

## 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 Vice Chairperson Morse on Thursday, February 24, 2022, at 10:28 a.m.

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

Dr. Sobie, Oceana County Administrator; Ms. Coon, Oceana County Chief Deputy Clerk; Ms. Peggy Wittman, City of Hart resident; Craig Mast, Oceana County Sheriff; and Mr. John Cavanagh, Oceana's Herald-Journal correspondent, were also present.

Moved by Mr. Christians and seconded by Mr. Beggs to approve the minutes from the February 10, 2022 meeting as presented.

Voice vote. Motion carried.

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

Voice vote. Motion carried.

### **Public Comment**

City of Hart resident, Ms. Peggy Wittman, provided each of the board members with her cover letter and resumé expressing her interest for the open position of the Oceana County Administrator.

Dr. Sobie requested consideration of a proposed resolution to adopt the standard allowance of revenue loss derived from the Final Rules published by the U.S. Department of Treasury for the American Rescue Plan Act (ARPA).

Dr. Sobie sought consideration of a proposed resolution to authorize the transfer of funds from the General Fund to the Public Improvement Fund.

Dr. Sobie did not read the payment of claims, but 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>  |         |            |              |  |
|   |         |            |              |  |
| 260 - Indigent Defense Fund   |         |            | \$ 7,033.00  | to Good Law for court appointed attorney fees.                                       |
|   |         |            | \$ 10,293.00 | to Springstead Law Offices for court appointed attorney fees.                        |
|   |         |            |              |  |
| 298 - Technology and Innovation Fund  |         |            | \$ 1,008.11  | to Wells Fargo Financial Leasing for contracted printer maintenance.                 |
|   |         |            | \$ 6,101.71  | to SHI International for computer equipment.   |
|   |         |            | \$ 1,248.45  | to Pivot Point for GIS field software.   |
|   |         |            |              |  |
| 549 - Building Department Fund  |         |            | \$ 1,796.85  | to Richard Story for permits, residential plan reviews, and commercial plan reviews. |

|                              |                      |   |
|------------------------------|----------------------|---|
|                              | \$ 2,374.55          | to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.           |
| <b>General Fund</b>          |                      |   |
| 101 - Board of Commissioners | \$ 5,300.00          | to H Security & Investigation for courthouse security for February.                           |
|                              | \$ 1,050.00          | to Smith, Haughey, Rice and Roegge for legal services.  |
| 257 - Equalization           | \$ 22,045.00         | to V&V Assessing for equalization and assessing services.                                     |
| 262 - Elections              | \$ 6,635.00          | to Election Source for annual maintenance contract per State of Michigan contract.            |
| 265 - Courthouse and Grounds | \$ 2,769.00          | to Hallack Contracting for snow removal.  |
| 283 - Circuit Court          | \$ 4,996.49          | to Newaygo County Treasurer for judge reimbursement costs.                                    |
|                              | \$ 2,750.00          | to Heacock Reporting for contracted court services.   |
|                              | \$ 4,015.59          | to Springstead Law Offices for court appointed attorney fees.                                 |
|                              | \$ 4,015.59          | to Hayes Law Office for court appointed attorney fees.  |
| 286 - District Court         | \$ 1,759.75          | to Newaygo County Treasurer for judge reimbursement costs.                                    |
| 298 - Family Counseling      | \$ 2,235.00          | to Mediation and Restorative Services for annual appropriation for family mediation services. |
| 351 - Jail                   | \$ 2,342.97          | to Gordon Food Service.   |
|                              | \$ 1,261.97          | to EPS for security system.   |
|                              | \$ 12,369.67         | to Correctional Recovery for medical billing services.  |
| 528 - Transfer Station       | \$ 11,407.09         | to American Classic Dumpster for removal of trash and recycling material.                     |
|                              | \$ 1,677.20          | to Ray's Automotive Service for equipment repairs and maintenance.                            |
| 601 - Health Department      | \$ 3,446.00          | to Hallack Contracting for water line break repair and snow removal.                          |
| 649 - Mental Health          | \$ 130,000.00        | to West Michigan Community Mental Health for 2022 annual appropriation.                       |
| ~ <b>Total</b>               | <b>\$ 249,931.99</b> |   |

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

**Administration**

The American Rescue Plan Act Funding Advisory Committee has finalized plans to publish a public notice informing organizations of the opportunity to submit funding requests to the

committee for eligible projects. The notice will be published soon in both print and online forums, including the county's web site at [www.oceana.mi.us/ARP](http://www.oceana.mi.us/ARP). The notice will run for several weeks and costs will be paid through the interest earned by the ARPA Fund (#286).

A specific funding application form is required and it will be available on the county web site. The committee will begin receiving funding proposals on April 1, 2022 and continue through May 31, 2022. Proposals that the committee would like to fund will be referred to the Board of Commissioners for further discussion and/or final approval.

Following the close of business tomorrow, February 25, commissioners will be presented with copies of applications received for the County Administrator's position. Some applicants have requested confidentiality, in accordance with the Open Meetings Act, during the time in which you review the applications. Once interviews are scheduled, then the applicant no longer has such status because all interviews will be conducted during public meetings.

To follow the timeline that I previously described to commissioners, you will need to let me know who you want to include in the first-round interview pool no later than March 4. I will then schedule interviews accordingly. For scheduling, my recommendation includes special personnel committee meetings held during the weeks of March 7 – 18; depending on the number of applicants you choose and their availability.

### **Building Department**

Some interviews are scheduled this week and early next week for both the department coordinator and the permit specialist positions.

### **Courts**

The Governor signed Public Act 7 of 2022 into law on February 9, 2022 that realigns Oceana County's circuit and district courts with Mason County. The change takes effect July 1, 2022.

### **Community Development Block Grant**

Two emergency home repair projects were recently approved by the Michigan Economic Development Corporation (MEDC) with a third project pending. I anticipate that all of the funds available from the prior program year, in the amount of \$30,574, will be used before the June 30, 2022 deadline.

### **Conservation District**

The district contacted me about the possibility of asking commissioners to draft ballot language for a special millage supporting the district's conservation efforts; and perhaps parks and recreation programs in the county. I provided some initial guidance about the process but the district will need to submit a formal request to the Board of Commissioners for consideration.

## **Public Comment**

Sheriff Mast reported that, per Mr. Walker's request, he and Undersheriff Schiller have been gathering information following the Honeywell presentation. The information has been provided to Dr. Sobie to share with the Board.

Sheriff Mast provided a brief summary of current department activities. Snow Patrol is still in effect even though the amount of snow has decreased. The road weight restrictions will be effective Tuesday, March 1 and will require that Weigh Master deputies be on the road. He noted that icy roads have caused many accidents. Court trials are being scheduled now and that is increasing the number of inmates. There have been more misdemeanor arrests rather than citations.

Mr. Beggs asked for an update on court proceedings that had been suspended/altered during the pandemic. Sheriff Mast replied that jury trials are starting to be scheduled now.

There being no further business to discuss, Vice-Chairperson Morse adjourned the Finance and Equalization Committee meeting at 10:52 a.m.

Respectfully,

Melanie A. Coon  
Oceana County Chief Deputy Clerk