

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, February 10, 2022, at 10:43 a.m.

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

Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. John Cavanagh, Oceana's Herald-Journal correspondent were also present.

Moved by Mr. Beggs and seconded by Mr. Walker to approve the minutes from the January 13, 2022 meeting as presented.

Voice vote. Motion carried.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Dr. Sobie requested consideration of a proposed resolution amending the fiscal year 2021 budget for various funds.

Dr. Sobie sought consideration of a proposed resolution amending the fiscal year 2022 budget for various funds. The resolution requests \$32,250 be added to the technology budget to purchase online data backup and monitoring services to strengthen the security measures for the computer network. These services would be provided by I.T. Right and Kroll.

Dr. Sobie requested consideration of a proposed resolution authorizing the expenditure of funds to produce a county flag. Pixel Graphics Studio, located in the City of Hart, has been contacted to produce the flags at a cost of \$4,860. The county flags can serve as a marketing tool for Oceana County, therefore, the source of funding shall be the American Rescue Plan Act Fund (#286).

Once received, the public may purchase a flag from the Oceana County Clerk's Office at a cost of \$42.40 per flag, which includes the required state sales tax of six percent (6%) and will be receipted into the American Rescue Plan Act Fund (#286).

Dr. Sobie sought consideration of a proposed resolution designating financial depositories for fiscal year 2022.

Dr. Sobie did not read the payment of claims, but the following was provided:

Oceana County Administrator				
REVIEW OF CLAIMS FOR PAYMENT (\geq \$1,000 and Other Noteworthy Expenditures)				
Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
210 - Ambulance Fund			\$ 227,900.00	to Life EMS for the quarterly service agreement.

	\$ 10,890.00	to Pentwater Area Fire for 4th quarter MFR fees.
238 - Pentwater Hart Trail Fund	\$ 4,651.63	to Fleis & Vandenbrink for professional services. Costs covered by a grant.
260 - Indigent Defense Fund	\$ 4,387.00	to Hayes Law Office for court appointed attorney fees.
	\$ 5,416.66	to Indigent Defense Consultants for managed assigned counsel services.
298 - Technology and Innovation Fund	\$ 16,255.25	to BS&A for new technology for the board room.
405 - Capital Projects	\$ 3,946.00	to West Michigan Kitchen Studio for replacement cabinetry in the board room.
518- Foreclosure Fund	\$ 1,842.54	to Title Check LLC for parcel administration.
549 - Building Department Fund	\$ 2,474.45	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
	\$ 4,710.00	to Richard Story for permits, residential plan reviews, and commercial plan reviews.
	\$ 3,416.70	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
General Fund		
101 - Board of Commisioners	\$ 1,015.98	to Integrity for board room chair mats and office supplies.
265 - Courthouse and Grounds	\$ 2,324.25	to DTE Energy for utilities
	\$ 2,225.88	to City of Hart for Utilities.
283 - Circuit Court	\$ 4,015.59	to Hayes Law Office for court appointed attorney fees.
	\$ 3,875.00	to Heacock Reporting for contracted court services.
	\$ 4,015.59	to Springstead Law Offices for court appointed attorney fees.
301 - Sheriff	\$ 1,031.58	to Huntington Bank for employee training and equipment purchases.
	\$ 4,643.58	to Kiesler's Police Supply for various supplies.
	\$ 2,098.00	to Knox Company for key lock boxes.
	\$ 1,815.24	to Axon for taser supplies.
	\$ 5,972.50	to Wex Bank for fuel.
351 - Jail	\$ 2,459.28	to Gordon Food Service.
	\$ 2,501.29	to DTE Energy for utilities.
	\$ 3,621.62	to City of Hart for Utilities.
	\$ 41,410.87	to Advanced Correctional Healthcare for on-site medical services per contract.
	\$ 6,702.88	to Correctional Recovery for medical billing services.
528 - Transfer Station	\$ 1,465.36	to American Classic Dumpster for removal of trash and recycling material.

648 - Medical Examiner	\$ 10,147.50	to WMU Homer Stryker M.D. for autopsies.
~ Total	\$ 387,232.22	

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

Administration

Today, I've distributed to commissioners copies of some preliminary interview questions for the County Administrator's position and I'm seeking your input as I prepare the final packet of resources for you to conduct interviews. All interviews will be conducted during one or more regular or special Personnel Committee meetings so your flexibility with scheduling will be helpful.

Regarding today's earlier discussion about the Honeywell energy assessment, it may be worth exploring a new jail facility.

I'm working with the Treasurer, Clerk, and Maintenance Supervisor on some new furniture designs for the offices. If the projects are deemed affordable, I would be using the capital projects fund to cover the costs.

County Clerk

New carpet will be installed in the office this weekend and it represents the last phase of new carpet in the building from Fiscal Year 2021.

Mr. Beggs commented that he believes the design of the Sheriff's Department is antiquated and that it could be considered a safety risk. Mr. Walker asked the Sheriff to reach out to other counties of similar size to inquire what direction they are going.

Ms. Meyette inquired as what the status of the County's debt is. Dr. Sobie indicated that the County's debt should be paid off next year.

Mr. Morse suggested that if a new jail were to be constructed, a portion of the jail could be designated as a juvenile facility that would offset some of the costs.

Public Comment

Mr. James Kelly, MSUE Director, provided an update for the fourth quarter. He highlighted some programs that they offer. He also mentioned that they hope to expand the staff by an added community nutrition instructor. This individual will work closely with the area school districts. They will promote healthy eating and healthy activities. This position will be funded through a federal grant, therefore, there will be no cost to the County. He also acknowledged Dr. Sobie and wished him well in his future endeavors.

There being no further business to discuss, Chairperson Hardy adjourned the Finance and Equalization Committee meeting at 11:05 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk