

FINANCE AND EQUALIZATION COMMITTEE MEETING

The Finance and Equalization Committee Meeting was called to order by Vice-Chairperson Morse on Thursday, February 25, 2021, at 10:00 a.m. via Zoom.

Roll was called. Present: Mr. Christians, Ms. Meyette; Mr. Erickson, Mr. Morse, Mr. Beggs, and Mr. Walker. Mr. Hardy attended via Zoom.

Mr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; and Ms. Mary Lou Phillips, Oceana County Treasurer, were also present. Mr. James Kelley, MSUE, attended via Zoom.

Public participation was provided via audio/videoconference using Zoom. The online meeting ID was 857 9898 0310.

Moved by Mr. Walker and seconded by Mr. Christians to approve the minutes from the February 11, 2021 meeting as presented.

Voice vote. Motion carried.

No public comment on agenda items.

Ms. Mary Lou Phillips, Oceana County Treasurer, provided an update on the legislative guidance regarding the return of surplus proceeds from tax foreclosure proceedings. Surplus proceeds are what is left after taxes, interest, fees, etc., are deducted from a tax foreclosure sale. This is addressed in new legislature PA 225 & 226 of 2020 and in MCL §211.78t.

The changes to the legislature fall into four broad categories: Claims Process for Remaining Proceeds, Application of Proceeds, Notice and Reporting Requirements, and Right of First Refusal. Each of these four categories is broken down into multiple steps.

Mr. Sobie requested consideration of a resolution amending the Fiscal Year 2021 Budget.

Mr. Sobie began discussion regarding budget appropriation and actual activity. Mr. Sobie asked if the board would prefer to see activity reports at every meeting because the sample doesn't allow for discussion.

Dr. Sobie, did not read the claims for payment, however the following was available for review:

Oceana County Administrator

REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
249 - Building Department Fund			\$ 3,649.80	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.

			\$ 2,316.60	to Richard Story for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,813.90	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
			\$ 6,732.66	to Title Check LLC for parcel administration.
			\$ 2,539.85	to Avenu Holdings for software fees.
			\$ 1,043.00	to Anna Rapa for court appointed attorney fees.
			\$ 6,063.00	to Hayes Law Office for court appointed attorney fees.
			\$ 7,074.27	to Springstead Law Offices for court appointed attorney fees.
			\$ 7,330.88	to Muskegon River Youth Home for out-of-home placement.
			\$ 1,135.40	to Charter Communications for fiber optic cable connection between buildings.
			\$ 1,248.45	to Pivot Point for GIS field software.
			\$ 2,750.00	to BS&A software for remote Payroll training.
			\$ 3,250.00	to Magooz for carpet replacement in the administrators office.
101 - General Fund				
	101	Board of Commissioners	\$ 7,255.00	to Smith, Haughey, Rice and Roegge for legal services.
	131	Circuit Court	\$ 3,346.34	to Hayes Law Office for court appointed attorney fees.

			\$ 3,346.34	to Springstead Law Offices for court appointed attorney fees.
	136	District Court	\$ 4,481.80	to State of Michigan for JIS fees.
	148	Probate Court	\$ 3,063.83	to State of Michigan for JIS fees.
	228	Data Processing	\$ 7,895.92	to KCI for prepaid postage for assessment notices.
	301	Sheriff	\$ 5,415.72	to Emergency Services to outfit police vehicles.
			\$ 3,700.00	to Cellebrite for Mobile Forensic Software.
	351	Jail	\$ 1,000.00	to Dr. Paul Wagner for inmate medical.
			\$ 2,222.38	to Gordon Food Service.
			\$ 3,300.00	to State of Michigan for records management systems.
	528	Transfer Station	\$ 1,628.84	to American Classic Dumpster for removal of trash and recycling material
	537	Airport	\$ 1,950.00	to Hallack Contracting for snow removal.
	648	Medical Examiner	\$ 9,900.00	to WMU Homer Stryker M.D. for autopsies.
			\$ 1,175.00	to Harris Funeral Home for autopsy transports.
	728	EDC/OCEA	\$ 50,000.00	to Oceana County Economic Alliance for FY 2021 appropriation.
	~	Total	\$ 156,628.98	

Administrator's Report

Administration

Last week we received reimbursement funding from the Michigan Department of Treasury under the FY 2020 Coronavirus Emergency Supplemental Funding (CESF) Grant in the amount of \$67,341.23 (\$43,898.52-Sheriff; \$21,025.98-Courts; \$2,416.73-Prosecuting Attorney).

The Michigan Department of Treasury selected several counties as a sample to undergo a more extensive audit regarding the use of Coronavirus relief funds that counties received last summer. Oceana County is in the sample and I responded to Treasury last week with the requested financial records.

Work on the new chart of accounts is moving forward. A preliminary chart will be available by April for our financial software vendor to evaluate.

A part time file clerk job vacancy was recently filled in Circuit Court with Mr. Andrew Carter; the County Clerk has a vacancy for the full time vital statistics and accounts payable clerk; and Friend of the Court is still working on filling its vacancy for the Sr. Enforcement Officer.

A resolution declaring a local state of emergency for the county, regarding the pandemic, expires on February 28, 2021. Hart City Council would like to extend this through the end of March. Dr. Sobie explains that it would not be beneficial to us due to Public Act 254, though there would really be no harm in doing so.

I completed the necessary steps with the Michigan Department of Agriculture and Rural Development (MDARD) to produce a grant agreement for the water main extension project between the village of Shelby and Peterson Farms. The agreement is forthcoming.

I participated in a project conference call with the nonprofit organization, Friends of the Pentwater Hart Trail, to continue discussion about the project and the procedures necessary to comply with the grant requirements from the Michigan Economic Development Corporation (MEDC).

Courthouse and Grounds

Working with our maintenance staff, we have created additional file storage space in the basement of the courthouse for approximately 100 boxes of records. Next month, I'll have a project proposal to construct additional records storage in the upstairs of the EMS building. Dr. Sobie encourages records to be digitized whenever possible.

EMS

The addendum to the ambulance services agreement was signed by Commissioner Walker and Mr. Mark Meijer of Life EMS. A draft press release was presented to the committee for review.

Friend of the Court

I met with Mr. Bill Cummins, Friend of the Court, regarding a document management technology project for his office. Dr. Sobie plans to bring forward a proposal to hire a second IT position in order to complete this project on March 11, 2021.

Mason-Oceana 911

Annually, we're required to notify the state 911 office of the surcharge that will be assessed on communication devices in Oceana County from July 1 – June 30. I've informed M-O 911 that we've received our notice for 2021/2022.

Federal Reconciliation Act (bill)

The National Association of Counties (NACo) released its analysis of the U.S. House's 2021 Reconciliation Act bill that would provide another round of state and local funding to cover increased expenditures, replenish lost revenue, and to further mitigate the economic harm from the COVID-19 pandemic. If the bill becomes law, local governments across the nation could be eligible to receive \$65 billion. The allocation for counties and cities would be based on population using the most recent U.S. Census data. We would need to identify \$5 million worth of eligible expenditures in order to be considered.

This morning Dr. Sobie learned we are eligible for the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) of 2021 to mitigate any pandemic-related issues our airport is experiencing.

Public Comment

Mr. James Kelly, MSUE, mentioned that there was a job opening in their department.

There being no further business to discuss, Chairperson Morse adjourned the Finance and Equalization Committee meeting at 11:33 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk