



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 November 23, 2021

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, November 23, 2021 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.

Pledge to the Flag

Roll Call of Members:

Members Present: Commissioners Yoder, Varner, Bondar McCauley, and Marsh.

Members Excused:

Public Present: 6

Public by Teleconference: 3

**Commissioner Yoder called today’s “Public Meeting” to order at 10:00 a.m.; including those joining the meeting by teleconference.

The B.O.C approved the Agenda for **November 23, 2021, with two additions; EMS employee status change notification under Correspondence/Reports/Resolutions and under Financial a request for two new Veteran Affairs (298) budget expenses lines.

Varner/McCauley a motion to accept the Agenda for **November 23, 2021**, with two additions.
2021-332

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

The B.O.C approved the Consent Calendar Items for **November 23, 2021, as presented.

Item #1 Official Minutes for **November 9, 2021**, were approved as presented.

Item #2 Expenditures for **October 2021**, were approved as received from the County Clerk’s Office. Total Expenditures **\$671,663.57**.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$244,350.19	\$155,659.92	\$400,010.11
102 Ambulance Equip	\$0.00	\$0.00	\$0.00
103 Sheriff Equip	\$0.00	\$6,311.33	\$6,311.33

104	911 Emergency	\$9,845.90	\$1,487.56	\$11,333.46
205	Officer Training	\$0.00	\$0.00	\$0.00
208	Park Fund	\$7,645.12	\$2,637.57	\$10,282.69
209	D.A.R.E.	\$0.00	\$0.00	\$698.77
210	Ambulance Fund	\$94,353.92	\$16,261.57	\$110,615.49
215	Friend/Court	\$8,984.36	\$747.62	\$9,731.98
216	Public Guardian	\$0.00	\$0.00	\$0.00
217	Fairgrounds	\$376.78	\$461.66	\$838.44
218	Smith Lake	\$376.77	\$0.00	\$376.77
230	Hazmat	\$0.00	\$0.00	\$0.00
232	Historical Comm	\$0.00	\$40.04	\$40.04
239	Gypsy Moth	\$0.00	\$0.00	\$0.00
245	Public Improvement	\$0.00	\$0.00	\$0.00
249	Building Dept.	\$6,400.81	\$7,061.24	\$13,462.05
256	R.O.D. Automation	\$0.00	\$17,671.20	\$17,671.20
258	May 4 Courthouse Fire	\$0.00	\$0.00	\$0.00
260	MIDC	\$0.00	\$21,466.50	\$21,466.50
263	Concealed Pistol Licensing	\$0.00	\$11.13	\$11.13
265	Drug Law Enforcement	\$1,998.49	\$906.96	\$2,905.45
269	Law Library	\$0.00	\$265.58	\$0.00
271	Library	\$0.00	\$0.00	\$0.00
274	Council/Aging	\$0.00	\$40,076.13	\$40,000.00
281	EDC Revolving Loan	\$0.00	\$0.00	\$0.00
285	RSRF	\$0.00	\$0.00	\$0.00
290	Social Services	\$0.00	\$0.00	\$0.00
292	Child Care	\$5,167.28	\$429.36	\$5,596.64
293	Soldiers / Sailors Relief	\$0.00	\$0.00	\$0.00
294	Veterans Trust	\$0.00	\$0.00	\$0.00
295	Airport	\$1,356.39	\$1,308.64	\$2,665.03
296	Basic Grant	\$0.00	\$0.00	\$0.00
297	Smile/Counseling	\$0.00	\$0.00	\$0.00
298	Veterans Affairs	\$3,235.53	\$12,253.84	\$15,489.37
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
535	Housing	\$0.00	\$8,168.01	\$1,000.45
616	Tax Revolving	\$0.00	\$9,871.42	\$1,156.67
	<i>SUB TOTALS</i>	\$384,091.54	\$303,097.28	\$671,663.57
201	Road Commission			\$572,682.90
	<i>Grand Total</i>		\$1,244,346.47	

Item #3 Claims and Audit Docket for **November 23, 2021**, were approved as received from the County Clerk's Office. Total Claims & Audit **\$15,005.49**.

McCauley/Marsh a motion to approve the Consent Calendar Items for **November 23, 2021**, as **2021-333** presented.

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

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

Appointments:

**Mr. Mike Bowers, Emergency Management Coordinator, addressed the B.O.C regarding three HSGP Grants. 1.) Request to purchase an Automatic External Defibrillator to be placed in a Greenwood Townships response vehicle; a non-transport first responder vehicle to assist Oscoda County to reduce response times. 2.) Request to purchase two updated handheld radios and four pagers for the Oscoda County EMS; to continue current operations within their system. 3.) Purchase of a new laptop for the EOC; to coordinate operations countywide for our hazard mitigation plan, used in the case of emergencies and disasters, and during meetings with emergency management functions. The following motion was made:

Varner/McCauley a motion to approve the advance payment, up to \$2,000.00, to purchase an **Automatic External Defibrillator**, to be placed in a Greenwood Township response vehicle; a motion to approve the advance payment, up to \$6,000.00, to purchase **two handheld radios and four pagers** for Oscoda County Emergency Medical Services; a motion to approve the advance payment, up to \$1,000.00, to purchase a **new laptop** for the Emergency Management Coordinator, all approved by Homeland Security Division MSP Grant; all reimbursement 100% upon completion of the project and so amend the reflected revenue and expense budget lines.

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

Correspondence/Reports/Resolutions:

**The B.O.C acknowledged the employee status change for an EMS employee.

Marsh/McCauley a motion to acknowledge EMS employee Matthew Jones, EMT, status change from **2021-335** part-time to full-time, effective November 18, 2021.

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

Unfinished Business/New Business:

Financial:

**Commissioner Yoder, Commissioner Varner and Mr. Bill Kendall, County Treasurer, participated in a conference call with Mr. Phil Straley, from Straley Lamp & Kraenzlein, P.C, the Certified Public Accountant Firm, who the county hired to advised and guide the County on AR PA Funds eligibility and reporting. Mr. Straley stated due to the critical needs of the court system and with courts need to be able to serve the public sector that the JAV's Reporting System would be a valid allowable use of AR PA Funds. Commissioner Yoder stated that Broad Band was also discussed; details need to be finalized, including a sample contract. Mr. Straley is also working on the County's Revenue Loss Assessment. The B.O.C approved the use of the AR PA Funds for the JAV's Reporting System, not covered by a CARES ACT Grant, and authorized the County Treasurer to create new expense lines out of the AR PA (286) Special Funds.

McCauley/Bondar a motion to authorize the balance of the JAV Recording System, in the amount of **2021-336** \$59,944.23, to be paid out of the AR PA Funds (286), a valid and allowable use of CSLFRF under ARPA as outlined in the Interim Final Rule (IFR) as listed under COVID-19 Mitigation and Prevention (p. 18) and Treasury FAQ 2.1 as of July 19, 2021, and so amend the budget.

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

Varner/McCauley a motion in conjunction with motion 2021-324 regarding source of payment for the **2021-337** purchase of the JAV Recording System, in the amount for \$134,944.23. The down payment of \$33,736.06 to be paid out of the Trail Courts Budget (101-130) Capital Projects with \$41,263.94 budgeted in 2022; \$75,000.00 subject to CESF Grant reimbursement and budget \$59,944.23, the balance, out of AR PA Funds (286) in 2022, and so amend the budget.

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

Marsh/McCauley a motion to authorize the Treasurer's Office to create new expense lines in the AR PA **2021-338** Special Fund 286, as needed.

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

**The B.O.C approved the annual request, from the County Treasurer, Bill Kendall, to move funds from the DTRF (Delinquent Tax Revolving Fund).

McCauley/Varner a motion to move \$20,000.00 from the restricted account within the DTRF to the **2021-339** General Fund to cover costs involved in administrating the delinquent tax foreclosure process in the Treasurer's office, and so amend the budget.

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

**The B.O.C approved the request, from the County Veteran Affairs Office, to add two additional expense lines to their budget.

Marsh/McCauley a motion to authorize the Treasurer's Office to create two new expense lines in the **2021-340** Veteran Affairs Budget (298), Promotion/Marketing 298-682-901.00 and Veterans Insurance 298-682-912.00.

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

Committee Reports:

**Commissioner Bondar reported on attending the following:

- Council on Aging Board Meeting.
- NEMCOG Board Meeting.
- Landfill Board Meeting.
- In contact with the Park Manager, regarding the park.
- In contact with the Maintenance Supervisor, regarding the fairgrounds.

**Commissioner McCulley reported on attending the following:

- Big Creek Township Board Meeting.
- District Health Department #2 Board Meeting.

**Commissioner Marsh announced that Ms. Brenda Kahn was named as the Community Resource Coordinator, replacing Ms. Kim Lauterwasser, who retired from the Department of Human & Health Services (DHHS).

Public Comment: (Limited to three minutes per person).

**The Annual “Holiday Light Parade”, Saturday, November 27, 2021 at 6 p.m.

**The Annual Comin’s Township “Lighting of the Tree Ceremony”, Saturday, December 3, 2021 at 5:30 p.m.

**“No Shave for November & December” is a fundraiser to present a scholarship to someone going into the Criminal Justice Program; for more information give the Sheriff’s Department a call.

**Sheriff Grace announced that the Sheriff’s Department intends to purchase a jet boat next year for security & safety, out of the Sheriff’s Equipment (103) Special Fund, unless other funding opportunities were to arise.

M. Recess:

N. 2022 Budget Workshop.

**The B.O.C reviewed the 2022 General & Special Funds Budgets. After discussion, changes to the General Fund included the B.O.C removing the equipment purchase from Equalization (101-225), adding to the Trial Courts (101-130) JAV’S Recording System and “On Call” Magistrate “Letter of Understanding and adding \$5,000.00 to appropriations to be moved to the park, Special Fund (208). Changes to the Special Funds included adding to the AR PA (286) Budget for the JAV’S Recording System and changes to the park (208) reducing the Temporary Seasonal Help/FICA and adding \$5,000.00 from appropriations for projects. Mr. Jim Vance was present and did provide an up-date on the park and the goals for the park for 2022, that included the on-line reservations (ASPIRA) going live in April. Commissioner Bondar expressed her disappointment in the amount appropriated to the park stating the project list provided was to complete the projects addressed and approved by the board previously. Commissioner Yoder stated that the B.O.C supports the Park and if Mr. Vance needs additional funding that he just needs to address the B.O.C for consideration. Commissioner Yoder stated that no wage increases are included in the 2022 Budgets and reiterated the need for the B.O.C to move forward looking at hiring a County Administrator/Controller in 2022. The B.O.C made the following motions including approving the motion to accept the “Proposed” 2022 General and Special Budgets. A “Public Hearing” is scheduled for the December 14, 2021 B.O.C Meeting at 10 a.m. The Board of Commissioners are responsibility to adopt a balanced budget before the end of the year; however, the Board can amend the 2022 Budget, after the first of the year, upon a written request, should it become necessary. The General and Special Fund Budgets are available for review on the County Website www.oscodacountymi.com.

Marsh/Bondar a motion to accept the “On Call” “Letter of Understanding” for Oscoda County
2021-341 Magistrates pay for work performed after normal work hours, as written, effective January 1, 2022.

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

Marsh/McCauley a motion to authorize the Treasurer’s Office to create a new Trial Courts (101-130-
2021-342 705.00) On-Call expense line.

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

Marsh/McCauley a motion to approve the 2022 “Proposed Budgets” for the General Fund, in the
2021-343 amount of \$5,508,559.11 and the Special Funds, as discussed, and hold a “Public Hearing”

to adopt the 2022 Oscoda County General and Special Fund Budgets at the December 14, 2021 Board of Commissioners Meeting.

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

2022	General Fund Budget Summary	Proposed
101	COMMISSIONERS	\$109,332.63
102	EXEC. SECRETARY	\$50,422.64
115	GOV'T ADMINISTRATION	\$858,640.54
130	TRIAL COURT	\$695,766.68
164	JURY COMMISSION	\$6,700.00
191	ELECTIONS	\$29,450.00
215	CLERK	\$182,462.88
225	EQUALIZATION	\$190,232.60
229	PROSECUTOR	\$299,946.49
236	DEEDS	\$127,793.56
253	TREASURER	\$163,412.04
258	IT/GOVT.ADMIN	\$99,707.20
265	MAINTENANCE	\$276,723.14
270	MOTORPOOL	\$56,156.09
301	SHERIFF	\$1,133,302.17
331	MARINE	\$12,562.95
333	TRAFFIC SAFETY	\$81,015.07
335	SNOWMOBILE	\$7,420.75
351	JAIL	\$274,700.00
400	PLANNING	\$6,197.72
426	EMERGENCY MGMT.	\$25,300.00
430	ANIMAL CONTROL	\$39,232.05
600	HEALTH/WELFARE	\$134,984.97
728	EDC	\$30,300.48
890	CONTINGENCY	\$250,000.00
965	APPROPRIATIONS	\$366,796.46
	Total Expense	<u>\$5,508,559.11</u>

2022	Appropriations	Proposed
208	Oscoda County Park	\$5,000.00 As requested,
210	EMS Operations	\$70,250.44 As requested,
215	Friend of Court	\$16,000.00 As requested,
217	Fairgrounds	\$6,200.00 As requested,
218	Smith Lake	\$6,500.00 As requested,
232	Historical Commission	\$5,000.00 January
256	ROD Automation	\$17,420.00 As requested,

260	MIDC	\$53,806.02	As requested,
269	Law Library	\$2,500.00	Quarterly
290	Social Services	\$9,120.00	As requested,
292	Child Care	\$125,000.00	As requested,
295	Airport	\$50,000.00	As requested,
		<u>\$366,796.46</u>	

2022 SPECIAL FUNDS PROPOSED

102	AMBULANCE EQUIP		
	REV	\$104,567.67	
	EXP	\$100,000.00	
	Expected End Balance	\$4,567.67	
103	SHERIFF EQUIP		
	REV	\$106,882.50	
	EXP	\$161,750.00	
	Expected End Balance	-\$54,867.50	
104	911-EMERGENCY		
	REV	\$168,200.00	
	EXP	\$222,943.22	
	Expected End Balance	-\$54,743.22	
205	OFFICER TRAINING		
	REV	\$0.00	
	EXP	\$2,300.00	
	Expected End Balance	-\$2,300.00	
208	COUNTY PARK		
	REV	\$138,150.00	
	EXP	\$133,843.90	
	Expected End Balance	\$4,306.10	
209	D.A.R.E.		
	REV	\$400.00	
	EXP	\$300.00	
	Expected End Balance	\$100.00	
210	AMBULANCE		
	REV	\$1,248,481.64	

	EXP	\$1,248,481.64
	Expected End Balance	\$0.00
215	FRIEND/COURT	
	REV	\$113,090.00
	EXP	\$147,347.62
	Expected End Balance	-\$34,257.62
216	PUBLIC GUARDIAN	
	REV	\$0.00
	EXP	\$0.00
	Expected End Balance	\$0.00
217	FAIRGROUNDS	
	REV	\$16,200.00
	EXP	\$16,059.55
	Expected End Balance	\$140.45
218	SMITH LAKE	
	REV	\$6,500.00
	EXP	\$5,910.10
	Expected End Balance	\$589.90
230	HAZMAT	
	REV	\$1,000.00
	EXP	\$600.00
	Expected End Balance	\$400.00
232	HISTORICAL COMM	
	REV	\$12,500.00
	EXP	\$12,498.35
	Expected End Balance	\$1.65
239	GYPSY MOTH	
	REV	\$206,257.52
	EXP	\$15,880.00
	Expected End Balance	\$190,377.52
249	BUILDING DEPARTMENT	
	REV	\$131,000.00
	EXP	\$131,754.86
	Expected End Balance	-\$754.86

256	ROD AUTOMATION FUND	
	REV	\$33,440.00
	EXP	\$30,500.00
	Expected End Balance	\$2,940.00
260	MIDC	
	REV	\$208,680.00
	EXP	\$206,512.00
	Expected End Balance	\$2,168.00
263	CONCEALED PISTOL LICENSING	
	REV	\$5,510.00
	EXP	\$5,510.00
	Expected End Balance	\$0.00
265	DRUG ENFORCEMENT	
	REV	\$101,535.29
	EXP	\$140,850.77
	Expected End Balance	-\$39,315.48
269	LAW LIBRARY	
	REV	\$4,500.00
	EXP	\$4,500.00
	Expected End Balance	\$0.00
274	COUNCIL ON AGING	
	REV	\$412,409.58
	EXP	\$412,409.58
	Expected End Balance	\$0.00
281	EDC REVOLVING LOAN	
	REV	\$30,350.00
	EXP	\$35,000.00
	Expected End Balance	-\$4,650.00
286	AR PA FNDS	
	REV	\$800,359.00
	EXP	\$59,944.23
	Expected End Balance	\$740,414.77
290	SOCIAL SERVICES	
	REV	\$9,120.00
	EXP	\$9,120.00

	Expected End Balance	\$0.00
292	CHILD CARE	
	REV	\$249,500.00
	EXP	\$210,390.22
	Expected End Balance	\$39,109.78
295	AIRPORT	
	REV	\$71,000.00
	EXP	\$70,285.38
	Expected End Balance	\$714.62
296	BASIC GRANT	
	REV	\$0.00
	EXP	\$0.00
	Expected End Balance	\$0.00
297	SMILE/COUNSELING	
	REV	\$1,060.00
	EXP	\$750.00
	Expected End Balance	\$310.00
298	VETERANS AFFAIRS	
	REV	\$137,000.00
	EXP	\$144,734.77
	Expected End Balance	-\$7,734.77
470	COURTHOUSE PRESERVATION FUND	
	REV	\$7,500.00
	EXP	\$0.00
	Expected End Balance	\$7,500.00
535	HOUSING	
	REV	\$211,864.75
	EXP	\$186,700.00
	Expected End Balance	\$25,164.75

**Commissioner Yoder thanked the audience for attending and those participating in today's meeting by teleconference and called for a motion to adjourn.

Varner/McCauley a motion to adjourn today's meeting (12:29 p.m.).
2021-344

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

The B.O.C next Regular B.O.C Meeting scheduled for **Tuesday, December 14, 2021 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).

**Kyle Yoder, Oscoda County
Board of Commissioners Chairman**

**Ann Galbraith, Oscoda County
Clerk & Register of Deeds**