

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Powers in the Board Conference Room on Thursday, December 14, 2017 at 11:41 a.m.

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

Moved by Mr. Gustafson and seconded by Mr. Byl to approve the minutes of the November 9, 2017 meeting as presented. Voice vote. Motion carried.

RESOLUTION NO. 1 – BUDGET AMENDMENT REGARDING ANIMAL CONTROL PHASE II CONSTRUCTION COSTS

Moved by Mr. Brown and seconded by Mr. Gustafson to authorize the County Administrator to transfer up to \$11,312 from the Public Improvement Fund (#245) to the Animal Control Building Improvement Fund (#246) to cover the remaining costs for the Phase II Construction Project.

Summary of Construction Expenditures		
Original bid (Mike Blackmer)		\$ 222,845.00
Change Order #1 Raise garage		\$ 1,750.00
Change Order #2 Conduit under driveway		\$ 1,302.67
Change Order #3 Driveway		\$ 14,146.00
Ad hoc #1 Restore grounds		\$ 1,312.30
Ad hoc #2 Temp water connection		\$ 310.50
Ad hoc #3 Fence repairs		\$ 215.00
Ad hoc #4 Floor door stops		\$ 206.94
Ad hoc #5 Relocate electric		\$ 1,635.08
Ad hoc #6 Weather station repair		\$ 433.40
		\$ 4,113.22
Original fee (Harbor Design)		\$ 10,000.00
		\$ 254,156.89
Original Budget		\$ 242,845.00
Over/Under		\$ (11,311.89)

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

Motion carried.

Mr. Walker abstained from voting as the company that he works for supplied products for the Animal Control Project.

RESOLUTION NO. 2 – APPOINTMENTS AND REAPPOINTMENTS TO THE PLANNING COMMISSION AND THE PARKS AND RECREATION COMMISSION

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Planning Commission to reappoint Mr. Robert Carr to the Planning Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried.

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Planning Commission to reappoint Mr. Gary Mckeen to the Planning Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried.

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Planning Commission to appoint Mr. Paul Cutter to the Planning Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried.

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Planning Commission to appoint Mr. Michael Cook to the Planning Commission with a term of 01/01/2018 to 12/31/2018.

Voice vote. Motion carried. (Opposed - Chairperson Powers and Mr. Walker)

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Planning Commission to appoint Mr. John Stivers to the Planning Commission with a term of 01/01/2018 to 12/31/2018.

Voice vote. Motion carried.

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Parks and Recreation Commission to reappoint Mr. Joel Mikkelisen to the Parks and Recreation Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried. (Opposed Mr. Walker and Mr. Sebolt)

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Parks and Recreation Commission to reappoint Mr. John Wynns to the Parks and Recreation Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried.

Moved by Mr. Brown and seconded by Mr. Byl to accept the recommendation of the Parks and Recreation Commission to reappoint Ms. Lori Green to the Parks and Recreation Commission with a term of 01/01/2018 to 12/31/2020.

Voice vote. Motion carried.

RESOLUTION NO. 3 – ADOPTION OF A NEW POLICY HANDBOOK

Moved by Mr. Gustafson and seconded by Mr. Walker to adopt the new Oceana County Policy Handbook with all policy statements included in the handbook to take effect immediately and superseding all prior policy statements regarding the same subject matter.

Voice vote. Motion carried.

RESOLUTION NO. 4 – IMPLEMENTATION OF THE WAGE RECOMMENDATIONS FROM THE 2017 WAGE STUDY

Moved by Mr. Gustafson and seconded by Mr. Walker to authorize the County Administrator to amend the FY 2018 General Fund Budget to implement the wage recommendations from the 2017 Wage Study, in their entirety, effective January 1, 2018 for all non-union and non-elected employees.

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

Motion carried.

