

**Board Conference Room
January 26, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, January 26, 2023, at 11:34 a.m.

Chairperson Walker led the Board in the Pledge of Allegiance to the Flag of the United States of America.

Roll was called by Clerk Anderson. Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Hardy, and Mr. Walker. Absent: None.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Garry McKeen, Oceana County Parks & Recreation Commission; and Mr. Curtis Burdette, Oceana County Economic Alliance Executive Director.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the minutes from the January 12, 2023 regular board meeting as presented.

Voice vote. Motion carried.

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

Chairperson Walker asked if there were any additions to the agenda. Mr. Walker requested no action be taken on Motion #2023-15 and Mr. Erickson requested no action be taken on Motion #2023-15. Mr. Hardy requested to add Motion #2023-22, regarding a temporary contract for plumbing and mechanical inspections.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the agenda as amended.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-14 – REDUCTION OF PERMIT FEES FOR SHELBY ACRES DEVELOPMENT – NO ACTION TAKEN

Moved by _____ and supported by _____, to approve Motion #2023-14, allowing for a reduction in Building, Electrical, Plumbing, and Mechanical Permit Fees by 55% and a reduction in Drain Commission permit fees by 50%, for the Shelby Acres housing development project.

No action taken at this time.

MOTION #2023-10 – TRANSFER STATION GATE FEES

Moved by Mr. Beggs and supported by Mr. Erickson to adopt Motion #2023-10, to adopt the Transfer Station fee schedule as workshopped by the Commissioners.

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

Motion carried.

MOTION #2023-15 – PARKS AND RECREATION PROPERTY DONATION – NO ACTION TAKEN

Moved by _____ and supported by _____, to adopt Motion #2023-15, allowing the Parks and Recreation Commission to accept a donation of 10-acres of property; at no cost to the county.

No action taken at this time.

MOTION #2023-16 – COLLECTION OF INDIRECT COSTS FOR INDIGENT DEFENSE

Moved by Mr. Hardy and supported by Mr. Morse, to allow for the collection of indirect costs from the Indigent Defense fund as calculated within the cost allocation plan and allow the Administrator’s office to make those adjustments.

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

Motion carried.

MOTION #2023-17 – PLANNING COMMISSION REAPPOINTMENT

Moved by Mr. Erickson and supported by Mr. Morse to reappoint Mr. John Foss to the Planning Commission, for a three-year term from January 1, 2023 through December 31, 2025.

Voice vote. Motion carried.

MOTION #2023-18 – ANIMAL CONTROL OFFICERS REAPPOINTMENT

Moved by Mr. Beggs and supported by Mr. Hardy to reappoint Mr. Michael Garcia, as the Animal Control Officer, and Mr. Timothy Pluger, as the Deputy Animal Control Officer, for a two-year term from January 1, 2023 thru December 31, 2024.

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

Motion carried.

MOTION #2023-19 – MICHIGAN WORKS! WORKFORCE DEVELOPMENT BOARD APPOINTMENT – NO ACTION TAKEN

Moved by _____ and supported by _____, to adopt Motion #2023-19, appointing _____ to the Michigan Works! Workforce Development Board for a two-year term from January 1, 2023 through December 31, 2025.

No action taken at this time.

It was suggested that more information be provided on the meeting schedule/structure and an appointment be tabled at this time.

MOTION #2023-21 – BROWNFIELD REDEVELOPMENT AUTHORITY REAPPOINTMENTS

Moved by Mr. Erickson and supported by Mr. Beggs, to adopt Motion #2023-21, reappointing Ms. Lynne Cavazos, Ms. Anne Pawli, and Mr. Larry Byl to three-year terms from October 1, 2022 through September 30, 2025 to the Brownfield Redevelopment Authority.

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

Motion carried.

MOTION #2023-22 – TEMPORARY CONTRACT FOR PLUMBING/MECHANICAL INSPECTOR

Moved by Mr. Walker and supported by Mr. Hardy to approve Motion #2023-22, allowing the County Administrator to negotiate a contract with Jim Callender, to provide Plumbing and Mechanical Inspection services for \$50 per inspection for 30 days, and allow the Chair to sign.

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

Motion carried.

MOTION #2023-20 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2023-20, approving the payment of accounts payable and release of funds for January 26, 2023.

AMBULANCE	\$253,856.28
GIS	-0-
FOC	5.90
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	4,302.50
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	19,259.71
LCOT	273.87
K9 UNIT	-0-
CDBG	-0-
ARPA	9,008.00
VETERANS AFFAIRS	6,270.19
TECH & INNOVATION	7,801.33
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	9,673.76
BUILDING DEPARTMENT	9,478.03
GENERAL FUND	353,968.72
GRAND TOTAL	\$673,898.29

Roll call vote: Mr. Hardy – yes; Mr. Beggs – yes; Mr. Erickson – yes; and Mr. Walker – yes.
Absent: Mr. Morse.

