



COUNTY OF OSCODA

Board of Commissioners
Telephone (989) 826-1130
Fax Line (989) 826-1173

Oscoda County Courthouse Annex 105 S. Court Street, P.O. Box 399, Mio, MI 48647

Oscoda County Board of Commissioners

Work Session

9:00 a.m. Tuesday, September 12, 2017

Members Present: Commissioners Olsen, Nutt, Kischnick, Wilson and Kelly.

Members Excused:

Others Present: 5 members of the public were in attendance.

Chair Olsen called the Work Session Meeting to order at 9:00 a.m.

**Agenda Items for the B.O.C "Work Session" included:

1.) Ms. Brenda Moore, B.O.C Executive Secretary, presented the August 2017 General and Special Fund Budget Summary. The 2018 Budget Workshop schedule was discussed and will be considered at the next B.O.C Meeting on September 26, 2017.

2.) Commissioner Larry Wilson & B.O.C Executive Secretary, Brenda Moore, gave an Airport update from the MDOT Map Meeting, that included the (5) year Capital Improvement Plan, which included extending the tie-down area of apron for a Landing Pad for Emergency Aircraft; this will avoid losing 2014 grant funds. Also, Commissioner Wilson and Kelly gave a status up-date on the approach clearing pre-bid meeting.

3.) Commissioner Olsen and Kelly, as Acting EMS Interim Directors, gave an EMS Department up-date. The EMS Department is doing the best they can with the current staff levels. The Ambulance Rigs are need of repair. Commissioner Olsen stated they are looking different options to increase revenue; including EMS standbys, Mutual Aid, and scheduled EMS transfers. EMS had their State Inspection and passed. An EMS Forum is scheduled for Tuesday, September 26th at 6 p.m. - 8 p.m. to address the EMS Millage in November.

4.) Mr. Will Olsen, RFP Consultant, provided an up-date on the Government Building. Mr. Paul Olsen, County Insurance Agent, Clare Wasek, Insurance Adjuster and Ms. Sharon Woods, Insurance Claims Manager were all contacted regarding the status of the approval of the "Partial Sworn Statement", unfortunately Mr. Olson has not had any responses. Mr. Olsen stated that he suspects that between the hurricanes in Texas and now in Florida/Georgia all adjusters and national insurance companies are trying to assist those who no longer have homes; he will continue to reach out. The Board also discussed a "Contract Manager" to represent the County for the duration of the rebuild and someone to serve as a liaison to the Contract Manager.

5.) Commissioner Kischnick addressed a Tire Recycling Proposal presented at the Big Creek Township Meeting. Commissioner Kischnick asked that the Board to consider appropriating \$7,500.00 out of the funds that the county receives from the Landfill, for a County Tire Recycling Project. Big Creek Township would oversee, it would benefit the entire County. The goal would be to hold this as an annual tire recycling event using the \$1.00 per tire collected. Commissioner Kischnick asked that the Board to add to today's Agenda for consideration.

**Chair Olsen called for a recess (10:00 a.m.) before the Regular B.O.C Meeting.

Official Minutes **September 12, 2017**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Tuesday, September 12, 2017 at 10:00 a.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chair Olsen called the meeting to order at 10:10 a.m.

Pledge to the Flag:

Roll Call of Members:

Members Present: Commissioners Olsen, Nutt, Kischnick, Wilson and Kelly.

Members Excused:

Others Present: 9 members of the public were in attendance.

The B.O.C approved the Agenda for **September 12, 2017, with two additions.

**Correspondence/Reports/Resolutions: 23rd Circuit Trial Courts - Hiring Notification

**Finance - County Tire Recycling Project

Wilson/Nutt a motion to accept the Agenda for **September 12, 2017**, with two noted additions.
2017-284

5 ayes: 0 nays: **Motion Carried.**

The B.O.C approved the Official Minutes for **August 22, 2017, as presented.

Wilson/Kelly a motion to approve the Official Minutes for the B.O.C Meeting held
2017-285 **August 22, 2017.**

5 ayes: 0 nays: **Motion Carried.**

Public Matters & Comments (Regarding today's Agenda- limited to two minutes per person).

Appointments:

**Commissioner Kelly announced that the Park & Recreation Commission Board Members Ms. Heather Leaf and Ms. Natika Cowie asked to be reschedule.

Correspondence, Reports, Resolutions (acknowledge receipt):

**The Board acknowledged the correspondence received from Sheriff Kevin Grace, and Judge Root.

Kelly/Nutt a motion to acknowledge the correspondence received from Sheriff Kevin Grace,
2017-286 dated August 23, 2017, announcing the hiring of Adrian Anderson, full-time Deputy, effective September 11, 2017; County Clerk's Office to implement in accordance to the

POAM Union Contract.

Roll Call Vote: Kelly, yes; Olsen, yes; Nutt, yes;
Kischnick, yes; Wilson, yes. **Motion Carried.**

Kelly/Wilson 2017-287 a motion to acknowledge the correspondence received from 23rd Circuit Trial Courts, Judge Root, dated September 11, 2017, announcing the hiring of Dawn Larrison, as the Public Guardian, effective September 11, 2017.

Roll Call Vote: Olsen, yes; Wilson, yes; Kischnick, yes;
Kelly, yes; Nutt, yes. **Motion Carried.**

Unfinished Business/New Business:

**The Board approved the recommendation to fill EMS open positions.

Nutt/Kelly 2017-288 a motion to authorize the EMS Interim Director's to hire one full-time Paramedic and one EMT, with benefits, and authorize the County Clerk's Office to implement, in accordance to the Steelworkers Union Contract, upon completion of new hire employee packet.

Roll Call Vote: Wilson, yes; Nutt, yes; Kelly, yes;
Kischnick, yes; Olsen, yes. **Motion Carried.**

**The renewal for the "Lease Agreement" with the AuSable Valley Community Mental Health was approved. Commissioner Wilson suggested the Board consider the building ASVCMH leases be used for meetings in the future; Commissioner Kischnick stated the Community Center is another option.

Nutt/Kelly 2017-289 a motion to accept the "Lease Agreement" between Oscoda County and AuSable Valley Community Mental Health Services, as written, effective October 1, 2017 through September 30, 2018, with monthly installments of \$1,700.00 and authorize the Chair to sign on Oscoda County's behalf.

Roll Call Vote: Kischnick, yes. Olsen, yes; Nutt, yes;
Kelly, yes; Wilson, yes. **Motion Carried.**

**The Board supported "Constitution Week September 17, 2017 through September 23, 2017 Proclamation".

Wilson/Kelly 2017-290 a motion to adopt **Resolution 2017-006** "Constitution Week September 17, 2017 through September 23, 2017 Proclamation" as written.

Roll Call Vote: Kelly, yes; Wilson, yes; Nutt, yes;
Olsen, yes; Kischnick, yes. **Motion Carried.**

**The Board agreed to request salary employees to write on their timesheets PTO & Vacation times, as outlined in the Personnel Policy, when used for the balance of this year, for tracking purposes. In 2018 payroll will automatically implement accordingly.

Kelly/Nutt 2017-291 a motion to request salary employee's when taking a day off for PTO or Vacation to note on their timesheets for tracking purposes.

5 ayes: 0 nays: Motion Carried.

Financial:

**The B.O.C approved the Claims & Audit Docket for September 12, 2017.

Wilson/Kelly a motion to approve the Claims & Audit Docket for **September 12, 2017**, in the amount of **2017-292** \$102,069.43.

Roll Call Vote: Olsen, yes; Nutt, yes; Kischnick, yes;
Kelly, yes; Wilson, yes. **Motion Carried.**

The B.O.C approved the **August 2017 Expenditures Report, as presented.

	PAYROLL	EXPENSES	TOTAL
101 General Fund	\$155,859.49	\$110,183.90	\$266,043.39
102 Ambulance Equip	\$0.00	\$0.00	\$0.00
103 Sheriff Equip	\$0.00	\$50,433.31	\$50,433.31
104 911 Emergency	\$6,399.27	\$9,886.97	\$16,286.24
205 Officer Training	\$0.00	\$275.00	\$275.00
208 Park Fund	\$5,509.29	\$13,018.28	\$18,527.57
209 D.A.R.E.	\$0.00	\$0.00	\$0.00
210 Ambulance Fund	\$49,062.65	\$73,178.79	\$122,241.44
215 Friend/Court	\$5,181.26	\$7,874.04	\$13,055.30
216 Public Guardian	\$883.45	\$1,212.92	\$2,096.37
217 Fairground's	\$340.61	\$766.46	\$1,107.07
218 Smith Lake	\$1,021.81	\$1,301.81	\$2,323.62
230 Hazmat	\$0.00	\$87.00	\$87.00
232 Historical Commission	\$459.87	\$584.56	\$1,044.43
239 Gypsy Moth	\$0.00	\$0.00	\$0.00
245 Public Improvement	\$0.00	\$0.00	\$0.00
249 Building Dept.	\$3,954.29	\$12,498.35	\$16,452.64
256 R.O.D. Automation	\$0.00	\$4,613.20	\$4,613.20
258 May 4 Courthouse Fire	\$0.00	\$1,388.67	\$1,388.67
263 Concealed Pistol Licensing	\$0.00	\$786.13	\$786.13
265 Drug Law Enforcement	\$3,583.08	\$6,521.79	\$10,104.87
269 Law Library	\$0.00	\$0.00	\$0.00
271 Library	\$0.00	-\$6.00	-\$6.00
274 Council/Aging	\$0.00	\$24,000.00	\$24,000.00
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	\$0.00	\$12,730.93	\$12,730.93
293 Soldiers & Sailors	\$0.00	\$0.00	\$0.00
294 Veterans Trust	\$0.00	\$0.00	\$0.00
295 Airport	\$711.36	\$45,076.47	\$45,787.83
296 Basic Grant	\$0.00	\$9,000.00	\$9,000.00
297 Smile/Counseling	\$0.00	\$0.00	\$0.00

298	Veterans Affairs	\$1,722.40	\$5,479.90	\$7,202.30
470	Courthouse Preservation	\$0.00	\$0.00	\$0.00
616	Tax Revolving	\$0.00	\$1,664.91	\$1,664.91
	<i>SUB TOTALS</i>	\$234,688.83	\$392,557.39	\$627,246.22
201	Road Commission			\$184,458.79

Wilson/Kischnick a motion to approve the **2017 August** Expenditures Report, as presented by the **2017-293** County Clerk’s Office.

Roll Call Vote: Wilson, yes; Kischnick, yes; Kelly, yes; Nutt, yes; Olsen, yes. **Motion Carried.**

**The Board approved the Oscoda County Dennis Kauffman Memorial Airport Block Grant that acknowledges the Federal/State/Local Grant Funds to Acquire Land for Approaches for Parcels E9 that include all cost affiliated including the 95% reimbursement cost, that the B.O.C have previously approved.

Kischnick/Wilson a motion to accept the Contract (2017-0667) to Acquire Land for Approach to Parcel **2017-294** E9, between the Oscoda County Board of Commissioners and Michigan Department of Transportation for the Federal Project No. B-26-0156-1313 at the Dennis Kauffman Memorial Airport, as written, and authorize the Chair to sign.

Roll Call Vote: Olsen, yes; Kelly, yes; Nutt, yes; Kischnick, yes; Wilson, yes. **Motion Carried.**

**No action was taken on the Prosecuting Attorneys request for Circuit/District Court Counsel Chairs. Commissioner Kischnick stated he met with Judge Root. It was recommended that the Prosecutor, Ms. Cassie Morse-Bills, contact the Judge. Also, Commissioner Kischnick stated the 23rd Circuit Trial Court is currently working on a (4) four-county personnel policy that is expected to be finalized in the next 90 days; Judge Root stated she would be sure the county gets a copy.

**The Board approved the recommendation from Commissioner Kischnick, as previously discussed at the Work Session, for a County Tire Recycling Project.

Wilson/Kischnick a motion to move \$7,500.00 from Contingency to Gov’t Admin (115) Civic Projects **2017-295** for the County Tire Recycling Project.

Roll Call Vote: Kelly, yes; Wilson, yes; Olsen, yes; Nutt, yes; Kischnick, yes. **Motion Carried.**

Committee Reports:

Commissioner Nutt:

- **Attended a couple ASVCMH Board Meetings.
- **Attended the Steiner Museum Board Meeting.
- **Attended the Library Board Meeting.

Commissioner Wilson:

- **Attended the Annual Airport MDOT Map Meeting, held in Lansing, along with Dave Kauffman, Airport Manager, and B.O.C Executive Secretary, Brenda Moore.
- **Attended a couple Landfill Board Meetings.
- **Attended the Airport Tree Clearing Pre-Bid Meeting, held at the Airport, along with Commissioner Kelly and Dave Kauffman, Airport Manager.

- **Participated in a Finance (Budget) Meeting along with Commissioner Olsen, County Treasurer, Bill Kendall, and B.O.C Executive Secretary, Brenda Moore.
- **Participated in a Tablet Training Exercise.
- **Reviewed the Claims & Audit Docket for September 12, 2017; as part of the Finance Committee.
- **Attended the N. MI Substance Entity Board Meeting.
- **Physically installed the Airport Credit Card Reader at the Airport, with B.O.C Executive Secretary, Brenda Moore and Dan Kauffman, IT Director, up-dated the (Site Minder) software.
- **Attended the MTA Board Meeting.

Commissioner Kelly:

- **Attended the Airport Tree Clearing Pre-Bid Meeting, held at the Airport, along with Commissioner Wilson and Dave Kauffman, Airport Manager.
- **Attended the HSCC Committee Meeting.
- **Participated in the DAM Failure site visit.
- **Participated in a Tablet Training Exercise.
- **Attended the Vision Quest Committee Meeting.
- **Participated in several meetings as acting EMS Ambulance Director along with Commissioner Olsen.
- **Participated in a meeting along with Commissioner Olsen with Buffy Carr, Emergency Coordinator, regarding EMS. Also, a future generator for the new government building.

Commissioner Kischnick:

- **Attended a couple Landfill Board Meetings.
- **Attended the District Health Department #2 Board Meeting.
- **Participated in a Tablet Training Exercise.
- **Attended the Veteran's Board Meeting.
- **Attended the Council on Aging Board Meeting.
- **Attended the MTA Board Meeting.

Commissioner Olsen:

- **Participated in several meetings as acting EMS Ambulance Director along with Commissioner Kelly.
- **Attended the NEMCOG Board Meeting.
- **Attended the Vision Quest Committee Meeting.
- **Participated in a Finance (Budget) Meeting along with Commissioner Wilson, County Treasurer, Bill Kendall, and B.O.C Executive Secretary, Brenda Moore.
- **Met with the Veterans Director, Andrew Welser.
- **Participated in a Tablet Training Exercise.
- **Participated in a meeting along with Commissioner Kelly with Buffy Carr, Emergency Coordinator, regarding EMS. Also, a future generator for the new government building.
- **Reviewed the Claims & Audit Docket for September 12, 2017; as part of the Finance Committee.
- **Attended the Road Commission Board Meeting.

Public Comments & Matters:

- **The OC River Fest was a big success.
- **Cooper Standard position opened. MI Works hosting a Job Fair with Kelly Services on September 13, 2017.
- **Oscoda County Park is hosting a Halloween Camping Weekend on September 22-24, 2017.
- **Commissioner Wilson to attend a meet and greet with Governor Snyder on Mackinaw Island.
- **Chair Olsen called for a motion to adjourn.

Wilson/Nutt a motion to adjourn today's meeting, **September 12, 2017** (11:11 a.m.).
2017-296

5 ayes: 0 nays: Motion Carried.

The next Regular B.O.C Meeting is scheduled for **Tuesday, September 26, 2017.
A B.O.C Work Session will be held at **9:00 a.m.** and the Regular B.O.C Meeting at **10:00 a.m.**

**LaNita Olsen, Oscoda County
Board of Commissioners Chair**

**Jeri Winton, Oscoda County
Clerk & Register of Deeds**