

**Board Conference Room
April 27, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, April 27, 2023, at 11:56 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.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; and Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair.

Moved by Mr. Hardy and seconded by Mr. Morse to approve the minutes from the April 11, 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. No additions were mentioned.

Moved by Mr. Morse 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

MOTION #2023-55 – PARKS & RECREATION COMMISSION GRANT AUTHORIZATION #1

Moved by Mr. Erickson and supported by Mr. Morse, to approve Motion #2023-55, allowing the Parks & Recreation Commission to apply for a grant with the Peoples Fund of Great Lakes Energy (GLE), in the amount of \$4,832.00, for the purchase of four 8-foot ADA picnic tables for Cedar Point Park and three park benches for the Gale’s Pond walkway. And also, post approval and acceptance of the GLE People’s Grant in the amount of \$1,783.00.

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

Motion carried.

MOTION #2023-56 – PARKS & RECREATION COMMISSION GRANT AUTHORIZATION #2

Motion #2023-56, moved by Mr. Morse and supported by Mr. Erickson, allowing the Parks & Recreation Commission to apply for a grant with the Oceana Community Foundation, in the amount of \$4,800.00, for the purchase of four 6-foot ADA picnic tables and four ADA grills for various parks.

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

Motion carried.

MOTION #2023-57 – PER DIEM SCHEDULE REVISION

Moved by Mr. Beggs and supported by Mr. Hardy, to adopt Motion #2023-57, allowing the revision of the Board of Commissioners *Per Diem* Schedule to include *ad hoc* committees of Opioid Settlement and the Broadband Taskforce, in accordance with the policy set October 25, 2012.

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

Motion carried.

MOTION #2023-58 – BUDGET AMENDMENT FOR CHILD CARE FUND

Moved by Mr. Erickson and supported by Mr. Beggs, to approve Motion #2023-58, approving budget adjustment #04-2023, amending the Child Care Fund to reflect an increase in activity; as shown below:

Revenues:

- 292-000-596.000 State Grant – Other: \$235,608

Expenditures:

- 292-000-834.000 Private Institutions: \$153,608
- 292-000-837.000 Detention: \$82,000

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

Motion carried.

MOTION #2023-59 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-54, approving the payment of accounts payable and release of funds for April 27, 2023.

| | |
|-------------------------------|---------------------|
| AMBULANCE | \$266,058.18 |
| GIS | -0- |
| FOC | 2,194.09 |
| PENTWATER-HART TRAIL | -0- |
| SHELBY TWP COMM PARK | 8,706.25 |
| BROWNFIELD | -0- |
| AUTOMATION R.O.D. | 3,695.07 |
| INDIGENT DEFENSE | 11,735.70 |
| LCOT | 79.00 |
| K9 UNIT | -0- |
| CDBG | -0- |
| ARPA | 14,872.24 |
| VETERANS AFFAIRS | 7,090.30 |
| TECH & INNOVATION | 4,077.96 |
| CAPITAL PROG/EQUIP REP | 4,855.41 |
| PUBLIC IMPROVEMENT | -0- |
| FORECLOSURE | -0- |
| BUILDING DEPARTMENT | 10,876.70 |
| GENERAL FUND | 498,601.84 |
| GRAND TOTAL | \$832,842.74 |

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. Beggs mentioned the Bike Race from the previous weekend throughout the county; it allowed for 911, and others, to exercise the use of the Emergency Management Trailer as a central hub for the cyclists. Mr. Beggs spoke with Deputy Mike Fillips, Oceana County Sheriff’s Department Dive Team Coordinator, and was able to see the fully equipped Dive Team Trailer. Mr. Beggs also noted the progress that Maintenance has made on the Jury Room renovations.

Mr. Hardy attended the Mason-Oceana 911 meeting where public safety/radio coverage was discussed regarding the lakeshore and dunes area. Towers would cost \$2 million each and \$15,000 yearly maintenance fees.

Mr. Morse discussed the Employee Handbook and four policies that need revision. Mr. Walker suggested having the County Counsel look at the revisions.

Mr. Erickson attended the Newfield Township meeting. Lola, from American Classic, gave a presentation and report on the new recycling space to be located at the Newfield Township Hall. He stated that Crystal Township has committed to repairing Madison Road, between 126th and 120th Avenues; he indicated that there was also discussion regarding solar energy farms in Crystal Township and reported that the City of Hart is in the process of erecting a solar farm on Polk Road.

Mr. Walker indicated that he has requested that department funding requests be separate motions so that there would be individual board member votes instead of lumping everything together. Mr. Walker attended the Mental Health Board Meeting and found it informative.

Public Comment

Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair, thanked Ms. Stacey Becker for her years of service to Oceana County.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:26 p.m.

