

Board Conference Room  
January 12, 2017  
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, January 12, 2017 at 2:00 p.m.

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

The minutes of the December 22, 2016 Board Meeting were approved at the end of that meeting. However, Mr. Walker asked that Resolution #8 regarding local membership to the Local Emergency Planning Committee (LEPC) be amended. It was adopted with Juan Salazar as the representative to the Hart Police Department. He noted that at the December 22, 2016 Board meeting it was discussed to change the "group representing" designation from "Hart Police Department" to "local law enforcement" as the representative may not always be from the Hart Police Department.

A resolution will be adopted later in this meeting to amend the LEPC membership listing. (See Resolution #10 in this set of minutes).

**RESOLUTION NO. 1 – INCREASE IN PROSECUTING ATTORNEY'S GENERAL FUND  
EXPENDITURE BUDGET**

Moved by Mr. Walker and seconded by Mr. Gustafson to increase the General Fund expenditure budget of the County Prosecuting Attorney to cover costs related to the extradition of a defendant from California. The County Administrator is authorized to transfer \$2,150 from the General Fund Contingency Account – 101-972-999.000 to the County Prosecuting Attorney's Other Contractual Services Account – 101-267-821.000 as costs are incurred.

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

Motion carried.

**RESOLUTION NO. 2 – APPROVAL OF FY 2016 POST-APPROVAL BUDGET AMENDMENTS FOR  
SPECIAL REVENUE FUNDS**

Moved by Mr. Sebolt and seconded by Mr. Brown to post-approve the following amendments to the FY 2016 Special Revenue Funds, as presented, and to direct the County Administrator to complete, and report, all other necessary end of year budget amendments and journal entries for FY 2016 for these same funds at the next regularly scheduled meeting of the Board of Commissioners.

- Fund 210 Ambulance Fund
  - Increase revenue from \$2,537,048 to \$2,574,471
  - (actual expenditures are \$2,537,048)
- Fund 211 GIS Fund
  - Decrease revenue from \$22,000 to \$17,792
  - Decrease expenditures from \$22,000 to 9,700
- Fund 213 Wm Field Rail Trail

- Increase revenue from \$0.00 to \$323,802
  - Increase expenditures from \$0.00 to \$296,447
- Fund 215 FOC
  - Increase revenue from \$14,100 to \$39,618
  - (actual expenditures are \$0.00)
- Fund 218 Animal Care Fund
  - Increase revenue from \$18,796 to \$19,651
  - (actual expenditures are \$12,820)
- Fund 249 Building Department
  - Increase revenue from \$333,128 to \$379,800
  - (actual expenditures are \$296,504)
- Fund 254 Foreclosure Fund
  - Decrease revenue from \$473,475 to \$380,513
  - Decrease expenditures from \$285,000 to \$123,429
- Fund 255 Homestead Denials
  - Increase revenue from \$3,800 to \$4,926
  - Increase expenditures from \$1,000 to \$17,362
- Fund 256 Automation Fund (Reg Deeds)
  - Increase revenue from \$110,050 to \$110,332
  - Decrease expenditures from \$110,050 to \$46,775
- Fund 259 Emergency Mgmt Medical Reserve
  - Decrease revenue from \$5,200 to \$0
  - Decrease expenditures from \$5,200 to \$4,289
- Fund 261 Mason-Oceana 911
  - Increase revenues from \$38,100 to \$44,303
  - Decrease expenditures from \$38,100 to \$37,813
- Fund 263 Concealed Pistol Licensing
  - Increase revenue from \$7,050 to \$16,138
  - (actual expenditures are \$426)
- Fund 269 Law Library
  - (actual revenue is \$22,500)
  - Decrease expenditures from \$22,500 to \$14,008
- Fund 277 CDBG Fund
  - Decrease revenue from \$50,000 to \$20,750
  - Decrease expenditures from \$50,000 to \$0.00
- Fund 287 MCF Depreciation (Construction) Fund
  - Decrease revenue from \$5,000,000 to \$3,861,440
  - Decrease expenditures from \$5,000,000 to \$3,060,222
- Fund 290 DHHS Fund
  - Increase revenue from \$8,000 to \$9,809
  - Increase expenditure from \$8,000 to \$9,809
- Fund 293 Veterans Affairs

- Increase revenue from \$143,238 to \$153,547
  - (actual budgeted expenditures are \$143,238)
- Fund 391 MCF Debt Retirement
  - Decrease revenue from \$565,730 to \$498,124
  - Decrease expenditures from \$565,730 to \$293,552
- Fund 403 Capital Projects – Sheriff (Inmate Telephone)
  - Decrease revenue from \$8,000 to \$7,140
  - (actual expenditures were \$0.00)
- Fund 521 100% Tax Payment Fund 2011
  - Increase revenue from \$2,150 to \$11,374
  - Decrease expenditures from \$500 to \$127
- Fund 522 100% Tax Payment Fund 2012
  - Decrease revenue from \$27,000 to \$13,043
  - Decrease expenditures from \$10,000 to \$4,185
- Fund 523 100% Tax Payment Fund 2013
  - Decrease revenue from \$240,000 to \$110,375
  - Decrease expenditures from \$21,000 to \$16,062
- Fund 524 100% Tax Payment Fund 2014
  - Decrease revenue from \$250,000 to \$216,793
  - Decrease expenditures from \$65,000 to \$16,469
- Fund 525 100% Tax Payment Fund 2015
  - Increase revenue from \$160,000 to \$200,312
  - Decrease expenditures from \$30,000 to \$24,753
- Fund 528 100% Tax Payment Fund 2016
  - Increase revenue from \$0.00 to \$1,811
  - Increase expenditures from \$0.00 to \$1,819
- Fund 535 Housing Commission Fund
  - (actual revenue is \$12,000)
  - Decrease expenditures from \$7,000 to \$5,000
- Fund 595 Commissary Fund
  - Increase revenue from \$10,500 to \$13,477
  - Increase expenditures from \$10,500 to \$11,363
- Fund 721 Library Fund
  - Decrease revenue from \$130,300 to \$126,868
  - Increase expenditures from \$130,300 to \$148,498

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

Motion carried.

**RESOLUTION NO. 3 – ACCEPTANCE OF FY 2016-17 SNOWMOBILE LAW ENFORCEMENT GRANT**

Moved by Mr. Brown and seconded by Mr. Byl to accept the FY 2016-2017 Snowmobile Law Enforcement Grant awarded by the Michigan Department of Natural Resources in the amount of \$10,000. As stated in the award letter, said grant shall be used to provide snowmobile law enforcement and related activities with emphasis on the state-designated snowmobile trail system and other public land.

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

Motion carried.

**RESOLUTION NO. 4 – AUTHORIZATION FOR THE OCEANA COUNTY EMS DIRECTOR TO ENTER INTO FEDERAL GRANT APPLICATION**

Moved by Mr. Gustafson seconded by Mr. Walker to authorize the Oceana County EMS Director to enter into an agreement with the City of Alpena Fire Department and the Michigan Rural EMS Network to develop a Rural Healthcare Network Planning Grant application in the amount of \$100,000 to be submitted to the Federal Office of Rural Health Policy, within the Health Resources and Services Administration, that is an agency within the U.S. Department of Health and Human Services. The purpose of the grant application is to seek funding to improve patient outcomes related to emergency care in rural areas that can be impacted by personnel shortages and stress on financial resources. If grant funds are awarded, they will be used to develop and test methods for improving recruitment, retention, and training of rural EMS providers. Furthermore, within this grant partnership,

- The Michigan Rural EMS Network shall act as the fiduciary agent,
- Oceana County EMS shall serve as one of the pilot sites to field test methods to improve recruitment and retention, costs of which will be covered by grant funding.

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

Motion carried.

**RESOLUTION NO. 5 – APPROVAL OF APPOINTMENTS TO THE EDC AND PLANNING COMMISSION**

Moved by Ms. Meyette and seconded by Mr. Sebolt to approve the following appointments as described below:

<b>Board/Agency</b>	<b>Name</b>	<b>Term of Office</b>
Economic Development Corporation	Tammy Carey	01/01/2017–12/31/2022
	Eric Fox	01/01/2017-12/31/2022
Planning Commission	Vince Greiner	01/01/2017-12/31/2019

Voice vote. Motion carried.

**RESOLUTION NO. 6 – APPROVAL OF BUDGET AMENDMENT FOR INCREASED ATTORNEY FEES**

Moved by Mr. Brown and seconded by Mr. Byl to increase the General Fund expenditure budget of the Circuit Court and the District Court to cover increased costs related to court appointed attorney fees. The County Administrator is authorized to transfer \$3,400 from the General Fund Contingency Account – 101-972-999.000 to the following accounts:

Circuit Court

- Trial Court Appointed Attorney Fees Account – 101-131-810.000: \$2,630

District Court

- Trial Court Appointed Attorney Fees Account – 101-136-810.000: \$770

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

Motion carried.

Mr. Walker commented that he does not feel "*contractual*" workers should automatically be granted a pay increase every time "*employees*" of the county receive an increase, which has been past practice. They are two separate types of workers.

It was suggested that during the 2018 budget process (which will be done in October 2017), contractual worker pay increases be reviewed.

**RESOLUTION NO. 7 – 2017 AMENDMENT TO DEPARTMENT OF VETERANS' AFFAIRS BUDGET**

Moved by Mr. Gustafson and seconded by Mr. Byl to amend the 2017 Department of Veterans' Affairs budget by \$10,000 from \$121,886 to \$131,886, to reflect receipt of the Great Lakes Energy grant funds, as follows:

**Revenues:**

Increase Other Grants – 293-000-675.200 by \$10,000 from \$0.00 to \$10,000

**Expenditures:**

Increase Non-Conflict Indigent Account – 293-000-834.100 by \$10,000 from \$0.00 to \$10,000

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

Motion carried.

**RESOLUTION NO. 8 – TEMPORARY INCREASE IN HOURS WORKED FOR PROBATE/JUVENILE REGISTER**

Moved by Mr. Byl and seconded by Mr. Sebolt to increase the Probate Court expenditure budget to temporarily allow the Probate and Juvenile Register employee to increase hours worked from 35 hours to 40 hours per week, beginning January 16, 2017 and ending April, 28, 2017. The increase in hours is an effective means to aid the court in meeting its judicial responsibilities while it works to train new staff and fill current vacancies. The County Administrator will transfer funds from the Circuit Court Budget to the Probate Court budget (since there will be unused funds in the Circuit Court Budget because of the current vacancy) as follows:

- Salaries & Wages Permanent Account – 101-148-705.000: \$1,482
- FICA Account– 101-148-715.000: \$114
- Worker’s Comp Account – 101-148-720.000: \$5
- Retirement – DC Account – 101-148-721.000: \$89

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

Motion carried.

**RESOLUTION NO. 9 – AMENDMENT TO THE 2017 HOUSING COMMISSION BUDGET**

Moved by Mr. Sebolt and seconded by Mr. Walker to amend the 2017 Housing Commission budget by \$7,000 from \$0.00 to \$7,000, to correct a budget appropriation error carried over from development of the FY 2016 budget.

**Revenues:**

Increase Transfer in Account – 535-000-699.998 by \$7,000 from \$0.00 to \$7,000

**Expenditures:**

Increase Other Contractual Services Account – 535-000-821.000 by \$7,000 from \$0.00 to \$7,000

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

Motion carried.

