

Board Conference Room
August 8, 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 Thursday, August 8, 2019 at 11:30 a.m.

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

Mr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk were also present.

Moved by Mr. Gustafson and seconded by Mr. Byl to approve the minutes of the July 25, 2019 minutes as presented.

Voice vote. Motion carried.

RESOLUTION NO. 1 – APPROVAL OF APPLICATION FOR RISK AVOIDANCE GRANT

Moved by Mr. Brown and seconded by Mr. Sebolt to authorize Undersheriff Ryan Schiller to apply for a Risk Avoidance Program grant available through Michigan Municipal Risk Management Authority (MMRMA) for the purpose of seeking partial funding for a door access control system for the Sheriff’s Department building and County Courthouse building. If the grant application is approved by MMRMA, and the Board of Commissioners accepts the grant award, the maximum amount awarded is one third (1/3) of the total actual project costs up to a maximum of \$50,000. Oceana County would be responsible for the remaining two thirds (2/3) of the total actual project costs.

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

Motion carried.

RESOLUTION NO. 2 – HIRING OF PART-TIME CUSTODIANS

Moved by Ms. Meyette and seconded by Mr. Byl to accept the recommendation of the County Administrator and Maintenance Supervisor to hire two (2) part-time custodians. Each position shall be scheduled to work a maximum of 25 hours per week and earn an hourly rate of \$15.00 - \$17.00. The positions are not eligible for fringe benefits such as health, vision, dental, and life insurance. In accordance with current county policy, the positions are eligible for membership in the MERS defined contribution retirement plan and pro-rated vacation and sick time accruals.

The Maintenance Supervisor is directed to use available personnel and assume temporary responsibility for custodial services in the District Health Department Building until the positions are filled.

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

Motion carried.

RESOLUTION NO. 3 – ACCEPTANCE OF FY 2018 ANNUAL AUDIT REPORT

Moved by Mr. Byl and seconded by Ms. Meyette to accept the annual audit report for the year ending December 31, 2018 prepared by Gabridge & Co. The audit report and the recommendations included therein have been reviewed by the Finance Committee and it is recommended by the committee that the Oceana County Board of Commissioners accept the report.

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

Motion carried.

RESOLUTION NO. 4 – AGREEMENT WITH CITY OF HART FOR PROPERTY ASSESSMENT SERVICES

Moved by Mr. Sebolt and seconded by Mr. Gustafson to approve an agreement between Oceana County and the City of Hart for Oceana County to provide property assessment administration services to the city at an annual fee of \$32,640. The agreement shall commence on September 1, 2019 and terminate on August 31, 2020, unless renewed by both parties.

Furthermore, the Chairperson of the Board of Commissioners and County Clerk are authorized to sign all required documents.

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

Motion carried.

RESOLUTION NO. 5 – AMENDMENT OF AGREEMENT FOR EQUALIZATION SERVICES

Moved by Mr. Gustafson and seconded by Mr. Sebolt to approve an amended agreement between Oceana County and Mr. Ed Vandervries to perform county equalization duties. The amendment is the result of an agreement between Oceana County and the City of Hart, whereby Mr. Vandervries shall provide contractual property assessment services to the city.

Administration of these services and the resources required to meet the contractual obligation with the City of Hart expands the original scope of work defined in the contractual agreement between Oceana County and Mr. Vandervries, dated February 17, 2019. Compensation for the additional services provided by Mr. Vandervries shall be 67% (2/3rd) of the annual fee shall be retained by Oceana County and 33% (1/3rd) shall be paid to Mr. Vandervries.

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

Motion carried.

RESOLUTION NO. 6 – APPROVAL OF DATE FOR FY 2020 BUDGETS WORKSHOP

Moved by Mr. Byl and seconded by Mr. Gustafson to establish the following meeting schedule for the purpose of developing a proposed 2020 Budget and Wage Schedule:

- **Tuesday, October 1, 2019 at 9:00 a.m.** in the Board Conference Room – Special Finance Committee Meeting
- If an additional Special Finance Committee Meeting is necessary, it shall be held on **Tuesday, October 8, 2019 at 9:00 a.m.** in the Board Conference Room

Voice vote. Motion carried.

RESOLUTION NO. 7 – APPROVAL TO CONDUCT PUBLIC HEARING ON PROPOSED DATE AND NOTICE OF PUBLIC HEARING RE: FY 2020 BUDGET

Moved by Mr. Byl and seconded by Mr. Brown to conduct a Public Hearing on the proposed 2020 Budget and Wage Schedule, and property tax millage rate(s) to be levied to support the proposed 2020 Budget, on **Thursday, October 24, 2019 at 11:30 a.m.** in the Board of Commissioners Room, Hart, Michigan.

The Oceana County Board of Commissioners may not adopt its proposed 2020 Budget until after the public hearing. Copies of the proposed 2020 Budget and Wage Schedule, including the authorized County operating property tax millage rate and proposed voted property tax millage rates for the Oceana County Ambulance Service, Oceana County Medical Care Facility, Oceana County Veterans Affairs, Oceana County Council on Aging, and Oceana County 911 will be available for public inspection effective **Monday, October 21, 2019** during normal business hours at the Office of the Oceana County Administrator, Oceana County Building, 100 State Street, Hart, Michigan.

Voice vote. Motion carried.

RESOLUTION NO. 8 – PURCHASE OF PATROL VEHICLES

Moved by Mr. Gustafson and seconded by Mr. Sebolt to approve an increase in the original appropriation by \$7,958 for the purchase of two patrol vehicles for the Sheriff's Department. The current appropriation of \$64,500 would increase to \$72,458. Funds are available in the Capital Projects Fund (#405) due to significant savings in costs from the jail kitchen ventilation hood project. The County Administrator is authorized to process the required budget amendment.

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

Motion carried.

RESOLUTION NO. 9 – PAYMENT OF CLAIMS

Moved by Mr. Byl and seconded by Mr. Brown to approve the payment of claims for August 8, 2019 in the tentative amounts as follows:

AMBULANCE FUND	24,666.08
FRIEND OF THE COURT FUND	2,360.39
GIS FUND	-0-
PUBLIC IMPROVEMENT	-0-
BUILDING DEPARTMENT	3,018.91
TECHNOLOGY	914.88
FORECLOSURE	-0-
K-9 UNIT	278.00
VETERANS AFFAIRS	3,567.18
MEDICAL RESERVE	-0-
AUTOMATION FUND – R.O.D.	-0-
INDIGENT DEFENSE FUND	9,615.53
LOCAL CORR OFFICERS TRNG FUND	149.10
CRIMINAL JUSTICE TRNG	-0-
VICTIMS SERVICES	-0-
CAPITAL PROJ-EQUIP REPLACEMENT	19,773.00
GENERAL FUND	393,109.56
TOTAL	457,452.63

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

Motion carried.

Public Comment

Sheriff Mast reported that there are 59 inmates in the jail. He has been working with the Road Commission regarding the traffic near Longbridge Road. He noted that there have been several reports of speeding in this area. Sheriff Mast provided a report generated through the traffic message board that is currently located on Wayne Road and the average speed is 43 mph. The Sheriff’s Department continues to monitor the traffic. Sheriff Mast reported that there was a fatal accident recently near Rothbury where they were able to identify individual by a serial number on a surgical steel plate from a previous broken bone.

Commissioners Report

Mr. Gustafson provided a report on the nationwide housing issues. He also indicated that concerns with Longbridge Road continue. Mr. Gustafson reported that on Monday, a group of local officials met with Mr. Timmer, Oceana County Road Commission, to discuss options for the necessary repairs. He stated that an assessment of the problem is being conducted to determine how to best address a long-term fix as well as cost analysis. There is not a grant available to help offset the cost of the repairs. The community is concerned that there is a lack of communication.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:52 a.m.

Amy L. Anderson, County Clerk

Date

Mr. Powers, Chairperson