Motion carried.

Commissioner’s Reports

Mr. Beggs attended the Mason-Oceana 911 Board and the West Michigan Shoreline Regional Development Commission (WMSRDC) in the past two weeks. He mentioned that he was pleased with the Oceana Herald Journal article regarding the placement of SRO’s in three local school districts. Hart, Shelby, and Pentwater school districts will have SRO’s provided by their local police jurisdiction.

Mr. Hardy noted that there will be an Emergency Planning meeting this evening from 5:30 – 7:30 at Mason-Oceana 911.

Mr. Erickson attended the Oceana County Medical Care meeting. Numbers are trending better and reported the net loss was only at \$24,000 this month, down from over \$100,000 previously. At the end of December there were 79 patients housed.

Mr. Erickson reported that he also attended the Michigan Department of Health and Human Services meeting and discovered that the building is mostly empty due to staff members working from home. He mentioned that the State may be looking at alternative uses for the empty buildings and that food assistance amounts will decrease this month.

Mr. Erickson met with Mr. Jim Tiffany, J.E. Tiffany & Sons LLC, regarding the Crystal Valley Dam. Mr. Tiffany will be drafting remediation concerning the faults to the dam and the probable solutions and a proposal for such repairs.

Mr. Erickson attended a Brownfield Redevelopment Authority presentation, at Crystal Township hall, hosted by the Michigan Township Association. Blight and Junk ordinances were addressed at the meeting as well.

Mr. Walker thanked Ms. Byard for the open relationship with her office and staff members. He also noted that costs related to the Crystal Valley Dam be bid out properly and budgeted wisely.

Mr. Walker inquired if funds would be available to purchase a county vehicle. Mr. Erickson opined that it should come out of ARPA funding.

Public Comment

Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair, attended the quarterly meeting with WMSRDC, where the Crystal Valley Dam was discussed and the effect that it would have on the Pentwater River watershed if removed. There will be a potential for National Oceanic and Atmospheric Administration (NOAA) grants in the future to assist with the removal. Mr. McKeen touched briefly on how much work and/or money will need to be spent to repair the dam.

Mr. Curtis Burdette, Oceana County Economic Alliance Executive Director, introduced himself and gave a brief overview of the grants he has been working on. He has been able to meet with local businesses and visit some of the local factories. Mr. Burdett was recently notified by DTE that they will be expanding their service areas to the townships of Hart, Elbridge, and Leavitt.

Mr. Erickson expressed that he had been in contact with the Department of Natural Resources (DNR) regarding the Charles Mears Red Barn and what will be done with the structure. There may be a possibility of a land exchange to keep the Barn intact.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:12 p.m.

Amy L. Anderson, Oceana County Clerk

Date

Mr. Walker, Chairperson

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, January 26, 2023, at 11:18 a.m., in the Board Conference Room.

Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Walker, and Mr. Hardy.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; and Sheriff Mast.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the January 12, 2023 Finance and Administration Committee meeting.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. None were presented.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Byard also did not read the claims for payment, but the following was provided for January 26, 2023:

Oceana County Administrator				
REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)				
Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
210 - Ambulance Fund			\$ 240,605.43	to Life EMS
			\$ 7,590.00	to Grant Township Area Fire for 1st quarter MFR fees.
			\$ 4,290.00	to Hesperia Area Fire for 1st quarter MFR fees.
239 - Shelby Twp Community Park Fund			\$ 4,302.50	to Kennari Consulting for professional services. Fully reimbursed via private donations.
260 - Indigent Defense Fund			\$ 5,635.00	to Good Law for court appointed attorney fees.
			\$ 4,264.00	to MKG Law Office, PLLC for court appointed attorney fees.
			\$ 9,461.92	to Springstead Law Offices for court appointed attorney fees.
			\$ 4,223.92	to Hayes Law Office for court appointed attorney fees.
286 - American Rescue Plan Fund			\$ 9,008.00	to Adams Heating and Cooling for roof top unit at the Health Dept
292 - Child Care Fund			\$ 3,589.66	to The Fountain Hill Center
			\$ 4,750.00	to Ottawa County Juvenile Detention Center
			\$ 1,080.00	to Sault Ste Marie Chippewa Detention
549 - Building Department Fund			\$ 1,137.90	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 3,519.45	to Richard Story for permits, residential plan reviews, and commercial plan reviews.
			\$ 2,067.65	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
General Fund				

