

Board Conference Room  
June 23, 2016  
Board of Commissioners Minutes

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Powers in the Board Conference Room on Thursday, June 23, 2016 at 2:00 p.m.

Roll was called by the Clerk. Present: Mr. Brown, Ms. Kolbe, Mr. Byl, Mr. Gustafson, Mr. Walker, Mr. Sebolt and Mr. Powers. Absent: None.

Moved by Ms. Kolbe and seconded by Mr. Gustafson to approve the minutes of the June 9, 2016 meeting as presented. Voice vote. Motion carried.

Correspondence was received from Mr. Marc Miller, Regional Initiatives Deputy, Department of Natural Resources (DNR) informing the Board that their agency has strengthened their commitment by adding new members to the Regional Initiatives Team. This will ensure that there is one contact for each Prosperity Region. For Region 4a the DNR Regional Coordinator will be Mr. Mark Sargent. Mr. Sargent is the Southwest Regional Supervisor in the Wildlife Division, and is based out of Barry State Game Area.

Contact information for Mr. Sargent was provided and both Mr. Sargent and Mr. Miller will be available to discuss any issues that arise within DNR's mission or to foster potential ideas for collaboration. The DNR remains committed to improving relationships with county partners, seeking opportunities for collaboration, and building proactive communication. Mr. Miller and Mr. Sargent look forward to an opportunity to make contact. The letter is on file in the County Clerk's office.

Dr. Lisa Hotovy, Executive Director, West Michigan Community Mental Health System (WCMCHS), provided a review of the FY 2014/2015 Annual Report. She also touched on a few accomplishments for the period, such as: 1) having received a perfect score from Michigan Department of Health and Human Services for quality of Recipient Rights Protection; 2) came in under budget after receiving reduced Medicaid and General Fund dollars; 3) implemented region wide customer services grievance process; 4) worked with regional partners to facilitate alignment of Lakeshore Regional Entity Board; and a few others.

Dr. Hotovy added that they partnered with Northwest Michigan Health Services in Shelby (also known as the Migrant Clinic) which was a positive move. They have a specialized contract with Walkerville Schools in working with students and families.

There will be many upcoming challenges with changes in healthcare. Future projects include: 1) certified community behavioral health clinics; 2) increased community partnerships for enhancing community access to care; 3) statewide policy changes on structure of healthcare funding in Michigan; and, 4) accommodation of changes to state waiver for mental health benefits and federal changes in waivers.

Dr. Hotovy thanked the County Board for their continued support.

Chairperson Powers thanked Dr. Hotovy for the update.

Ms. Amy Florea, Community Services Director, Senior Resources, provided an update and review of the Senior Resources FY 2017 Annual Implementation Plan. The mission of Senior Resources is to provide a comprehensive and coordinated system of services designed to promote the independence and dignity of older persons and their families in Muskegon, Oceana, and Ottawa counties.

Senior Resources serves as a focal point and acts as an advocate for the elderly and persons with disabilities. In-home service continues to be the focus of service delivery, such as home delivered meals, personal care, in-home respite, homemaking, day care and so forth. Transportation services are available, as well as long term care and planning.

Ms. Florea pointed out that there are currently two main facilities in Oceana County that provide services, one in Pentwater and the Council on Aging in Hart. There are approximately 6,755 older adults in rural Oceana County and that number continues to increase. There is definitely the need to continue to offer in-home services where needed.

The questioned was asked if more services and/or a facility of some kind could be offered to residents in the southern end of the county. She replied that she would check into what kind of services could be offered in that area, like maybe a meal voucher system or a congregate meal plan. She added that there are three focus areas they are also working on: access to services with other partners; more in-home services; and supportive services.

Chairperson Powers thanked Ms. Florea for the update.

#### **RESOLUTION NO. 1 – APPROVAL OF SENIOR RESOURCES FY 2017 ANNUAL IMPLEMENTATION PLAN**

Moved by Mr. Walker and seconded by Ms. Kolbe to adopt the following Resolution:

WHEREAS, Senior Resources of West Michigan, an Area Agency on Aging serves the counties of Muskegon, Oceana and Ottawa and it was designated as an Area Agency on Aging in 1973 by said counties to administer the Older Americans Act and the Older Michigianians Act with said designation approved by the Office of Services to the Aging and authorized by the Michigan Commission on Aging; and

WHEREAS, the mission of Senior Resources is to provide a comprehensive and coordinated system of services designed to assist in maintaining the independence, dignity and quality of life for the elderly and act as an advocate for them by advancing causes or issues that are vital to their welfare; and