Amy L. Anderson, Oceana County Clerk

Mr. Walker, Chairperson

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, April 27, 2023, at 10:51 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 Ms. Lisa Kaspriak, Mid-Michigan Medical Examiner Group Administrator.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the April 11, 2023 Finance and Administration Committee meeting.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. Mr. Morse requested the addition of a discussion regarding prioritizing funds.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Lisa Kaspriak, Mid-Michigan Medical Examiner Group (MMMEG) Administrator, provided the annual MMMEG report. Fiscal Year 2021/2022 stayed relatively the consistent, including the manner of death. A category was added, Confirmed Drug Related Deaths, due to the slight uptick in the number of overdose deaths. There were more autopsies performed in 2022, however, the numbers trended fairly consistent to previous years. Ms. Kaspriak divulged that a grant for a CT Scanner is being processed and the machinery will be added to MMMEG’s standard procedures *en lieu* of invasive autopsies.

Mr. Beggs inquired as to how many/which specific fields get reported to Michigan Department of Health and Human Services (MDHHS) each month. Ms. Kaspriak responded that there are over 50 different fields that get reported to MDHHS.

Mr. Walker requested discussion and consideration of a motion regarding the allowable *per diem* schedule. This would allow for board members to receive *per diems* for meetings that have been added to Commissioner’s schedules since the last *per diem* list revision.

Ms. Byard brought forth consideration of a motion to approve Budget Adjustment #04-2023 for the Child Care Fund.

Mr. Morse began discussion regarding the prioritization of funds. Mr. Beggs suggested sending a survey out to department heads to identify overlaps of service.

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

Oceana County Administrator

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

| Fund # | Dept. # | Dept. Name | Amount | Purpose |
|------------------------------|---------|------------|---------------|--|
| Special Revenue Funds | | | | |
| | | | | |
| 210 - Ambulance Fund | | | \$ 240,605.43 | to Life EMS for the quarterly service agreement. |
| | | | \$ 3,080.00 | to Ferry Twp. Fire Department for MFR fees. |
| | | | \$ 9,790.00 | to Grant Township Fire Department for MFR fees. |

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|--------------------------------------|--------------|--|
| | \$ 2,750.00 | to Hesperia Fire Department for MFR fees. |
| | \$ 6,050.00 | to Shelby-Benona Fire Department for MFR fees. |
| | \$ 3,410.00 | to Walkerville Area Fire Department for MFR fees. |
| | | |
| 215 - Friend of the Court Fund | \$ 2,194.09 | to Image Soft for professional services and icloud storage |
| | | |
| 239 - Shelby Twp Community Park Fund | \$ 5,000.00 | to Landscape Architects & Planners for project services. Fully reimbursed via private donations. |
| | \$ 3,706.25 | to Kennari Consulting for professional services. Fully reimbursed via private donations. |
| | | |
| 256 - Automation Fund R.O.D. | \$ 3,155.10 | to GovOS, Inc for software fees. |
| | | |
| 260 - Indigent Defense Fund | \$ 3,103.00 | to MKG Law Office, PLLC for court appointed attorney fees. |
| | \$ 6,082.00 | to Springstead Law Offices for court appointed attorney fees. |
| | | |
| 292 - Child Care Fund | \$ 1,880.92 | to The Fountain Hill Center for out-of-home placement. |
| | | |
| Fund 286- ARPA | \$ 14,872.24 | to West Shore Fire on behalf of Shelby-Benona Fire Department |
| | | |
| Fund 298 - Technology and Innovation | \$ 1,398.40 | to Zoom, for annual renewal. |
| | | |
| Fund 405- Capital Projocets | \$ 4,160.13 | to Haworth,INC. for Office Furniture in Drain Commissioner's office. |
| | | |
| 549 - Building Department Fund | \$ 4,537.65 | to Randy Miller for permits, residential plan reviews, and commercial plan reviews. |
| | \$ 3,780.15 | to Randy Neuman for permits, residential plan reviews, and commercial plan reviews. |
| | | |
| General Fund | | |
| | | |
| 101 - Board of Commissioners | \$ 1,442.60 | to Cohl, Stoker & Toskey, P.C. for legal services. |
| | | |
| 172- County Administration | \$ 1,991.11 | to TASC for May COBRA payment. |
| | | |
| 228- Data Processing | \$ 25,285.00 | to BS&A for software maintenance contract. |
| | | |
| 245 - Remonumentation Budget | \$ 3,127.50 | to Harrison Marker Co. for survey stakes. |
| | | |
| 248 - General Services | \$ 10,000.00 | to Reserve Account for postage. |
| | \$ 4,426.59 | to HNB for office furniture towards the ergonomic grant. |
| | \$ 1,058.98 | to MI Counties for Workers-Comp Fund |
| | | |
| 257- Equalization | \$ 18,150.00 | to V&V Assessing for equalization and assessing services. |
| | | |
| 283 - Circuit Court | \$ 3,005.74 | to the Mason County Treasurer for fringe benefits |
| | \$ 3,126.00 | to Ann M. Labreck for court appointed attorney fees. |
| | | |
| 286 - District Court | \$ 2,917.53 | to Mason County Treasurer for fringe benefits. |
| | | |
| 301 - Sheriff | \$ 7,384.82 | to Wex Bank for fuel. |
| | \$ 18,551.05 | to Enterprise for fleet vehicle management. |
| | \$ 1,150.61 | to AT&T mobility |
| | \$ 9,544.00 | to Kiesler's Police Supply for ammunition |
| | \$ 1,277.43 | to NYE Uniform. |
| | \$ 4,986.00 | to Team Life, INC for equipment. |
| | | |

