

Board Conference Room
December 5, 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, December 5, 2019, at 11:30 a.m.

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

Mr. Sobie, Oceana County Administrator; Ms. Melanie A. Coon, Oceana County Chief Deputy Clerk; Ms. Susie Rodriguez, Senator Bumstead's Aide, and John Cavanagh, Oceana's Herald-Journal correspondent were also present.

Moved by Mr. Gustafson and seconded by Mr. Sebolt to approve the minutes of the November 14, 2019 minutes as presented.

Voice vote. Motion carried.

**RESOLUTION NO. 1- OFFERING SUPPORT FOR THE PENTWATER-HART TRAIL
TRANSPORTATION ALTERNATIVES PROGRAM GRANT
APPLICATION**

Moved by Mr. Gustafson and seconded by Mr. Byl to approve the following resolution:

WHEREAS, the Pentwater-Hart Trail Committee was formed in September 2015 following a public meeting regarding the making of a trail between the village of Pentwater, Michigan and the city of Hart, Michigan that received overwhelming support from attendees; and

WHEREAS, in June 2019, Senator Geoff Hansen announced that he had secured \$1.4 million in state funds for the creation of the Pentwater-Hart Trail; and

WHEREAS, a public hearing was conducted in September 2018 at the city of Hart Community Center in which the project received overwhelming support; and

WHEREAS, the Oceana County Road Commission Board approved the use of the Road Right-A-Way for the Pentwater-Hart Trail on September 26, 2018; and

WHEREAS, the Oceana County Road Commission will be submitting an application for Transportation Alternatives Program funding to construct the Pentwater-Hart Trail that in generality will travel on a designated route beginning at the terminus of the William Field Memorial Hart-Montague Trail State Park in Hart, Michigan and terminating on the north end of the village of Pentwater, Michigan.

NOW, THEREFORE, BE IT RESOLVED, the Oceana County Board of Commissioners supports the enhancement of regional transportation systems such as additional pedestrian and bicycle facilities and supports the Transportation Alternatives Program grant application and the use of any award for construction of the Pentwater-Hart Trail.

Voice vote.

Motion carried.

RESOLUTION NO. 2- RESOLUTION POST-APPROVING A REIMBURSEMENT BETWEEN THE INDIGENT DEFENSE FUND AND THE GENERAL FUND

Moved by Mr. Walker and seconded by Mr. Brown to post-approve the County Administrator’s reimbursement of \$21,985.25 from the Indigent Defense Fund (#260) to the General Fund (#101) for correction’s officer wages, taxes and fringe benefit costs for the period of October 1, 2018 to December 31, 2018. These costs are part of the indigent defense grant between the State of Michigan and Oceana County and the costs should have been charged to the Indigent Defense Fund at the time the expenses were incurred.

Approval of this resolution corrects the accounting error by reimbursing the General Fund (#101).

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

Motion carried.

RESOLUTION NO. 3- APPLY FOR A MEDICAL MARIHUANA EDUCATION AND OUTREACH GRANT

Moved by Mr. Sebolt and seconded by Ms. Meyette to authorize the County Administrator to submit a grant application to the Michigan Department of Licensing and Regulatory Affairs, Marijuana Regulation Agency, for the purpose of developing education and outreach programs relating to the Michigan medical marihuana program. Funding for Oceana County is available in the amount of \$14,815. If the grant is awarded, the County Administrator is further authorized to accept the award on behalf of Oceana County and to apply the funds to direct costs incurred by District Health Department #10, which is the planned agency that will fulfill the requirements of the grant.

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

Motion carried.

RESOLUTION NO. 4- AMENDING THE FISCAL YEAR 2020 BUDGET

Moved by Mr. Byl and seconded by Mr. Brown to approve the following amendments to the Fiscal Year 2020 budget as described:

General Fund (#101)

- Increase Circuit Court Child Care Collection Fees (101-131-616.000) by \$2,500 from \$3,000 to \$5,500
- Increase Circuit Court Bond Forfeitures and Bond Costs (101-131-657.000) by \$2,000 from \$3,500 to \$5,500
- Increase District Court Bench Warrant Fees (101-136-626.000) by \$5,500 from \$8,500 to \$14,000
- Increase District Court Bond Forfeitures & Bond Costs (101-136-656.000) by \$3,500 from \$7,500 to \$11,000
- Increase District Court No Proof of Insurance Fee (101-136-657.000) by \$1,400 from \$3,600 to \$5,000

- Increase Sheriff Vehicle Inspection Fees (101-301-608.002) by \$3,500 from \$1,500 to \$5,000
- Increase Sheriff Record Copy Fees (101-301-608.003) by \$1,000 from \$2,000 to \$3,000
- Increase Sheriff Charges for Services (101-301-608.005) by \$3,000 from \$10,000 to \$13,000
- Increase Sheriff Reward Social Security (101-301-608.012) by \$1,500 from \$500 to \$2,000
- Increase Transfer Station Fees (101-528-608.000) by \$10,000 from \$175,000 to \$185,000
- Decrease Previous Year End (101-253-401.000) by \$33,900 from \$409,097 to \$375,197

