

**Board Conference Room
February 9, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, February 9, 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; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the January 26, 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. Add Motion #2023-33, Purchase of Weather Computer for the Airport in the amount of \$1,950.

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 #2023-29 – ADOPTION OF RESOLUTION #23-02 HONORING HHS BOYS CROSS COUNTRY TEAM

Motion #2023-29, moved by Mr. Hardy and supported by Mr. Erickson, to adopt Resolution #23-02 as described below:

WHEREAS, the Oceana County Board of Commissioners wishes to recognize the outstanding performance by the student athletes and coaches of Hart High School’s Boys Cross Country team during the 2022 season; and

WHEREAS, Hart High School’s Boys Cross Country team won their first State Championship, thus completing an outstanding season of success; and

WHEREAS, it is the desire of the Oceana County Board of Commissioners to recognize and congratulate Coach Terry Tatro and his staff of assistant coaches and the athletes of the Boys Cross Country Team.

NOW, THEREFORE, BE IT RESOLVED, the Oceana County Board of Commissioners does hereby congratulate Hart High School’s Boys Cross Country team for winning the Division 3 State Championship.

**Clayton Ackley
Wyatt Dean
Seth Ackley
Caleb Bitely
Eaton Vander Zwaag
Josef Bromely
Max Stitt**

**2nd place All State Individual
8th place All State Individual
12th place All State Individual
44th place
116th place
126th place
185th place**

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

Motion carried.

MOTION #2023-30 – ADOPTION OF RESOLUTION #23-03 HONORING JESSICA JAZWINSKI OF HHS GIRLS CROSS COUNTRY TEAM

Motion #2023-30, moved by Mr. Hardy and supported by Mr. Beggs, to adopt Resolution #23-03 as described below:

WHEREAS, the Oceana County Board of Commissioners wishes to recognize the outstanding performance by Jessica Jazwinski of Hart High School’s Girls Cross Country team during the 2022 season; and

WHEREAS, Jessica Jazwinski won the Division 3 Individual State Championship in Girls Cross Country; and

WHEREAS, it is the desire of the Oceana County Board of Commissioners to recognize and congratulate Coach Terry Tatro and his staff of assistant coaches and the athletes of the Girls Cross Country Team.

NOW, THEREFORE, BE IT RESOLVED, the Oceana County Board of Commissioners does hereby congratulate Hart High School’s Jessica Jazwinski on her Division 3 Individual State Championship.

Voice vote. Motion carried.

MOTION #2023-31 – ADOPTION OF RESOLUTION #23-04 HONORING ALYSON ENNS OF HHS GIRLS CROSS COUNTRY TEAM

Motion #2023-31, moved by Mr. Hardy and supported by Mr. Erickson to adopt Resolution #23-04 as described below:

WHEREAS, the Oceana County Board of Commissioners wishes to recognize the outstanding performance by Alyson Enns of Hart High School’s Girls Cross Country team during the 2022 season; and

WHEREAS, Alyson Enns won 4th place in the Division 3 with All State Honors in Girls Cross Country; and

WHEREAS, it is the desire of the Oceana County Board of Commissioners to recognize and congratulate Coach Terry Tatro and his staff of assistant coaches and the athletes of the Girls Cross Country Team.

NOW, THEREFORE, BE IT RESOLVED, the Oceana County Board of Commissioners does hereby congratulate Hart High School’s Alyson Enns on her Division 3 with All State Honors.

Voice vote. Motion carried.

Mr. Erickson commended Coach Tatro, and his wife, for all of the work that they do for their community.

Mr. Hardy presented signed resolutions to the Coach Tatro of the Hart High School Boys and Girls Cross Country Teams on behalf of the Oceana County Board of Commissioners.

Mr. Walker congratulated all of the Hart High School Cross Country Team members in attendance on their amazing achievement.

MOTION #2023-23 – CRIMINAL CASE MANAGEMENT SYSTEM SOFTWARE

Moved by Mr. Erickson and supported by Mr. Beggs to adopt Motion #2023-23, approving the purchase of a criminal case management system software, from Karpel, in the amount of \$51,150, with funds to be paid from ARPA dollars.

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

Motion carried.

MOTION #2023-25 – VICTIM’S RIGHTS POSITION

Moved by Mr. Beggs and supported by Mr. Hardy, to adopt Motion #2023-25, allowing the Prosecuting Attorney’s office to hire a full time Victim’s Rights Coordinator, not to exceed a total of \$58,000, and request from the State of Michigan additional funding for that position.

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

Motion carried.

MOTION #2023-26 – AIRPORT MDOT BLOCK GRANT APPROVAL

Moved by Mr. Hardy and supported by Mr. Morse to adopt Motion #2023-26, approving the Block Grant with the Michigan Department of Transportation from the Federal Aviation Administration, FAA ARPA Grant #3-26-SBGP-132-2022 in the amount of \$32,000 for the purpose of operation expenses.