172 - County Administration	\$ 1,595.32	to TASC for February COBRA payment.
245 - Remonumentation	\$ 2,520.00	to A & A Land Surveying, Inc. for monumentation surveyor contract for 2022.
	\$ 1,365.00	to J. Randolph Hepworth
	\$ 2,520.00	to Noah B Penn, PS
250 - Microfilming	\$ 1,041.49	to Underground Security Co
286 - District Court	\$ 3,106.80	to the State of Michigan for JIS Fees
	\$ 2,440.30	to EBCO for office supplies
294 - Probate Court	\$ 3,188.83	to the State of Michigan for JIS Fees
301 - Sheriff	\$ 16,565.73	to Enterprise for fleet vehicle management.
	\$ 3,499.05	to Kiesler's Police Supply
	\$ 1,650.00	to Windridge Textile Printing
	\$ 6,885.85	to Wex Bank for fuel
351 - Jail	\$ 16,135.97	to Advanced Correctional Healthcare for on-site medical services per contract.
	\$ 1,092.48	to Bob Barker, CO for bedding and clothing
	\$ 1,704.00	to EPS for security system.
	\$ 3,108.52	to Gordon Food Service.
442 - Drain Commissioner	\$ 1,416.32	to Affordable Auto Sales for vehicle repair
528 - Transfer Station	\$ 1,888.00	to American Classic Dumpster for removal of trash and recycling material.
701 - Planning Commission	\$ 7,198.00	to WMSRDC for county dues

Administrator's Report (as provided by Ms. Byard):

Opioid Settlement

The Opioid Settlement is set to be released soon and Oceana County is in line to receive \$754,093 over the course of an 18-year period at a cost of \$41,894 per year. The County Board will need to decide what the funds will be used for. A list of remedial uses will be provided to you. The use must be in line with prevention of opioids.

Health Department Roof

ARPA funds in the amount of \$106,000 have been set aside for the replacement of the Health Department Roof. Brian Schlaack obtained three bids with one as low as \$99,000 up to \$160,000. The bid that was selected was for \$105,800 due to the products being used as well as a 15-year warranty. Brian is working to get new roof top unit replaced at the time of the roof replacement to coordinate efforts.

Communications List Discussion

Phil Morse and I met to discuss the communications list and costs associated. There will be a link on the new website that will allow someone to sign up for subscriptions but we need to wait to see what is attached to the link and what can be added. I will check in to a text messaging system called El Toro that allows for messages to go out community members pertaining to county communications. We also discussed a bi-annual newsletter that would be created via the Administrator's office once we are fully staffed and if it's not a large document could be included with the tax bills.

Committee Assignments

Emails went to the groups pertaining to committee assignments making them aware of all appointments and contact information.

Ms. Byard spoke briefly regarding a contract with Workforce Development. She is also working on a proposed fee schedule for the Building Department's inspection services.

Mr. Walker noted that proposed fee scheduling had come before the board previously and was turned down. Mr. Hardy agreed that the fee scheduling was considered adequate compensation.

Ms. Byard was contacted by the Health Department and they requested to have a Narcan vending machine placed outside of their building. Mr. Walker suggested including Sheriff Mast in the discussion.

Mr. Beggs indicated that he recently learned about the Health Department having Harm Reduction Kits available to the public and he emphatically did not support this.

Sheriff Mast agreed and noted that he declined having Harm Reduction Kits available at the Sheriff's Department. Narcan is currently being carried at the Jail, in Deputy's patrol cars, and by the Sheriff's Reserve members.

Mr. Erickson suggested that the Board make a decision after the Health Department meeting held on January 26th.

Ms. Byard and Ms. Becker met with the Prosecuting Attorney's office and it's probable that there will be an applicant hired in the near future for the second Assistant Prosecuting Attorney position.

Ms. Byard noted that there is a possibility of a second opioid litigation settlement from Allergen, CVS, Walgreen's, and Walmart.

Public Comment

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:31 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, January 26, 2023, at 10:00 a.m. in the Board Conference Room.

Present: Mr. Morse, Mr. Beggs, Mr. Hardy, Mr. Walker, and Mr. Erickson.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Richard Raffaelli, Shelby Township Supervisor; Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair.

Moved by Mr. Morse and seconded by Mr. Walker to approve the minutes of the May 12, 2022 Building, Grounds, and Insurance Committee Meeting and the minutes of September 22, 2022 Planning and Environmental Services Committee Meeting.

Voice vote. Motion carried.