WHEREAS, it is Senior Resources specific goal to effectively implement the Older Americans Act by developing and administering a regional area plan for coordinating and contracting with viable agencies for services for persons 60 years and older; and

WHEREAS, the Senior Resources FY 2017 Annual Implementation Plan which is designed as an update to the FY 2017 - 2019 Multi-Year Area Plan once again emphasizes security and independence for the elderly with services targeted to low-income, frail, minority and the medically underserved elderly population; and

WHEREAS, it is also the intent of Senior Resources to assure that the basic services of home delivered meals, personal care, homemaker services, adult day care/in-home respite, case coordination and support and care management are available in the counties of Muskegon, Oceana and Ottawa; and

WHEREAS, it is the focus of Senior Resources, through its case management services, to provide older adults with the services necessary to remain in their own homes and to allow clients to choose from a pool of personal care, homemaking, in-home respite and adult day care providers; and

WHEREAS, use of a purchase of service format allows case managers more flexibility in arranging services and clients may choose their providers or change them if they are not satisfied; and

WHEREAS, Senior Resources has found this format to be a more efficient and effective use of limited dollars as demand for services continues to exceed the supply of available funds and requires the agency to look for alternative sources to assist their clients and to create measures to work with what they have.

THEREFORE, BE IT RESOLVED: the Oceana County Board of Commissioners approves the Senior Resources of West Michigan's FY 2017 Annual Implementation Plan to the FY 2017 - 2019 Multi-Year Area Plan as the goals and objectives reflect the views and input of elderly citizens, advisory council members, service providers, community leaders, the Senior Resources Program and Planning Advisory Board and the Senior Resources Board of Directors who participated throughout the region in the planning and public hearing process.

Roll call vote: Mr. Walker-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Sebolt-yes; Mr. Byl-yes; Mr. Gustafson-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

Ms. Gowell reported on the 2016 Annual Report of Land Sale Proceeds, which were from the 2011 tax year. She stated that the gross proceeds from that auction were \$858,720.00, plus \$885.41 from sale of land. Deductions from the proceeds include the DTRF reimbursement of \$160,953.51, \$430.00 for recording fees, \$140.00 for miscellaneous Register of Deeds costs, attorney fees of \$4,401.00, miscellaneous expenses of \$1,273.85 and \$3,050.00 for Surveying Expenses which leaves \$692,407.05 available from the 2011 taxes. With the 2011 tax year contingent liability of \$10,000.00 being withheld, a total of \$682,407.05 remains. A transfer will be made into the General Fund when requested.

**RESOLUTION NO. 2 – AUTHORIZATION FOR THE OCEANA COUNTY EMS DIRECTOR TO COMPLETE GRANT APPLICATIONS FOR THE BUREAU OF EMS, TRAUMA & PREPAREDNESS (BETP) GRANTS**

Moved by Ms. Kolbe and seconded by Mr. Byl to authorize the Oceana County EMS Director to complete grant applications for Bureau of EMS, Trauma & Preparedness (BETP) Grants for the following purposes:

- \$20,000 for Injury Prevention (bicycle helmets and safety vests)
- \$15,000 for Trauma Education (training courses for responders)
- \$25,000 for Trauma Education (training courses for a new simulator)
- \$25,000 for Trauma Infrastructure (new concepts at Silver Lake ORV area)

Award of any or all of the grants will be brought before the Board of Commissioners for final approval.

Roll call vote: Ms. Kolbe-yes; Mr. Byl-yes; Mr. Gustafson-yes; Mr. Sebolt-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**RESOLUTION NO. 3 – UPDATE TO AVAYA IP OFFICE IN THE COUNTY BUILDING AND COUNTY ANNEX BUILDING**

Moved by Mr. Sebolt and seconded by Mr. Walker to authorize the Oceana County Technology Coordinator to accept the proposal from SunTel Services, 1095 Crooks Road, Suite 100, Troy, Michigan 48084 to install IP Office 500V2 release 9.1 in the County Building (Main) and the County Annex Building (Annex) in the amount of \$20,680.29 to include equipment and labor.

Further, the Oceana County Clerk is authorized to make payment for the same upon delivery and installation of the equipment and the submission of a valid invoice.

Roll call vote: Mr. Sebolt-yes; Mr. Walker-yes; Mr. Brown-yes; Mr. Gustafson-yes; Mr. Byl-yes; Ms. Kolbe-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**RESOLUTION NO. 4 – APPROVAL TO PURCHASE ONE USED CATERPILLAR LIFT TRUCK FOR THE OCEANA COUNTY TRANSFER STATION**

Moved by Mr. Brown and seconded by Mr. Gustafson to accept the quote from Morisson Industrial Equipment, 841 E. Barney Street, Muskegon, Michigan for one used Caterpillar Lift Truck, Model # P6500 in the amount of \$10,000. Further the Oceana County Clerk is authorized to make payment for the same upon receipt of a valid invoice.

Further the County Administrator and Transfer Station Operator are authorized to sell the old Yale Lift Truck, Inventory #11891.

Roll call vote: Mr. Brown-yes; Mr. Gustafson-yes; Ms. Kolbe-yes; Mr. Walker-no; Mr. Sebolt-yes; Mr. Byl-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

Mr. Walker commented that he would like to see bids let out for the sale of the old fork lift.

**RESOLUTION NO. 5 – APPROVAL OF THREE (3) YEAR JANITORIAL SERVICES QUOTE FOR DISTRICT HEALTH DEPARTMENT #10**

Moved by Mr. Gustafson and seconded by Ms. Kolbe to accept the three (3) year janitorial services quote for District Health Department #10 from Professional Building Services, Muskegon, Michigan effective September 1, 2016 in the amount of \$1,250.00 per month. Said quote includes the cost of air freshener spray, plastic bags and paper products. It is understood that every effort will be made by Professional Building Services to hire employees from Oceana County to do the regular cleaning of the health department building.

Further, the Oceana County Administrator/Fiscal Officer is authorized to sign the contract for services on behalf of the County of Oceana.

Roll call vote: Mr. Gustafson-yes; Ms. Kolbe-yes; Mr. Sebolt-yes; Mr. Byl-yes; Mr. Walker-yes; Mr. Brown-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**RESOLUTION NO. 6 – AUTHORIZATION TO SOLICIT PROPOSALS FOR THE PROVISION OF PROPANE GAS**

Moved by Mr. Sebolt and seconded by Mr. Brown to authorize the Oceana County Administrator/Fiscal Officer to solicit proposals for the provision of propane gas for the following locations:

BUILDING	ADDRESS	NUMBER OF TANKS	GALLONS PER TANK	ESTIMATED UTILIZATION
District Health Department #10	3986 N. Oceana Dr. Hart, MI 49420	One (owned by County)	1,000	4,500 Gallons
Oceana County EMS	3966 N. Oceana D. Hart, MI 49420	One (owned by County)	1,000	6,000 Gallons
Oceana County Airport Terminal Building	1805 W. Baseline Rd. Shelby, MI 49455	One (owned by County)	500	2,000 Gallons
Oceana County Animal Shelter	2185 W. Baseline Rd. Shelby, MI 49455	One (owned by County)	500	1,500 Gallons
Mason/Oceana 911 Center	9160 N. Oceana Dr. Pentwater, MI 49449	Two (owned by propane supplier)	1,000	3,500 Gallons

Proposals are to include:

1. Twelve month fixed propane gas price per gallon for the period September 1, 2016 - August 31, 2017.
2. Delivery of propane gas to be made on an automatic fill basis with tracking of tank percentage to be done on a regular basis by the supplier.
3. Performance of pressure test at the time of initial delivery of propane gas.
4. Provision of 24-hour emergency service.
5. Provision of repair services on customer's equipment as needed.

All bid proposals are to be sealed and marked "Propane Gas Bid" and submitted to the Oceana County Administrator/Fiscal Officer, 100 State Street, Suite M-4, Hart, Michigan 49420 no later than Wednesday, July 27, 2016 at 5:00 P.M.

All bid proposals will be opened and read at the Thursday, July 28, 2016 Regular Meeting of the Oceana County Board of Commissioners at 2:00 P.M.

The Oceana County Board of Commissioners reserves the right to reject any and all bids and to waive any irregularities in the bidding process if it is in the best interest of the County.

Roll call vote: Mr. Sebolt-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Gustafson-yes; Ms. Kolbe-yes; Mr. Byl-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**RESOLUTION NO. 7 – REAPPOINTMENT TO THE CONSTRUCTION BOARD OF APPEALS**

Moved by Mr. Brown and seconded by Mr. Byl to reappoint Mr. Mike Motcheck, MJM Plumbing, 328 Kelly Street, Shelby, Michigan 49455 to the Oceana County Construction Board of Appeals for a five year term effective August 1, 2016.

Voice vote. Motion carried.

**RESOLUTION NO. 8 – REAPPOINTMENT TO THE CONSTRUCTION BOARD OF APPEALS**

Moved by Mr. Brown and seconded by Mr. Gustafson to reappoint Jeremy Horton, Harbor Design, P.O. Box 823, Pentwater, Michigan 49449 to the Oceana County Construction Board of Appeals for a five year term effective August 1, 2016

Voice vote. Motion carried.

