



COUNTY OF OSCODA

Mr. Charles E. Varner, Jr, Chair
Ms. Jackie Bondar
Mr. Joe Breough

Mr. Tom McCauley, Vice Chair
Mr. Ted Handrich

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

Official Minutes October 28, 2025

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, October 28, 2025 at 10:00 a.m.** “Open to the Public” and offered to join by Teleconference and zoom, 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 and zoom.

B. Invocation and/or Pledge

Pledge to the Flag

C. Roll Call of Board Members

Roll Call: Commissioners Varner, Breough, Handrich, Bondar and McCauley

Members Excused:	N/A
Public Present:	4
Public by Teleconference:	2
Zoom Participants:	5

D. Approval of Agenda

The B.O.C approved the Agenda for **October 28, 2025**, as presented.

McCauley/Handrich a motion to approve the agenda for **October 28, 2025**, B.O.C Regular Meeting, 2025-304 as presented.

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

E. Approval of the Consent Calendar Items for October 28, 2025.

McCauley/Breough a motion to approve the Consent Calendar Items for **October 28, 2025**. 2025-305

Item #1 Unofficial Minutes for **October 14, 2025**, as presented.

Item #2 Budget Amendments

Elections: a request to increase funds to Elections Office Supplies budget line 101-191-729.00, in the amount of \$1,250.00, and so, amend the budget.

Elections: a request to increase funds to Elections Equipment Non-Capital budget line 101-191-775.00, in the amount of \$940.00, and so, amend the budget.

Elections: a request to increase funds to Elections Travel budget line 101-191-861.00, in the amount of \$100.00, and so, amend the budget.

Elections: a request to increase funds to Elections Equip Printing/Publishing budget line 101-191-900.00, in the amount of \$700.00, and so, amend the budget.

Clerk: a request to increase funds to Clerk Office Supplies budget line 101-215-729.00, in the amount of \$750.00, and so, amend the budget.

Clerk: a request to increase funds to Clerk Computer Supplies budget line 101-215-732.00, in the amount of \$2,305.01, and so, amend the budget.

Clerk: a request to increase funds to Clerk Employee Training budget line 101-215-960.00, in the amount of \$450.00, and so, amend the budget.

Clerk: a request to increase funds to Clerk BCN/VSP/DELTA budget line 101-215-716.00, in the amount of \$8,490.00, and so, amend the budget.

Clerk: a request to increase funds to Clerk Life Insurance budget line 101-215-722.00, in the amount of \$73.86, and so, amend the budget.

Treasurer: a request to add a new budget line 232-751-806.00 Historical Commission Contracted Services to the Special Fund budget.

Item #3 Expenditure Report for **September 2025**.

September 2025 Expenditures

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$190,651.30	\$271,345.46	\$461,996.76
102 Ambulance Equip	\$0.00	\$12,401.74	\$12,401.74
103 Sheriff Equip	\$0.00	\$6,888.09	\$6,888.09
104 911 Emergency	\$7,883.96	\$2,912.41	\$10,796.37
205 Officer Training	\$0.00	\$0.00	\$250.00
208 Park Fund	\$7,117.23	\$7,321.25	\$14,438.48
209 D.A.R.E.	\$0.00	\$0.00	\$2,261.70
210 Ambulance Fund	\$91,978.14	\$37,543.05	\$129,521.19
215 Friend/Court	\$6,895.42	\$5,159.13	\$12,054.55
216 Public Guardian	\$0.00	\$0.00	\$0.00
217 Fairgrounds	\$0.00	\$1,650.37	\$1,650.37
218 Smith Lake	\$1,227.21	\$0.00	\$1,227.21
230 Hazmat	\$0.00	\$0.00	\$0.00
232 Historical Comm	\$427.90	\$185.46	\$613.36
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00
249 Building Dept.	\$5,053.18	\$221.82	\$5,275.00
256 R.O.D. Automation	\$0.00	\$346.91	\$346.91
258 May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260 MIDC	\$0.00	\$156,535.84	\$156,535.84
263 Concealed Pistol Licensing	\$0.00	\$380.32	\$380.32

