



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 **September 13, 2022**

A Regular Meeting of the Oscoda County Board of Commissioner’s was held on **Tuesday, September 13, 2022 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, Bondar, Marsh, McCauley and Varner
Members Excused:	0
Public Present:	11
Public by Teleconference:	5
Zoom Participants:	0

**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 **September 13, 2022 as presented, with one change to Financial.

Varner/McCauley

Suggested Motion:
2022-206

a motion to approve the Agenda for **September 13, 2022**, with one change to remove an item from the Consent Calendar Items to Financial.

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

The B.O.C approved the Consent Calendar Items for **September 13, 2022**, as presented.

Item #1 Official Minutes for **August 23, 2022**, were approved.

Item# 2 Budget Amendments were reviewed and approved by the Board of Commissioners as presented.

- **Trial Courts**: A request to decrease funds in the amount of \$500.00 from budget line Travel 101.130-861.00 and increase funds in the amount of \$500.00 to budget line Employee Training 101.130-960.00 due to additional expenses for employee training, and so, amend the budget.

- **Govt Admin:** A request to increase funds in the amount of \$2,500.00 in budget line Govt Admin. 101.115-715.00 to be paid out of Contingency 101.890-965.00 to cover the expenses that were not initially included in their budget resulting in a current negative balance of (-) 191.58, and so, amend the budget.
- **Govt Adm HRA Admin Fee:** A request to increase funds in the amount of \$32,000.00 in budget line Govt Admin HRA Admin Fee 101-115-838.01 to be paid out of Contingency 101.890-965.00 to cover the expenses that were not initially included in their budget resulting in a current negative balance of (-) \$4,168.66, and so, amend the budget.
- **Child Care Office Supplies:** A request to increase funds in the amount of \$18.66 in budget line Child Care Office Supplies 292.662-729.00 to cover the expenses that were not initially included in their budget resulting in a current negative balance of (-) \$18.66, and so, amend the budget.
- **Courthouse/Grounds Gas:** A request to increase funds in the amount of \$2,200.00 in budget line Courthouse/Grounds Gas 101.265-742.00 to be paid out of Contingency 101.890-965.00 to cover the expenses that were not initially included in the budget resulting in a current negative balance of (-) \$519.87, and so, amend the budget.
- **Gypsy Moth Co-Payment Refund:** A request to increase funds in the amount of \$3,200.00 in budget line Gypsy Moth Co-Payment Refund 239.428-964.01, and so, amend the budget.
- **Sheriff Equip Repair/Maint:** A request to increase funds in the amount of \$6,500.00 in budget line Sheriff Equip Repair/Maint 103.301-931.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Sheriff New Equip-Cptl Over \$5K:** A request to increase funds in budget line Sheriff New Equip-Cptl Over \$5K 103.301-977.00 in the amount of \$70,765.44 to cover the expenses of expired equipment (tasers) and patrol vehicles (totaled and replaced) and authorize the Treasurer's Office to transfer funds, and so, amend the budget.
- **Sheriff Overtime:** A request to increase funds in budget line Sheriff Overtime 101.301-706.00 in the amount of \$15,500.00 to cover the expenses due to being short staffed and unable to fill positions.
- **Sheriff Wages LCC:** A request to increase funds in budget line Sheriff Wages LCC 101.301-711.21 in the amount of \$1,100.00 to cover the additional expenses that were not anticipated, and so, amend the budget.
- **Traffic Safety Overtime:** A request to increase funds in the amount of \$4,500.00 in budget line Traffic Safety Overtime 101.333-706.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Dare/Drug Ed Printing/Publish:** A request to increase funds in the amount of \$200.00 in budget line Dare/Drug Ed Printing/Publish 209.301-900.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Dare/Drug Ed Supplies:** A request to increase funds in the amount of \$700.00 in budget line Dare/Drug Ed Supplies 209.301-726.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Jail Medical Expense:** A request to increase funds in the amount of \$51,000.00 in budget line Jail Medical Expense 101.351-802.00 to be paid out of Contingency 101.890-965.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Sheriff Employee Training:** A request to increase funds in the amount of \$800.00 in budget line Sheriff Employee Training 101.301-960.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Sheriff Fuel:** A request to increase funds in the amount of \$15,000.00 in budget line Sheriff Fuel 101.301-742.00 to cover the expenses that were not anticipated, and so, amend the budget.

- **Sheriff Travel:** A request to increase funds in the amount of \$500.00 in budget line Sheriff Travel 101.301-861.00 to cover the expenses that were not anticipated, and so, amend the budget.
- **Ambulance Rig Phones:** A request to move \$1,300.00 from budget line Contracted Services 210.651-806.04 into budget line Ambulance Rig Phones 210.651-850.00 to offset the (-) negative balance of \$466.42, and so, amend the budget.
- **Reg of Deeds Remonumentation:** A request to increase budget line ROD Remonumentation 101.236-826.00 in the amount of \$1,698.00 to be paid out of Contingency 101.890-965.00 to cover expenses that were not anticipated, and so, amend the budget.
- **Historical Commission:** A request to decrease funds in the amount of \$5,000.00 from budget line Building Addition 232.803-975.00 and increase funds in the amount of \$5,000.00 to budget line Build Repair 232.803-903.00, and so, amend the budget.

Item #3 General and Special Funds Budget Reports for **August 2022.**

Item #4 Claims and Audit Docket for **September 13, 2022**, were approved, as received from the County Clerk's Office. Total Claims & Audit **\$76,733.50.**

Varner/McCauley 2022-206 a motion to approve the Agenda for **September 13, 2022**, with one change to remove an item from the Consent Calendar Items to Financial.

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

McCauley/Marsh 2022-207 a motion to approve the Consent Calendar Items for **September 13, 2022.**

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

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

Appointments:

- 1) Ms. Diane Pelts, CEO of AuSable Valley CMHA, Annual Report, Appoint Board of Director position & Lease Agreement Renewal.

Discussion consisted of the following:

- 2022 Services Report
- 2023 Appropriations Request for Oscoda County \$22,674.00
- Annual Report
- Suicide Data
- Carter Kits Sensory Bags
- Coalition of H.O.P.E. (Helping Other People Every day)
- Covid-19 Grant
- MHAT Grant

Varner/McCauley 2022-208 a motion to approve and renew the AuSable Valley Community Mental Health Lease Agreement and authorize the Chair to sign, effective October 1, 2022 through September 30, 2023.

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

Correspondence/Reports/Resolutions:

- 1) Oscoda County Web TCS Project (JIS System) – Important Date & Meeting, Thursday, October 13, 2022.

**Ms. Brenna Kirkpatrick, Trial Courts stated that this date is the go live date with the new JIS System within the courts. As of October 31, 2022, we will be completely migrated over to the new system. All four Counties will be doing this on the same date.

Unfinished Business/New Business:

- 1.) Ms. Brenna Kirkpatrick, Trial Courts – Acknowledge the resignation from Maelynn Watrous, the Collections/Assignment/Family Court Clerk

**Varner/McCauley
2022-209** a motion to acknowledge the resignation from Ms. Maelynn Watrous, Collections/Assignment/Family Court Clerk effective Friday, September 16, 2022.

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

- 2.) Ms. Brenna Kirkpatrick, Trial Courts – Request to advertise and hire a Collections/Assignment/Family Court Clerk

**McCauley/Varner
2022-210** a motion to advertise and hire for filling the position of the Collections/Assignment/Family Court Clerk, as a full-time position with a starting salary of \$15.07 an hour, per the current United Steelworkers contract, effective immediately.

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

- 3.) Mr. Robert Hunter, EMS Director – Acknowledge the retirement notice, effective December 16, 2022.

**Varner/Marsh
2022-211** a motion to acknowledge the retirement notice from Mr. Robert Hunter, EMS Director effective December 16, 2022.

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

- 4.) 2023 Budget Workshop Dates – Discussion

- Wednesday October 19, 2022 Special B.O.C Budget Meeting at 10:00 a.m.
- Tuesday, November 1, 2022 Special B.O.C Budget Meeting at 10 a.m.
- Tuesday, November 8, 2022 Regular B.O.C Budget Meeting at 10 a.m. – **Scheduled to “Adopt a Proposed Budget”**.
- Tuesday, December 13, 2022 Regular B.O.C Budget Meeting at 10 a.m. - **Scheduled to “Adopt the 2023 County Budget”**.

Bondar/McCauley a motion to approve the 2023 Budget Workshop Schedule, as listed.
2022-212

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

McCauley/Marsh a motion to authorize the Finance Committee to review the 2023 County's
2022-213 General & Special Fund Budgets, Contract Renewals, prior to the scheduled
2023 Budget Workshops, as listed.

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

5.) Sheriff Department Site Plan – Discussion

- Schematic Site Plan
- Program/Space Summary
- Planning Status

Discussion consisted of the following:

- Presented the proposed Site Plans that were provided to us by Sidock, Inc.
- Discussion of all options being considered.
- The rebuild of the Sheriff's department is our primary focus.
- Maintaining current operations of the Sheriff's Department during the addition of the new building.
- Sidock, Inc. is aware of compliance issues.
- Continuation of rental space for MSP within the Sheriff's Department during the rebuild.
- Will a basement be included in the new addition to be used for mechanical purposes?
- Future of a new Courthouse Annex building.
- Conditions of the existing Courthouse Annex building and maintaining a safe environment.
- Utilizing existing property for future Courthouse Annex building.
- Recent meeting was held to revisit the Site Plans. The group has made some revisions/changes/reducing sq. ft and re-submitted to Sidock, Inc. for their review and recommendation.

Financial:

- 1) Oscoda County Park – The Secure Rural Schools Project Request Title II funding was approved in the amount of \$29,047.00.
- 2) CPA-23 - Compliance Plan and Cost Analysis Renewal - FY 2023 with the Michigan Indigent Defense Commission (MIDC) has been approved. The total grant award is as follows:
 - State Grant Contribution: \$254,786.96
 - Local Share Contribution: \$54,763.04
 - Total Authorized Budget: \$309,550.00

3) Juvenile Officer/Juvenile Probation Officer – Full-time Employee Hired

**McCauley/Marsh
2022-214** a motion to acknowledge the hiring of Mr. Donald Wilce, as a full-time union employee to fill the position of Juvenile Officer/Juvenile Probation Officer, with a hire date between September 26-28, due to travel, 35 hours per week at a starting salary of \$40,335.00 annually per the current United Steelworkers contract, and eligible for County benefits.

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

4) Veterans Affairs – Full-time Veterans Director Position

**Marsh/Varner
2022-215** a motion to acknowledge the decision to change the Veterans Director position from part-time to a full-time position, working up to 40 hours per week, effective Sunday, September 11, 2022, at the current hourly wage of \$18.15 per hour, and eligible for County benefits, and so, amend the budget.

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

5) FY2022 Secure Rural Schools – Title I, II & III

**Marsh/Varner
2022-216** a motion to receive a payment and to allocate the State payment from the Forest Service and continue to commit 80% of the payment to Title I Schools, 13% of the payment for Title II Federal Projects and 7% of the payment to Title III County Projects as recommended by the RAC Committee, and authorize the Chairman to sign a letter of notification. Reporting is due by September 13, 2022.

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

6) Smith Lake - Swing Set Replacement

**Varner/McCauley
2022-217** a motion to accept the Quote #1 using the Poly material from Legacy Furniture in the amount of up to \$10,000.00 to replace the swing set that was recently vandalized, to submit the quote to Peterson McGregor Insurance and to pay the \$500.00 deductible. Once Peterson McGregor accepts the quote, they will be issuing Oscoda County Treasurer, a check for the replacement amount up to \$10,000.00 that will then be applied towards the purchase of the replacement swing set at Smith Lake.

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

7) Hazardous Materials Purchase - Mr. Michael Bowers, Emergency Management

Varner/McCauley 2022-218 a motion to accept the quote from Safeware, Inc. in the amount of \$991.15 for the purchase of Haz Mat materials to be distributed to the local fire departments for Emergency Response purposes.

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

8.) Courthouse/Grounds Service (Cleaning Service)

Varner/McCauley 2022-219 a request to increase funds in the amount of \$10,000.00 in budget line Courthouse/Grounds Service 101.265-809.00 to be paid out of Contingency 101.890-965.00 to cover the expenses that were not initially included in the budget resulting in a current negative balance of (-) \$6,647.48, and so, amend the budget.

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

Addition

9.) 2022-2023 Contract Agreement Renewal

Varner/McCauley 2022-220 a motion to pre-pay the Oscoda County account with Orkin Pest Control one-year in advance in the amount of \$1,899.65 to be paid out of Contingency 101.890-965.00, and so, amend the budget.

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

Committee Reports:

Commissioner Varner:

**Attended Substance Abuse Meeting

**Claims

**Attended Mediation Board Meeting

- o Taking on three counties

**AVCMHA is in need of a representative to fill the Board of Directors seat. Ms. Amy Knepp expressed an interest and will be in contact with Diane Pelts.

Commissioner Marsh:

**Human Resource Position – Suggested discussion the plan of action at the next board meeting.

Commissioner Bondar:

**Community Garden cleanup project is complete. The fence that was surrounding the Community Garden was donated to the Oscoda County Park.

**Mr. Joe Breaugh, Maintenance Supervisor donated a shed to the Oscoda County Park

**Attended EMS Meeting

**Attended Park Meeting

****Attended VA Board Meeting:**

Discussion consisted of the following:

- VA Planning Committee discussed the progress and plans being made at the Veterans Memorial site.
- Grading has been done at the property
- Preliminary studies
- Granite monument will be ordered from Lashley Funeral Home. The granite stone (engraved) will cost approx. \$15,000.00.
- The Veterans Affairs will be running an ad in the paper to promote selling bricks for the walkway leading up to the memorial.
- Memorial wall with names engraved of deceased veterans within Oscoda County.
- Mentor Township has offered a \$1,000 donation, they are also requesting donations from other townships within the County.
- County-wide flyer to raise awareness of their organization and the services that they provide.
- Commissioner Bondar expressed appreciation for what the Veterans Affairs do for our community.
- The Veterans Affairs are working on opening an opportunity at the American Legion for the Veterans to have a place to come in and speak with someone.
- Commissioner Bondar suggested attendance to the Veterans Affairs township meetings to make their presence known.
- Mr. Richard Landry expressed appreciation to the BOC for their support.

****Attended MOA Landfill Meeting**

****Attended Council on Aging Meeting**

- Mr. Daniel Swartzendruber, Fairview Food Market donated ice cream to the Oscoda County Council on Aging for their Ice Cream Social

****Encouraged attendance to the Mio Dam Meeting on September 26, 2022 at the Mio AuSable Schools.**

****Steiner Museum – October 30th & 31st - Breakfast by donation at the Oscoda County Park Event**

Commissioner McCauley:

****Attended Oscoda County Road Commission Meeting**

****The bridge at Garland has been inspected. Steel Reinforcement is scheduled in October 2022.**

****Health Department – Dr. Hamed sent out an email regarding the Monkeypox vaccine**

****Hillman Recycling Event**

****Greenwood Township Meeting tonight at 6:00 p.m. – Camp Grayling Expansion Discussion**

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

Sheriff Kevin Grace:

****IT Management Control – In compliance, need paperwork signed**

****Crossing guard has been hired for Mio-AuSable Schools**

****Interviewed for PT Dispatch/Bailiff**

****Badges for a Cause 5K Run was a success! They raised \$6K to be donated to Friends Together**

Mr. Richard Landry complimented by the Sheriff's staff on a wonderful job done in Luzerne for the End of Year Summer Bash.

Ms. Ann Galbraith, County Clerk:

Chamber of Commerce Report:

- October 8, 2022 - Quilt Show at The Steiner Museum
- September 29, 2022 – Halloween Road Rally
- October 31, 2022 – Chamber of Commerce will have a tent on sidewalk

- October 31, 2022 - Mio Moose Club will have Trick or Treat at the Moose Lodge
- October 31, 2022 – Luzerne will have Trick or Treat at Comstock Park
- November 12, 2022 – Chamber of Commerce Annual Wine Tasting at the Community Center

Mr. Robert Hunter, EMS Director:

**On September 6, 2022, they had their State Inspection for the Ambulance service and passed with 100%, so their license is good through September 2023.

**New ambulance. On September 14, 2022 he will be traveling to Holland, MI for the final inspection.

M. Adjournment

Varner/Marsh a motion to adjourn today's meeting at 12:34 p.m.
2022-221

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

The B.O.C will hold their next Regular B.O.C Meeting scheduled for **Tuesday, September 27, 2022 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