**RESOLUTION NO. 10 – AMENDMENT TO 2016 RESOLUTION REGARDING LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MEMBERSHIP**

Moved by Mr. Walker and seconded by Mr. Sebolt to amend the previous resolution adopting the membership of the Oceana County Local Emergency Planning Committee (LEPC) to reflect that Mr. Juan Salazar is representing the local police departments group, and not solely the City of Hart Police Department.

Voice vote. Motion carried.

**RESOLUTION NO. 11 – AUTHORIZATION FOR THE SHERIFF TO IDENTIFY ALL COSTS ASSOCIATED WITH PURCHASING AND EQUIPPING A REPLACEMENT PATROL CAR**

Moved by Mr. Walker and seconded by Mr. Brown to authorize the Oceana County Sheriff to identify all costs associated with purchasing and equipping a replacement patrol car and to submit those costs to the County Administrator. Furthermore, the Sheriff and County Administrator shall identify funds budgeted in the Sheriff’s FY 2017 budget to cover costs exceeding the claim reimbursement from MMRMA totaling \$19,500. The County Administrator is authorized to make the necessary budget amendments to cover the total cost.

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

Motion carried.

**RESOLUTION NO. 12 – AUTHORIZATION FOR THE SHERIFF’S DEPARTMENT TO IDENTIFY A SUITABLE METHOD OF DISPOSING OF THE INOPERABLE BODY SCANNER**

Moved by Ms. Meyette and seconded by Mr. Walker to authorize the Oceana County Sheriff to identify a suitable method for disposing of the body scanner located in his department that has become inoperable, and too costly to repair. Final disposal of the asset will be reported to the County Administrator in order to update Oceana County’s fixed assets inventory.

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

Motion carried.

**RESOLUTION NO. 13 – 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>154,159.71</b>
<b>PUBLIC IMPROVEMENT FUND</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT FUND</b>	<b>15,503.46</b>
<b>CRIMINAL JUSTICE TRAINING FUND</b>	<b>-0-</b>
<b>GIS</b>	<b>-0-</b>
<b>TOTAL FORECLOSURE FUND</b>	<b>3,259.53</b>
<b>VETERAN AFFAIRS</b>	<b>5,411.54</b>
<b>MEDICAL RESERVE CORP FUND</b>	<b>-0-</b>
<b>AUTOMATION FUND R.O.D.</b>	<b>750.00</b>
<b>LOCAL CORR. OFFICERS TRAINING FUND</b>	<b>-0-</b>
<b>GENERAL FUND</b>	<b><u>642,252.13</u></b>
<b>TOTAL</b>	<b>\$821,336.37</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. Sebolt-yes; Mr. Walker-yes; Mr. Gustafson-yes; Ms. Meyette-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

**COMMISSIONER REPORTS**

Commissioner Walker asked what the decision of the Finance Committee was with respect to Sheriff’s Mast’s inquiry on the possibility of a K-9 program, funded through a Medical Marijuana Operation and Oversight Grant. Chairperson Powers responded that Sheriff Mast is going to do further research on the program to help determine costs. The grant has been submitted and if awarded to the Sheriff’s department, it can be determined at that time whether to accept it or not.

Commissioner Walker also thanked his fellow Board members for the opportunity to serve as Vice-Chairperson of the County Board of Commissioners.

Commissioner Sebolt noted that he attended the Community Mental Health meeting on January 17. He also attended the Road Commission meeting yesterday (January 21). The Road Commission is getting ready to let out bids for Monroe Road. The Road Commission is also looking at ways to recoup funds from so many car-deer accidents.

Commissioner Gustafson attended the Lakeshore Regional Entity meeting and noted that it was a very good meeting. There are a few vacancies on the Board which will hopefully be filled sometime in March.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 2:38 p.m.

  
Rebecca J. Griffin, County Clerk

1-26-17  
Date

  
Mr. Powers, Chairperson