

Oceana County Board of Commissioners

April 28, 2022

Today's meetings
begin at **9:00 a.m.**

Committees and Board Meeting Packet



Board of Commissioners

Robert Walker, Chairperson
Paul Erickson, Vice-Chairperson
Ron Christians
Martha Meyette

Craig Hardy
Phil Morse
Tim Beggs

Prepared by:

Robert J. Sobie, Ph.D.
Oceana County Administrator



Oceana County, Michigan



PUBLIC NOTICE

OCEANA COUNTY BOARD OF COMMISSIONERS

100 State Street, Hart, MI 49420 – (231) 873-4835

The Oceana County Board of Commissioners **will hold** the following committee meetings and its regular board meeting on **Thursday, April 28, 2022** beginning at 9:00 a.m. and 11:30 a.m. respectively. The meetings will be held in the Oceana County Board of Commissioners Room located at 100 State Street, Hart, MI 49420.

- Planning and Environmental Services Committee
- Personnel and Licensing and Inspection Services Committee
- Finance and Equalization Committee
- Regular Board of Commissioners Meeting

Detailed meeting agendas are available online at:

<https://oceana.mi.us/government/board-of-commissioners/schedule-of-meetings/>

or, by contacting the County Administrator's Office at the address shown above, by

telephone (231) 873-4835, or by email countyadmin@oceana.mi.us

The Oceana County Board of Commissioners has **cancelled** the following meetings by order of the committee/board chairperson due to a lack of business:

- None

All meetings are open to all members of the public. This notice is given pursuant to, and in accordance with, the provisions of the Open Meetings Act, Public Act 267 of 1976, as amended. Oceana County does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services.

PLANNING AND ENVIRONMENTAL SERVICES COMMITTEE MEETING

The Planning and Environmental Services Committee Meeting was called to order by Chairperson Morse on Thursday, March 24, 2022 at 10:00 a.m.

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

Also present: Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Ms. Lisa Kaspriak, Mid-Michigan Medical Examiner Group; Mr. James Kelly, MSU Extension Director; Ms. Tammy Carey, Oceana County Economic Alliance Chairperson; Ms. Mishelle Comstock, Oceana County Economic Alliance Board Member; Ms. Peggy Wittman, Hart City resident; Mr. Garry McKeen, Golden Township resident; Mr. Elisha den Engelse, Elbridge Township resident; and John Cavanagh, Oceana's Herald-Journal correspondent.

Moved by Mr. Hardy and seconded by Mr. Christians to approve the minutes of the February 24, 2021, Planning & Environmental Services Committee as presented.

Voice vote. Motion carried.

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

Voice vote. Motion carried.

Public Comment

Ms. Peggy Wittman, Hart City resident, prayed for the government.

Ms. Lisa Kaspriak, Mid-Michigan Medical Examiner Group, provided an annual report from the Mid-Michigan Examiners Group. There are now 13 counties in the group which will allow a wide variety of accessible resources. She reported that there was more than 100% increase in suicides last year. She noted that a contributing factor to this increase is the availability of drugs. Ms. Kaspriak also conveyed that she would like to be involved in discussions regarding drug problems and mental health; she highlighted various statistics and indicated that all were in line with jurisdictional averages.

Mr. James Kelly, MSU Extension (MSUE) Director, provided an annual report from MSUE. He provided a review of the efforts made during the Covid-19 pandemic. Participation was decreased somewhat and he feels that it was due to online/virtual burnout. The programs that were led by Oceana county staff reached approximately 3,500 individuals. Of those participants, 873 were adults and 295 were youth from Oceana. There were 147 programs offered. The largest program participation was the Asparagus program where there were 128 participants. He highlighted many of the programs and services offered.

Dr. Sobie began discussion regarding strengthening the partnership with the Oceana County Economic Alliance (OCEA). He stated that last year, the County created a full-time position to help the ARPA Funding Advisory Board with economic development initiatives. The Oceana County Economic Alliance also had discussion with The Right Place about a new partnership agreement that would provide a full-time Executive Director position to the Oceana Economic Alliance. Neither party was aware the other was attempting to establish a similar position. He stated that there is concern regarding overlapping duties. Dr. Sobie

suggested that the Board re-evaluate this position and determine whether to eliminate or repurpose. He also reminded the Board that this position was created prior to the final release of the guidelines for use of the ARPA funds which included significant changes. Dr. Sobie requested the Board to determine the direction they would like to go and let him know.