RESOLUTION NO. 5 – COST OF LIVING PAYMENT FOR ADMINISTRATIVE ELECTED OFFICIALS

Moved by Mr. Gustafson and seconded by Mr. Byl to authorize the County Administrator to amend the FY 2018 General Fund Budget to provide the following elected officials with a one-time cost of living payment of \$1,200 effective January 1, 2018 with the payment to be paid proportionally over 26 pay periods.

Elected officials are:

- County Clerk
- County Treasurer
- County Drain Commissioner
- County Register of Deeds
- County Prosecuting Attorney
- County Sheriff

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. 6 – UPDATED LONGEVITY SCHEDULE

Moved by Mr. Gustafson and seconded by Mr. Byl to authorize the County Administrator to amend the current longevity payment schedule for non-union employees as described below:

<u>Current</u>	<u>Eff. FY 2018</u>
○ At least 5 years - \$200	\$300
○ At least 10 years - \$300	\$500
○ At least 15 years - \$500	\$700

The County Administrator is authorized to amend the FY 2018 General Fund Budget, Building Department Budget and EMS Budget to cover the additional costs.

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

Motion carried.

RESOLUTION NO. 7 – APPROVAL OF A PROPOSED AGREEMENT WITH THE POAM

Moved by Mr. Walker and seconded by Mr. Gustafson to approve the proposed tentative agreement dated November 21, 2017 between the Oceana County Board of Commissioners and the Oceana County Sheriff Non-Command Employees and the Police Officers Association of Michigan (POAM) union as follows:

Motion carried.

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

Moved by Mr. Walker and seconded by Mr. Brown to authorize the Chairperson of the Board of Commissioners to sign and accept the Two Seven Oh, Inc. Spay/Neuter Reimbursement Grant in the amount of \$10,000 in order to spay/neuter dogs at the Oceana County Animal Shelter during the period October 27, 2017 – September 1, 2018.

RESOLUTION NO. 8 – ACCEPTANCE OF TWO SEVEN OH, INC. GRANT

Chairperson Powers thanked the Personnel Committee and Mr. Sobie for being able to negotiate the union contract in such a timely manner. Mr. Walker also thanked the union representative and steward as well.

Motion carried.

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.

The provisions of the proposed agreement shall only take effect pursuant to ratification of the same by the POAM. 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.

- A four-year contract beginning January 1, 2018 and expiring December 31, 2021; with the year 2021 as a wage and fringe benefits reopener year; and with specific items agreed to through the collective bargaining process as described below:
 - Cost of living increase in wages are set as follows:
 - 1st year – 2.0% (2018)
 - 2nd year – 2.0% (2019)
 - 3rd year – 2.0% (2020)
 - 4th year – wage and fringe benefits reopener (2021)
 - The shift differential pay shall increase from \$0.30 per hour to \$0.40 per hour.
 - Rely on recent legislation adopted by the State of Michigan to provide health insurance coverage for surviving spouse and family in the event of an employee's death in the line of duty. If the legislation changes to provide less than two (2) years of coverage, the county shall make up the difference, up to two (2) years. If the surviving spouse remarries within two (2) years from the date of the employee's death, coverage shall cease.
 - 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 in pay, if any, in worker's compensation for an injured employee.
 - An employee injured on duty shall continue to accrue applicable vacation, sick, and personal leave time.
 - Add an additional tier to the longevity table for 20 or more years of service to receive \$900.

WHEREAS, the Authority Board has to review the petition and find the addition of the County of Oceana to the Authority to be appropriate and beneficial to all parties.

WHEREAS, the County of Oceana, a Michigan municipal corporation located within the State of Michigan and a Public Agency as defined in the Act, wishes to petition for membership in the Authority, and

WHEREAS, under the Act, a public agency may jointly exercise with any other public agency any power, privilege, or authority that the agencies share in common and that each might exercise separately, and

- (a). Providing autopsy services.
- (b). Providing body storage services.
- (c). Providing medical examiner services.
- (d). Providing crime scene investigatory services.
- (e). Providing body transport services.
- (f). Providing for the operations of a morgue.
- (g). Developing or enhancing intergovernmental cooperation with 1 or more Public Agencies.
- (h). Entering into joint endeavors or undertakings with 1 or more Public Agencies.
- (i). Entering into cooperative agreements or other forms of intergovernmental cooperation with 1 or more Public Agencies, and,

WHEREAS, the Authority has been formed for the purpose of:

WHEREAS, Newaygo, Mecosta, and Montcalm Counties have formed the West Michigan Regional Pathology Services Authority (the Authority), under the authority of the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512 ("Act"), and

Moved by Ms. Meyette and seconded Mr. Gustafson to adopt the following resolution:

RESOLUTION NO. 10 – APPROVAL TO PETITION TO JOIN THE WEST MICHIGAN FORENSIC PATHOLOGY SERVICES AUTHORITY

Motion carried.

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

Shelby State Bank	CIBC (formerly known as Private Bank)
West Shore Bank	CDARS-Gov. authorized investment group
PNC Bank	Mercantile Bank
Lake Osceola Bank	UBS Funds
Multibank Securities	Michigan CLASS Investments
Flagstar Bank	Banc One
Huntington Bank	Morgan Stanley
Fifth Third Bank	MI Municipal Risk Man. Authority (MMRMA)
	Wolverine Bank

Moved by Mr. Byl and seconded by Mr. Sebolt to designate the following financial institutions for the deposit and investment of Oceana County funds to be utilized at the discretion of the Oceana County Treasurer during fiscal year 2018.

RESOLUTION NO. 9 – DESIGNATION OF DEPOSITORIES FOR FY 2018

NOW THEREFORE BE IT RESOLVED THAT, Oceana County formally petitions the Authority Board to amend the Authority Agreement to allow participation in the County of Oceana as a Party to the Agreement.

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

Motion carried.

RESOLUTION NO. 11 – AMEND THE GENERAL FUND BUDGET TO COVER COSTS FOR AERIAL IMAGERY

Moved by Ms. Meyette and seconded by Mr. Walker to amend the General Fund expenditure budget of the Equalization Department by \$17,700 to cover the remaining cost for new aerial imagery as previously approved on March 9, 2017. The County Administrator is authorized to amend the General Fund budget using the General Fund's fund balance account.

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

Motion carried.

RESOLUTION NO. 12 – APPOINTMENT TO VETERANS' AFFAIRS COMMITTEE

Moved by Ms. Meyette and seconded by Mr. Sebolt to appoint the following individual to the County Department of Veterans' Affairs Committee, as recommended by the Oceana County Veterans' Post Commanders, for a four-year term effective 01/01/2018 and expiring 12/31/2021.

- Mr. Robert Near, 8616 S. 72nd Ave., Montague, MI

Voice vote. Motion carried.

RESOLUTION NO. 13 – 2017 HOMELAND SECURITY GRANT PROGRAM INTERGOVERNMENTAL AGREEMENT

Moved by Mr. Sebolt and seconded by Ms. Meyette to enter into the Homeland Security Grant Program Intergovernmental Agreement between the West Michigan Shoreline Regional Development Commission (WMSRDC) and Oceana County for the purpose of delineating the relationship and responsibilities between WMSRDC and Oceana County and the Region 6 Homeland Security Grant Program Board with regards to the 2017 Homeland Security Grant Program and use of grant program funds, purchase or reimbursement of services with grant program funds and/or reimbursement for certain salaries and/or backfill/overtime costs with grant program funds.

WMSRDC was designated Fiduciary for the 2017 Homeland Security Grant Program by the Region 6 Homeland Security Grant Program Board and accepted the position of Fiduciary and, as a result, entered into the 2017 Homeland Security Grant Program Agreement with the State of Michigan. WMSRDC and the Region 6 Homeland Security Grant Program Board are sub-grantees. This agreement is a prerequisite to any FY 2017 Homeland Security Grant Program funds being awarded to Oceana County.

The Oceana County Board of Commissioners hereby designates the County Administrator as the authorized official of Oceana County to execute the intergovernmental agreement on behalf of the county; designates the Oceana County Emergency Management Coordinator to execute the Transfers of Ownership; and, accepts and binds Oceana County to the terms and conditions of the agreement.

Chairperson Powers requested nominations for the position of Board Vice-Chairperson for the period of January 1, 2018 – December 31, 2018. Mr. Sebolt nominated Mr. Walker for Vice-Chairperson of the Board. Moved by Mr. Sebolt and seconded by Mr. Byl to close the nominations and to direct the County Clerk to cast a unanimous ballot for Mr. Walker as Vice-Chairperson of the Board.

Chairperson Powers requested nominations for the position of Board Vice-Chairperson for the period of January 1, 2018 – December 31, 2018. Mr. Sebolt nominated Mr. Walker for Vice-Chairperson of the Board. Moved by Mr. Sebolt and seconded by Mr. Byl to close the nominations and to direct the County Clerk to cast a unanimous ballot for Mr. Walker as Vice-Chairperson of the Board.

Chairperson Powers requested nominations for the position of Board Vice-Chairperson for the period of January 1, 2018 – December 31, 2018. Mr. Sebolt nominated Mr. Walker for Vice-Chairperson of the Board. Moved by Mr. Sebolt and seconded by Mr. Byl to close the nominations and to direct the County Clerk to cast a unanimous ballot for Mr. Walker as Vice-Chairperson of the Board.

- Planning and Environmental Services Committee
- Personnel and Licensing and Inspection Services Committee
- Finance and Equalization Committee

The following committees shall meet on the second Regular Board Meeting of each month (if needed) beginning at 9:00 a.m. in the order listed unless otherwise stated in the required public notice:

- Health and Human Services and Parks and Recreation Committee
- Buildings, Grounds and Insurance Committee
- Law and Safety Committee
- Finance and Equalization Committee

The following standing committees shall meet on the first Regular Board Meeting of each month (if needed) beginning at 9:00 a.m. in the order listed unless otherwise stated in the required public notice:

All Regular Meetings of the Oceana County Board of Commissioners for 2018 will be held in Hart, Michigan at 11:30 a.m. (unless otherwise noted) on the second and fourth Thursdays of each month on the dates listed on the attachment with the following exception: the first meeting in April will be held on Tuesday, April 10 to comply with a State Tax Commission's 2018 Property Tax, Collections and Equalization Calendar; no meeting will be held on the fourth Thursday of November due to the Thanksgiving Holiday.

Moved by Mr. Sebolt and seconded by Mr. Walker to adopt the following 2018 Meeting Structure and Schedule for the Oceana County Board of Commissioners:

RESOLUTION NO. 15 – 2018 MEETING STRUCTURE AND SCHEDULE

Motion carried.

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

Moved by Mr. Byl and seconded by Mr. Sebolt to increase the number of members appointed to the County Department of Veterans' Affairs Committee from five (5) members to seven (7) members as allowed by Public Act 192 of 1953 as amended.

RESOLUTION NO. 14 – INCREASE OF MEMBERS TO VETERANS' AFFAIRS COMMITTEE

Motion carried.

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

- Health and Human Services and Parks and Recreation Committee
Chairperson – Andrew Sebolt
Members – Larry Byl and Denny Powers
 - Planning and Environmental Services Committee
Chairperson – Martha Meyette
Members – James Brown and Denny Powers
 - Personnel and Licensing and Inspection Services Committee
Chairperson – Dean Gustafson
Members – Robert Walker and Denny Powers
 - Finance and Equalization Committee
Chairperson – Larry Byl
Members – Dean Gustafson and Denny Powers
- (Chairperson and Two (2) Board Members)
- 2018 COMMITTEES

Chairperson Powers designated the following Committees and assigned a Chairperson to each of them respectively as follows:

Motion carried.