Friend of the Court Fund (#215)

- Increase Non IV-D Judgment Fee (215-141-621.000) by \$4,000 from \$13,000 to \$17,000

Building Department Fund (#249)

- Increase Building Permits (249-371-608.000) by \$15,000 from \$90,000 to \$105,000
- Increase Electrical Permits (249-371-608.010) by \$10,000 from \$86,000 to \$96,000
- Increase Mechanical Permits (249-371-608.030) by \$10,000 from \$73,000 to \$83,000
- Increase Plan Review Fees (249-371-610.000) by \$3,000 from \$15,000 to \$18,000
- Decrease Previous Year End (249-000-401.000) by \$37,510 from \$37,510 to \$0.00

Foreclosure Fund (#254)

- Increase overall revenues by \$108,367 from \$310,753 to \$419,120
- Decrease overall expenditures by \$35,100 from \$162,700 to \$127,600

The net impact of the General Fund amendments is a General Fund budget that remains balanced at \$10,677,648. The net impact of the Special Revenue Fund amendments is a total overall increase in revenue of \$112,857 and an overall decrease in expenditures of \$35,100.

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

Motion carried.

RESOLUTION NO. 5- ESTABLISHING AUTHORIZED SIGNATORIES FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS

Moved by Mr. Gustafson and seconded by Mr. Sebolt to approve the following resolution:

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees’ Retirement System of Michigan (“MERS”) Plan Document, as each may be amended.

This resolution applies to reporting unit(s) # 6402 of the participating municipality listed below.

WHEREAS, Oceana County (Employer”) is a participating municipality with the Municipal Employees’ Retirement System of Michigan (“MERS”) and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS;

WHEREAS, MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s);

WHEREAS, the Employer wishes to designate certain job position(s), the holder(s) of which may sign MERS’ contracts relating to the adoption, amendment and termination of MERS’ products, and defined benefit service credit purchase approvals on behalf of Employer to implement decisions and actions of the governing body;

WHEREAS, this Resolution is not intended to apply to MERS forms or any other MERS document except as specifically mentioned herein,

THEREFORE, THE GOVERNING BODY RESOLVES:

The holders of the following job position(s) are hereby Authorized Officials that can sign: (1) MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to Employer’s participation in any MERS-administered product and any amendments and addendums thereto, and (2) MERS Defined Benefit service credit purchase approvals:

1. Financial and HR Coordinator

Optional additional job positions:

2. Chairperson, Board of Commissioners

Voice vote.

Motion Carried.

RESOLUTION NO. 6- REQUESTING A MERS CERTIFIED ACTUARIAL VALUATION

Moved by Mr. Byl and seconded by Mr. Sebolt to authorize the County Administrator to sign and submit a certified actuarial valuation request to the Michigan Employees Retirement System (MERS) for the General Division (01) defined benefit pension plan and the Building Dept Division (11) defined benefit pension plan. The purpose of the requested valuations is to further inform the Oceana County Board of Commissioners (Board) about the impact a change in the pension formula multiplier will have on both unfunded pension liability and the annual required payments to MERS. A non-certified valuation provided by MERS estimates a reduction in pension liability of \$700,000 and a reduction in annual payments to MERS of \$121,000.

Any change in the pension formula multiplier requires a certified actuarial valuation. The certified actuarial valuations will use an effective date of February 1, 2020 and multipliers of 2%, 1.75%, and 1.5% to calculate a more precise understanding of the

impact a change in pension formula multiplier will have on the above described pension plans.

Furthermore, the cost of the certified actuarial valuations is approximately \$550 and the cost shall be paid from the Board's fiscal year 2019 budget, specifically the Other Contractual Services account (101-101-821.000).

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

Motion carried.

RESOLUTION NO. 7- LETTER OF SUPPORT REGARDING THE "WHEELS TO WORK" PROGRAM

Moved by Mr. Brown and seconded by Ms. Meyette to approve a request by "Wheels to Work", a Grand Rapids-based transportation service, to use the County Services Building park lot as a neighborhood-based hub, serving as a pick up and drop off location for their ride-to work program. Wheels to Work partners with local employers to implement a ride-to-work program for people experiencing transportation barriers who need reliable and affordable alternatives. Employees of Wheels to Work shall be allowed access to building restrooms and a work area to complete periodic clerical tasks.

Furthermore, the County Administrator is authorized to prepare and sign a letter of understanding between Oceana County and Wheels to Work, regarding terms of use of county facilities.

Mr. Sebolt voiced some concerns he had, it is not an issue with the "Wheels to Work" program itself, however he would like to definitively understand what is being asked of the Commissioners. He believed that by preapproving a letter of understanding for something that does not exist yet, there are implications of terms of use and a contract. He questioned as to whether or not this would be allowing access to not just restroom use, but to the rest of the building as well, and how heating the building would impact the budget. Mr. Sebolt would also like to know exactly what they are agreeing to prior to signing the letter of understanding.

Mr. Byl mentioned that the Wheels to Work employee would be a screened individual and he or she would be the only one with access to the building.

Mr. Walker believed only the front area of the building would be accessible to the employee and the rest of the building would be locked.

Voice vote.

Motion carried.

RESOLUTION NO. 8- CHANGING THE COST ALLOCATION PLAN

Moved by Mr. Walker and seconded by Mr. Gustafson to approve the following amendments to the Fiscal Year 2020 budget as described:

General Fund

- Increase Reimbursements – General (101-253-677.000) by \$60,000 from \$170,000 to \$230,000

- Decrease Previous Year End (101-253-401.000) by \$60,000 from \$375,197 to \$315,197

Ambulance Fund

- Increase Indirect Costs (210-000-960.000) by \$60,000 from \$60,000 to \$120,000

The net impact of the General Fund amendments on the General Fund budget is that it remains balanced at \$10,677,648. The net impact on the Ambulance Fund is an increased expenditure budget of \$60,000 from \$1,153,575 to \$1,213,575.

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

Motion carried.

RESOLUTION NO. 9- CONDUCT A PUBLIC HEARING ON A PROPOSED APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

Moved by Ms. Meyette and seconded by Mr. Gustafson to conduct a Public Hearing on Thursday, December 19, 2019 at 11:30 a.m. in the County Building’s Board of Commissioners Room for the purpose of affording citizens an opportunity to examine and submit comments on a proposed application for Community Development Block Grant funds to assist Peterson Farms, Inc. with the purchase of new machinery and equipment to expand the company’s fruit processing capability.

Furthermore, the County Administrator is authorized to publish the required public notice in a newspaper of general circulation and on the county’s official website.

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

Motion carried.

RESOLUTION NO. 10 – PAYMENT OF CLAIMS

Moved by Mr. Byl and seconded by Mr. Sebolt to approve the payment of claims for December 5, 2019 in the tentative amounts as follows:

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| AMBULANCE FUND | 526.45 |
| FRIEND OF THE COURT FUND | 1,819.22 |
| GIS FUND | 8,125.00 |
| PUBLIC IMPROVEMENT | -0- |
| BUILDING DEPARTMENT | 11,304.75 |
| TECHNOLOGY | 8,038.60 |
| FORECLOSURE | -0- |
| K-9 UNIT | -0- |
| VETERANS AFFAIRS | 5,012.40 |
| MEDICAL RESERVE | -0- |
| AUTOMATION FUND – R.O.D. | 114.98 |
| INDIGENT DEFENSE FUND | 5,801.55 |
| LOCAL CORR OFFICERS TRNG FUND | -0- |

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|------------------------------|-------------------|
| CRIMINAL JUSTICE TRNG | -0- |
| VICTIMS SERVICES | -0- |
| CAPITAL PROJ-EQUIP | -0- |
| REPLACEMENT | 275,149.56 |
| GENERAL FUND | |
| TOTAL | 315,892.51 |

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.

Commissioners’ Reports:

Mr. Walker mentioned that the Life EMS dispatch and the Mason-Oceana dispatch have been upgrading their software so as to be able to communicate with one another more effectively and respond to calls more quickly. Both dispatch centers should be able to fully integrate their call systems by mid-year 2020.

Mr. Walker thanked Jim Duram, Emergency Manager, for his consideration in aiding smaller departments and agencies in attaining new equipment. Mr. Durham was able to acquire night vision gear for Rothbury, New Era, and Shelby’s police departments using a Homeland Security Grant.

Mr. Walker gave an update on the West Michigan Pathology Services Morgue Board. He was informed that Mr. Schultz, main pathologist for Oceana County, has accepted a position in California. Mr. Schultz’s contract does state that he is responsible for contracting other pathologists to perform the autopsies requested by Oceana County in his absence. Mr. Walker did mention that there is a second plan in place and more information will become available after a meeting in January 2020. With this potential plan, the counties involved in the Mid-Michigan Medical Examiner Group could be charged a substantially lesser rate.

Mr. Walker also had Ms. Susie Rodriguez, an Aide from Senator Bumstead’s office, discuss what bills Senator Bumstead has voted or lent support for, including two spending bills set to restore millions in funding to rural schools and hospitals, county jails, charter schools, autism programs, road patrols, opioid abuse prevention programs, and more.

Chairperson Powers asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:00 p.m.

Melanie A. Coon, Oceana County Chief Deputy Clerk

Date

Mr. Powers, Chairperson