

Board Conference Room  
December 20, 2018  
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, December 20, 2018 at 11:35 a.m.

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

Moved by Mr. Walker and seconded by Mr. Gustafson to approve the minutes of the December 6, 2018 meeting as presented. Voice vote. Motion carried.

**RESOLUTION NO. 1 – APPOINTMENT OF MEMBERS TO VETERANS' AFFAIRS COMMITTEE**

Moved by Ms. Meyette and seconded by Mr. Byl to appoint the following individuals to the County Department of Veterans Affairs Committee, as recommended by the Oceana County Veterans' Post Commanders and in accordance with Public Act 192 of 1953, as amended.

- Mr. William James, 6227 W. Flower Road, Montague, MI
  - Four-year term from 01/01/2019 to 12/31/2022
  
- Ms. Gina Mead, Shelby Road, Shelby, MI
  - Four-year term from 01/01/2019 to 12/31/2022

Voice vote. Motion carried.

**RESOLUTION NO. 2 – APPOINTMENT AND REAPPOINTMENTS TO THE PLANNING COMMISSION**

Moved by Mr. Byl and seconded by Ms. Meyette to appoint and reappoint the following individuals to the stated boards, commissions, and committees:

- Appointments and reappointments to the Planning Commission:
  - Michael Cook           Term 01/01/2019 – 12/31/2021
  - John Stivers           Term 01/01/2019 – 12/31/2021
  - Dr. David Roseman    Term 01/01/2019 – 12/31/2021
  - Robert Walker         Term 01/01/2019 – 12/31/2021

Voice vote. Motion carried.

**RESOLUTION NO. 3 – DESIGNATION OF DEPOSITORIES FOR FISCAL YEAR 2019**

Moved by Mr. Brown and seconded by Mr. Walker 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 2019.

Shelby State Bank  
Fifth Third Bank  
West Shore Bank  
Huntington Bank  
Flagstar Bank  
Lake Osceola Bank  
Lyon Capital Advisors  
Multibank Securities  
Michigan CLASS Investments  
Michigan Municipal Risk Management Authority (MMRMA)  
CDARS – Government authorized investment group  
CIBC (formerly known as Private Bank)

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

Motion carried.

#### **RESOLUTION NO. 4 – AMENDMENT TO FY 2018 GENERAL FUND BUDGET FOR THE SHERIFF'S DEPARTMENT**

Moved by Ms. Meyette and seconded by Mr. Byl to post-approve the County Administrator increasing the Sheriff's Department's fiscal year 2018 expenditure budget to address fringe benefit costs (health insurance, life insurance, dental insurance, and defined contribution pension costs) that were over budget, totaling **\$36,334**. The total increase in the expenditure budget will be offset by additional revenue collected by the Sheriff's Department that is above the projected amounts for fiscal year 2018. As of 12/19/2018, the additional revenue totals **\$60,275**, which is **\$23,941** over the amount needed to address the increase in expenditures. Therefore, the Sheriff's Department's revenue budget for fiscal year 2018 shall increase by **\$60,275** as well.

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

Motion carried.

#### **RESOLUTION NO. 5 – AMENDMENT TO FY 2018 GENERAL FUND BUDGET FOR THE SHERIFF'S DEPARTMENT**

Moved by Ms. Meyette and seconded by Mr. Sebolt to approve the County Administrator increasing the Sheriff's Department's fiscal year 2018 expenditure budget to address salary and wage costs and operating costs that are over budget as of 12/19/2018, totaling **\$51,735**. The total increase in the expenditure budget will include an estimated projection of additional funding to close out fiscal year 2018, totaling **\$25,000**. Therefore, the total approved budget amendment for the Sheriff's Department in fiscal year 2018 is **\$76,735**. A portion, but not all, of the total increase in the expenditure budget will be offset by additional revenue collected by the Sheriff's Department that is above the projected amounts for fiscal year 2018. As of 12/19/2018, the additional revenue totaled **\$60,275**. The portion of this revenue available to be applied to the increased expenditures is **\$23,941**, leaving the remaining portion of the expenditures to be offset by the General Fund's fund balance account in the amount of **\$52,794**.

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

Motion carried.

**RESOLUTION NO. 6 – AMENDMENT TO FY 2019 GENERAL FUND BUDGET**

Moved by Mr. Sebolt and seconded by Mr. Byl to authorize the County Administrator to amend the Fiscal Year 2019 General Fund Budget due to a change in the calculated indirect costs to be charged to the Department of Veterans’ Affairs. The amendment is as follows:

**General Fund (#101)**

- Decrease Reimbursements – General (101-253-677.000) by \$5,767
- Increase Previous Year End – (101-253-401.000) by \$5,767

**Department of Veterans’ Affairs Fund (#293)**

- Decrease Indirect Costs (293-000-960.000) by \$5,767
- Increase Indigent Veteran/Dependent Expense (293-000-834.000) by \$5,767

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

Motion carried.

**RESOLUTION NO. 7 – TRANSFER OF FUNDS**

Moved by Mr. Walker and seconded by Mr. Gustafson to transfer \$80,000 from the General Fund 101-970-999.292 Transfers Out to the Child Care Fund 292-000-699.998 Transfers In. The request is a portion of the total appropriation of \$208,300 included in the FY 2018 budget.

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

Motion carried.

