

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Powers in the Board Conference Room on Thursday, February 25, 2016 at 2:00 p.m.

Roll was called by the Clerk. Present: Mr. Brown, Mr. Gustafson, Mr. Byl, Mr. Walker, Mr. Sebolt, and Mr. Powers. Absent: Ms. Kolbe.

Moved by Mr. Walker and seconded by Mr. Byl to approve the minutes of the February 11, 2016 meeting with corrections made as presented. (Ms. Griffin noted that on page 5 of the minutes, with respect to Ms. Green's comments, the wording was amended) Voice vote. Motion carried.

Mr. Mikkelsen and Ms. Dutcher, Parks and Recreation Commission members, requested consideration to apply for a Dam Removal Grant from the Great Lakes Fishery Trust (GLFT) for Marshville Dam in Benona Township. Mr. Mikkelsen noted that the condition of the dam is deteriorating and the County could be penalized by the Department of Environmental Quality if something happens. He stated that the Parks and Recreation Commission discussed this at length and supported moving forward with the grant application process.

Ms. Dutcher commented that removal of the dam and the old bridge removal at Marshville Dam would be a great project that would most likely qualify for this GLFT grant. It would be fully funded and although it is not a requirement to match the grant, it would be in the best interest if a match was obtained. The deadline to apply for the grant is March 8, 2016. She stated that the reason for the urgency of the request is that they just found out about the grant source.

Mr. Walker asked if there was a projected cost for the project. Mr. Sebolt asked if an engineer would be needed. Mr. Byl asked if there has been any type of communication with Benona Township officials and the residents to see how they feel about the removal of the dam.

After much discussion, it was the consensus of the County Board to table the request to apply for the GLFT grant until further documentation is obtained regarding the scope of the project; a cost estimate, the need for engineer services; and input from local township officials or the public. Hopefully this information can be obtained for the County Board meeting of March 10, 2016.

RESOLUTION NO. 1 – APPROVAL TO COMPLETE THE APPLICATION FOR A MMRMA RAP GRANT

Moved by Mr. Sebolt and seconded by Mr. Gustafson to authorize Mr. Pete LundBorg, Oceana County Parks and Recreation Commission member, to complete the application for a MMRMA RAP Grant to cover 50% of the purchase of fire rings for the County Parks. Said purchase of the fire rings was not to exceed \$2,500.

Roll call vote: Mr. Sebolt-yes; Mr. Gustafson-yes; Mr. Walker-yes; Mr. Brown-yes; Mr. Byl-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Ms. Johnson commented that the Sheriff's Department and Ambulance Service have routinely applied for RAP Grants. This will be the first one for the Parks and Recreation Commission.

Ms. Johnson requested authorization to allow the Animal Control Officer to carry over 40 hours of vacation for one year beyond his anniversary date of April 24, 2016. She noted that employees with five or more year's seniority are allowed to carry over one week (35 or 40 hours) from anniversary date to anniversary date. Mr. Garcia will have three years seniority on April 4, 2016. In 2015 he was allowed to carry over 20.5 hours of vacation. She related that this will be the last time to allow for the carry over.

RESOLUTION NO. 2 – REQUEST FOR ANIMAL CONTROL OFFICER TO CARRY OVER ONE WEEK OF VACATION

Moved by Mr. Brown and seconded by Mr. Byl to allow the, Animal Control Officer to carry over 40 hours vacation for one (1) year beyond his anniversary date of April 24, 2016.

Roll call vote: Mr. Brown-yes; Mr. Byl-yes; Mr. Sebolt-yes; Mr. Gustafson-yes; Mr. Walker-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 3 – REQUEST FOR A SALARY ADJUSTMENT FOR ANIMAL CONTROL OFFICER TO COMPLY WITH (SOON TO BE ADOPTED) SALARY-EXEMPT RULES

Moved by Mr. Brown and seconded by Mr. Walker to increase the Animal Control Officer's 2016 annual salary from \$50,437.98 to \$50,450 retroactive to January 1, 2016 in order to comply with the anticipated Department of Labor rule indicating that the salary threshold for salary-exempt employees will be established at \$50,440 effective sometime in late 2016.

Roll call vote: Mr. Brown-yes; Mr. Walker-yes; Mr. Sebolt-yes; Mr. Gustafson-yes; Mr. Byl-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 4 – AUTHORIZATION FOR EMS DIRECTOR TO FILL ONE FULLTIME POSITION

Moved by Mr. Gustafson and seconded by Mr. Byl to authorize the Oceana County EMS Director to fill one fulltime EMS position which recently became vacant and to fill the two vacant Supervisor positions at the budgeted stipend of \$2,000 per year per position.

Roll call vote: Mr. Gustafson-yes; Mr. Byl-yes; Mr. Sebolt-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Ms. Johnson stated that six applications to fill the vacant seat on the Parks and Recreation Commission were received from the following individuals: Ms. Jessica Ege, New Era; Mr. Paul Erickson, Hart; Ms. Lori Green, Hart; Mr. Jeff Hiddema, Hesperia; Mr. Jason LaFever, Hart; and, Mr. Garry McKeen, Shelby. Mr. Larry Brown recently resigned from the Commission.

RESOLUTION NO. 5 – APPOINTMENT TO COUNTY PARKS AND RECREATION COMMISSION

Moved by Mr. Sebolt and seconded by Mr. Gustafson to appoint Ms. Lori Green, Weare Township, to the Oceana County Parks and Recreation Commission for the term ending December 31, 2017 due to the resignation of Mr. Larry Brown.

Voice vote. Motion carried.

RESOLUTION NO. 6 – APPROVAL OF FY 2015-16 OFF ROAD VEHICLE LAW ENFORCEMENT GRANT

Moved by Mr. Walker and seconded by Mr. Sebolt to approve the FY 2015-16 Off-road Vehicle Law Enforcement Grant from the Department of Natural Resources through the Parks and Recreation Division (PRD) in the amount of \$10,000 for the period October 1, 2015 through September 30, 2016. Further, the Oceana County Sheriff is authorized to sign the same.

Roll call vote: Mr. Walker-yes; Mr. Sebolt-yes; Mr. Brown-yes; Mr. Byl-yes; Mr. Gustafson-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Ms. Johnson noted that the above grant has decreased significantly in the past couple of years. The County received \$18,700 in 2010/11; \$11,119 in 2011/12; \$11,800 in 2012/13; \$22,500 in 2013/14; and \$21,500 in 2014/15.

Ms. Johnson requested to amend the 2016 General Fund Budget to accurately reflect the various fringe benefit costs due to changes in health insurance programs and premiums.

RESOLUTION NO. 7 – AMENDMENT TO THE 2016 GENERAL FUND BUDGET

Moved by Mr. Byl and seconded by Mr. Sebolt to amend the 2016 General Fund Budget of \$10,273,893 as follows:

EXPENDITURES:

- Decrease the Board of Commissioners Budget by \$2,000 from \$238,866 to \$236,866
- Decrease the Circuit Court Budget by \$907 from \$468,991 to \$468,084
- Increase the Friend of the Court Budget by \$1,838 from \$384,043 to \$385,881
- Increase the Emergency Management Budget by \$1,069 from \$120,720 to \$121,789
- Decrease the Sheriff's Budget by \$6,512 from \$2,315,933 to \$2,309,421
- Increase the Road Patrol Budget by \$6,512 from \$77,955 to \$84,467

Roll call vote: Mr. Byl-yes; Mr. Sebolt-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Gustafson-yes; and Mr. Powers-yes. Absent: Ms. Kolbe

Motion carried.

RESOLUTION NO. 8 – AMENDMENT TO THE 2016 AMBULANCE FUND BUDGET

Moved by Mr. Byl and seconded by Mr. Brown to amend the 2016 Ambulance Fund Budget from \$2,189,652 to \$2,253,008 as follows:

REVENUES:

Increase Previous Year-End Balance by \$63,356 from \$179,052 to \$242,408

EXPENDITURES:

Decrease 716.000 Hospitalization by \$23,600 from \$216,195 to \$192,595

Increase 716.300 HSA from \$-0- to \$36,000

Increase 717.000 Life Insurance by \$880 from \$1,091 to \$1,971

Increase 718.000 Dental Insurance by \$788 from \$17,217 to \$18,005

Increase 720.000 Workers' Compensation from -0- to \$49,288

Roll call vote: Mr. Byl-yes; Mr. Brown-yes; Mr. Gustafson-yes; Mr. Sebolt-yes; Mr. Walker-yes;
and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Mr. Byl informed the Board that this is the year for the County Tax Allocation Board to convene. This Board meets once every 10 years to determine the fixed millage allocation for the County. By statute, the Board is comprised of the following individuals: 1) Chairperson of the Finance Committee; 2) a resident of a municipality within the County appointed by the Probate Judge; 3) a member not officially connected with or employed by any local or county unit appointed by the County Board; 4) a current Township Supervisor; 5) the County Treasurer; and, 6) the Intermediate School District Superintendent.

Mr. Byl stated that, with respect to an appointment by the County Board, he happened to think of an Oceana County resident who would be a good fit on the Allocation Board, and that individual is Chris Griffin, Branch Manager of the West Shore Bank in Hart.

RESOLUTION NO. 9 – APPOINTMENT TO COUNTY ALLOCATION BOARD

Moved by Mr. Byl and seconded by Mr. Brown to appoint Mr. Chris Griffin, 367 W. 6th Street, Shelby, Michigan to the Oceana County Tax Allocation Board.

Voice vote. Motion carried.

Mr. Corey, Oceana County EMS Director, spoke in regards to the new property located at the south end of Shelby. It was suggested that services be retained for sealed plans for the expansion of the garage on the south side of the building and the addition of a covered breezeway. The cost is estimated between \$1,000 - \$2,000.

**RESOLUTION NO. 10 – APPROVAL TO RETAIN SERVICES FOR SEALED PLANS FOR
EMS CONSTRUCTION PROJECT IN SHELBY**

Moved by Mr. Byl and seconded by Mr. Walker to retain the services of Mr. Jeremy Horton, Harbor Design and Construction, in an amount not to exceed \$2,000 for the preparation of sealed plans for a breezeway and 28' X 40' stick frame garage for the property located at 562 S. State Street, Shelby, Michigan.

Roll call vote: Mr. Byl-yes; Mr. Walker-yes; Mr. Brown-yes; Mr. Sebolt-yes; Mr. Gustafson-yes
and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Chairperson Powers referred to a memo sent to all Commissioners back in October of 2015 during the 2016 budget process. The memo related to inequities in compensation for the County Commissioners when considering the cost of providing health insurance compared to the \$2,500 payment-in-lieu of insurance offered.

Mr. Gustafson stated that this was discussed in the 2016 budget process. He is concerned about the escalating cost of the health insurance portion as the gap continues to increase. He felt that now would be the time to begin the process of reviewing the Commissioner compensation package so it could take effect January 1, 2017 when new Commissioner terms begin.

Ms. Johnson added that some counties have moved away from offering health insurance to Board members by increasing their wage. There are other options as well.

After a brief discussion, it was the determination to discuss this topic at a Finance Committee meeting sometime in March.

Ms. Johnson provided an Administrator's Report as follows:

District Health Department #10 - Kevin Hughes, Health Officer and Sarah Oleniczak, Deputy Health Officer, will be attending the April 28 Board of Commissioners Meeting to present the Public Health Update.

Airport Manager Evaluation – Five evaluation forms for the Airport Manager have been received. For those Commissioners that have not turned in their forms, please do so soon.

Road Commission – Ms. Johnson received three applications for the vacant position on the Road Commission Board. She also received one other inquiry.

Open Meetings Act – Just a reminder that the Open Meetings Act forum is scheduled for Thursday, March 24, 2016 at 7:00 p.m. at the Elbridge Township Hall. Only three County Commissioners have signed up. If interested in attending, please let Ms. Johnson know by March 11.

Emergency Management Coordinator – Advertisement for a fulltime (35 hours/week) Emergency Management Coordinator will soon be appearing in the Oceana's Herald-Journal and Ludington Daily News. The ad was sent to the Michigan Emergency Managers Association to be placed in its online publication. According to Mr. Scott Corbin, MEMA President, they have staff available to come up and assist in conducting interviews.

Millages – Ms. Johnson received the language for the renewal of the Veterans Millage which will be presented to the Board of Commissioners on March 10, 2016 for its approval. The millage language for the Council on Aging, Ambulance Millage and the 10-year Fixed Separate Tax Limited is also being prepared and will be submitted to the Board for approval at a later date.

Legislative Update:

- The Governor's FY17 budget includes full revenue sharing and "drastic" changes in the Community Mental Health System
- Payment In Lieu of Taxes (PILT) program is increased \$1.3 million to \$25 million
- \$533 million for the Department of Transportation with most of it coming from the increase in registration fees and the motor vehicle fuel tax that will begin on January 1, 2017.
- \$283 million to local roads and \$189 million going to State roads

Ms. Johnson reviewed the payment of claims as follows:

