

Board Conference Room
 October 26, 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, October 26, 2017 at 7:00 p.m.

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

Moved by Mr. Walker and seconded by Mr. Byl to approve the minutes of the October 12, 2017 meeting as presented. Voice vote. Motion carried.

Chairperson Powers opened the Public Hearing on the County of Oceana's FY 2018 Budget Hearing at 7:02 p.m. for the purpose of obtaining public input on the proposed FY 2018 Budget.

Finance Chairperson Byl asked for consideration on the proposed 2018 General Fund revenues and expenditures in the amount of \$10,238,106, and Special revenues and expenditures in the amount of \$25,616,881, for a total recommended budget of \$35,854,987.

Finance Chairperson Byl made reference to the "trend analysis (gross payroll, insurance and property tax revenue) provided by Mr. Sobie. The analysis, based over the past six years, shows an increase in expenditures compared to property tax revenue. This is not the direction the Board wants to continue with, or can continue with. The County Board has been able to hold wages to a relative low level, for which he thanked the elected officials, department heads and employees for their cooperation. The Board has to consider all aspects when developing a balance budget.

Chairperson Powers reported the following property tax millage rates to be levied:

<u>Source</u>	<u>Purpose</u>	<u>Maximum Allowable Millage Levy</u>	<u>July 1, 2017 Millage Levy</u>	<u>December 1, 2017 Millage Levy</u>
Allocated	County Operating	5.7500	5.7500	.0000
Voted	MCF Operating	2.4847	.0000	2.4847
Voted	Ambulance Operating	.9948	.0000	.9948
Voted	Council on Aging Operating	.7493	.0000	.7493
Voted	Council on Aging	.2500	.0000	.2500
Voted	Veterans	.1000	.0000	.1000
Voted	9-1-1	.1398	.0000	.1398
Voted	MCF Building	.4969	.0000	.2000
Current Maximum Allowable Millage Rates Under Headlee & MCL 211.34		10.9655		
2017 Oceana County Summer & Winter Millage Rates			5.7500	4.9186
2017 Oceana County Total Millage Rate			= 10.6686	

There being no public comments, Chairperson Powers closed the Public Hearing at 7:07 p.m.

RESOLUTION NO. 1 – APPROVAL OF A COLLECTIVE BARGAINING AGREEMENT WITH THE FRATERNAL ORDER OF POLICE

Moved by Mr. Brown and seconded by Mr. Sebolt to approve the proposed agreement between the Oceana County Board of Commissioners and the Oceana County Sheriff Command Employees and the Fraternal Order of Police (FOP) union as follows:

- A three-year contract beginning January 1, 2018 and expiring December 31, 2020; with specific items agreed to through the collective bargaining process as described below:
 - Over time compensation paid at one and one half (1.5) times their straight hourly rate for all hours worked above 50 hours per work week.
 - Accrual of a maximum of 50 hours of compensatory time; unused time shall be paid out upon termination of employment.
 - Eliminate the provision extending health insurance to spouse and dependents because recent legislation adopted by the State of Michigan provides coverage.
 - Increase the monthly stipend for retirees' health insurance from \$20 per month to \$25 per month, with at least 20 years of service.
 - Eliminate the provision allowing a former employee with at least 10 years of service, but less than 20 years, to return to the county's health insurance plan at any time.
 - The county will not make up the difference, if any, in worker's compensation for an injured employee.
 - Remove redundant language regarding holiday pay at two and one half (2.5) times their straight hourly rate.
 - A maximum number of 120 accrued sick days remains unchanged.
 - Five paid personal leave days per year are not included in the contract.
 - Cost of living increase in wages are set as follows:
 - 1st year – 1.5% (2018)
 - 2nd year – 2.0% (2019)
 - 3rd year – 2.0% (2020)
 - Eliminate the request for a one-time bonus payment.
 - Add an additional tier to the longevity table at 20 or more years of \$1,200.

