a brick to be placed within the memorial site.

- Placement of engraved bricks will be off to the side of the walkway, rather than in the actual walkway.
- The Oscoda County application for the 2024 fund has been accepted, the total award is \$51,250.00 of approved cost during the grant period of October 1, 2023 through December 31, 2024.
- A packet will be forthcoming and will need to be given to the Treasurer's office once received to determine if a new budget line will have to be added by the Treasurer's office.
- Attended Council on Aging Meeting
  - o They have been closed due to having well issues, currently waiting for test results. They are hopeful to re-open on Friday, July 14, 2023.
- Attended Big Creek Township Meeting
  - o The Big Creek Township Board recently passed three Resolutions
    - Two resolutions were to purchase land to develop a township park in downtown Mio: the Crandall property, 404 S. Morenci, for \$95,000 plus closing costs and the Booth property, 410 Deyarmond Street, for \$100,000 plus closing costs.
    - The board also passed a resolution in support of a Spark Grant application for Oscoda County Park.
  - The Big Creek Township Board contributed towards the Mio fireworks display on the 4<sup>th</sup> of July and Luzerne fireworks display in the fall.
  - o Mr. Larry Wilson, Blight officer has been moved from a contingent employee to a permanent employee.

## Commissioner McCauley:

- o Attended Big Creek Township Meeting
- o Attended Motor Pool Interviews
- o Attended District Library Meeting

#### Commissioner Handrich:

- Attended Comins Township Meeting
  - o Septic Bill discussion, the Comins Township Board is opposed to the idea.
  - o Developing little league for the community.
- o Attended EDC Board Meeting
  - o In the process of developing a phone, fax and email for EDC which will be monitored by Mr. Richard Castle, EDC Board member and Ms. Deb Coulon, EDC Board member.
  - Ms. Rene Welser, BOC Executive Secretary will update the Oscoda County website and stationery.
  - Michigan Works is trying to assist EDC with the development of the EDC Director position.

#### Commissioner Marsh:

- Attended Steiner Board Meeting
  - o Special meeting for budget planning, will be meeting again this Thursday, July 13, 2023.
  - o Reporting will be due to MTA in September 2023
- o Attended Union Negotiation Meetings

#### Ms. Ann Galbraith, Chamber of Commerce:

- o Attended Mentor Township & Big Creek Township Meetings
- o Mentor Township and Big Creek Township met to discuss re-doing the streetscape in town.

## M. Adjournment:

Varner/McCauley 2023-207

a motion to adjourn today's meeting at 12:32 p.m.

5 yes: 0 no: Motion Carried.

The B.O.C will hold their "Regular B.O.C Meeting" scheduled for <u>Tuesday</u>, <u>July 25</u>, <u>2023 at 10:00 a.m.</u> held in the <u>B.O.C Boardroom or join the meeting by Teleconference</u> by dialing 989-826-1163 (Pin#353).

Charles E Varner, Jr., Oscoda County Board of Commissioners Chairman Ann Galbraith, Oscoda County Clerk & Register of Deeds