



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

OFFICIAL MINUTES JUNE 11, 2013

A REGULAR MEETING OF THE OSCODA COUNTY BOARD OF COMMISSIONERS WAS HELD ON TUESDAY **JUNE 11, 2013 AT 10:00 A.M.** IN THE COMMISSIONER'S ROOM, COURTHOUSE ANNEX MIO, MICHIGAN

Members Present: Commissioners Kischnick, Christenbery, Wilson, Boerner, and Grantner.

Members Excused:

Others Present: 16 members of the public were in attendance.

Chairman Kischnick called the meeting to order at 10:00 a.m.

Roll Call, followed by the Pledge to the Flag.

The Board approved the Agenda for today's meeting, **June 11, 2013, as presented.

Wilson/Boerner a motion to accept the **Agenda** for **June 11, 2013**, as presented.
2013-137

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

The Board reviewed & approved the Unofficial Minutes from the **May 28, 2013 Board of Commissioners Meeting, as presented.

Christenbery/Wilson a motion to approve the **Unofficial Minutes**, from the **May 28, 2013**, as
2013-138 presented.

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

Public Comments (Regarding Agenda):

Appointments:

**Ms. Jennifer Huebel, District Court Administrator, re-addressed the Board regarding moving the Civil Clerks position, in the District Court Office, from a regular part-time employee (28 hrs) to a full-time employee (35 hrs) with benefits. Discussion included: Increasing some District Court fee's, the request for an additional 20 cent wage increase was removed, and hiring another part-time person. After some discussion, the Board made a motion to allow the District Court to hire another part-time person on a

temporary basis. The Board will review the temporary part-time position and the District Court Budget at the end of the year for permanent consideration.

Wilson/Grantner a motion to authorize the Oscoda County 81st District Court to hire a second
2013-139 temporary part-time Civil Clerk position, up to 28 hours per week, \$10.50 per hour, from July 15, 2013 to December 31, 2013.

Roll Call Vote: Wilson, yes; Kischnick, yes; Boerner yes; Christenbery, yes; Grantner, yes. **Motion Carried.**

**Mr. James Anderson, Certified Public Accountant, presented the 2012 County Audit Report. The 2012 County Audit is available for review at the County Treasurer's Office, County Clerk's Office and/or at the Board of Commissioners Office.

Boerner/Wilson a motion to accept the Oscoda County Comprehensive Annual Financial Report,
2013-140 for year-ended December 31, 2012, as prepared and presented by Mr. James M. Anderson, C.P.A., for Oscoda County.

Roll Call Vote: Kischnick, yes; Boerner, yes; Christenbery, yes; Grantner, yes Wilson, yes. **Motion Carried.**

**Commissioner Kischnick called for a motion to take a 5 minute recess.

Boerner/Wilson a motion to take a 5 minute recess (11:20 a.m.)
2013-141

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

**Mr. Rod Nettleton, P.E. Civil Engineer, Aviation Services, from Mead & Hunt, Inc. reviewed the Oscoda County Dennis Kauffman Memorial Airport. Discussion included: Consultant Procurement Process, the 5-Year Capital Improvement Plan (invoice for \$500.00 for Mead & Hunt to prepare), and the contract for the Federal/State/Local Airport Project under the Block Grant Program, and an up-date on the Fuel Farm Project. Also discussed were the fuel-supplier and the necessary additional liability coverage. The following motions were made:

Christenbery/Grantner a motion to move forward on the "Consultant Procurement Process" as required
2013-142 by the Michigan Department of Transportation-Office of Aeronautics (AERO), for airport planning, architectural/engineering design, and construction administration services focused on a 5-year Airport Capital Improvement Plan (ACIP) at the Dennis Kauffman Memorial Airport; which includes advertising for Professional Airport Consulting Services and appointing a selection committee that consist of Commissioner Lee Christenbery, David Kauffman, Airport Manager, and Earl Bradford, County Registered Pilot.

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

Boerner/Wilson a motion to accept the "Oscoda County Dennis Kauffman Memorial Airport",
2013-143 5-Year Capital Improvement Plan for FY2014-2018, prepared by Mead & Hunt Inc, as presented, authorized the Chairman to sign the "Agreement for Services" authorization for payment, in the amount of \$500.00, to be paid out of the Airport Special Fund (295).

Roll Call Vote: Grantner, yes; Wilson, yes; Kischnick, yes; Boerner yes; Christenbery, yes. **Motion Carried.**

**Wilson/Boerner
2013-144** a motion to authorize the Chairman, on behalf of the County Board of Commissioners, as the “SPONSOR” to sign the MDOT Contract 2013-0250 (Federal Project #D-26-0156-0912), Construct Fuel Farm, under the Block Grant Program, as received.

Roll Call Vote: Wilson, yes; Kischnick, yes; Boerner yes; Christenbery, yes; Grantner, yes. **Motion Carried.**

**Wilson/Christenbery
2013-145** a motion to fill out an application and work out an agreement with Avfuel Corporation, Global Supplier of Aviation Fuel and Services, as the Oscoda County Dennis Kauffman Memorial Airport fuel supplier.

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

**Grantner/Wilson
2013-146** a motion to add coverage, for the above ground fuel tank installed out at the Oscoda County Dennis Kauffman Memorial Airport to the Inland Marine schedule for physical damage (replacement value of \$145,000.00), to the County’s Liability policy held by Municipal Underwriters of Michigan, Inc. (M.U.M), for an additional \$579.00 per year, and so amend the budget.