Ms. Tammy Carey, OCEA Chairperson, and Ms. Mishelle Comstock, OCEA Board Member, were invited to provide an update on the OCEA. Ms. Carey began with her appreciation of the County Board for their partnership. She informed the Board that Mr. Ron Maynard has been hired by The Right Place to work on behalf of Oceana County.

Public comment

Ms. Peggy Wittman, Hart City resident, shared her concerns regarding public comment and the lack of information provided to the public.

Mr. Garry McKeen, Golden Township resident, applauded the MSUE programs that are provided and stated that he has been able to apply this knowledge to his role with the Parks and Recreation Commission. He also questioned the relevance of Ms. Wittman's prayer as it had nothing to do with the agenda.

Mr. Elijah den Engelse, Elbridge Township resident, wondered if meetings could be held at alternate times as it is difficult for working people to make it to the meetings without having to take a day off of work.

There being no further business to come before the Board, Chairman Morse adjourned the Planning and Environmental Services meeting at 11:23 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk

**RESOLUTION AMENDING THE STORMWATER MANAGEMENT & SOIL
EROSION CONTROL ORDINANCE PERMIT FEE SCHEDULE**

WHEREAS, the Oceana County Drain Commissioner has determined, through a time and materials cost analysis, that changes to the Stormwater Management & Soil Erosion Control Ordinance Permit Fee Schedule are necessary and is recommending two (2) changes; and

WHEREAS, the first change is to increase the permit fee for Seawalls from \$25.00 to \$50.00; and

WHEREAS, the second change is that for each additional acre, or fraction thereof, that exceeds five (5) acres of earth disturbance, shall incur a permit fee of \$10.00 for each additional acre, or fraction thereof.

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners approves the proposed changes to the Stormwater Management & Soil Erosion Control Ordinance Permit Fee Schedule as presented and authorizes the changes to take effect immediately.

Roll call vote:

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____ County of Oceana

(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employees, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Drain Commissioner

Deputy Drain Commissioner

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Oceana County Board of Commissioners
(Name of Board, etc.)

of the County of Oceana
(Name of MUNICIPALITY) (County)

at a public meeting held on the 28th day

of April A.D. 2022.

Signed

Board Chairperson

Title

Robert H. Walker

Print Signed Name



Oceana County Board of Commissioners

County Building
100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Personnel, Licensing and Inspection Services Committee

There will be a committee meeting on **Thursday, April 28, 2022 beginning at 9:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Ron Christians

Committee Vice-Chair: Craig Hardy

Presenter	Description	Item #
Mr. Christians	Call to Order Roll Call Approval of Minutes from March 24 and 25 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Dr. Sobie	Consideration of a Proposed Resolution Amending the Fiscal Year 2022 Budget for the Prosecuting Attorney	#22-38
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

PERSONNEL, LICENSING, & INSPECTION SERVICES COMMITTEE MEETING

The Personnel, Licensing, and Inspection Services Committee Meeting was called to order by Chairperson Christians at 11:31 a.m. on Thursday, March 24, 2022 in the Board Conference Room.

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

Also present: Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Arko den Engelse, Shelby Township resident; and Mr. John Cavanagh, Oceana's-Herald Journal correspondent.

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

Voice vote. Motion carried.

Chairperson Christians asked if there were any changes to the agenda.

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

Voice vote. Motion carried.

Public comment

Mr. Arko den Engelse, Shelby Township resident, requested that more information regarding the Oceana County Jail be provided so that the citizens can be informed. He also questioned the time frames and costs of building permits in the county. Mr. den Engelse then read a portion of the United States Constitution and the Michigan Constitution and expressed that his rights are being infringed upon.

Dr. Sobie requested consideration of a proposed resolutions amending the Building Department's Electrical, Mechanical, Plumbing, and Plan Review Permits; in conjunction with the Building Department's Inspection Fee Schedules. Discussion ensued in regards to amending the fee schedules and permit costs. Several commissioners expressed concern over raising the fees with the current elevated cost of goods.

Dr. Sobie recommended that no action be taken today so that errors in the original proposals can be corrected and the commissioners can have more time to consider.

Public Comment

There was no public comment at this time.

There being no further business to discuss, Chairperson Christians adjourned the meeting at 12:06 p.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk

SPECIAL PERSONNEL, LICENSING, & INSPECTION SERVICES COMMITTEE MEETING

The Special Personnel, Licensing, and Inspection Services Committee Meeting was called to order by Chairperson Christians at 2:00 p.m. on Friday, March 25, 2022 in the Board Conference Room. The purpose of the meeting was to review applications received for the position of Oceana County Administrator.