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

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

\$ 216,885.93	AMBULANCE FUND
-0-	GIS FUND
11,988.84	PUBLIC IMPROVEMENT FUND
29,860.17	BUILDING DEPARTMENT FUND
3,625.69	TECHNOLOGY & INNOVATION FUND
59,420.01	ANIMAL CONTROL BUILDING
6,472.08	TOTAL FORECLOSURE FUND
-0-	K-9 FUND
14,193.46	VETERAN AFFAIRS
100.00	MEDICAL RESERVE CORP
849.98	AUTOMATION FUND R.O.D.
-0-	CAPITAL PROJECTS-EQUIP. REPLACEMENT
-0-	LOCAL CORP. OFFICERS TRAINING FUND
951,268.67	GENERAL FUND
<u>\$1,294,664.83</u>	TOTAL

Moved by Mr. Byl and seconded by Mr. Gustafson to approve the payment of claims in the tentative amounts for November 22, 2017 and December 14, 2017 as follows:

RESOLUTION NO. 16 - PAYMENT OF CLAIMS

Voice vote. Motion carried.

Commissioner Gustafson commented that he attended a township meeting recently and there was discussion on pension liability and the problems facing all governmental entities. He would like to see the County address the pension liability issue in 2018.

Commissioner Meyette reported that Greenwood Township is taking action on restoring public access to Acker Lake. It is being surveyed to get a property line established.

Commissioner Sebolt attended the Road Commission meeting yesterday and related that their budget is about complete without too many surprises. He also attended the Parks and Recreation Commission meeting and related that they are still working on the Marshville Dam project and may be back to the County Board for some requests.

Commissioner Brown noted that he is pleased to see the County exploring participation in the West Michigan Forensic Pathology Services Authority. If granted participation, hopefully this could be a cost savings to the County.

Commissioner Byl provided an update on the Silver Lake Sewer Study Project. Golden Township continues to explore options for a municipal waste system. Because of the cost of the project, they are interested in meeting with representatives from the County regarding the issuance of bonds for financing.

COMMISSIONER REPORTS

- For all **lake improvement boards**, the Chairperson appointed the commission member representing the commission district in which the lake is located for one-year effective January 1, 2018.
- Chairperson Powers appointed Mr. Sebolt as the Board of Commissioners' liaison to the Oceana County **Department of Veterans' Affairs** for one-year effective January 1, 2018.
- Chairperson Powers appointed Mr. Sebolt as the Board of Commissioners' liaison to the Oceana County **Board of Road Commissioners** for one-year effective January 1, 2018.
- Chairperson Powers appointed himself as the Board of Commissioners' liaison to the Oceana County **Department of Health and Human Services Board** for one-year effective January 1, 2018.
- Chairperson Powers appointed Ms. Meyette and himself to the **District Health Department #10 Board**; and, appointed Mr. Gustafson as an Alternate to the **District Health Department #10 Board of Health** for one-year effective January 1, 2018.
- Chairperson Powers appointed Mr. Sebolt to the Oceana County **Parks and Recreation Commission** for one-year effective January 1, 2018.

Law and Safety Committee
Chairperson – Robert Walker
Members – Andrew Sebolt and Denny Powers

Buildings, Grounds and Insurance Committee
Chairperson – James Brown
Members – Martha Meyette and Denny Powers

Commissioner Gustafson stated that he also attended the West Michigan Shoreline Regional Development Commission meeting where discussion was held regarding economic growth. He would like to invite Mr. Carlson to a Board meeting to discuss Oceana County's economic report.

Chairperson Powers thanked all members for having the pleasure to serve as Chairperson of the Board. He is very pleased with the accomplishments of the County this past year and the people employed who have helped. He thanked everyone for their hard work.

Mr. Sobie, Oceana County Administrator/Fiscal Officer, expressed his gratitude to the County Board and his thanks for the people he works with here at the 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 12:37 p.m.

Rebecca J. Griffin
Rebecca J. Griffin, Clerk
1-11-18
Date

James Powers
Mr. Powers, Chairperson