**RESOLUTION NO. 8 – 2019 MEETING SCHEDULE**

Moved by Mr. Sebolt and seconded by Ms. Meyette to adopt the following 2019 Meeting Structure and Schedule for the Oceana County Board of Commissioners:

Structure

All **Regular Meetings** of the Oceana County Board of Commissioners for 2019 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 9 to comply with a State Tax Commission’s 2019 Property Tax, Collections and Equalization Calendar,
- No meeting will be held on the fourth Thursday of November due to the Thanksgiving Holiday,
- December meetings will be held on the first and third Thursdays of each month.

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

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

Voice vote. Motion carried.

**RESOLUTION NO. 9 - PAYMENT OF CLAIMS**

Moved by Mr. Byl and seconded by Mr. Brown to approve the payment of claims for December 6, 2018 in the tentative amounts as follows:

<b>AMBULANCE FUND</b>	<b>\$ 6,537.78</b>
<b>GIS FUND</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT FUND</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT FUND</b>	<b>9,994.49</b>
<b>TECHNOLOGY</b>	<b>3,071.20</b>
<b>ANIMAL CONTROL BUILDING</b>	<b>-0-</b>
<b>TOTAL FORECLOSURE FUND</b>	<b>1,320.00</b>
<b>K-9 FUND</b>	<b>-0-</b>
<b>VETERAN AFFAIRS</b>	<b>1,429.61</b>
<b>AUTOMATION FUND R.O.D.</b>	<b>-0-</b>
<b>CAPITAL PROJECTS EQUIP. REPL.</b>	<b>-0-</b>
<b>LOCAL CORR. OFFICERS TRAINING FUND</b>	<b>91.94</b>
<b>CRIMINAL JUSTICE TRAINING</b>	<b>-0-</b>
<b>GENERAL FUND</b>	<b><u>433,693.12</u></b>
<b>TOTAL</b>	<b>\$456,138.14</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. Sebolt-yes; Ms. Meyette-yes; Mr. Gustafson-yes; and Mr. Powers-yes. Absent: None.

Motion carried.

Bid Proposals were opened and read for the Parking Lot Expansion at the County Services Building. The bids received are as follows:

BIDDER	AMOUNT	NOTES
Beckman Brothers	\$21,192	
Ken Adams Excavating	\$26,978	
Wadel Stabilization	\$27,500	
Hallack Contracting	\$35,728	

Discussion ensued with respect to the bid proposals received. It was the consensus of the Board to review the bids further and make a decision at the January 10, 2019 Board Meeting.

### **PUBLIC COMMENTS**

Ms. Lori Green informed the Board that she sent a FOIA request to the Weare Township Clerk for information from the November 6, 2018 General Election. Ms. Becky Griffin, County Clerk; Ms. Amy Anderson, Chief Deputy Clerk, Ms. Aerts, Weare Township Clerk, Mr. Bob Green and she all met this past Monday (December 17) at the Weare Township Hall to review the election records. Ms. Green stated that the meeting went well and was very amicable and she appreciated the cooperation of all involved.

### **COMMISSIONER REPORTS**

Commissioner Sebolt reported on the Road Commission meeting and construction will resume on Oceana Drive this spring. The Veteran's Committee will meet December 27 and he will inform them of the two newly appointed members.

Commissioner Walker attended the monthly Mason/Oceana 911 meeting and was happy, and cautious, to report that they are seeing some stability in the financial status. There are some large expenses coming up in technology, but they should be in a good position to pay these. The 9-1-1 Board also passed a resolution to contribute to the pension liability which will bring the overall funding in the ninety percent range, which is good. He also reported that the cooperated effort in Central Dispatch from Newaygo, Mecosta and Osceola Counties has been very beneficial. It was reported at the meeting yesterday that Clare County has now joined and Wexford is also thinking about joining. By having this cooperated effort, it should benefit the responses to tragedy incidents.

Commissioner Byl reported on yesterday's meeting at Golden Township regarding the Sewer Project. He thanked Mr. Powers and Mr. Sobie for also attending. According to the initial estimate by the engineers, it was to be a \$23,000,000 - \$24,000,000 project. He noted that there was a minor snag in the project whereby the engineering costs by Fleis and VandenBrink is about \$1,200,000. They related that realistically it will take them two years to get everything done; and, they are not large enough to carry the \$1,200,000 liability, thus asked if Golden Township or Oceana County could provide the extra funding. Extra options were discussed and perhaps Golden Township or Oceana County could float some short-term bonds; however, there would be additional fees for the bonds of maybe \$30,000 - \$50,000. At this point, things are at a short-term standstill until funding for the additional costs can be determined.

Chairperson Powers related that Ms. Jodi Nichols, The Right Place, would like to meet with the Commissioners and he suggested possibly after the January 10, 2019 meeting if all were able to.

Sheriff Mast asked the Board of their decision to allow him to sell the forfeited property which has been held in the Sheriff's department for several months now. (He provided a list of the property for them to review). The consensus of the Board was for Sheriff Mast to move forward with the sale of the property.

Sheriff Mast also reported that the jail continues to be quite full, even this time of year.

Since this is the last Board meeting of the year, and the Commissioners will start a new term of office on January 2, 2019, this set of minutes must be approved today.

Moved by Mr. Sebolt and seconded by Mr. Walker to accept the final reading of the minutes for December 20, 2018.

Motion carried.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting recessed at 12:15 p.m.

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Amy L. Anderson  
Oceana County Chief Deputy Clerk

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Date

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Mr. Powers, Chairperson