**RESOLUTION NO. 9 – TRANSFER OF FUNDS**

Moved by Mr. Byl and seconded by Mr. Walker to transfer \$5,000 from the General Fund – 101-720-999.535 Transfers Out to the Housing Commission Fund #535-000-699.998 Transfers In

Roll call vote: Mr. Byl-yes; Mr. Walker-yes; Mr. Brown-yes; Ms. Kolbe-ye; Mr. Sebolt-yes; Mr. Gustafson-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**RESOLUTION NO. 10 – PAYMENT OF CLAIMS**

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

<b>AMBULANCE FUND</b>	<b>67,354.04</b>
<b>PUBLIC IMPROVEMENT FUND</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT FUND</b>	<b>9,139.70</b>
<b>CRIMINAL JUSTICE TRAINING FUND</b>	<b>-0-</b>
<b>CAPITOL PROJECTS – SHERIFF</b>	<b>-0-</b>
<b>TOTAL FORECLOSURE FUND</b>	<b>395.00</b>
<b>VETERAN AFFAIRS</b>	<b>3,007.47</b>
<b>AUTOMATION FUND R.O.D.</b>	<b>9,247.65</b>
<b>LOCAL CORR. OFFICERS TRAINING FUND</b>	<b>-0-</b>
<b>GENERAL FUND</b>	<b><u>360,495.30</u></b>
<b>TOTAL</b>	<b><u>\$449,639.16</u></b>

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. Gustafson-yes; Ms. Kolbe-yes; Mr. Sebolt-yes; Mr. Walker-yes, and Mr. Powers-yes. Absent: None.

Motion carried.

## **COMMISSIONERS REPORTS**

Commissioner Walker reported that the "Meet and Greet" held by the Building Inspection Department went very well and was worthwhile. Approximately 15 contractors attended. Many positive comments were voiced, as well as good questions and concerns. One main concern was the updating of codes. Many contractors are currently using books with the 2009 codes. The codes were updated in 2013, but the State did not publish the updated book, thus the contractors are referencing outdated books. If the State does not publish the updated book, then the new codes cannot be enforced. The book was finally published in 2015.

Discussion ensued with the idea of possibly scheduling a "Meet and Greet" once a year, since it was so worthwhile.

Commissioner Byl reported that he recently met with members of the Prosperity Region of Michigan Works. He had a chance to speak with U.S. Representative Huizenga, and Ms. Kuhn, West Michigan Shoreline Regional Development Commission, regarding projects in the West Michigan area, specifically the Silver Lake Study Project. He touched on a possibly sewer collection system for the Silver Lake area. With the idea of a municipal sewer system, there could be opportunities for planning grants. A few individuals have met with Mr. Bristol, U.S. Department of Agriculture, and he related that there is a Planning Grant available which is being worked on. Thus, there will be further discussions on this issue, and exploration of any other options that might be available.

Commissioner Byl also noted that a large portion of the land sale proceeds from the 2011 tax year resulted from the sale of an extreme piece of property on Lake Michigan. This particular sale was an exception and a windfall for the County, which does not happen often. He suggested that the County Board members schedule a work session to plan on how to best utilize some of these funds. He mentioned three items to think about: 1) reducing the pension debt and obligation; 2) an update or a move for the Annex facility; and, 3) an update to the Animal Control Shelter office area. These are just a few ideas, but he encouraged all members to think about the funds.

After a brief discussion, it was determined to hold a planning session on July 28 to discuss further.

Commissioner Kolbe attended the Road Commission meeting yesterday (June 22) and related that interviews for the manager position have been conducted. There is one strong candidate and he/she will be called for a second interview. If that does not prove successful, that may have to seek help from a search firm.

Ms. Johnson informed the Board that a gentleman who recently visited the Transfer Station had a concern regarding overload vehicles and weight limits and garbage along the road. She spoke to him about it and he was pleased with the response. However, another issue was mentioned. During the Otto Township clean-up day, a commercial patron was turned away because the Transfer Station was too busy.

The question arose as to how this could be avoided. Should Township clean-up days not be held at the Transfer Station, or maybe a clean-up day be held on a Friday since it is not open to the public that day. The Township clean-up days are successful and worthy, so it would be a shame to discontinue them. Other ideas will be explored.

Mr. Mark Ferris, Grant Township resident, voiced concerns over road structures.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 3:25 p.m.

  
Rebecca J. Griffin, County Clerk

7.14.16  
Date

  
Mr. Powers, Chairperson