265	Drug Law Enforcement	\$11,443.77	\$3,995.47	\$15,439.24
269	Law Library	\$0.00	\$176.72	\$176.72
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$40,000.00	\$40,000.00
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	OPIOID Settlement Fund	\$0.00	\$0.00	\$0.00
286	ARPA FUNDS	\$0.00	\$0.00	\$0.00
290	LATCF FUND	\$0.00	\$0.00	\$0.00
292	Child Care	\$12,107.01	\$8,409.40	\$20,516.41
293	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$766.74	\$3,342.48	\$4,109.22
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$2,218.45	\$9,140.59	\$11,359.04
469	Building Construction Fund	\$0.00	\$0.00	\$0.00
470	Courthouse Preservation	\$0.00	\$796.00	\$796.00
516	DTRF	\$0.00	\$141.92	\$141.92
518	Foreclosure Fund	\$0.00	\$1,122.00	\$1,122.00
535	Housing	\$0.00	\$13,109.88	\$13,109.88
616	Tax Revolving	\$0.00	\$0.00	\$0.00
891	Perry Lk Fund	\$0.00	\$0.00	\$0.00
	SUB TOTALS	\$337,770.31	\$585,638.01	\$923,408.32

201	Road Commission			\$215,307.05
	Grand Total		\$1,138,715.37	

Item #4 Claims and Audit Docket for **October 28, 2025**, as received from the County Clerk’s Office in the amount of **\$82,113.16**.

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

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

N/A

G. Appointments:

- Ms. Jennifer Wanstead, Acrisure Account Executive – Presentation of Plan Performance and Benefit Renewal (via Zoom) and Resolution **2025-014** “Health Insurance OPT OUT of PA 152”

Handrich/Bondar
2025-306 a motion to authorize the renewal of the benefit plans (Medical, Dental, Vision and Life) with Acrisure, effective January 1, 2026 as presented by Ms. Jennifer Wanstead.

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

Varner/Breagh
2025-307 a motion to officially adopt the **Resolution 2025-014** “Health Insurance OPT OUT of PA 152 for 2026”, as written.

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

H. Correspondence/Reports/Resolutions:

- 1) Ms. Michelle Knepp, County Administrator/HR Director – Operation Green Light for Veterans

Breagh/McCauley
2025-308 a motion to officially adopt the **Resolution 2025-013** “Operation Green Light for Veterans”, as written.

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

I. Unfinished Business/New Business:

- 1) Ms. Libby Marsh-Shephard, Clerk/Register of Deeds – Board of Canvassers

Bondar/Handrich
2025-309 a motion to set the Per Diem wages for the Board of Canvassers to be \$75/half day and \$125/full day, and so, amend the budget.

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

- 2) Mr. Robert Stankiewicz, EMS Director – EMS Staffing

Breagh/Bondar
2025-310 a motion to acknowledge the resignation from Mr. Dillan Romstadt, as a Contingent EMT position, effective Monday, October 20, 2025.

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

- 3) Mr. Tom Pratt, Court Administrator – District Court Staffing

McCauley/Breagh
2025-311 a motion to acknowledge the hiring of Ms. Katrina Smyth, as a part-time temporary non-union employee to fill the District Court Clerk position, not to exceed 28 hours per week, with a hire date of Monday, October 20, 2025, at a starting wage of \$16.00 per hour, and will not be eligible for County benefits, and so, amend the budget.

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

- 4) Mr. Ben Hoover, Professional Engineer at Mead & Hunt (via Zoom) - Dennis Kauffman Memorial Airport - FAA Grant #3-26-0156-24225 IJA AIG Agreement and Construction Project

Handrich/Bondar
2025-312 a motion to review and sign the FAA Grant #3-26-0156-24225 IJA AIG Agreement, Project Description IJA Construct Taxilane (Stds); Construct/Modify/Improve/Rehab Hangar-Hangar Apron Pavements –

Construction and authorize the Chairman to sign, as requested.

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

5) Dennis Kauffman Memorial Airport - Elmer's Crane & Dozer Inc Construction Project

Handrich/Breough
2025-313 a motion to accept the Contract between Oscoda County and Elmer's Crane and Dozer, Inc. for Construction Project to Construct/Modify/Improve/Rehab Hangar-Hangar Apron Pavements (under FAA Grant #3-26-0156-24225), as written, and authorize the Chair to sign, as requested.

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

J. Financial:

1) Steiner Museum Ice Storm Damage Repairs Discussion

2) Ms. Libby Marsh-Shephard, Clerk/Register of Deeds – ROD Automation Fund

McCauley/Bondar
2025-314 a motion to authorize Ms. Libby Marsh-Shephard, Clerk/Register of Deeds to enter into an agreement with Kofile Technologies, Inc. for their services which includes Plat Preservation and mounting of plats on hangers and storage in a new plat cabinet in the amount of \$24,834.00 with payment terms of 50% due upon executed agreement and the remaining balance upon completion, to be paid for out of ROD New Equip-Capital Over \$5K budget line 256-236-977.00, and so, amend the budget.

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

3) Ms. Libby Marsh-Shephard, Clerk/Register of Deeds – CPL Fingerprinting Software

Breough/Handrich
2025-315 a motion to enter into a purchase agreement with Dataworks Plus for CPL printing software in the amount of \$6,785.00, to be paid for out of the Concealed Pistol Licensing budget.

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

4) Ms. Michelle Knepp, County Administrator/HR Director – Temporary Wage Discussion

McCauley/Breough
2025-316 a motion to approve an additional \$700.00 weekly to be paid to Ms. Kristi McGregor, Prosecuting Attorney, beginning Sunday, November 2, 2025 on a temporary basis through December 31, 2025 or until an Assistant Prosecuting Attorney is hired to fill the open position.

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

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

N/A

L. Committee Reports:

Commissioner McCauley:

- Attended Road Commission Meeting
- Attended Michigan Township Association (MTA) Meeting
 - It was a great meeting! Mr. Cam Cavitt was in attendance and spoke about gas tax, school tax and where that is coming from. They will be receiving \$1.3 mil to go into the roads.
- Attended District Health Department #2 Meeting
 - The West Nile Virus was found in Alcona County, MI

Commissioner Breaugh:

- Attended Veterans Affairs Board Meeting
- Attended Northeast Michigan Council of Governments (NEMCOG) Annual Meeting in Alpena, MI
- Attended Michigan Department of Health & Human Services (DHHS) Meeting in Gaylord, MI
- Attended NE Michigan Consortium (Michigan Works) in Onaway, MI

Commissioner Handrich:

- Attended Economic Development Corporation (EDC) Meeting
 - There are two board vacancies available.
- Attended Northeast Michigan Council of Governments (NEMCOG) Annual Meeting in Alpena, MI
- Attended District Health Department #2 Meeting
- Attended Finance Meetings
- Planning to attend Comins Township Board Meeting this evening

Commissioner Bondar:

- Attended M.O.A Landfill Authority Board Meeting
- Reviewed M.O.A Landfill Claims & Account
- Attended Regional Materials Management Planning Committee Meetings
 - Interlocal Agreement Committee
 - Materials Management Planning Committee
- Attended Northeast Michigan Council of Governments (NEMCOG) Annual Meeting in Alpena, MI
 - RAP Grant funding has changed.

Commissioner Varner:

- Attended Northeast Michigan Council of Governments (NEMCOG) Annual Meeting in Alpena, MI
 - State Land Banks were discussed and they would like to get the Treasurer involved to have a better understanding. Ms. Michelle Knepp, County Administrator/HR Director met with Mr. Doug Baum, NEMCOG Executive Director and discussed the State Land Banks and what was presented at the recent NEMCOG Annual Meeting. A meeting that includes Mr. William Kendall, Treasurer and Commissioner Bondar will be scheduled in the future.
- Attended Wellvance Board Meeting
- Attended Wellvance Executive Finance Committee Meeting
- Attended Wellvance Program Committee Meeting

- Attended Northern Michigan Regional Entity Meeting in Gaylord, MI
 - Discussion regarding privatization
- Attended M.O.A Landfill Authority Board Meeting
 - The board agreed to appropriate \$50k to Oscoda County.

Commissioner Varner announced that Oscoda County will be launching a new Facebook page soon. Ms. Libby Marsh-Shephard, Clerk/Register of Deeds and Ms. Michelle Knepp, County Administrator/HR Director will be the administrators of the Facebook page. Ms. Michelle Knepp stated that she will begin launching the page this week and advertise “Operation Green Light”.

M. Adjournment

Handrich/Breaugh a motion to adjourn today’s meeting at 12:06 p.m.
2025-317

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

The Board of Commissioners will hold their “Regular B.O.C Meeting” scheduled for **Wednesday, November 12, 2025 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

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

**Libby Marsh-Shephard, Oscoda County
 Clerk & Register of Deeds**