Chairperson Erickson asked if there were any changes to the agenda. Chairperson Erickson noted that Motion #2023-15, regarding the 10-acre donation to the Parks & Recreation Commission, be removed from the agenda. He also noted that Administrator Byard requested a discussion regarding the Plumbing and Mechanical inspections be added to the agenda as well.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Richard Raffaelli, Shelby Township Supervisor, brought forth consideration of a motion to reduce building, electrical, plumbing, mechanical, and drain permit fees for Shelby Acres housing project. This project is geared towards constructing affordable housing in Shelby Township through a nonprofit organization. Shelby Township waived the Zoning Permit fee, Oceana County Road Commission waived their Driveway Permit fee, and the Village of Shelby reduced their Water/Sewer Tap fee. Mr. Raffaelli is requesting that Oceana County reduce the fees for Building, Electrical, Plumbing, and HVAC permits by 55% and Drain Commissioner's permit fees be reduced by 50%. The total request in reduction of fees from Oceana County would be \$53,088. This project is not taxpayer funded and the County will benefit from an incremental tax base increase of \$160,000 each year. The request is not asking for a money to be given, just that Oceana County not profit from the permit fees.

Mr. Walker inquired if the Drain Commission permit fees were statutory and would like further information. Mr. Raffaelli noted that all fee schedules can be altered on regularly scheduled work. Mr. Walker conjectured that if fees get waived for one project, there may be other projects that request the same reduction.

Mr. Morse wondered what the policy and/or procedure would be for a request like this. He also noted that this would align with the Strategic Plan.

Mr. Beggs suggested tabling a decision regarding a reduction of fees and would like to have more information provided regarding Fund Balances.

Mr. Walker agreed with Mr. Beggs and recommended having a decision made by the second meeting in February.

Mr. Hardy also agreed that due diligence must be done before a decision is made.

Mr. Erickson indicated that this would be a good movement forward for low income housing in Oceana County.

Ms. Byard requested discussion regarding suggested Transfer Station gate fees. She provided a comparison with other transfer stations in Michigan. Mr. Walker noted that Croton Transfer Station is managed by American Classic.

Mr. Hardy spoke briefly regarding a revised list of transfer station fees. He indicated which items will not be accepted: Boat/Travel Trailers, Concrete, Semi Tires, and Tractor Tires.

Mr. Beggs acknowledged that if the fees become too high, then more trash will be dumped along roadways.

Mr. Morse questioned why certain tires would not be accepted. Mr. Erickson, Mr. Walker, and Mr. Beggs provided alike answers on how disposal of tires is problematic. Mr. Morse recommended a linear increase for pricing truckloads with shingles.

Mr. Walker mentioned that if a scale is implemented then having tiered rates will be improbable.

Ms. Byard suggested approving a motion to collect indirect costs from the Indigent Defense Fund. Indirect costs can be attributed to work done in the Administrator's Office, Treasurer's Office, and Clerk's Office. Ms. Byard recommended charging back the costs to recoup some of the funding spent indirectly.

Mr. Walker spoke with Dr. Karen Moore, Indigent Defense Coordinator, and she believes that if the chargeback is done relatively soon that a refund will be administered promptly.

Ms. Byard requested discussion of a motion to reappoint Mr. John Foss to the Oceana County Planning Commission. Mr. Morse noted that Mr. Foss is very insightful and has a good perspective.

Ms. Byard recommended a motion to reappoint the Animal Control Officer, Mr. Michael Garcia, and the Deputy Animal Control Officer, Mr. Timothy Pluger. This is a statutory two-year appointment.

Ms. Byard sought consideration of a motion to appoint a member to the Michigan Work! Workforce Development Board. Ms. Meyette was the previous member appointed.

Ms. Byard requested consideration of a motion to reappoint Ms. Lynn Cavazos, Ms. Anne Pauli, and Mr. Larry Byl to the Brownfield Redevelopment Authority.

Ms. Byard facilitated discussion regarding an immediate need for a Plumbing and Mechanical Inspector in the Building Department. Mr. Rich Story, previous inspector, passed away on January 25th with 336 open Plumbing and Mechanical Inspection Permits. After speaking with, Mr. Randy Miller, Building Department, he suggested contacting Mr. Jim Callender to provide temporary inspection services. Ms. Byard would like to be able to negotiate a contract with Mr. Callender, to provide inspections for 30 days with a \$50/inspection fee.

Public Comment

Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair, spoke briefly regarding a request for proposal for the proposed Black Lake Park and pavilion. Mr. McKeen also suggested that permit fees be waived for the Parks & Recreation Commission when they choose to erect different structures. He touched briefly on a possible 10-acre land donation to the Parks & Recreation Commission.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:00 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk