



# COUNTY OF OSCODA

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

**Oscoda County Board of Commissioners  
Work Session  
5:30 p.m. Thursday, September 26, 2019**

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

Members Excused:

Others Present: 8 members of the public were in attendance.

Chairman Yoder called the Work Session Meeting to order at 5:30 p.m.

\*\*Agenda Items for the B.O.C “Work Session” included:

\*\*Mr. Benjamin Hoover, Project Manager, Mead & Hunt, addressed the B.O.C to discuss the Oscoda County Dennis Kauffman Memorial Airport Hangar Design. At the Michigan Aeronautics’ Planning (MAP) Meeting, in August, the Airport Capital Improvement Program (CIP) for FY2019-FY2027, which includes a design expansion of a 6-unit T-Hangar with an end area extended to add a 7<sup>th</sup> unit, totally 13 hangars, was approved along with the Counties Revenue-Generating Facility form. Mr. Hoover asked the B.O.C to approve Mead & Hunt, Inc. Contract to begin the design of the new T-Hangar with associated taxiway and taxi lane access, contingent upon MDOT approving the final fees. The T-Hangar and the associated taxiway and taxi lane access is preferred to be two separate projects. The Contract with Mead & Hunt, Inc. is on the Agenda, September 26, 2019 for consideration.

\*\*Ms. Jeri Winton, County Clerk & Register of Dees informed the B.O.C that Millage Language for a future expansion to the new Governmental Building to include the Sheriff’s Department and Courts would have to be approved by December 3<sup>rd</sup>, 2019 to be placed on the 2020 Michigan Presidential Election Ballot.

\*\*Commissioner Yoder asked for Committee Reports.

**Commissioner Bondar**

\*\*Attended the Landfill Board Meeting.

\*\*Attended the N. MI Associations of Counties Board Meeting.

\*\*Attended the Big Creek Township Board Meeting.

\*\*Attended the Landfill Claims & Audit Committee Meeting.

\*Note - Fairview Schools held class at the Fairgrounds in the Old School House.

\*Note - Airport Entrance Project scheduled for next week, weather permitting.

\*Note - Participated in the Oscoda County Park “Halloween Party”; well attended.

\*Note - Big Creek will hold a meeting on October 8<sup>th</sup> to discuss Recreational Marijuana.

### **Commissioner Varner**

- \*\*Attended the Elmer Township Board Meeting.
- \*\*Attended the ASVCMH Finance Committee Board Meeting.
- \*\*Participated in a Security Committee Meeting along with Commissioner Yoder and several members of the Security Committee.
- \*\*Participated in a Budget Meeting along with Commissioner Yoder and B.O.C Executive Secretary, Brenda Moore.
- \*\*Met with IT Director, Dan Kauffman, along with Commissioner Yoder, regarding Window 10 Project and 2020 Budget.
- \*\*Met with EMS Director, Bob Hunter, regarding EMS Personnel Issue's.
- \*\*Participated in a MIDC Meeting along with Commissioner Marsh, MIDC Administrator, Scott Windsor and B.O.C Executive Secretary Brenda Moore.
- \*\*Attended the District Health Dept. #2 Board Meeting.
- \*\*Attended the Mediation Board Meeting.
- \*\*Participated in the POAM Negotiations Meeting along with Commissioner Yoder, Sheriff Grace and POAM Representatives.
- \*\*Reviewed the Claims & Audit Docket for September 26, 2019; as part of the Finance Committee.
- \*\*Attending the Landfill Board Meeting.
- \*Note - Participated in the Oscoda County Park "Halloween Party".

### **Commissioner McCauley**

- \*\*Attended the Greenwood Township Board Meeting.
- \*\*Attended the Road Commission Meeting.
- \*\*Attended the Greenwood Planning Commission Board Meeting.
- \*\*Attended the Big Creek Township Board Meeting.

### **Commissioner Marsh**

- \*\*Participated in a MIDC Meeting along with Commissioner Varner, MIDC Administrator, Scott Windsor and B.O.C Executive Secretary Brenda Moore.
- \*\*Attended the DHHS Board Meeting.
- \*\*Attended the HSCC Board Meeting.

### **Commissioner Yoder**

- \*\*Attended the VA Board Meeting.
- \*\*Participated in a Budget Meeting along with Commissioner Varner and B.O.C Executive Secretary.
- \*\*Met with IT Director, Dan Kauffman, along with Commissioner Varner, regarding Window 10 Project and 2020 Budget.
- \*\*Participated in a Security Committee Meeting along with Commissioner Varner and several members of the Security Committee.
- \*\*Attended the NEMCOG Board Meeting.
- \*\*Attended the MI Works Consortium Board Meeting.
- \*\*Met with the Tractor Club out at the Fairgrounds; In-kind Fees to offset Volunteer hours.
- \*\*Reviewed the Claims & Audit Docket for September 26, 2019; as part of the Finance Committee.
- \*\*Attended a Historical Commission Board Meeting.
- \*Note - Grant Funds have been received in the amount of \$25,000. Discussion about moving forward with the Steiner Museum "Build Project" and/or research moving the Museum to the Fairgrounds.
- \*\*Attended Comins Township Board Meeting.
- \*\*Participated in the POAM Negotiations Meeting along with Commissioner Varner, Sheriff Grace and POAM Representatives.

\*\*In touch with Wolgast Corporation, regarding the rebuild of the new Government Building.  
Note - The County is still waiting on the insurance for a detailed breakdown on the HVAC and Plumbing upgrades. Wolgast is still working on a response to the Insurance Company; Departments were able to see their office areas; Parking Lot Light Poles, Power System and Security Cameras were discussed.

\*\*Chairman Yoder called to end the Work Session (6:23 p.m.)

## **Official Minutes** **September 26, 2019**

A Regular Meeting of the Oscoda County Board of Commissioner's was held on **Thursday, September 26, 2019 at 6:30 p.m.** in the Commissioner's Room, Courthouse Annex Mio Michigan 48647.

Chairman Yoder called the meeting to order at 6:30 p.m.

Pledge to the Flag

Roll Call of Members:

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

Members Excused:

Others Present: 8 members of the public were in attendance.

\*\*The B.O.C approved the Agenda for **September 26, 2019** with two changes.

ADD: Financial 1.) To Include Wolgast Bulletin #1 Pricing.

REMOVE: Correspondence/Reports/Resolutions 2.) Love Family Resources Support.

**McCauley/Bondar** to accept the Agenda for **September 26, 2019**, with the noted changes.  
**2019-234**

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

\*\*The B.O.C approved the Consent Agenda for **September 26, 2019**.

**Item #1** Official Minutes & Closed Session Minutes for **September 10, 2019**, were approved as presented.

**Item #2** 44-North - VEBA/PA 106 Compliance.

\*\*The B.O.C authorized 44-North to advertise on Oscoda County's behalf, as required every three years, inviting VEBA (voluntary employees' beneficiary program) to submit a bid, in accordance to PA106.

**Item #3** New Expense Lines - Windows-10 Project.

\*\*The B.O.C authorized the Treasurer's Office to create a Contracted Services expense line for the IT Budget 101/258 and the Sheriff Equipment 103 to cover the IT hours for the Window 10 Project.

**Item #4** Claims and Audit Docket for **September 26, 2019**, were approved as received from the County Clerk's Office. Total Claims & Audit **\$62,279.69**.

**Varner/McCauley** a motion to approve the Consent Calendar for **September 26, 2019**, as presented.  
**2019-235**

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

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

**Appointments:**

\*\*Ms. Mischelle Warner District #4, 4-H Director from Michigan State University (MSU), discussed the “Agreement for Extension Services” for the 4-H Program Coordinator position and presented the 2019-2020 “Letter of Agreement”. Ms. Warner stated MSUE has reached their financial goal to be able to hire a full-time 4-H STEAM Corp position and is currently looking at filling that position. Ms. Warner also shared several up-coming MSU Extension programs; for more information on MSUE Programs and/or to become a volunteer visit [www.msue.msu.edu](http://www.msue.msu.edu) or e-mail [sawyeria@msu.edu](mailto:sawyeria@msu.edu).

**Varner/Bondar** a motion to approve the “Letter of Agreement between Oscoda County and Michigan State University Extension”, and authorize the Chair to sign, with no financial obligation and agree to review this agreement on an annual basis.  
5 yes: 0 no: **Motion Carried.**

\*\*Mr. Bob Hunter, EMS Director, addressed the B.O.C regarding adding an additional full-time Paramedic. Mr. Hunter stated with the excessive overtime hours hiring a paramedic would off-set the wage and reduce overtime and provide an extra Paramedic to fill shifts and cover time-off for staff. Mr. Hunter stated he continues to advertise for contingent workers but is having little luck and is currently working with Accu-Med Billing on some issues. Mr. Hunter provided a letter from the current EMS Shift Leader stating she has resigned as shift leader, as of September 19, 2019 and he is currently doing that task for now.

**Bondar/McCauley** a motion to authorize the EMS Director to hire an additional full-time Paramedic, in accordance to the Union Contract and Personnel Policy.  
**Roll Call Vote:** McCauley, yes; Varner, yes; Marsh, yes; Yoder, yes; Bondar, yes. **Motion Carried.**

**Correspondence/Reports/Resolutions:**

\*\*The B.O.C acknowledged the new hire for the Sheriff’s Department.

**Varner/McCauley** a motion to acknowledge the hiring of Mr. Joshua Esch, as a part-time Deputy Sheriff, effective September 16, 2019 at \$14.00 per hr.  
**Roll Call Vote:** Varner, yes; Marsh, yes; Yoder, yes; Bondar, yes; McCauley, yes. **Motion Carried.**

\*\*The B.O.C removed “Love Family Resources Support” from the Agenda; they have decided to work with the Chamber of Commerce to apply for a permit for a gaming license.

**Unfinished Business/New Business:**

\*\*The B.O.C approved the following “Contract Agreements”.

**Varner/Marsh** a motion to enter into a Contract between the Sponsor Airport Owner (Oscoda County) and the Consultant Engineer Mead & Hunt, Inc., for the Design T- Hangar Project located at the Oscoda County Dennis Kauffman Memorial Airport, as written, contingent upon MDOT approval of Mead & Hunt, Inc. fee structure, and authorize the Chair to sign.  
**Roll Call Vote:** Marsh, yes; Yoder, yes; McCauley, yes; Varner, yes; Bondar, yes. **Motion Carried.**

**McCauley/Bondar** a motion to approve a third party “Administrative Agreement”, as written, with Ms. **2019-240** Lee Ann Fischer, Housing Consulting Services, LLC, to administer all Oscoda County Economic Development Corporation (EDC) Programs, effective through September 26, 2019 through December 31, 2019.

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

**Varner/McCauley** a motion to approve the City of Midland, Michigan 2018 Homeland Security Grant **2019-241** Program Sub-Recipient Funding Agreement and allow the Chair to sign.

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

**Varner/Bondar** a motion to approve the AuSable Valley Community Mental Health Lease Agreement **2019-242** and authorized the Chair to sign, effective October 1, 2019 through September 30, 2020.

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

\*\*The B.O.C approved the following “Change Orders” for the Governmental Building (Rebuild-Project). It was the consensus of the B.O.C to further research moving the Parking Lot Light Poles and purchasing the Security Cameras for the new Government Building.

**McCauley/Varner** a motion to remove the oil lamp fixture, earmarked to be located at the Westside **2019-243** entrance, from the Government Building design.

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

**McCauley/Varner** a motion to remove the chandler fixture, earmarked to be located at the Eastside **2019-244** entrance, from the Government Building design.

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

#### **Financial:**

**Marsh/McCauley** a motion to approve the “Change Order#2”, to eliminate Generator & Deduct for **2019-245** Server & Switches, to the Governmental Building (Rebuild-Project), credit \$33,088.00 and authorize the Chair to sign and authorized Wolgast Corporation to move forward.

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

**Varner/McCauley** a motion to approve the “Change Order#3”, to add to bore from north side of building **2019-246** north of 10<sup>th</sup> street, of the Governmental Building (Rebuild-Project), additional cost \$2,375.00 and authorize the Chair to sign and authorized Wolgast Corporation to move forward.

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

**McCauley/Varner** a motion to approve Bulletin #1, Designed Development for Change Order RFI#007 **2019-247** (Clerk’s & Register of Deeds Office revisions; motion 2019-205), as written, in the amount of \$3,679.97, to the Governmental Building (Rebuild-Project), and authorize the Chair to sign and authorized Wolgast Corporation to move forward.

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

**McCauley/Varner** a motion to authorize Wolgast to remove UPS inverter panel, adding in emergency drivers on fixtures, adding in 2 ups units in the racks and adding 4 local UPS unit, savings of **2019-248** \$8,845, to the Governmental Building (Rebuild-Project) and authorize the Chair to sign the “Change Order”.

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

\*\*The B.O.C approved Mr. Richard Castle request.

**Varner/Bondar** a motion to approve EDC member Richard Castle to receive his meeting per-diems in a **2019-249** single payment annually, during the month of December, for the meetings attended that year.  
5 yes: 0 no: **Motion Carried.**

\*\*The B.O.C approved the “Security Committee” request to add additional Panic Buttons to the Annex Courthouse Building.

**McCauley/Varner** a motion to approve the quote from Wilber Enterprises, Inc. dba/Martel, in the **2019-250** amount of \$1,290.00, paid from Gov’t Admin. moved from contingency, to install (9) additional Courthouse Panic Buttons, and so amend the budget.

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

#### **Committee Reports:**

\*\*The B.O.C opted to give Committee Reports during the Work Session. Additional comments include:

\*\*Commissioner Bondar stated that the County Park has a new “Face Book” page.

\*\*Commissioner Yoder asked the Board for a motion regarding the Steiner Museum “Build Project” to take back to the Historical Commission Board.

**Varner/Marsh** a motion to request the Historical Commission to wait to move forward on the Steiner **2019-251** Museum Build Project, until all funds for the project are received.  
5 yes: 0 no: **Motion Carried.**

#### **Public Comments & Matters:**

\*\*Big Creek Township will host a “Tire Recycling Project” scheduled for October 19, 2019

\*\*Comments received regarding the Steiner Museum “Build Project” and Oil Lamp.

\*\*“Take Back Drug Day” is scheduled October 26, 2019.

\*\*October is “Breast Cancer Awareness” Fairview vs. Mio “Pink-Out Game” is scheduled for October 24, 2019 at Mio.

\*\*Commissioner Yoder called for a Closed Session in accordance with the “Open Meetings” (1976 PA267 MCL 15.261 et seq.) (Section 8-C); Strategy with the negotiations of a Collective Bargaining Agreement.

**McCauley/Varner** a motion to go into Closed Session (8:25 p.m.), Strategy with the negotiations of a **2019-252** Collective Bargaining Agreement, in accordance with the “Open Meetings” (1976 PA267 MCL 15.261 et seq.) (Section 8-C).

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

**McCauley/Bondar** a motion to return to the B.O.C Meeting (8:47 p.m.).  
**2019-253**

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

**McCauley/Varner** a motion to adjourn today's meeting (8:48 p.m.).  
**2019-254**

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

\*\*The next Regular B.O.C Meeting is scheduled for **Tuesday, October 8, 2019.** 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.**

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

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