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

Also present: Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; and Ms. Amy Trudell, City of Hart resident.

Chairperson Christians asked if there were any changes to the agenda.

Moved by Mr. Morse and seconded by Mr. Walker to approve the agenda as amended.

The applicant to be interviewed for the position of County Administrator was Ms. Tracy Byard.

The applicant was asked to provide information about herself and why she is interested in the Administrator position. The Commissioners posed many questions in regards to experience, computer skills, negotiation skills, working with the public, accomplishments, and goals.

Ms. Byard's interview concluded at 2:56 p.m.

Discussion ensued to determine what the preference of the Board was. It was the consensus of the Board to invite Ms. Byard to come back for a second interview. Dr. Sobie will contact Ms. Byard and inform the Board of her availability and schedule a second interview.

Public Comment

Ms. Amy Trudell, City of Hart resident, requested that the all of the applicants resumés be made available to the public.

There being no further business to discuss, Chairperson Christians adjourned the meeting at 3:20 p.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk

**RESOLUTION AUTHORIZING AN INCREASE IN THE HOURS WORKED FOR
CERTAIN EMPLOYEES IN THE PROSECUTING ATTORNEY'S OFFICE**

WHEREAS, the caseload in the Oceana County Prosecuting Attorney's Office ("Prosecutor") has risen in recent years, particularly in the areas of serious crimes, victim crimes, including juvenile victims; and

WHEREAS, the Prosecutor is requesting the option of scheduling the Office Manager and Victim Witness Coordinator and the Legal Secretary to work up to 40 hours per week, when necessary, from their base work schedule of 35 hours per week; and

WHEREAS, the projected additional annual cost is for both positions is \$4,089; and

WHEREAS, the Oceana County Administrator ("Administrator") is recommending an amendment to the Prosecutor's Fiscal Year 2022 department budget in the amount of \$4,089 for eight (8) months of funding with funding coming from the General Fund's contingency account 101-256-995.000.

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners approves the supplemental budget request and authorizes the Administrator to transfer \$4,089 from the General Fund's contingency account 101-256-995.000 to the Prosecutor's department budget.

Roll call vote:



Oceana County Board of Commissioners

County Building
100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Finance and Equalization Committee

There will be a committee meeting on **Thursday, April 28, 2022 beginning at 9:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Craig Hardy

Committee Vice-Chair: Phil Morse

Presenter	Description	Item #
Mr. Hardy	Call to Order Roll Call Approval of Meeting Minutes from April 12 Changes to the Agenda Approval of the Agenda Public Comment(<i>state your name, current address, and agenda item or topic</i>)	
Byce & Assoc. / Sheriff Mast / Dr. Sobie	Discussion Regarding a Conceptual Design and Likely Project Costs for a New Sheriff's Department and Jail Facility and the Need for a New Additional Millage to Support the Project	
Dr. Sobie	Consideration of a Proposed Resolution Approving the Purchase of New Computer Network Hardware	#22-39
Dr. Sobie	Consideration of a Proposed Resolution Approving an Interfund Transfer to the Public Improvement Fund	#22-40
Dr. Sobie	Consideration of a Proposed Resolution Approving a "Brand" Logo and/or Tagline for Use on the County Website and Other Appropriate Uses in Both Digital or Print Formats	#22-41
Dr. Sobie	Consideration of a Proposed Resolution Accepting a Bid for Snow Removal Equipment at the Airport	#22-TBD
Dr. Sobie	Administrator's Review of Selected Claims for Payment Administrator's Report	
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

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 Tuesday April 12, 2022, at 10:26 a.m.

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

Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Ms. Amy Trudell, City of Hart resident; Ms. Marilyn Morse, Benona Township resident; Ms. Peggy Wittman, City of Hart resident; Mr. Ed VanderVries, Oceana County Equalization Director; and Mr. John Cavanagh, Oceana's Herald-Journal correspondent.

Moved by Mr. Christians and seconded by Mr. Beggs to approve the minutes from the March 24, 2022 meeting as presented.

Voice vote. Motion carried.

Chairman Hardy asked if there were any additions to the agenda at this time.

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

Voice vote. Motion carried.

Public Comment

Ms. Amy Trudell, City of Hart resident, stated that she would like to be able to read the resolutions on the agenda for today.

Mr. Ed VanderVries, Oceana County Equalization Director, sought consideration of a proposed resolution to approve the 2022 Equalization Report. He stated that this is an annual approval. Mr. VanderVries also stated that there were two adjustments made, one in Grant Township and one in Hart Township. All others were equalized as assessed.