The provisions of the proposed agreement shall only take effect pursuant to ratification of the same by the FOP. Furthermore, the Chairperson of the Board, the Oceana County Clerk, and the Oceana County Sheriff shall be authorized to sign the appropriate documents on behalf of the county.

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

Motion carried.

RESOLUTION NO. 2 – ADOPTION OF THE 2017 APPORTIONMENT REPORT

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

WHEREAS, the Oceana County Board of Commissioners has examined a summary of all millages to be spread in the City of Hart, townships and school districts for the 2018 tax year; and

WHEREAS, the Oceana County Equalization Department has determined that all of the applicable compiled laws; that is, Headlee, Truth-in-Assessing; Truth-in-Taxation and Truth-in-Equalization have been followed by all of the governmental units levying property taxes with Oceana County and documentation of compliance, as required by law, is on file in the Equalization Department.

WHEREAS, copies of the aforementioned documents are also on file with the County Clerk.

NOW THEREFORE BE IT RESOLVED: That the 2017 Apportionment Report of Oceana County millage rates, as calculated and compiled by the Oceana County Equalization Department, is approved and that the Oceana County Equalization Director is authorized to complete and sign Michigan Department of Treasury Form L-4402 to be submitted to the Michigan Department of Treasury in a timely fashion.

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

Motion carried.

RESOLUTION NO. 3 – ADOPTION OF THE FISCAL YEAR 2018 BUDGET

Moved by Mr. Byl and seconded by Mr. Walker to adopt the 2018 Budget as follows:

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, indicates that the Legislative body shall adopt a balanced budget for all funds by passing an Appropriations Act; and

WHEREAS, this resolution shall be known as the Fiscal Year 2018 General Appropriation Act; and

WHEREAS, pursuant to State law, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on October 19, 2017, and a public hearing on the proposed budget was held on October 26, 2017; and

WHEREAS, the Oceana County voters authorized millages of 0.1400 of a mill for 911; 0.1000 of a mill for Veterans Affairs; 0.7500 of a mill for Council on Aging operating; 0.2500 of a mill for Council on Aging; 0.9948 of a mill for Ambulance; 2.4870 of a mill for the Medical Care Facility; and, 0.2000 of mill for Medical Care Facility debt retirement; and

WHEREAS, the Board of Commissioners authorized, in June and October 2017, a general property tax levy on all real and personal property within the County upon the current tax roll for County general operations; and

NOW, THEREFORE, BE IT RESOLVED, that the Oceana County Board of Commissioners hereby adopts the Fiscal Year 2018 General Appropriations Act; and

BE IT FURTHER RESOLVED, that the Oceana County Board of Commissioners approves a levy of 0.1398 of a mill for 911; 0.1000 of a mill for Veterans Affairs; 0.7493 of a mill for Council on Aging operating; 0.2500 of a mill for Council on Aging; 0.9948 of a mill for Ambulance; 2.4847 of a mill for the Medical Care Facility; and, 0.2000 of a mill for Medical Care Facility debt retirement; and

BE IT FURTHER RESOLVED, that the 2018 Oceana County General Fund (#101) budget of \$10,238,106 be adopted by line-item; and

BE IT FURTHER RESOLVED, that all other fund budgets (Special Revenue and Debt Service totaling \$25,616,881) be adopted by line-item, for a total 2018 budget of \$35,854,987; and

BE IT FURTHER RESOLVED, that any amendment to increase a salary and/or a Capital Outlay line- item in excess of \$2,500.00 shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that any amendment to increase the total budget of any fund or department in excess of \$2,500.00 shall be approved by the Board of Commissioners except that any amendment to decrease the General Fund Contingency shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to make such other budget amendments as necessary with the exception of those specified in this resolution; and

BE IT FURTHER RESOLVED, the approved Position Allocation List contained in this resolution shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent or temporary, full time or part time, position not on the Position Allocation List; and

BE IT FURTHER RESOLVED, that as position vacancies occur during the budget year, and as budget constraints allow, the County Administrator shall be authorized to approve court and department requests to refill positions. All court and department requests to create a new position not currently included in the Position Allocation List shall only be approved by specific Board of Commissioners authorization; and

BE IT FURTHER RESOLVED, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving those budgeted revenues; and

BE IT FURTHER RESOLVED, that in the event that some outside funding is not received or the County is notified that it will not be received, said positions shall be considered not funded and removed from the approved Position Allocation List if the Board of Commissioners does not act to appropriate funds from County sources; and

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2018 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or impose labor-related cost reduction measures due to unforeseen financial changes; therefore, it is within the Board of Commissioners authority to change the approved Position Allocation List at any time. County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Position Allocation List; and

BE IT FURTHER RESOLVED, that the salaries and wages of County employees, including the County's Elected Officials, shall follow the FY 2017 salary and wage rates, including those described in current collective bargaining agreements, unless otherwise authorized by resolution; and

BE IT FURTHER RESOLVED, the line-item appropriations which represent the estimated costs of operating the Courts in 2018 are contingent upon reimbursements to Oceana County by the State of Michigan in accordance with MCL 600.151(b). County appropriations to the Courts, in accordance with Public Act 374 and 375 of 1996, are made contingent upon conformance to all county policies and procedures regarding court personnel and the expenditure of funds; and

BE IT FURTHER RESOLVED, that all County Elected Officials and County Department Heads shall abide by all applicable policies set by the Board of Commissioners including but not limited to budgets, purchasing, travel, and per diems; as well as the Oceana County Policy Handbook, and that budgeted funds for these purposes are appropriated contingent upon compliance with all County policies; and

BE IT FURTHER RESOLVED, that the Oceana County Policy Handbook shall apply to all employees and elected officials including those who function under a policy manual or agreement which has been jointly approved by the County Board of Commissioners and an Elected Official who has co-employer status; and

BE IT FURTHER RESOLVED, that the County Administrator shall be authorized to make year-end transfers between Departments or Funds or with such amounts that may be available in the Contingency of the General Fund, as may be necessary to ensure that departments do not end the 2018 fiscal year in a deficit condition. Any such transfer will be reported to the Board of Commissioners at their next regularly scheduled meeting.

**2018 GENERAL APPROPRIATION ACT SUMMARY
GENERAL FUND**

Dept # / Description	Revenue
402-449 Taxes	\$7,082,980
450-500 Licenses & Permits	\$27,680
501-538 Federal Grants	\$393,750
539-579 State Grants	\$1,124,466
580-599 Contrib. from Local Units	\$0
600-654 Charges for Services	\$929,429
655-663 Fines and Forfeitures	\$11,950
664-670 Interest and Rent	\$29,200
671-697 Other Revenue	\$242,379
699 Transfer In	\$40,000
Operating Transfers In - "100%" Tax Payment Funds	\$0
401 Previous Year-End Balance	\$356,272
Total Available Revenue	\$10,238,106

**2018 GENERAL APPROPRIATION ACT SUMMARY
GENERAL FUND**

Dept # / Description	Expenditure
101 General	\$40,700
101 Board of Commissioners	\$221,267
131 Circuit Court	\$476,790
132 Circuit Ct. Probation/Parole	\$3,000
136 District Court	\$439,660
141 Friend of the Court	\$433,718
148 Probate Court	\$279,334
172 County Administrator	\$211,701
202 County Auditing	\$22,000
215 County Clerk	\$365,127
216 Jury Board	\$1,385
228 Data Processing	\$94,000
229 Technology Department	\$107,836
245 State Survey/Remonumentation	\$47,527
248 General Services	\$904,655

249	Plat Board	\$540
250	Microfilming	\$1,500
253	County Treasurer	\$227,957
257	Equalization	\$235,017
261	Cooperative Extension	\$152,800
262	Elections	\$74,158
265	Courthouse and Grounds	\$249,849
267	Prosecuting Attorney	\$376,361
268	Register of Deeds	\$193,403
275	Drain Commission	\$161,954
280	Soil Conservation District	\$20,000
301	Sheriff	\$2,157,269
331	Marine Law	\$110,936
332	Snowmobile Enforcement	\$31,475
333	Road Patrol	\$81,783
351	Jail	\$1,126,920
426	Emergency Management	\$114,672
430	Animal Control	\$162,661
445	Drains - Public Benefit	\$4,910
528	Transfer Station/Recycling	\$223,464
537	Airport	\$132,026
605	Contagious Diseases	\$600
648	Medical Examiner	\$39,631
720	Housing Commission	\$5,000
721	Planning Commission	\$14,220
728	Economic Development Corp.	\$30,000
865	Insurance	\$174,000
870	Unemployment Compensation	\$7,000
899	Tax Tribunal Refunds	\$15,000
969	Dept. of Health and Human Serv	\$9,000
970	Child Care	\$208,300
971	Community Mental Health	\$130,000
972	Contingency	\$70,000
973	Family Counseling	\$2,500
974	Law Library	\$15,500
975	Parks and Recreation	\$29,000

Total Expenditures \$10,238,106

**2018 GENERAL APPROPRIATION ACT SUMMARY
SPECIAL REVENUE AND DEBT SERVICE FUNDS**

Fund # / Description	Budget
208 Parks and Recreation Fund	\$38,400

210	Ambulance Fund	\$2,320,060
211	GIS Fund	\$14,200
213	WM Field Rail Trail	\$100,000
215	Friend of the Court Fund	\$31,578
218	Animal Care Fund	\$12,100
245	Public Improvement Fund	\$0
246	Animal Control Bldg Improve	\$0
249	Building Department Fund	\$354,486
251	Interim Elderly Fund	\$27,828
252	County Land Bank Authority	\$1,050
254	Foreclosure Fund	\$391,450
255	Homestead Denials	\$1,575
256	Register of Deeds Auto Fund	\$36,000
261	Mason/Oceana E-911	\$277,088
262	Victim Services Fund	\$1,500
263	Concealed Pistol Licensing Fund	\$10,100
264	Local Corrections Ofc Trng Fund	\$10,000
267	K-9 Unit	\$2,500
269	Law Library Fund	\$19,000
275	Senior Citizen Tax Fund	\$875,088
277	CDBG Fund	\$0
287	MCF Depreciation Fund	\$1,596,766
288	Parks & Rec Matching Grant	\$0
290	Oceana/Mason DHHS Fund	\$9,000
292	Child Care Fund	\$463,600
293	Veterans Affairs Fund	\$129,726
294	Veterans Trust Fund	\$0
298	Technology and Innovation Fund	\$50,000
320	Criminal Justice Training Fund	\$1,691
353	Co Airport Terminal Debt Serv	\$23,400
357	Mason-Ocean 911 Debt Retire	\$0
360	Ambulance Debt Retirement	\$26,920
391	MCF Building Debt Retirement	\$289,410
405	Capital Projects – Equip Replace	\$0
408	Parks & Rec Capital Projects	\$0
512	S.W. Medical Care	\$17,702,716
520	100% Tax Pmt – 2010	\$0
521	100% Tax Pmt – 2011	\$0
522	100% Tax Pmt – 2012	\$0
523	100% Tax Pmt – 2013	\$392
524	100% Tax Pmt – 2014	\$0
525	100% Tax Pmt – 2015	\$126,000
526	100% Tax Pmt – 2016	\$221,000
527	100% Tax Pmt – 2017	\$204,000

528	100% Tax Pmt – 2008	\$0
529	100% Tax Pmt – 2009	\$0
535	Housing Commission	\$5,000
595	Sheriff Department Commissary	\$15,000
639	Drain Equip. Revolving	\$0
711	Cemetery Trust	\$2
715	MCF Endowment Fund	\$0
721	Library	\$130,970
725	FOC Child Support Dep Acct	\$10
801	Drain Fund	\$80,535
848	Stony Lake Board	\$37,520
851	Drain Debt Service Fund	\$38,502

Total Special Revenue Funds \$25,616,881

County Elected Officials' Annual Salary for FY 2018

(In accordance with Public Act 154 of 1879 as amended)

County Commissioners	\$12,000
County Commissioner Chairperson	\$14,000
Treasurer	\$55,060
Drain Commissioner	\$55,060
Register of Deeds	\$55,060
Clerk	\$57,480
Sheriff	\$80,445
Prosecuting Attorney	\$102,116

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

Motion carried.

RESOLUTION NO. 4 – APPROVAL OF ANIMAL CONTROL CHANGE ORDER

Moved by Ms. Meyette and seconded by Mr. Sebolt to approve the Animal Control Phase II construction project change order in the amount of \$1,303 for the cost to trench and install conduit under the driveway for electrical service. The construction project contingency account balance of \$2,466 will be used for the extra cost, leaving a contingency account balance of \$1,163. The County Administrator is authorized to sign the change order.

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

Motion carried.

RESOLUTION NO. 5 - PAYMENT OF CLAIMS

Moved by Ms. Meyette and seconded by Mr. Sebolt to approve the payment of claims in the tentative amounts as follows:

AMBULANCE FUND	\$ 90,342.39
GIS FUND	-0-
PUBLIC IMPROVEMENT FUND	955.25
BUILDING DEPARTMENT FUND	14,072.83
TECHNOLOGY & INNOVATION FUND	220.00
ANIMAL CONTROL BUILDING	433.40
TOTAL FORECLOSURE FUND	4,300.02
K-9 FUND	252.89
VETERAN AFFAIRS	4,516.25
MEDICAL RESERVE CORP	-0-
AUTOMATION FUND R.O.D.	99.98
CAPITAL PROJECTS-EQUIP. REPLACEMENT	8,775.05
LOCAL CORR. OFFICERS TRAINING FUND	-0-
GENERAL FUND	<u>266,608.73</u>
TOTAL	\$390,576.79

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

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

Motion carried.

COMMISSIONER REPORTS

Commissioner Walker commented on the recent Fraternal Order of Police (FOP) contract negotiations. This is a brand-new contract with this bargaining unit. Items were negotiated by both parties and the outcome was acceptable to all. He was very pleased and thanked his fellow commissioners for adopting the FOP contract as presented.

Commissioner Gustafson also expressed his appreciation on the FOP contract negotiations and how both parties were willing to compromise.

Commissioner Byl informed all members that he would be attending a meeting tomorrow (October 27) at Golden Township to discuss the ongoing Silver Lake Sewer Study Project. Prein and Newhoff, Engineers, will be speaking on different options and approximate costs.

Commissioner Sebolt noted that the Parks and Recreation Commission went ahead and released bids for a new well at Black Lake Campground.

Chairperson Powers stated that on Monday he attended a meeting at the Medical Care Facility (MCF). Mr. Gary Davis, MCF's new administrator, was present and seems to be doing fine. He plans to invite Mr. Davis to a County Board meeting in the near future.

Mr. Sobie related that Dr. Rudy Ochs's, Oceana County Medical Examiner, authorized the appointment of Ms. Kelly Yost as a Medical Examiner Investigator.

Mr. Sobie reminded all Commissioners of the West Central Michigan County Alliance Meeting to be held on Monday, October 30, 2017 in Newaygo County.

PUBLIC COMMENTS

No public comments at this time.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 7:38 p.m.



Rebecca J. Griffin, Clerk

11.9.17

Date



Mr. Powers, Chairperson