



# 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 November 25, 2025

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, November 25, 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 McCauley, Varner, Breough, Handrich and Bondar

|                           |     |
|---------------------------|-----|
| Members Excused:          | N/A |
| Public Present:           | 6   |
| Public by Teleconference: | 1   |
| Zoom Participants:        | 5   |

### D. Approval of Agenda

The B.O.C approved the Agenda for **November 25, 2025**, as presented.

Handrich/Bondar            a motion to approve the agenda for **November 25, 2025**, B.O.C Regular  
**2025-335**                      Meeting, as presented.

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

### E. Approval of the Consent Calendar Items for November 25, 2025.

Breough/McCauley        a motion to approve the Consent Calendar Items for **November 25, 2025**.  
**2025-336**

**Item #1** Unofficial and Closed Session Minutes for **November 12, 2025**, as presented.

**Item #2** Budget Amendments

**Treasurer:** a request to add a new budget line 701-000-228.48 Due to State – Drunk Driving Assess DNR to the Trust & Agency budget.

Treasurer: a request to add a new budget line 265-301-714.00 School Safety Crossing Guard to the Special Fund budget.

IT/Govt Adm: a request to increase funds to budget line 101-258-806.00, in the amount of \$20,000.00, and so, amend the budget.

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

## October 2025 Expenditures

|                                       | <b>PAYROLL</b> | <b>EXPENSES</b> | <b>TOTAL</b> |
|---------------------------------------|----------------|-----------------|--------------|
| <b>101</b> General Fund               | \$199,423.52   | \$386,373.24    | \$585,796.76 |
| <b>102</b> Ambulance Equip            | \$0.00         | \$13,881.04     | \$13,881.04  |
| <b>103</b> Sheriff Equip              | \$0.00         | \$25,137.30     | \$25,137.30  |
| <b>104</b> 911 Emergency              | \$9,249.91     | \$19,212.13     | \$28,462.04  |
| <b>205</b> Officer Training           | \$0.00         | \$0.00          | \$0.00       |
| <b>208</b> Park Fund                  | \$5,963.87     | \$5,537.35      | \$11,501.22  |
| <b>209</b> D.A.R.E.                   | \$0.00         | \$0.00          | \$125.00     |
| <b>210</b> Ambulance Fund             | \$88,082.42    | \$35,200.06     | \$123,282.48 |
| <b>215</b> Friend/Court               | \$6,895.36     | \$3,626.33      | \$10,521.69  |
| <b>216</b> Public Guardian            | \$0.00         | \$0.00          | \$0.00       |
| <b>217</b> Fairgrounds                | \$644.29       | \$907.23        | \$1,551.52   |
| <b>218</b> Smith Lake                 | \$460.20       | \$521.57        | \$981.77     |
| <b>230</b> Hazmat                     | \$0.00         | \$0.00          | \$0.00       |
| <b>232</b> Historical Comm            | \$201.84       | \$364.78        | \$566.62     |
| <b>239</b> Gypsy Moth                 | \$0.00         | \$0.00          | \$0.00       |
| <b>245</b> Public Improvement         | \$0.00         | \$3,930.00      | \$3,930.00   |
| <b>249</b> Building Dept.             | \$5,053.17     | \$11,124.11     | \$16,177.28  |
| <b>256</b> R.O.D. Automation          | \$0.00         | \$4,922.90      | \$4,922.90   |
| <b>258</b> May 4 Courthouse Fire      | \$0.00         | \$0.00          | \$0.00       |
| <b>260</b> MIDC                       | \$0.00         | \$3,061.85      | \$3,061.85   |
| <b>263</b> Concealed Pistol Licensing | \$0.00         | \$1,943.90      | \$1,943.90   |
| <b>265</b> Drug Law Enforcement       | \$8,587.05     | \$8,245.88      | \$16,832.93  |
| <b>269</b> Law Library                | \$0.00         | \$411.00        | \$411.00     |
| <b>271</b> Library                    | \$0.00         | \$0.00          | \$0.00       |
| <b>274</b> Council/Aging              | \$0.00         | \$40,000.00     | \$40,000.00  |
| <b>281</b> EDC Revolving Loan         | \$0.00         | \$0.00          | \$0.00       |
| <b>285</b> OPIOID Settlement Fund     | \$0.00         | \$0.00          | \$0.00       |
| <b>286</b> ARPA FUNDS                 | \$0.00         | \$0.00          | \$0.00       |
| <b>290</b> LATCF FUND                 | \$0.00         | \$0.00          | \$0.00       |
| <b>292</b> Child Care                 | \$10,217.75    | \$5,314.47      | \$15,532.22  |
| <b>293</b> Soldiers / Sailors Relief  | \$0.00         | \$0.00          | \$0.00       |
| <b>294</b> Veterans Trust             | \$0.00         | \$0.00          | \$0.00       |

|            |                            |              |              |              |
|------------|----------------------------|--------------|--------------|--------------|
| <b>295</b> | Airport                    | \$569.58     | \$5,617.24   | \$6,186.82   |
| <b>296</b> | Basic Grant                | \$0.00       | \$2,916.00   | \$2,916.00   |
| <b>297</b> | Smile/Counseling           | \$0.00       | \$0.00       | \$0.00       |
| <b>298</b> | Veterans Affairs           | \$3,691.09   | \$7,284.45   | \$10,975.54  |
| <b>469</b> | Building Construction Fund | \$0.00       | \$0.00       | \$0.00       |
| <b>470</b> | Courthouse Preservation    | \$0.00       | \$0.00       | \$0.00       |
| <b>516</b> | DTRF                       | \$0.00       | \$1,957.92   | \$1,957.92   |
| <b>518</b> | Foreclosure Fund           | \$0.00       | \$393.75     | \$393.75     |
| <b>535</b> | Housing                    | \$0.00       | \$3,458.06   | \$3,458.06   |
| <b>616</b> | Tax Revolving              | \$0.00       | \$0.00       | \$0.00       |
| <b>891</b> | Perry Lk Fund              | \$0.00       | \$0.00       | \$0.00       |
|            | <b>SUB TOTALS</b>          | \$339,040.05 | \$591,467.56 | \$930,507.61 |

|            |                    |  |                |              |
|------------|--------------------|--|----------------|--------------|
| <b>201</b> | Road Commission    |  |                | \$234,555.96 |
|            | <b>Grand Total</b> |  | \$1,165,063.57 |              |

**Item #4** Claims and Audit Docket for **November 25, 2025**, as received from the County Clerk’s Office in the amount of **\$47,730.31**.

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

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

N/A

G. Appointments:

- 1) Sheriff Department – Introduction of K-9 Unit

Captain David Hughes and Deputy Logan O’Brien introduced our new addition Draco, K-9 to a Sheriff’s Department. Through acquiring the K-9, it has required careful selection and extensive training for both dog and its handler. He has specialized skills (narcotic detection and suspects, tracking, apprehension and search/rescue of missing persons) to build community support and trust.

H. Correspondence/Reports/Resolutions:

N/A

I. Unfinished Business/New Business:

- 1) Department of Human & Health Services Board Appointment

McCauley/Bondar a motion to approve the appointment of Ms. Denise Rooker, to the Department of Human & Health Services Board for a three-year term from October 1, 2025 through September 30, 2028, as requested by the DHHS Board.

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

2) Mr. Tom Pratt, Court Administrator – Trial Court Staffing

Breaugh/Bondar  
**2025-338** a motion to amend the previous Motion#2025-322 and acknowledge the hiring of Ms. Cynthia Light, Youth Liaison Officer with a hire date of Tuesday, October 21, 2025 followed by a resignation date effective Thursday, October 23, 2025.

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

3) Ms. Michelle Knepp, County Administrator/HR Director – Symetra Authorized Signer

McCauley/Breaugh  
**2025-339** to authorize that the Symetra 457 Plan authorized signers be updated to Libby Marsh-Shephard, Jennifer Cronkright and Michelle Knepp, with Michelle Knepp being the authorized Plan Administrator of the plan, effective immediately.

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

4) Claims & Audit Holiday Schedule

Breaugh/Handrich  
**2025-340** a motion to allow the Finance Committee to approve the bills the week of December 28, 2025 so that payment can be issued before year-end.

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

5) Veterans Affairs Staffing

Handrich/McCauley  
**2025-341** a motion to acknowledge the resignation from Ms. Lucy Lloyd, as a part-time Veterans Service Officer, effective Saturday, November 29, 2025.

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

J. Financial:

1) Dennis Kauffman Memorial Airport – Bathroom Project

Bondar/Breaugh  
**2025-342** a motion to authorize the purchase of an 8x8 Gable Barn from NorthStar Storage Barns LLC to be used for the bathroom project at the Oscoda County Dennis Kauffman Memorial Airport in the amount of \$3,100.00, and to be paid for out of Airport Construction Projects budget line 295-442-975.00.

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

McCauley/Handrich  
**2025-343** a motion to approve the quote from A&A Edwards Well Drilling LLC with the check made payable to Hartsig Supply Company for the installation of a 4” well at the Dennis Kauffman Memorial Airport in the amount of \$10,500.00 and to be paid for out of Airport Construction Projects budget line 295-442-975.00, and so, amend the budget.

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

Breaugh/Bondar  
**2025-344** a motion to approve the quote from Morse Concrete & Excavating Inc for the installation of a Septic Field and Tank at the Dennis Kauffman Memorial Airport in the amount of \$3,500.00 and to be paid for out of Airport Construction Projects budget line 295-442-975.00, and so, amend the budget.

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

Handrich/Bondar  
**2025-345** a motion to accept the offer from Mr. Larry Diller and allow him to perform work on the bathroom project at the Dennis Kauffman Memorial Airport on a volunteer basis.

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

**K. Contract Renewals:**

1) Mid-Michigan Medical Examiner Group LLC Contract Renewal

McCauley/Bondar  
**2025-346** a motion to approve the contract renewal, as written, between Oscoda County and Dr. Paul A. Wagner, D.O. and Mid-Michigan Medical Examiner Group LLC, to serve as the Oscoda County Medical Examiner, for the term of January 1, 2026 through December 31, 2030; which includes a 2% increase of \$757.00, totaling **\$23,753.00**, to be paid out of the 101-600 Health/Welfare budget, and so, amend the reflected expense lines.

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

2) Elk Country Animal Shelter Agreement Renewal

Bondar/McCauley  
**2025-347** a motion to renew the Elk Country Animal Shelter Agreement with Oscoda County, as written, effective January 1, 2026 through December 31, 2026, and authorize the Chairman to sign.

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

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

N/A

**M. Committee Reports:**

**Commissioner Breaugh:**

- Attended Veterans Affairs Board Meeting
- Attended Michigan Department of Health & Human Services (MDHHS) Meeting
  - They will be pleased about the newly appointed board member.

**Commissioner Handrich:**

- Attended District Health Department #2 Meeting
- Attended Historical Commission/Steiner Museum Meeting
  - The meeting was cancelled due to not having a quorum. There are some ongoing issues being discussed and resolved.

- Attended Economic Development Corporation (EDC) & Brownfield Board Meeting
  - They recently received two new letters of interest to apply for open board positions.
- Reviewed Claims & Audit
- Attended Finance Committee Meetings

Commissioner Bondar:

- Reviewed M.O.A Landfill Claims & Account
  - Their FY26 budget was approved at the last meeting.
- Attended Regional Materials Management Planning Committee Meeting
  - She recommended seeking ways to be compensated.

Commissioner McCauley:

- Attended Road Commission Meeting
  - They completed the paperwork for FEMA reimbursement.
- Attended District Health Department #2 Meeting
  - Topics of discussion included an increase in seniors' walking and activities, results in lesser risk and progression of dementia, oral health can cause gum diseases and cavities, resulting in strokes.
- District Library Board Meeting - Cancelled
- Michigan Township Association (MTA)
  - Big Creek Township is having issues with the Contractor that was awarded the contract on the park in town and they are making an effort to contact the contractor to rectify the matter; and
  - Spark grant opportunity; and
  - They have received the grant for sidewalks near the Mio school.

Commissioner Varner:

- Attended M.O.A Landfill Authority Board Meeting;
- Attended Wellvance Executive Finance Committee Meeting
- Attended Community Mediation Services Board Meeting in Gaylord, MI
  - The FY26 budget was established.
- Attended Wellvance Board Meeting in West Branch, MI
  - The PHP hearing is scheduled for December 8-9, 2025.
- Requested that a monthly narrative of financial reporting be added to the BOC Agenda beginning in 2026.

N. Adjournment

Handrich/McCauley a motion to adjourn today's meeting at 11:12 a.m.

**2025-348**

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

The Board of Commissioners will hold their "Regular B.O.C Meeting" scheduled for **Tuesday, December 9, 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

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

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