Dr. Sobie requested consideration of a proposed resolution to authorize the re-allocation of previously committed American Rescue Act Plan funds.

Dr. Sobie requested consideration of a proposed resolution approving an employment agreement between Oceana County and Ms. Tracy Byard.

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

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
215 - Friend of the Court Fund			\$ 4,388.16	to Image Soft for professional services.
238 - Pentwater Hart Trail Fund			\$ 12,052.31	to Fleis & Vandenbrink for professional services. Costs covered by a grant.

239 - Shelby Twp Community Park Fund	\$ 3,200.00	to Kennari Consulting for professional services. Fully reimbursed via private donations.
260 - Indigent Defense Fund	\$ 5,416.67	to Indigent Defense Consultants for managed assigned counsel services.
	\$ 11,791.00	to Hayes Law Office for court appointed attorney fees.
264 - Local Corr Officer Training Fund	\$ 1,500.00	to West Shore Community College.
277 - CDBG Fund	\$ 5,700.00	to Air-Caire Home Medical for equipment and supplies.
292 - Child Care Fund	\$ 1,744.00	to Fountain Hill Center for out-of-home placement.
298 - Technology and Innovation Fund	\$ 11,250.00	to VC3, Inc for software.
405 - Capital Projects	\$ 14,377.83	to White Lake Flooring for carpet replacement.
	\$ 1,000.00	to R & R Trailers, Inc. for trailer down payment.
518- Foreclosure Fund	\$ 1,842.54	to Title Check LLC for parcel administration.
	\$ 2,184.00	to Prince & Monton, PLC for attorney fees.
549 - Building Department Fund	\$ 5,258.20	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
	\$ 6,463.65	to Richard Story for permits, residential plan reviews, and commercial plan reviews.
	\$ 4,128.85	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
General Fund		
101 - Board of Commissioners	\$ 5,928.63	to H Security & Investigation for courthouse security for April and March OT.
245 - Remonumentation	\$ 5,040.00	to A & A Land Surveying, Inc. for monumentation surveyor contract for 2022.
	\$ 10,483.00	to Randy Hepworth for remonumentation fees.
257 - Equalization	\$ 16,500.00	to V&V Assessing for equalization and assessing services.
262 - Elections	\$ 1,131.00	to Oceana's Herald Journal for general election notices.
	\$ 3,704.28	to Spectrum Printers, Inc. for ballots.
265 - Courthouse and Grounds	\$ 2,157.61	to DTE Energy for utilities.
	\$ 2,145.93	to City of Hart for Utilities.
286 - District Court	\$ 1,583.81	to BIS for digital recording system maintenance agreement.

289 - Friend of the Court	\$ 2,308.40	to MGT of America for FY 2022 CRP Billing Services
296 - Prosecuting Attorney	\$ 1,500.00	to MGT of America for FY 2022 CRP Billing Services
301 - Sheriff	\$ 1,369.21	to AT&T Mobility.
	\$ 6,607.34	to Kiesler's Police Supply for various supplies.
	\$ 5,320.00	to Axon for taser supplies.
	\$ 1,700.14	to Huntington Bank for employee training and equipment purchases.
	\$ 1,499.00	to Team Life for AED supplies.
351 - Jail	\$ 3,358.61	to Gordon Food Service.
	\$ 2,363.45	to DTE Energy for utilities.
	\$ 3,549.16	to Correctional Recovery for medical billing services.
	\$ 2,209.13	to City of Hart for Utilities.
	\$ 14,107.00	to Advanced Correctional Healthcare for on-site medical services per contract.
528 - Transfer Station	\$ 7,442.47	to American Classic Dumpster for removal of trash and recycling material.
605 - Contagious Disease	\$ 1,325.00	to DMC Technology Group, Inc. for equipment and software.
710 - MSU Extension	\$ 28,246.25	to MSUE Business Office for the 2nd qtr assessment fee per agreement.
	\$	
~ Total	204,236.16	

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

Administration

The annual audit is progressing well with Gabridge & Co. and the firm concluded that the county will undergo a federal single audit for 2021 because expenditures of federal funds exceeded the threshold of \$750,000.

I submitted the first request for reimbursement of \$213.30 from the Michigan State Police's Coronavirus Emergency Supplemental Funding grant for supply costs purchased by the courts.

I submitted a quarterly financial and performance report to Michigan Licensing and Regulatory Agency for the 2022 Medical Marijuana grant. You may recall that District Health Department #10 has been the contractor for completing the public outreach requirements the past few years and is handling it again this year.

I'm working on the first annual submission of an expenditure report regarding the use of American Rescue Plan Act funding that's due by April 30.

Airport

Activity at the airport is beginning to pick up. The airport is in good condition at this time, following repairs to some runway lighting and periodic clearing of any obstacles identified in the surrounding area to the runway approach. Mr. Lohman reported that he needed to increase the price per gallon for aviation fuel to \$5.95 due to changes in the supply chain.

Public Comment

Ms. Marilyn Morse, Benona Township resident, stated that she has learned that County Commissioners and County Administrators have a multitude of responsibilities during the last few months. She questioned if the committees met at times other than the regularly scheduled meetings and if the public may attend. She also expressed her concerns regarding information provided to the public in advance of the meetings. She stated that simply would like to understand the process to be able to better support the commissioners.

Ms. Peggy Wittman, City of Hart resident, questioned the change in protocol regarding the reading of the resolutions during the meeting and where the guidance came from.

There being no further business to discuss, Chairperson Hardy adjourned the Finance and Equalization Committee meeting at 10:47 p.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk

RESOLUTION AUTHORIZING AN INTERFUND TRANSFER
TO THE PUBLIC IMPROVEMENT FUND

WHEREAS, following a historical review of changes in the General Fund’s unassigned fund balance by the Oceana County Administrator (“Administrator”), the review shows a stable and financially secure fund balance; and

WHEREAS, the Administrator recommends transferring a portion of the General Fund’s (#101) unassigned fund balance to the Public Improvement Fund (#405) to further increase the funding available for future projects that may be approved by the Oceana County Board of Commissioners (“Board”); and

WHEREAS, periodically enhancing the availability of funds in the Public Improvement Fund supports goals involving long-term financial planning and helps to ensure that the Board can meet the obligation to maintain, replace, and continually improve the use of long-term capital assets such as buildings.

NOW THEREFORE BE IT RESOLVED, that the Board authorizes the Administrator to transfer \$ _____ from the General Fund (#101) to the Public Improvement Fund (#405).

Roll call vote:

**RESOLUTION AUTHORIZING AN INTERFUND TRANSFER
TO THE TECHNOLOGY AND INNOVATIONS FUND**

WHEREAS, periodic updates to computer hardware and software helps to provide digital safety to stored records and strengthen cyber security and these updates also provide a measure of confidence to county employees when using their computer devices; and

WHEREAS, updates to computer hardware and software may repair security holes or deficiencies that could be exploited by hackers as well as adding new productivity features and removing outdated ones; and

WHEREAS, a recent review by the Oceana County IT Coordinator revealed that the primary computer hardware and software that makes up the critical systems of the county, known routinely as “network servers,” require replacement or updates as soon as possible; and

WHEREAS, following the Oceana County Administrator’s (“Administrator”) review of the proposed cost to replace or update network servers has determined that supplemental funding is needed in the Technology and Innovations Fund (#298) budget; and

WHEREAS, the estimated cost to replace or update network servers is \$74,309, in which \$47,000 is currently budgeted in Fiscal Year 2022 leaving a shortfall of up to \$27,309; and

WHEREAS, the Administrator recommends a supplemental budget appropriation be approved in an amount up to \$27,309 to the Technology and Innovation Fund (#298) budget by transferring the funds from the American Rescue Plan Act Fund (#286) to the Technology and Innovation Fund (#298).

NOW THEREFORE BE IT RESOLVED, that the Board approves the supplemental budget request and authorizes the Administrator to transfer up to \$27,309 from the American Rescue Plan Act Fund (#286) to the Technology and Innovation Fund (#298).

Roll call vote:

**RESOLUTION APPROVING A COUNTY “BRAND” LOGO FOR USE ONLINE
AND WITH OTHER DIGITAL AND PRINT MATERIAL**

WHEREAS, in 2021, the Oceana County Administrator (“Administrator”) solicited bid proposals from several qualified companies to redesign the county’s web site; and

WHEREAS, Envigor, a West Michigan web design, print, and branding firm located in Shelby Michigan, was selected to complete the project; and

WHEREAS, the Administrator formed an ad hoc team to work with Envigor to identify design concepts for the new web site including creation of a “brand” logo that can be used to promote Oceana County online and for use in other digital and print material; and

WHEREAS, members of the ad hoc team reviewed a few logo designs and is recommending to the Oceana County Board of Commissioners (“Board”) that one of the designs be approved for use; and

WHEREAS, using a non-governmental “brand” logo that is visual and memorable, and represents key characteristics of Oceana County, may help to transition the county web site, as an example, to a more appealing online resource that invites residents and visitors to get to know the county better.

NOW THEREFORE BE IT RESOLVED, that the Board approves the selection of the “brand” logo recommended to the Board by the Administrator and members of the ad hoc team that is identified as Concept ____; and

BE IT FURTHER RESOLVED that the Board approves the use of the following tagline “ _____ ” to be used with, or independent of, the “brand” logo; and

BE IT FINALLY RESOLVED that the Board authorizes the use of the “brand” logo and tagline on the county web site, other digital platforms and file types, and in print material; including use by entities that promote and support Oceana County such as West Michigan Shoreline Regional Development Authority and Oceana County Economic Alliance.

Roll call vote.



Oceana County Board of Commissioners

County Building
100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Regular Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, April 28, 2022 beginning at 11:30 a.m.** in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Board Chair: Robert Walker

Board Vice-Chair: Paul Erickson

Presenter	Description	Item #
Mr. Walker	Pledge of Allegiance Call to Order Roll Call Approval of minutes from April 12 Approval of minutes from April 12 Closed Session Conflict of Interest Disclosure Regarding Agenda Items Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item</i>)	
Mr. Morse	Consideration of a Proposed Resolution Amending the Stormwater Management & Soil Erosion Control Permit Fee Schedule	#22-36
Mr. Morse	Consideration of a Proposed Resolution Required by the Michigan Department of Transportation	#22-37
Mr. Christians	Consideration of a Proposed Resolution Amending the Fiscal Year 2022 Budget for the Prosecuting Attorney	#22-38
Mr. Beggs	Consideration of a Proposed Resolution Approving the Purchase of New Computer Network Hardware	#22-39
Ms. Meyette	Consideration of a Proposed Resolution Approving an Interfund Transfer to the Public Improvement Fund	#22-40
Mr. Erickson	Consideration of a Proposed Resolution Approving a "Brand" Logo and/or Tagline for Use on the County Website and Other Appropriate Uses in Both Digital or Print Formats	#22-41
Ms. Meyette	Consideration of a Proposed Resolution Accepting a Bid for Snow Removal Equipment at the Airport	#22-TBD
Mr. Hardy	Payment of Claims	

Presenter	Description	Item #
REPORTS FROM COMMISSIONERS AND DEPARTMENT HEADS		
	Public Comment (<i>state name, current address, and agenda item</i>)	
	Adjournment	

Board Conference Room
April 12, 2022
Board of Commissioners Minutes

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker at 11:30 a.m.

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson Walker.

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

Dr. Sobie, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Ms. Peggy Wittman, City of Hart resident; Ms. Amy Trudell, City of Hart resident; Ms. Marilyn Morse, Benona Township resident; Mr. Patrick Kelly, City of Hart resident; and Mr. John Cavanagh, Oceana's Herald-Journal correspondent, were also present.

Moved by Mr. Christians and seconded by Mr. Erickson to approve the minutes from the March 24, 2022 meeting and April 4, 2022 special meeting as presented.

Voice vote. Motion carried.

Chairperson Walker asked if any commissioners wished to declare a conflict of interest on the agenda items. No conflicts were declared.

Chairman Walker asked if there were any additions to the agenda. Beggs strike snow removal

Moved by Mr. Beggs and supported by Mr. Morse to approve the agenda as amended.

Voice vote. Motion carried.

Public comment

Ms. Amy Trudell, City of Hart resident, stated that she would like to be able to review the resolutions scheduled for the current regular board meeting.

Ms. Peggy Wittman, City of Hart resident, offered a prayer.

Moved by Mr. Erickson and seconded by Mr. Morse to enter into closed session to discuss public meetings and threats of pending litigation.

Roll call vote: Mr. Erickson - yes; Mr. Morse - yes; Mr. Hardy - yes; Ms. Meyette - yes; Mr. Christians - yes; Mr. Beggs - yes; and Mr. Walker - yes.

Motion carried.

The Board of Commissioners meeting recessed at 11:34 a.m.

The Board of Commissioners meeting reconvened at 1:19 p.m.

RESOLUTION NO. 1 – RECOGNITION OF APRIL AS NATIONAL CHILD ABUSE PREVENTION MONTH

Moved by Mr. Erickson and supported by Mr. Morse to adopt the following resolution:

WHEREAS, Child Abuse Prevention Month is acknowledged throughout the United States annually in April; and

WHEREAS, Child Abuse Prevention Month provides an opportunity to raise awareness and educate the community on the various ways to support families and prevent abuse and neglect; and to recognize that child abuse and neglect is a complex and ongoing problem in our society; and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure, and be free from verbal, sexual, emotional, and physical abuse, and neglect; and children are vital to our county's success, prosperity, and quality of life, and are our most valuable assets for the future; and

WHEREAS, preventing child abuse and neglect is a community problem affecting our current and future quality of life standards of our community; and

WHEREAS, child abuse and neglect can be prevented by making sure every family and caregiver have the support they need to raise their children in a healthy environment; and

WHEREAS, the majority of 1,138 child abuse and neglect cases investigated in 2020 originate from situations and conditions that are preventable; and with the help of an engaged and supportive community, child maltreatment can be eradicated by effective prevention strategies;

NOW THEREFORE, BE IT RESOLVED; that the Oceana County Board of Commissioners hereby recognizes April as National Child Abuse Prevention Month in Oceana County and encourages citizens, community agencies, faith-based groups, to join in our local, state, and national efforts to prevent the maltreatment of children to further strengthen the communities in which we live.

Voice vote. Motion carried.

RESOLUTION NO. 2 – AUTHORIZATION FOR INTERGOVERNMENTAL SERVICES AGREEMENT

Moved by Mr. Beggs and supported by Mr. Erickson to adopt the following resolution:

WHEREAS, the village of Hesperia desires to enter into an agreement with the Oceana County Sheriff's Department for the provision and transfer of police functions; and

WHEREAS, the Oceana County Sheriff presented to the village of Hesperia the costs necessary to receive police functions from the Oceana County Sheriff's Department; and

WHEREAS, the Oceana County Sheriff has considered the request from the village of Hesperia

and desires to assume the provision and transfer of police functions into the Oceana County Sheriff's Department.

NOW THEREFORE BE IT RESOLVED, the Oceana County Sheriff is authorized to enter into an intergovernmental services agreement with the village of Hesperia for the provision and transfer of police functions; contingent upon the Oceana County Sheriff and Oceana County Administrator receiving a certified copy of an adopted resolution from the village of Hesperia whereby the village council approved the intergovernmental services agreement and commits to paying the costs associated with the provision and transfer of police functions.

Roll call vote: Mr. Beggs - yes; Mr. Erickson - yes; Mr. Christians - yes; Mr. Morse - yes; Ms. Meyette - yes; Mr. Hardy - yes; and Mr. Walker - yes.

Motion carried.

RESOLUTION NO. 3 – APPROVAL OF 2022 EQUALIZATION REPORT

Moved by Mr. Morse and supported by Mr. Hardy to approve the 2022 Oceana County equalized valuation of \$1,935,742,918 for real and personal property and a taxable value of \$1,375,149,007 as shown by the 2022 analysis for equalization in compliance with Section 211.34 of the Michigan Compiled Laws, as amended, and all other applicable laws of the state of Michigan.

Furthermore, the Oceana County Clerk and Chairperson of the Oceana County Board of Commissioners are authorized to sign the "L-4024 Statement of Acreage and Valuation of Personal and Real Property Report" and the "L-4037 State Tax Commission Assessment Roll Certification" for the political subdivisions of the County. The values reflected in this Equalization Report show a 4.75 % increase in Equalized Value and a 4.92% increase in Taxable Value overall when compared to the 2021 values.

Roll call vote: Mr. Morse - yes; Mr. Hardy - yes; Mr. Christians - yes; Ms. Meyette - yes; Mr. Beggs - yes; Mr. Erickson - yes; and Mr. Walker - yes.

Motion carried.

RESOLUTION NO. 4 – APPROVING THE RE-ALLOCATION OF AMERICAN RESCUE PLAN ACT FUNDS

Moved by Mr. Morse and supported by Mr. Beggs to approve a re-allocation of American Rescue Plan Act (ARPA) funds previously committed to funding a temporary, full time, Economic and Community Projects Coordinator. The purpose of the re-allocation is to provide funding for part time administrative support to the Oceana County Economic Alliance through the MSU Extension Office. The Oceana County Administrator is authorized to amend the Fiscal Year 2022 General Fund and ARPA Fund budgets in the projected amount of \$16,700 which represents six (6) months of the fiscal year. Appropriations for future budgets, such as Fiscal Year 2023 and so on, will be addressed during Oceana County's annual budget cycle.

Furthermore, upon approval of this resolution the Oceana County Administrator is authorized to eliminate the temporary, full time, Economic and Community Projects Coordinator position following a reasonable notice to the impacted employee.

Roll call vote: Mr. Morse - yes; Mr. Beggs - yes; Mr. Erickson - yes; Ms. Meyette - yes; Mr. Hardy - yes; Mr. Christians - yes; and Mr. Walker - yes.

Motion carried.

Mr. Erickson expressed his desire that the separation with the employee be made with thanks and gratitude.

RESOLUTION NO. 5 – APPROVAL OF EMPLOYMENT AGREEMENT

Moved by Mr. Christians and supported by Mr. Erickson to adopt the following resolution:

WHEREAS, on April 4, 2022, the Oceana County Board of Commissioners extended an offer of employment to Ms. Tracy Byard to serve as the Oceana County Administrator, pending development of an acceptable employment agreement between the parties; and

WHEREAS, Ms. Byard has accepted an employment agreement that was presented to her and is now asking the Oceana County Board of Commissioners to approve the same; and

WHEREAS, the employment agreement is attached to this resolution.

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners hereby approves the employment agreement as presented and welcomes Ms. Byard to Oceana County.

Roll call vote: Mr. Christians - yes; Mr. Erickson - yes; Ms. Meyette - yes; Mr. Morse - yes; Mr. Hardy - yes; Mr. Beggs - yes; and Mr. Walker - yes.

Motion carried.

Mr. Christians stated that this is a great opportunity for Oceana County.

Dr. Sobie stated that he felt Ms. Byard is an excellent choice for the position.

RESOLUTION NO. 6 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and **seconded by** Mr. Christians to approve the accounts payable and release of funds for April 12, 2022 in the tentative amounts as follows:

AMBULANCE	\$2,476.66
GIS	-0-
FOC	6,928.08

PENTWATER-HART TRAIL	12,052.31
SHELBY TWP COMMUNITY	
PARK	3,200.00
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	22,266.50
LCOT	1,500.00
K9	626.98
CDBG	6,568.35
ARPA	290.00
VETERAN AFFAIRS	4,382.34
TECHNOLOGY & INNOVATION	14,168.23
CAP PROJECT-EQUIP	
REPLACEMENT	15,377.83
FORECLOSURE	16,506.54
BUILDING DEPARTMENT	19,535.37
GENERAL FUND	428,598.96
GRAND TOTAL	\$ 554,478.15

Roll call vote: Mr. Hardy – yes; Mr. Erickson – yes; Ms. Meyette – yes; Mr. Morse – yes; Mr. Beggs – yes; Mr. Christians – yes; and Mr. Walker – yes.

Motion carried.

Commissioners Reports

Mr. Christians reported that he attended the WMSRDC meeting on March 25th. There was a large campaign for governmental entities to fill out the ARPA application forms. He also attended the Village of Pentwater and the Weare Township meetings.

Mr. Erickson attended the Parks & Recreation meeting recently and reported on projects that are in progress.

Mr. Beggs mentioned that Silver Lake Improvement Board is working towards a healthy ecological system and the Silver Lake Dunes are now open and the lakeshore is coming alive!

Mr. Hardy noted that he is the Chairperson for the ARPA Committee and stated that request for proposals is on the county website (www.oceana.mi.us/arpa). Organizations may apply for up to \$50,000 in funding for projects that benefit Oceana County. Submission began April 1st and will continue through May 31, 2022. The committee will review those applications and bring the recommendations to the County Board for approval.

Ms. Meyette reported that Department of Veterans Affairs' new Veterans Service Officer, Jodi Slinkard, has great customer service. There has also been an explosion of interest from veterans.

Mr. Walker reported he attended a meeting via zoom with Byce & Associates regarding jail designs and they will be attending the next board meeting with a presentation. He also mentioned that having met with Mr. Britton, the board has decided to include draft resolutions in the board packet available to the public. This will give the public a better opportunity to be informed. He also stated that the board's policies will be updated as well.

Public Comment

Ms. Amy Trudell, City of Hart, resident indicated that she has previously requested resolutions prior to approval and that she is very happy for the change to the board packets.

Ms. Peggy Wittman, City of Hart resident, reported that she was unhappy with the notification she received from the Oceana County Medical Care Facility regarding their current visitor policy.

Ms. Marilyn Morse, Benona Township resident, specified that she belongs to of a group who is attempting to provide education for citizens to care about government and ways to become involved. She also provided an invitation to the board members to attend a movie event on Thursday, April 21, 2022, at The Avenue Event Center in New Era beginning at 6:30 p.m. She encouraged all to attend.

Mr. Patrick Kelly, City of Hart resident, requested clarification regarding ARPA funding.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 1:46 p.m.

Amy L. Anderson, Oceana County Clerk

Date

Mr. Walker, Chairperson