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

Motion carried.

MOTION #2023-27 – TRANSFER STATION REMOVAL OF BOATS, CAMPER TRAILERS, CARDBOARD, AND TIRES

Moved by Mr. Morse and supported by Mr. Beggs to adopt Motion #2023-27, approving the removal of all campers, boats, trailers, cardboard, and tires from the Transfer Station by American Classic in the amount of \$6,400 with funds to come from the General Fund’s unassigned fund balance.

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

Motion carried.

MOTION #2023-19 – MICHIGAN WORKS! WORKFORCE DEVELOPMENT BOARD APPOINTMENT

Moved by Mr. Erickson and supported by Mr. Hardy, to appoint Commissioner Phil Morse and Mr. Walker as an alternate if acceptable to the Michigan Works! Workforce Development Board for a two-year term from January 1, 2023 through December 31, 2024.

Voice vote. Motion carried.

MOTION #2023-33 – PURCHASE OF WEATHER COMPUTER AT AIRPORT

Motion #2023-33, moved by Mr. Hardy and supported by Mr. Erickson, to purchase a computer and software in the amount of \$1,950, to replace the weather computer at the county airport with funds to come from the ARPA Fund.

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

Motion carried.

Mr. Erickson commented on the ARPA Fund expenditures and urged a strong review of how/where the money has been spent. Discussion ensued regarding ARPA expenditures and what did/did not qualify as an approved expenditure.

MOTION #2023-32 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-32, approving the payment of accounts payable and release of funds for February 9, 2023.

AMBULANCE	\$12,371.00
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	832.50
SHELBY TWP COMM PARK	246,952.62
BROWNFIELD	-0-
AUTOMATION R.O.D.	1,943.64
INDIGENT DEFENSE	4,368.85
LCOT	-0-
K9 UNIT	-0-
CDBG	-0-
ARPA	13,099.00
VETERANS AFFAIRS	9,792.27
TECH & INNOVATION	131.37
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	9,832.25
BUILDING DEPARTMENT	8,460.24
GENERAL FUND	463,121.78
GRAND TOTAL	\$770,905.52

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

Motion carried.

Commissioner’s Reports

Mr. Morse has joined the Ag/Tourism Committee from the Michigan Association of Counties. He is looking forward to helping with policy changes in the future.

Mr. Morse will be meeting with Kari Austin, Great Lakes Energy, regarding a Robin Grant that would allow for underserved people in Pentwater and Weare Townships with accessible broadband internet.

Mr. Erickson distributed the suggested engineer Mr. Tiffany’s, Tiffany & Son LLC, resumé to the board and suggested ways to fund the Crystal Valley Dam project.

Mr. Beggs requested clarification from Mr. Erickson and Mr. Walker regarding the harm reduction kits from the previous Board of Commissioner’s meeting. Mr. Walker and Mr. Erickson provided a brief overview of the last District #10 Health Department meeting they attended.

Mr. Beggs reported that the Silver Lake Improvement Board made some decisions regarding incoming water sources and carp culling.

Mr. Hardy stated that the ARPA Committee received over 50 applications, totaling \$2,487,206.42 and it took considerable time to decide what applications were approved.

Public Comment

There were no public comments at this time.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:20 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, February 9, 2023, at 11:05 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, and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Morse to approve the minutes of the January 26, 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 brought forth consideration of a motion to remove Boats, Campers, Trailers, Cardboard, and Tires from the Transfer Station. If the county does enter in to a contract with American Classic, it will be American Classic's duty to remove the Transfer Station premises. Also, the Transfer Station will no longer accept any of those items from this point forward.

Mr. Walker noted that he did not realize how much work has went into the contract with American Classic. Regardless of the proposed contract with American Classic, the Transfer Station site needs to be cleaned up.

Ms. Byard also did not read the claims for payment, but the following was provided for February 9, 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			\$ 6,820.00	to Shelby - Benona Fire Department for 4th quarter MFR fees.
			\$ 4,356.10	to MMRMA for quarter liability insurance.
239 - Shelby Twp Community Park Fund			\$ 246,952.62	to Hallack Contracting, Inc.
256 - Automation Fund R.O.D.			\$ 1,943.64	to GovOS for software fees.
286 - American Rescue Plan Fund			\$ 11,499.00	to Great Lakes Waterproofing.
			\$ 1,600.00	to Land and Resource Engineering.
518 - Foreclosure Fund			\$ 4,200.00	to Prince & Monton, PLC for attorney fees.
			\$ 4,887.15	to Title Check, LLC for parcel administration.
549 - Building Department Fund			\$ 2,150.65	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 2,610.00	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,149.00	to BS&A for software maintenance contract.
General Fund				

208 - Insurance	\$ 44,588.90	to MMRMA for quarter liability insurance.
209 - Unemployment	\$ 7,154.00	to the State of Michigan for reimbursing benefit charges.
248 - General Services	\$ 10,000.00	to Reserve Account for postage.
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services.
265 - Courthouse and Grounds	\$ 1,826.31	to DTE Energy for utilities.
283 - Circuit Court	\$ 3,300.00	to Heacock Reporting for court contracted services.
	\$ 4,223.92	to Hayes Law Office for court appointed attorney fees.
	\$ 4,223.92	to Springstead Law Offices for court appointed attorney fees.
286 - District Court	\$ 1,583.81	to Business Information Systems.
298 - Family Counseling	\$ 2,355.00	to Mediation and Restorative Services for annual appropriation for family mediation services.
301 - Sheriff	\$ 1,801.30	to Axon for taser supplies.
	\$ 2,775.72	to NYE Uniform
	\$ 1,088.72	to AT&T mobility
	\$ 6,170.20	to Wex Bank for fuel
351 - Jail	\$ 1,846.74	to DTE Energy for utilities.
	\$ 12,377.22	to Correctional Recovery for medical billing services.
	\$ 3,253.11	to City of Hart Utilities.
	\$ 1,406.95	to Gordon Food Service.
442 - Drain Commissioner	\$ 1,070.00	to Land and Resource Engineering.
	\$ 1,518.35	to Miss Dig for annual membership and service fees.
528 - Transfer Station	\$ 15,994.25	to American Classic Dumpster for removal of trash and recycling material.
568 - Soil Conservation District	\$ 14,000.00	to Oceana Conservation District for FY 2023 appropriation.
601 - Health Department	\$ 53,788.75	to DHD#10 for 2023 appropriation.
649 - Mental Health	\$ 21,666.66	to West Michigan Community Mental Health.
~ Total	\$ 524,331.99	

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

Opioid Settlement

We received information pertaining to the payments for the Opioid Settlement, the amounts and when those will be released per the Jansen settlement. A list of remedial uses was provided to the Commissioners. When would the Board like to discuss that list and the new settlements that have come to light?

Prosecutor's Office

Stacey Becker and I met with the Prosecutor's office to discuss software for their office. The current software will eventually be obsolete and it will be required to be replaced. That request is on the

agenda for discussion and the Commission needs to know that if this is not funded there will be issues with support for the current software in the future. Another item that was discussed was a Victims Rights position and the fact that the current staff a taking on this responsibility. The office had initially been approved for additional hours to cover this work but that was denied during the budget process. Their workload has increased along with the reduction in the additional hours is making it difficult to complete the work required for this position. Additional staffing is needed to complete the work. The County currently receives \$23,000 for the Victims Rights work but they have the ability to request additional funding for a full-time position. Additional information is provided in the packet to explain the workload.

During this meeting, we also had the opportunity to discuss space needs and what is available with the new Attorney that was approved by the board. We will be discussing this further.

Accounts Payable Position

The Administrator's office will be holding interviews for the Accounts Payable Position the week of February 6th. We are hoping to have the position filled at the end of that week.

Brownfield Redevelopment Authority

A meeting was held with Sarah Gruza with the EPA to discuss the Brownfield Redevelopment Grant and the process from this point forward. The majority of the discussion revolved around reports and information that will need to be submitted. Fishbeck was on the call and are very familiar with what is needed.

Additional Administrator's Report Items:

Ms. Byard spoke with Ms. Amy Contreras, IT Department, and a replacement Weather Computer, \$1,950 cost, is needed at the airport.

Ms. Byard divulged that her office has picked a candidate for the accounts payable position and the new hire should start on February 27th. Mr. Walker was elated to find out that Ms. Byard, and both of her staff members, all sat in on the interviews.

Ms. Byard noted that applications are now being accepted for the Plumbing and Mechanical Inspector position. Candidates for that position must have certain qualifications as set forth by the State of Michigan. Mr. Walker expressed that the inspectors collect payment at the time of application and that perhaps going forward there should be some policy changes.

Ms. Byard revealed that after further updating the ARPA Fund spreadsheet, \$502,258 remains. However, at the beginning of January, Dr. Sobie had set adjusting/reversing journal entries that moved approximately \$735,000 to the General Fund, from the ARPA Fund, to cover expenses previously approved by the Board of Commissioners. Some of the monies moved to the General Fund were unassigned, due to various reasons, and can be transferred back to the ARPA Fund, bringing the total up to \$555,072 remaining.

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 11:05 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Courts and Public Safety Committee

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, February 9, 2023, at 10:00 a.m. in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Joseph Bizon, Oceana County Prosecuting Attorney; and Ms. Heather Rowe, Oceana County Prosecuting Attorney Office Manager/Crime Victim Coordinator.

Moved by Mr. Hardy and seconded by Mr. Walker to approve the minutes of the January 12, 2023 Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. None were given.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Joseph Bizon, Oceana County Prosecuting Attorney (PA), brought forth consideration of a motion to use ARPA Funds to purchase criminal case management system software. Currently, the PA's office uses Adult Case Tracking Systems (ACT) and Juvenile Case Tracking Systems (JCT), but it has been established that the operating system will no longer be supported or maintained. This could lead to inadequate security and the possibility of a system breach. The Prosecutor's Association provided three different demonstrations for systems that they felt were adequate. Mr. Bizon noted that Karpel was the only system that will fit the needs of Oceana County PA's office. With Karpel, only the necessary modules and/or solutions will be needed.

Ms. Byard stated that she has had previous experience with Karpel from her previous Administrator position.

Mr. Bizon reasoned that after speaking with Ms. Contreras, IT Department, and with Sheriff Mast that Karpel could be integrated seamlessly.

Mr. Hardy questioned the PA line item "Data Conversion" and the amount listed in it. Ms. Heather Rowe, Oceana County Prosecuting Attorney Office Manager/Crime Victim Coordinator, indicated that the line item was quoted higher to account for any costs that may arise.

Mr. Bizon expressed that if approved, the Karpel system would be ready for complete use in 2024.

Mr. Erickson inquired as to what Newaygo County and Mason County used. Mr. Bizon specified that, to his knowledge, both counties are still using ACT/JCT, but will have to choose a different system. Mr. Bizon specified that he will be attending a conference where Karpel will be discussed.

Mr. Hardy wondered when the full contract payment had to be delivered to Karpel. Ms. Rowe noted that Karpel would cost half down immediately and the final invoice for installation would be submitted after completion in 2024. The only remaining cost would be the annual fee.

Mr. Walker suggested waiting until Mr. Bizon returns from his conference to make a decision regarding the purchase of Karpel. Mr. Bizon assured Mr. Walker that the other two software systems available could not be easily tailored to fit the specific needs of Oceana County. There will be external logins available for the Sheriff's Department to enter information that will be transmitted to the PA's office.

Mr. Beggs inquired as to what the cost breakdown would be and why Karpel would not coordinate with the court systems. Mr. Bizon noted that the courts have their own software systems but speculated that Karpel will try to integrate with what the courts are using statewide.

Public Comment

There were no public comments at this time.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:19 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Personnel and Health & Human Services Committee

The Personnel and Health & Human Services Committee Meeting was called to order by Chairperson Morse on Thursday, February 9, 2023, at 10:20 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Mr. Joseph Bizon, Oceana County Prosecuting Attorney; and Mr. James Draper, Newfield Township resident.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the November 10, 2022 Health & Human Services Committee Meeting as presented.

Voice vote. Motion carried.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the January 12, 2023 Personnel and Health & Human Services Committee Meeting as amended.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Joseph Bizon, Oceana County Prosecuting Attorney, facilitated discussion and consideration of a motion for additional staffing for the purpose of a Victim's Rights position. Mr. Bizon provided a detailed explanation regarding the request for additional staffing.

Mr. Walker wondered if there would potentially be a request for more staffing due to privacy violations from body cameras worn by officers. Mr. Bizon specified that he is not requesting more than one additional person at this time and that the sole reason for of splitting the Office Manager and Victim Rights Coordinator into two separate positions.

Mr. Erickson asked for clarification regarding the number of juvenile cases that have tripled in the past three years. Mr. Bizon noted that there was a significant cultural change during the pandemic and it has led to a higher juvenile caseload.

Mr. Beggs inquired as to how many cases are brought forth from Electric Forest Festival. Mr. Bizon indicated that there are between 30-50 felony cases, and a significant amount of misdemeanor cases, each year from Electric Forest Festival.

Mr. Erickson asked if a new hire would be previously trained for a Victim's Rights Coordinator position or if that person would have to be trained. Mr. Bizon expressed that it is a niche position, but expects that a new hire will have to be trained.

Ms. Byard sought consideration of a motion to approve the Michigan Department of Transportation (MDOT) block grant for the county airport. This would be a block grant renewal for administrative services, in the amount of \$32,000, for the airport.

Ms. Byard brought forth consideration of a motion to make an appointment to the Michigan Works! Workforce Development Committee. Mr. Morse has been chosen to be appointed.

Public Comment

Mr. James Draper, Newfield Township resident, expressed his thoughts regarding Electric Forest Festival. He suggested asking the Village of Rothbury for reimbursement, due to costs incurred during Electric Forest Festival, because they are providing a venue for illegal activity to occur.

Chairperson Morse asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:04 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk