

## **FINANCE AND EQUALIZATION COMMITTEE MEETING**

The Finance and Equalization Committee Meeting was called to order, in the Board Conference Room of the Oceana County Courthouse, by Chairperson Hardy on Thursday, October 14, 2021, at 10:55 a.m.

Roll was called. Present: Ms. Meyette, Mr. Erickson, Mr. Beggs, Mr. Christians, Mr. Walker, and Mr. Hardy. Absent: Mr. Morse.

Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. James Kelly and Dr. Emily Lavelly, Oceana County MSU Extension; and Mr. Ed VanderVries, Oceana County Equalization Director; were also present.

Moved by Mr. Christians and seconded by Mr. Beggs to approve the minutes from the September 23, 2021 meeting.

Voice vote. Motion carried.

Moved by Mr. Walker and seconded by Mr. Christians to approve the agenda items as presented.

Voice vote. Motion carried.

No public comments at this time.

Mr. James Kelly, Oceana County MSU Extension, introduced the new Tree Fruit Educator, Dr. Emily Lavelly.

Mr. Kelly brought forth discussion regarding a proposal from MSU Extension to transfer an existing county employee to the MSU Extension Office. Ms. Toni VanBergen is planning to retire at the start of the new year, at which point there will be an opportunity to shift that position from a county employee to an employee of the MSU Extension Office.

Dr. Sobie requested consideration of a proposed resolution to support a grant application for West Michigan Agriculture Technologies & Regional Food System Initiatives.

Dr. Sobie sought consideration of a proposed resolution to make appointments to the Oceana County Brownfield Redevelopment Authority's Board of Directors. There are two seats open, and Dr. Sobie would like to appoint Ms. Anne Pawli and Mr. Richard Huntington, each for one-year terms.

Mr. Ed VanderVries, Oceana County Equalization Director, requested consideration of a resolution to approve the 2021 Apportionment Report.

The grant for a secondary road patrol officer would be approximately \$49,000, which exceeded our budgeted cost.

Dr. Sobie began discussion regarding a proposal from Advanced Correctional Healthcare for inmate medical services and other Fiscal Year 2022 topics. Advanced Correctional Healthcare would bring a nurse into the facility for 30 hours per week, as well as an on-call physician at all times.

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

Oceana County Administrator

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
210 - Ambulance Fund			\$ 1,522.07	to MMRMA for 4th quarter liability insurance.
239 - Shelby Twp Community Park Fund			\$ 2,487.50	to Full Throttle Excavating LLC. Fully reimbursed via private donations.
			\$ 7,989.00	to Arbre Croche Cultural Resources LLC for professional services. Fully reimbursed via private donations.
249 - Building Department Fund			\$ 10,666.70	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 9,177.45	to Richard Story for permits, residential plan reviews, and commercial plan reviews.
			\$ 6,866.75	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
254 - Foreclosure Fund			\$ 1,842.54	to Title Check LLC for parcel administration.
260 - Indigent Defense Fund			\$ 5,983.00	to Hayes Law Office for court appointed attorney fees.
298 - Technology and Innovation Fund			\$ 1,029.94	to Wells Fargo Financial Leasing for contracted printer maintenance.
			\$ 3,009.79	to SHI for computer equipment.
320 - Criminal Justice Training Fund			\$ 1,143.00	to Huntington Bank for employee training.
<b>General Fund</b>				
101 - Board of Commissioners			\$ 5,583.52	to H Security & Investigation for courthouse security for October and September OT.
131 - Circuit Court			\$ 1,963.00	to BIS for annual maintenance contract.
			\$ 2,750.00	to Heacock Reporting for contracted court services.

141 - Friend of the Court	\$ 1,740.00	to John Bulger for referee services.
148 - Probate Court	\$ 1,575.00	to Barkow Law for conservatorship - guardian fees.
257 - Equalization	\$ 16,500.00	to V&V Assessing for equalization and assessing services.
261 - MSU Extension	\$ 27,693.00	to MSUE Business Office for the 4th qtr assessment fee per agreement.
262 - Elections	\$ 1,825.60	to Shoreline Media for general election notices.
265 - Courthouse and Grounds	\$ 3,044.82	to City of Hart for Utilities.
267 - Prosecuting Attorney	\$ 1,670.76	to Integrity Business Solutions for office supplies.
301 - Sheriff	\$ 1,497.70	to Huntington Bank for employee training and equipment purchases.
	\$ 3,837.24	to Mears Service Center for vehicle repairs.
	\$ 1,860.99	to Amazon Capital Services for uniforms and office supplies.
351 - Jail	\$ 3,493.41	to Correctional Recovery for medical billing services.
	\$ 3,790.80	to City of Hart for Utilities.
	\$ 2,565.33	to EPS for security system.
	\$ 1,000.00	to Dr. Paul Wagner for inmate medical.
426 - Emergency Management	\$ 10,098.00	to West MI Shoreline Regional Development Commission for technical services on the hazard Mitigation plan.
430 - Animal Control	\$ 1,511.00	to Oceana Veterinary Clinic for various services.

528 - Transfer Station	\$ 14,128.20	to American Classic Dumpster for removal of trash and recycling material.
537 - Airport	\$ 4,573.57	to AvFuel for fuel.
602 - Health Department	\$ 1,172.96	to Consumers Energy.
	\$ 5,300.00	to DHD#10 for monthly lease payment.
	\$ 41,931.00	to DHD#10 for the 4th quarter appropriation for FY 2021.
865 - Insurance	\$ 46,255.93	to MMRMA for 4th quarter liability insurance.
971 - Community Mental Health	\$ 10,833.33	to West Michigan Community Mental Health for monthly appropriation.
~ <b>Total</b>	<b>\$ 257,914.33</b>	

**Administrator’s Report (as written by Dr. Sobie):**

**Administration**

A vacancy has occurred in the Building Inspection Department with the permit specialist’s position. Recruitment has started.

My office is still trying to find a second part-time custodian but we don’t have any current applications.

Mr. Troy Maloney has accepted an offer to be the next Emergency Manager for the county. Mr. Maloney will be transitioning to the county from Arizona where he has been serving as a fire chief and has over 34 years of experience in fire services. Mr. Maloney has family and property in Oceana County. His start date is set for December 20<sup>th</sup> so that he has the opportunity to work with his predecessor.

Mr. Steve Bruch has accepted an offer to be the temporary Economic/Community Development Coordinator. The position is temporary because it’s funded from the federal allocation we received from the American Rescue Plan. Mr. Bruch is set to start this coming Monday, October 18<sup>th</sup>.

Regarding the newly established Brownfield Redevelopment Authority Board, I’m working with Mr. VanderVries to compile documents to help the board during its upcoming organizational meeting on October 19<sup>th</sup> at 9 a.m. Sample bylaws, a project application form, evaluation guidelines and related information have been distributed to the board members.

**Community Development Block Grant**

The MEDC approved the first emergency home repair project using the 2020-2021 program income cycle. The project is in Shelby Township for a septic replacement.

**Public Comment**

Mr. Garry McKeen, Vice-Chair of the Oceana Conservation District Board of Directors, spoke about funding for the Conservation District, specifically pertaining to the Household Hazardous Waste Program that is put on in conjunction with Mason and Newaygo counties. Both Mason and Newaygo received \$7,000 from their respective boards for the event; which Oceana had done in the past, until two years ago, when it was cut down to \$5,000, and then last year down to \$4,000. They asked for a \$10 gift from everyone who came last year.

There being no further business to discuss, Chairperson Hardy adjourned the Finance and Equalization Committee meeting at 11:41 a.m.

Respectfully,

Amy L. Anderson  
Oceana County Clerk