

Board Conference Room  
September 28, 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, September 28, 2017 at 11:35 a.m.

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

Voice vote. Motion carried.

Moved by Mr. Walker and seconded by Mr. Gustafson to approve the minutes of the September 14, 2017 meetings as presented. Voice vote. Motion carried.

### **RESOLUTION NO. 1 – REAPPOINTMENTS TO THE CONSTRUCTION BOARD OF REVIEW**

Moved by Mr. Gustafson and seconded by Mr. Walker to reappoint the following individuals to the Oceana County Construction Board of Appeals for two-year terms effective August 1, 2017 and expiring July 30, 2019:

- Mr. Gary Lankfer, 5280 W. Stony Lake Rad., New Era, MI
- Mr. Kevin Erickson, 3221 W. Baker Rd., Shelby MI

Voice vote. Motion carried.

### **RESOLUTION NO. 2 – GRANT APPLICATION TO UPDATE THE HAZARD MITIGATION PLANS**

Moved by Mr. Walker and seconded by Mr. Byl to authorize the West Michigan Shoreline Regional Development Commission (WMSRDC) to submit a grant application in the amount of \$250,000 to the Federal Emergency Management Agency (FEMA) for the purpose of updating the Hazard Mitigation Plans for Lake, Mason, Oceana, Newaygo and Muskegon Counties. Further, Oceana County will be the fiduciary for the grant funds and the County Administrator and Emergency Management Coordinator are designated as the authorized persons to sign and submit the grant documents.

The FEMA grant has a 25% local match requirement and WMSRDC has agreed to provide 50% of the local match. In addition, the five (5) participating counties will share equally the remaining local match estimated to be \$8,333 per county.

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

Motion carried.

### **RESOLUTION NO. 3 – TRANSFER OF FUNDS**

Moved by Ms. Meyette and seconded by Mr. Sebolt to authorize the County Administrator to transfer the remaining fund balance of \$14,655.05 from Capitol Projects Sheriff Fund (#403) to the General Fund (#101) and to deactivate the Capitol Projects Sheriff Fund (#403).

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

Motion carried.

#### **RESOLUTION NO. 4 – PUBLIC HEARING REGARDING OPERATING MILLAGE RATE**

Moved by Mr. Brown and seconded by Mr. Walker to conduct a Public Hearing at 11:30 a.m. on Thursday, October 12, 2017 in the Oceana County Building, Board Conference Room, for a proposed increase of .5850 mills in the operating tax millage rate to be levied on all property in 2017.

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

Motion carried.

#### **RESOLUTION NO. 5 – TAX LEVY FOR MEDICAL CARE FACILITY DEBT RETIREMENT**

Moved by Mr. Walker and seconded by Mr. Byl to levy a tax against all property in Oceana County for 2017 at 0.2000 mills for the purpose of Medical Care Facility debt retirement. The additional tax levy will be included on the 2017 Tax Rate Request Report (L-4029) and subject to the truth-in-taxation hearing scheduled for October 12, 2017.

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

Motion carried.

#### **RESOLUTION NO. 6 – RECOGNITION OF NATIONAL 4-H WEEK**

Moved by Mr. Sebolt and seconded by Ms. Meyette to adopt the following Resolution:

**WHEREAS**, 4-H is America's largest youth development organization, having supported almost six million youth across the country thus far; and

**WHEREAS**, 4-H has helped youth in Oceana County to become confident, independent, resilient and compassionate leaders; and

**WHEREAS**, 4-H is delivered by Cooperative Extension – a community of more than 100 public universities across the nation that provides experiences where young people learn by doing in hands-on projects in areas including health, science, agriculture and citizenship; and

**WHEREAS**, National 4-H Week showcases the incredible experiences that 4-H offers young people, and highlights the remarkable 4-H youth in Oceana County who work each day to make a positive impact on those around them; and

**WHEREAS**, 4-H's network of 600,000 volunteers and 3,500 professionals provides caring and supportive mentoring to all 4-H'ers, helping them to grow into true leaders, entrepreneurs and visionaries;

**NOW, THEREFORE BE IT RESOLVED**, the Oceana County Board of Commissioners does hereby proclaim October 1–7 2017 as NATIONAL 4-H WEEK throughout Oceana County and encourages all of our citizens to recognize 4-H for the significant impact they have made and continue to make by empowering youth with the skills they need to lead for a lifetime.

Voice vote. Motion carried.

**RESOLUTION NO. 7 – EXPENDITURE OF FUNDS FOR DRAIN OFFICE**

Moved by Mr. Sebolt and seconded by Mr. Byl to adopt the following resolution:

**WHEREAS**, the Oceana County Drain Commissioner, as delegated authority under Part 307 of the Natural Resources and Environmental Protection Act ("Part 307"), has the responsibility to maintain and repair the lake level project for Silver Lake; and

**WHEREAS**, the Oceana County Drain Commissioner has advised the Board of Commissioners for the County of Oceana that, pursuant to Part 307, an inspection has been made of Silver Lake, and it has been determined that certain maintenance is necessary to be performed to maintain the lake level; and

**WHEREAS**, the Oceana County Drain Commissioner has authority to expend up to Ten Thousand (\$10,000.00) Dollars in any one year for maintenance and repair of the lake level project, and where it is estimated that expenditures exceeding this amount are necessary, those amounts may not be expended until approved by Resolution of the Oceana County Board of Commissioners;

**WHEREAS**, the Oceana County Drain Commissioner has advised Board of Commissioners for the County of Oceana that it will be necessary to expend funds in excess of Ten Thousand (\$10,000.00) for the maintenance and repair of the lake level project; and

**NOW, THEREFORE BE IT RESOLVED** that pursuant to Part 307, the Oceana County Drain Commissioner is authorized to expend money for the maintenance and repair of the lake level project in excess of Ten Thousand (\$10,000.00) Dollars.

**BE IT FURTHER RESOLVED** that the Oceana County Drain Commissioner shall retain the services of a licensed professional engineer to compute the cost of the project, prepare a special assessment roll and hold a public hearing pursuant to Part 307.

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

Motion carried.

**RESOLUTION NO. 8 – HEALTH INSURANCE COVERAGE**

Moved by Mr. Gustafson and seconded by Mr. Sebolt to terminate the privilege established on December 27, 1984 by board resolution, whereby employees who retire from employment with the county with a minimum of ten (10) years of service were eligible to continue participating in group health insurance coverage offered to active county employees. Although the total cost of coverage was to be paid by the former employee, the legacy costs associated with this provision, namely the county's health insurance premiums that are now based on actual usage, otherwise known as experience-based, could be higher in the future because of the provision.

Furthermore, the Board of Commissioners continually works to offer the best health insurance options for its employees, within current budget constraints and statutory requirements. The 1984 decision could adversely affect future health insurance costs for the county, its active employees, and retirees.

There was much discussion regarding the above 1984 board resolution as to the clarity of its content. Does it affect only those retirees with 10 years or more; or, those with 10 years and less than 20 years.

Thus, it was moved by Mr. Byl and seconded by Mr. Walker to table Resolution No. 8 above until further clarification is determined.

Voice vote. Motion carried.

In further discussion of the resolution above, because no formal action was taken on the 1984 resolution, the opportunity is still there for a former retired employee to come back on the county insurance, which again could incur some extra costs for the county. Mr. Walker suggested a moratorium be placed on anyone signing up for the insurance until action is taken.

Moved by Mr. Walker and seconded by Mr. Sebolt to amend Resolution No. 8 above and temporarily place a moratorium on anyone signing up for county health insurance with less than 20 years of services (under the 1984 policy).

Voice vote. Motion carried.

#### **RESOLUTION NO. 9 - APPROVAL OF RESULTS OF THE 2017 WAGE STUDY**

Moved by Mr. Gustafson and seconded by Mr. Byl to approve the results of the 2017 Wage Study and authorize the County Administrator and County Clerk to implement the recommendations from the study, namely, the pay grade structure based on an evaluation of internal job position requirements; pay ranges; and a progression schedule for moving non-union employees through pay ranges. All non-union employee positions, where a job description was presented by elected and appointed department heads to the County Administrator for evaluation, will move into the new pay grade structure on the employee's hire date occurring in FY 2018. Job descriptions not presented and evaluated will remain in the historical pay structure and frozen at current pay levels.

Furthermore, the job positions evaluated and determined to exceed their maximum pay range will have their pay frozen until such time that the Board of Commissioners authorizes a change, such as a periodic cost of living adjustment, that results in the pay grade structure aligning with the frozen pay levels.

Furthermore, the effective date for implementing the cost factors associated with the study shall be determined at a later date under the authority of the Board of Commissioners.

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. 10 – CONSTRUCTION OF ASPHALT DRIVEWAY FOR THE NEW ANIMAL CONTROL BUILDING**

Moved by Mr. Brown and seconded by Mr. Gustafson to approve the competitive quote provided by Hallacks Construction, in the amount of \$14,146, for construction of an asphalt driveway for the new Animal Control building with costs to be paid from the project's contingency fund which has a current balance of \$16,612.

Roll call vote: Mr. Brown-yes; Mr. Gustafson-yes; Ms. Meyette-yes; Mr. Byl-yes; Mr. Sebolt-yes;

Mr. Walker-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

Mr. Walker, with respect to the above expenditure for pavement of the Animal Control driveway, did not feel as though it would be a conflict of interest for him to vote. He asked the rest of the County Board members their thoughts. All were in agreement that it was not a problem.

**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:

<b>AMBULANCE FUND</b>	<b>\$ 76,772.05</b>
<b>GIS FUND</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT FUND</b>	<b>961.00</b>
<b>BUILDING DEPARTMENT FUND</b>	<b>24,108.66</b>
<b>TECHNOLOGY &amp; INNOVATION FUND</b>	<b>1,130.00</b>
<b>ANIMAL CONTROL BUILDING</b>	<b>-0-</b>
<b>TOTAL FORECLOSURE FUND</b>	<b>4,695.31</b>
<b>K-9 FUND</b>	<b>576.75</b>
<b>VETERAN AFFAIRS</b>	<b>8,576.99</b>
<b>MEDICAL RESERVE CORP</b>	<b>-0-</b>
<b>AUTOMATION FUND R.O.D.</b>	<b>99.98</b>
<b>VICTIMS SERVICES</b>	<b>-0-</b>
<b>LOCAL CORR. OFFICERS TRAINING FUND</b>	<b>-0-</b>
<b>GENERAL FUND</b>	<b><u>306,768.00</u></b>
<b>TOTAL</b>	<b>\$423,688.77</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. Walker-yes; Mr. Gustafson-yes; Mr. Sebolt-yes.  
Ms. Meyette-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

The Oceana County Clerk indicated that two terms on the County Canvass Board will expire on October 31, 2017. The two political parties submitted names for consideration by the Board of Commissioners. Only one person is elected from each political party for a four (4) year term effective November 1, 2017.

The nominees were as follows:

<u>Republican Party</u>	<u>Democratic Party</u>
Thomas Allison, Mears	Leona Twiss, Montague
Jennifer Sebolt, Hart	James Cunningham, Hart
Lori Green, Hart	Elizabeth O'Brien, Hart

Ms. Griffin provided the Oceana County Board of Commissioners with a ballot in which to cast their votes. She then collected the ballots and tallied the votes. Mr. Thomas Allison was declared the Republican winner and Ms. Leona Twiss was declared the Democratic winner.

Bid Proposals were opened and read for snowplowing and/or snow removal services on a "per hour" or "per plowing" basis for the 2017/2018 winter season for any or all of the following locations.

1. County Building Parking Lot
2. Sheriff's Department Parking Lot
3. Driveway Entrance to Sheriff's Office
4. County Services Building, 844 S. Griswold Street, Hart, Michigan
5. District Health Department #10, 3986 N. Oceana Drive, Hart, Michigan
6. Oceana County Emergency Ambulance Service, 3966 N. Oceana Drive, Hart, Michigan
7. Oceana County Emergency Ambulance Service, 562 S. State Street, Shelby, Michigan
8. Storage Building, (North and West sides), 3970 N. Oceana Drive, Hart, Michigan
9. Oceana County Animal Shelter, 2185 W. Baseline Road, Shelby, Michigan
10. Mason/Oceana 911, 9160 N. Oceana Drive, Pentwater, Michigan (optional)

**RESOLUTION NO.12 – ACCEPTANCE OF BID PROPOSALS FOR 2017/2018 SNOWPLOWING AND SNOW REMOVAL SERVICES**

Moved by Mr. Walker and seconded by Mr. Byl to accept the following bid proposals for snowplowing and snow removal services for the 2017/2018 winter season:

	LOCATION DESCRIPTION	NAME, ADDRESS, PHONE #	SNOWPLOWING AMOUNT PER PLOWING	SNOW REMOVAL AMOUNT CHARGED (IF APPLICABLE)	SALTING PER INSTANCE
#1	County Building Parking Lot	Hallack Contracting	\$74.00	\$90 (dump) \$105 (loader)	\$44.00
#2	Sheriff's Dept. Parking Lot	Hallack Contracting	Included w/#1	Included w/#1	Included w/#1
#3	Driveway Entrance to Sheriff's Office	Hallack Contracting	Included w/#1	Included w/#1	Included w/#1
#4	County Annex Building	Hallack Contracting	\$44	Included w/#1	\$26
#5	DHD #10	Hallack Contracting	\$74	\$90 (dump) \$105 (loader)	\$46
#6	Oceana EMS Hart, MI	Hallack Contracting	Included w/#5	Included w/#5	Included w/#5
#7	Oceana EMS Shelby, MI	Beckman Brothers	\$39	\$59	\$25
#8	Storage Building	Hallack Contracting	\$10 w/#5 and #6	No Snow Removal Necessary	No Salting Necessary
#9	Animal Shelter	Beckman Brothers	\$20	No Snow Removal Necessary	No Salting Necessary
#10	Mason/Oceana 911	(Referred to 9-1-1)	(Referred to 9-1-1)	No Snow Removal Necessary	No Salting Necessary

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

Motion carried.

**COMMISSIONER REPORTS**

Commissioner Byl related that at 1:00 p.m. today, a meeting will be held in Golden Township to further discuss the sewer project.

Commissioner Brown stated that he had a great trip to Alaska, but is also glad to be back!!

Commissioner Sebolt attended the Parks and Recreation Commission meeting and stated that the land survey issue at Gales Pond will be discussed at the next meeting.

Commissioner Gustafson felt that the conversation with Mr. Wilson, Benona Township, held at the Finance and Equalization Committee meeting earlier regarding road millage was very interesting. He stated that Pentwater is working on a cooperative effort for road millage issues.

**PUBLIC COMMENTS**

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:34 p.m.

Rebecca J. Griffin   
Rebecca J. Griffin, Clerk

10-12-17  
Date

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Mr. Powers, Chairperson