

Board Conference Room  
April 25, 2019  
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 Tuesday, April 25, 2019 at 11:38 a.m.

Roll was called by the Clerk. Present: Mr. Sebolt, Mr. Gustafson, Mr. Brown, Ms. Meyette, Mr. Walker, Mr. Byl, and Mr. Powers.

Moved by Mr. Byl and seconded by Mr. Sebolt to approve the minutes of the April 9, 2019 minutes as presented. Voice vote. Motion carried.

### **RESOLUTION NO. 1– AMENDMENT OF THE TRANSFER STATION FEE SCHEDULE**

Moved by Mr. Brown and seconded by Mr. Sebolt to amend the Oceana County Transfer Station/Recycling Center Fee Schedule as described below:

- A small size truck, SUV, or similar with a level load shall remain at the base rate of **\$27.00** per load
  - A small size truck, SUV or similar with more than a level load, but not a heaping load, shall be the base rate of **\$34.00** per load
  - A small size truck, SUV or similar with a heaping load shall be a base rate of **\$40.00** per load
  
- A full size truck, SUV, or similar with a level load shall remain at the base rate of **\$48.00** per load
  - A full size truck, SUV or similar with more than a level load, but not a heaping load, shall be the base rate of **\$55.00** per load
  - A full size truck, SUV or similar with a heaping load shall be a base rate of **\$60.00** per load

The amended fee schedule will be posted at the Transfer Station/Recycling Center and on the county's website.

Roll call vote: Mr. Brown - yes; Mr. Sebolt – yes; Ms. Meyette - yes; Mr. Gustafson - yes; Mr. Byl – yes; Mr. Walker - yes; and Mr. Powers – yes.

Motion carried.

### **RESOLUTION NO. 2 – APPROVAL OF FAMILY MEDICAL LEAVE EXTENSION**

Moved by Mr. Gustafson and seconded by Ms. Meyette to approve the County Administrator's recommendation to provide an unpaid leave of absence to Mr. Brandon Knoll, a Sheriff's Department employee, who has been off work on Family Medical Leave since March 1, 2019. Mr. Knoll's 12 week

maximum of Family Medical Leave will expire on May 24, 2019. Mr. Knoll's physician has not yet cleared him to return to work but the expected date of return is July 1, 2019. Therefore, if approved, this unpaid leave of absence will begin May 25, 2019 and end July 1, 2019, resulting in approximately five weeks of unpaid leave.

Furthermore, during an unpaid leave of absence, Mr. Knoll shall not accrue any vacation or sick time and he shall solely be responsible for paying all insurance premiums applicable to him during the period of unpaid leave of absence. In accordance with the collective bargaining agreement between Oceana County and the Police Officers Association of Michigan (POAM), seniority shall continue to accrue per Article VIII.

Roll call vote: Mr. Gustafson - yes; Ms. Meyette - yes; Mr. Sebolt - yes; Mr. Byl – Yes; Mr. Brown - yes; Mr. Walker - yes; and Mr. Powers – yes.

Motion carried.

Mr. Walker noted that all extensions of leave will be addressed on a case by case basis without a precedent being set.

### **RESOLUTION NO. 3 – APPROVAL OF 2019 EQUALIZATION REPORT**

Moved by Mr. Byl and seconded by Mr. Sebolt to approve the 2019 Oceana County Equalized Valuation of \$1,708,841,250 with an equalized value of real property of \$1,648,872,950 and equalized value of personal property of \$59,968,300 as shown by the 2019 Analysis for Equalization in compliance with Section 211.34 M.C.L. 1948, as amended.

Furthermore, the County Clerk and Chairperson of the Board are authorized to execute the “L-4024 as Assessed and Equalized Valuations Report” for the political subdivisions of the County and the State Tax Commission. The 2019 County Equalization Value reflects a 3.97% increase in total real property and a (2.07%) increase in total personal property with an overall 4.82% increase from the total 2018 State Equalized Valuation of \$1,630,229,932.

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

Motion carried.

### **RESOLUTION NO. 4 – INTER-FUND TRANSFER**

Moved by Mr. Brown and seconded by Mr. Sebolt to authorize the County Administrator to amend the General Fund budget (#101) and Capital Equipment Fund budget (#405) for Fiscal Year 2019 to transfer \$60,000 from the General Fund to the Capital Equipment Fund for the purchase of two new vehicles for the Sheriff's Department. The vehicles were previously approved when the Board of Commissioners adopted the Fiscal Year 2019 budgets.

The inter-fund transfer of funds will comply with the recommendation from the county's auditing firm, Gabridge & Co., to account for large capital purchases in the Capital Equipment Fund.

Roll call vote: Mr. Brown – yes; Mr. Sebolt – yes; Mr. Byl –yes; Ms. Meyette – yes; Mr. Walker – yes; Mr. Gustafson – yes; and Mr. Powers – yes.

Motion carried.

#### **RESOLUTION NO. 5 – MENTAL HEALTH MONTH**

Moved by Mr. Sebolt and seconded by Mr. Walker to adopt the following Resolution on this 25<sup>th</sup> day of April, 2019:

WHEREAS, May is Mental Health Month; and

WHEREAS, stigma associated with mental illness, developmental disabilities and substance use disorder creates one of the primary barriers to individuals seeking needed services; and

WHEREAS, the Oceana County Board of Commissioners recognize that stigma associated with mental illness, developmental disabilities and substance use disorder creates one of the primary barriers to individuals seeking needed services; and

WHEREAS, citizens of Lake, Mason and Oceana counties, in coordination with West Michigan Community Mental Health and the Michigan Association of Community Mental Health Boards, will be representing their home counties in an event titled "Walk a Mile in My Shoes" at the State Capitol on May 9, 2019 to promote awareness and reduce stigma associated with mental illness, developmental disabilities and substance use disorder.

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners recognizes May as Mental Health Month and supports the efforts of the citizens of Oceana County participating in the "Walk a Mile in My Shoes" event to promote awareness of, and to reduce the stigma associated with mental illness, developmental disabilities and substance use disorder in Oceana County.

Voice vote. Motion carried.

**RESOLUTION HNO. 6 – OFF SCHEDULE PAYMENT**

Moved by Mr. Gustafson and seconded by Mr. Byl to express the Board of Commissioners’ appreciation to our county employees and how they contribute to the delivery of public services to the people of Oceana County; therefore, the County Administrator is authorized to amend the Fiscal Year 2019 General Fund and Special Revenue Fund Budgets to provide for a one-time “off schedule” payment to non-union employees as described below:

- All permanent full-time non-union employees shall receive \$300, (excluding County Commissioners, elected officials, and County Administrator),
- All permanent part time non-union employees shall receive \$200,
- The total estimated cost for the one-time “off schedule” payment is \$20,000, which includes all related employer costs such as payroll taxes and pension costs.

Upon approval, the County Clerk is directed to include the one-time “off schedule” payment as part of a regularly scheduled pay cycle for non-union employees. Separate direct deposit transactions shall not be processed.

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.

Motion carried.

**RESOLUTION NO. 7 – SERVICE ANIMALS POLICY**

Moved by Mr. Brown and seconded by Mr. Byl to adopt a Service Animals Policy as presented. The policy shall be applicable to all county facilities and take effect immediately.

Voice vote. Motion carried.

Mr. Walker suggested that Mr. Sobie request Hepworth Land Surveying, LLC to perform a land survey of the county property operationally known as the Shelby Emergency Medical Service Station. The cost of the survey and marking of the property corners is \$750.00, the cost of which shall be paid from the Ambulance Fund (#210), Other Contractual Services account. Mr. Sobie agreed to make that request on behalf of the Board of Commissioners.

**RESOLUTION NO. 8 – PAYMENT OF CLAIMS**

Moved by Mr. Byl and seconded by Mr. Sebolt to approve the payment of claims for April 25, 2019 in the tentative amounts as follows:

<b>AMBULANCE FUND</b>	<b>\$244,754.95</b>
<b>GIS</b>	<b>979.00</b>
<b>CAPITAL PROJECTS-EQUIP REPLACEMENT</b>	<b>-0-</b>

<b>INDIGENT DEFENSE FUND</b>	<b>11,409.09</b>
<b>PUBLIC IMPROVEMENT FUND</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT FUND</b>	<b>13,832.91</b>
<b>TECHNOLOGY</b>	<b>4,609.96</b>
<b>ANIMAL CONTROL BUILDING</b>	<b>-0-</b>
<b>FORECLOSURE FUND</b>	<b>-0-</b>
<b>K-9 FUND</b>	<b>-0-</b>
<b>VETERANS AFFAIRS</b>	<b>2,579.33</b>
<b>MEDICAL RESERVE</b>	<b>385.00</b>
<b>AUTOMATION FUND R.OD.</b>	<b>-0-</b>
<b>LOCAL CORR. OFFICERS TRAINING FUND</b>	<b>2,609.29</b>
<b>FRIEND OF THE COURT FUND</b>	<b>1,819.22</b>
<b>GENERAL FUND</b>	<b><u>339,064.87</u></b>
<b>TOTAL</b>	<b>\$622,043.62</b>

Roll call vote: Mr. Byl – yes; Mr. Mr. Sebolt – yes; Mr. Walker – yes; Mr. Brown – yes; Ms. Meyette – yes; Mr. Gustafson – yes; and Mr. Powers – yes.

Motion carried.

Sheriff Mast stated that the jail is busy. There are 62 inmates at this time. Most of the modifications in the jail are complete. The staff is assisting with the finishing of this project. Sheriff Mast also stated that they are preparing for a busy summer. He also mentioned that there has been an arrest regarding a large case in southern Oceana County where there was a large number of guns stolen that have been recovered.

Sheriff Mast reminded the Board that the Policeman Memorial Program will be held on Friday, May 17 at 12:00 p.m. with lunch provided after.

Sheriff Mast also noted that the patrol car for Golden Township is nearly ready to put into service.

Mr. Terry Dykema, Department of Veterans Affairs, introduced Ms. Patricia Frazier who began employment on April 15, 2019. Ms. Frazier is a part time Veterans Service Officer assistant. She will be attending training in June to obtain Veterans Service Officer certification.

Mr. James Duram, Oceana County Emergency Management Coordinator encouraged everyone to sign up for the Code Red notification system.

Mr. Walker attended the Forensic Pathology board meeting and it was decided that the meetings will be held every other month going forward. He also stated that a letter will be sent to all funeral homes in the eight-county service area regarding the procedures for removal of the deceased. He also stated a letter will be sent to the administrators in the eight-county region regarding payment options. Mr. Walker also stated that he had the opportunity to meet with the director of the Criminal Justice Program at Ferris

State University who stated that he is very interested in setting up some programs with Dr. Schultz, Forensic Pathologist.

Mr. Byl reported that at the meeting regarding the Silver Lake Sewer Project, it was decided that ballots will be mailed asking if residents are opposed or in support of the project. Mr. Byl was asked to be on the ballot counting committee. This will be held on Monday, May 13, 2019 at 1:00 p.m. at Golden Township Hall followed up with a township meeting on Tuesday May 14, 2019. This is an advisory vote only.

Suzie Rodriguez, a representative from the office of Senator Jon Bumstead announced that office hours will be held on Friday, April 26 from 10:00 a.m. until 11:00 a.m. at Roosevelt Park City Hall and from 2:00 p.m. until 3:00 p.m. at Montague City Hall as well.

Mr. Sebolt mentioned that revenue payments to local government units increased 3%.

Mr. Sobie shared that there will be a public comment period that has opened up regarding the proposed casino in Muskegon County.

**PUBLIC COMMENTS**

**COMMISSIONER REPORTS**

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

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Amy L. Anderson, County Clerk

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Date

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Mr. Powers, Chairperson