FUND #	Dept. #	Dept. Name	Amount	
210 - Ambulance Fund			\$ 11,000.00	to Pro Med for 2016 quarterly millage subsidy for Greenwood and Newfield Townships (1 of 4)
			\$ 1,722.12	to Arrow for Medical Supplies
			\$ 3,492.00	to CDW to 8 Ipad Minis
			\$ 2,672.28	to Mears Service Center for vehicle repairs
			\$ 3,240.00	to MHR Billing for 180 billings at \$18.00 each
			\$ 1,000.00	to Walicki's A-1 Auto for Insurance Deductible
			\$ 1,614.36	to Zoll for Medical Supplies
245 - Public Improvement Fund			\$ 2,435.00	to Premier Heating for 50% balance due on 3 Heat Exchangers
249 - Building Department Fund				02/01/16 - 02/12/16
			\$ 2,586.60	to the Building Inspector for 6 commercial plan reviews at 100% (\$204.00); 5 residential plan reviews at 55% (\$350.90); and, 11 permits at 55% (\$2,031.70)
			\$ 1,147.30	to the Electrical Inspector for 12 permits at 55%
			\$ 2,527.25	to the Plumbing/Mechanical Inspector for 21 permits at 55%
254 - Foreclosure Fund			\$ 8,180.55	to Title Check for 1/12th of annual fee for 2013 cycle (\$3,333.84) and balance due on February Certified Mailing fee for 2014 cycle (\$4,846.71)
101 - General Fund	136	District Court	\$ 1,553.81	to Business Information Systems for Computer Services for the period 03/30/16 - 03/29/17
	301	Sheriff	\$ 1,371.00	to Lighthouse Car Care Center for vehicle maintenance and operating
			\$ 1,582.81	to Digital Highway, Inc. for modems and 12 months of service
	351	Jail	\$ 2,590.40	to Hansen Foods for groceries
			\$ 4,032.31	to Gordon Food Service for groceries (\$3,577.14) and janitorial supplies (\$455.17)
	528	Transfer Station/Recycling Center	\$ 5,154.60	to Republic Services for 12 40-yard Rolloff Containers @ \$393.93/each (\$4,727.16); and, 2 40-yard Recycle Rolloff Containers at \$213.72/each (\$427.44) January
	537	Airport	\$ 3,770.00	to Hallack Contracting for snowplowing from 12/29/15 - 1/27/16
	648	Medical Examiner	\$ 8,451.36	to Michigan Pathology for 6 autopsies at \$1,408.56 each for 2015

	728	EDC	\$ 22,750.00	to the Oceana County EDC for the first half of the 2016 appropriation
	899	Tax Tribunal Refunds Ordered	\$ 2,172.35	for July Board of Review and Tax Tribunal Changes
	973	Family Counseling	\$ 2,355.00	to Mediation and Restorative Services for annual 2016 contract (based on 157 in-state marriage licenses sold in 2015 at \$15 each)

RESOLUTION NO. 11 – PAYMENT OF CLAIMS

Moved by Mr. Byl and seconded by Mr. Brown to approve the payment of claims in the tentative amounts as follows:

AMBULANCE FUND	92,738.88
GIS	-0-
PUBLIC IMPROVEMENT FUND	2,435.00
BUILDING DEPARTMENT FUND	9,582.39
CRIMINAL JUSTICE TRAINING FUND	-0-
CAPITOL PROJECTS – EQUIP. REPLACEMENT	-0-
CAPITOL PROJECTS – SHERIFF	-0-
TOTAL FORECLOSURE FUND	8,550.55
AUTOMATION FUND R.O.D.	209.99
VICTIM SERVICES	-0-
LOCAL CORR. OFFICERS TRAINING FUND	821.54
GENERAL FUND	<u>308,267.86</u>
TOTAL	\$422,606.21

and to authorize the County Clerk to draw warrants and the County Treasurer to pay the same.

Roll call vote: Mr. Byl-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Gustafson-yes; Mr. Sebolt-yes; and Mr. Powers-yes. Absent: Ms. Kolbe.

Motion carried.

Ms. Griffin, Oceana County Clerk, asked for clarification regarding the combination of the Oceana County Clerk’s office and the Oceana County Register of Deeds Office. At the Finance and Equalization Committee meeting held on February 11, 2016, Ms. Johnson related that there probably could be efficiencies realized by combining the offices; however, it may not be the right time or the best method.

Mr. Griffin noted that no action was taken by the County Board at the February 11, 2016 meeting regarding the combination of the offices. Thus, for clarification purposes, she asked if the matter was moot and the offices would remain as status quo.

The Board concurred.

Mr. Mark Ferris, Grant Township resident, was present to voice concerns.

COMMISSIONERS REPORTS

Commissioner Byl informed the Board that a public meeting will be held at the Shelby High School Auditorium this evening (February 25) at 7:00 p.m. to discuss a possible millage request for improvements and repairs to some of the Shelby School facilities.

Also, the Adolescent Health Center is now open at the Shelby Middle School. The program is coordinated through District Health Department #10 through a grant. There is a Nurse Practitioner and a Guidance Counselor present during the day.

Commissioner Sebolt attended the Department of Veteran's Affairs Meeting yesterday (February 24). The upcoming millage request was discussed; and, it was noted that a copy of their annual report will be e-mailed.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 3:20 p.m.


Rebecca J. Griffin, County Clerk

2-10-16
Date


Mr. Powers, Chairperson