Roll Call Vote: Boerner yes Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes. **Motion Carried.**

**Grantner/Wilson
2013-147** a motion to accept the quote from Piper-McCredie Agency, in the amount \$2,100.00 to add the coverage for the sale of the fuel and pollution liability coverage to the Oscoda County Dennis Kauffman Memorial Airport Liability Insurance Policy, as of July 1, 2013, and so amend the Airport (295) Budget, and so amend the budget.

Roll Call Vote: Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes. **Motion Carried.**

Old Business:

**Commissioner Kischnick gave an up-date on the status in the search for an Ambulance Director. The interview committee selected 5 candidates to interview; interviews are scheduled for Thursday, June 13, 2013. Commissioner Kischnick made a motion to replace Mr. Jim McVeigh, one of the interview committee members, due to a conflict in his schedule, with Mr. Tom Siegler; the Board approved 4-1. Commissioner Wilson suggested that the Oscoda County Ambulance Office Administrator sit on the interview team, due to her knowledge of the department. Commissioner Wilson made a motion however a second was not received; No action taken.

**Kischnick/Boerner
2013-148** a motion to replace Mr. Jim McVeigh with Mr. Tom Siegler to sit on the interview team to fill the Ambulance Director’s position.

4 ayes: 1 nay: **Motion Carried.**

New Business:

**The Board reviewed the information received by County Treasurer, Bill Kendall, regarding the stipulation & financial impact, on all taxing authorities that the Greenwood Township Assessor agreed to with “New Frontiers” previously known as Garland Resort, on 241 parcels.

**Commissioner Wilson asked the Board to appoint Mr. Robert Hoffman, to the AuSable Valley Natural River Zone Review Board, as the second Primary (Voting) Member; this is a volunteer Board and the County is not responsible to pay a per-diem.

Wilson/Boerner 2013-149 a motion to appoint Robert Hoffman as a Primary Member, to the AuSable Valley Natural River Zone Review Board, representing Oscoda County, as a volunteer member.

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

**The Board approved Mr. Joe Breaugh request to demolish three out buildings out at the County Fairgrounds.

Wilson/Christenbery 2013-150 a motion to demolish and dispose of two yellow out buildings and one blue out building, located on the north side on the Fairgrounds, due to safety reasons, with any proceeds from scrap metal returned to the Fairgrounds Budget (217), and so amend the budget.

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

Financial:

The Board reviewed & approved the **Claims & Audit Docket, for June 11, 2013, with the addition of the County Credit Card invoice, in the amount of \$2,448.47; total Claims & Audit **\$36,694.27**.

Wilson/ Christenbery 2013-151 a motion to accept the **Claims & Audit Docket, for June 11, 2013**, with one noted additional invoice.

Roll Call Vote: Christenbery, yes; Grantner, yes; Wilson, yes; Kischnick, yes; Boerner, yes. **Motion Carried.**

Correspondence, Reports, Resolutions (acknowledge receipt):

**Commissioner Wilson presented the Veterans Affairs Report for the month of May 2013. A Veteran's "Open House" is scheduled for Tuesday, July 30, 2013 at the Community Center. The County received a \$10,000.00 Grant.

Commissioner Boerner:

- **Acting Interim Ambulance Director.
- **Participated in a couple Ambulance Interview Committee Meetings.
- **Attended the Park Board Meeting.

Commissioner Wilson:

- **Attended the Comins Township Board Meeting.
- **Attended a training meeting, along with the Planning Commission Board, in Traverse City; regarding the County Master Plan.
- **Participated in a Pre-Audit Meeting along with Commissioner Christenbery, Jeri Winton, County Clerk & Register of Deeds, Bill Kendall, County Treasurer, and Jim Anderson, County Auditor.
- **Attended the Clinton Township Board Meeting
- **Reviewed the County Claims & Audit, Finance Committee, along with Commissioner Christenbery.

Commissioner Kischnick:

- **Participated in meeting along with Commissioner Christenbery and Jennifer Huebel, District Court Administrator and Shannon Wickham, County Magistrate.
- **Participated in a couple Ambulance Interview Committee Meetings.
- **Attended the Park Board Meeting.
- **Participated in a telephone conference along with the County Clerk & Register of Deeds, Jeri Winton; regarding an unemployment appeal.
- **Attended the Road Commission Board Meeting.
- **Attended the Council on Aging Board Meeting.

- **Spoke with Mr. Stephen A. Morris, from the Water and Woods Field Service Council (Boy Scouts of America) regarding the future County Youth Programs. Mr. Morris is scheduled to attend the July 9th B.O.C Meeting.
- **Attended the Nor'East'r Music & Art Festival.

Commissioner Christenbery:

- **Attended the Comins Township Board Meeting.
- **Participated in meeting along with Commissioner Kischnick and Jennifer Huebel, District Court Administrator and Shannon Wickham, County Magistrate.
- **Participated in a Pre-Audit Meeting along with Commissioner Wilson, Jeri Winton, County Clerk & Register of Deeds, Bill Kendall, County Treasurer, and Jim Anderson, County Auditor.
- **Reviewed the County Claims & Audit, Finance Committee, along with Commissioner Wilson.

Commissioner Grantner:

- **Attended the AuSable Valley Community Mental Health Board Meeting.
- **Attended a 2-1-1 Seminar.
- **Attended the NEMSCA Board Meeting.

Public Comments & Matters:

**Comments received regarding the District Court position. The Board received an up-date on what is happening with the Economic Development Alliance (EDA) www.edaoscodacounty.org.

**Chairman Kischnick called for a motion to adjourn.

Boerner//Wilson a motion to adjourn today's meeting, **June 11, 2013**, (12:40 p.m.).
2013-152

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

****The next Regular B.O.C Meeting is scheduled for Tuesday, June 25, 2013 at 10:00 a.m.**

**John A. Kischnick, Oscoda County
Board of Commissioners, Chairman**

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