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| 351 - Jail | \$ 28,903.33 | to Advanced Correctional Healthcare for on-site medical services per contract. |
| | \$ 2,801.53 | to Gordon Food Service. |
| | \$ 1,704.00 | to EPS for security system. |
| | \$ 1,139.82 | to Gall's, LLC for equipment. |
| 430 - Animal Control | \$ 1,008.55 | to Oceana Veterinary Clinic for various services. |
| 442 - Drain Commissioner | \$ 1,836.00 | to BS&A for software maintenance contract. |
| 528 - Transfer Station | \$ 15,193.35 | to American Classic Dumpster for removal of trash and recycling material. |
| 595-Airport | \$ 2,336.73 | to Bell's Equipment for Parts. |
| 601- Health Department | \$ 5,300.00 | to DHD#10 for monthly lease payment. |
| | \$ 42,788.75 | to DHD#10 for 2nd quarter appropriation. |
| 649 - Mental Health | \$ 10,833.33 | to West Michigan Community Mental Health. |
| 728- Economic & Community Development | \$ 25,410.00 | to Jeffery Donohoe Associates, LLC for professional services. |
| | \$ 2,240.00 | to Michigan State University for OCEA clerical support. |
| ~ Total | \$ 578,475.71 | |

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

Workforce Development

A meeting was held with Datawise to review the results from the Workforce Development project. They will be finalizing their report with information from their interviews, surveys and training inventory. The final report will be provided once it has been completed.

Meeting - AT&T and DLL Planning with Connected Nation

We had the opportunity to meet with Connected Nation to discuss digital literacy trainings for counties. The meetings consist of a 6-mod curriculum for computer basics, internet basics, email basics, mobile device basics, cybersecurity and web conferencing. Each mod is approximately an hour to an hour and a half long and can be held throughout the week at multiple locations. These will be scheduled throughout Oceana County at four locations the week of September 11th. Additional information will be forthcoming.

Michigan Association of Counties Administrators

Meetings for the County Administrator's are held each month with the Michigan Association of Counties to provide a legislative update. The Legislators are back and are working through the budget. They are working to have that complete by the beginning of June. As previously mentioned, MAC is working on parity as it relates to revenue sharing. They are requesting that the county incentive plan be removed. Counties already post their budget information on their websites as well as retirement information. They don't see why counties must report the information in addition. Veterans bills have been reintroduced, which would allow those lost funds to come back to counties but still allowing Veterans to receive a credit relating to their taxes. The Child Care Fund has been discussed and it looks as though they are proposing reimbursements no less than what they are now. They discussed the grant program relating to county pensions and it looks as though there are only four counties that are eligible for those funds. The Indigent Defense Standard 8 will go into effect in the next budget cycle. Standard 8 increases the compensation and expenses for assigned counsel. Our Indigent Defense Administrator will be overseeing the process.

MAC Health and Human Services

Alan Bolter with the Community Mental Health gave a brief presentation discussing bills that have been reintroduced, which would create a phased-in specialty integrated plan to merge the

administration and provision of Medicaid physical health care service and behavioral health specialty services. Norm Hess with Public Health also presented. He stated they are having issues relating to staff shortages. Samantha Gibson provided a legislative update mainly reiterating much of the information that was provided at the meeting with County Administrators. However, she did mention property tax bills that were presented by Bumstead as well as a reduction in the Income Tax for 2023. The income tax rate was set at 4.25%. Each year the rate may be subject to a formulary reduction. On March 30, 2023, it was announced that the income tax rate would be reduced to 4.05% due to finalized data that will take effect starting January 1, 2023. Treasury will not be updating their tables for the 2023 tax year and therefore, the adjustment may not be done until a person's taxes are filed for 2023.

American Classic/Transfer Station

A meeting was held with Lola Ramsey and Scott Gardener with American Classic to discuss Oceana County's Transfer Station. Lola wrote two grants for the county to cover equipment, clean up and a scale. We haven't heard on those grants yet. We reviewed the budget information for the transfer station and compared the current but to last year to see where the county is since the new rates were put in place and noted that rates have reduced the deficit significantly. We will continue to monitor those budgets since we haven't had a full quarter in since the new rates took effect.

Opioid Needs Assessment

MSUE provided a zoom meeting to our Opioid Committee to discuss the process for a need's assessment for the County. They have asked us to provide them with a list of partners to reach out to that should be included in our survey that would have information pertaining to the opioid addiction in our area.

Additional Administrator's Report Items:

Ms. Byard provided a brief overview of her MAC Conference and the topics discussed. She reminded the Commissioners of the West Central Community Alliance meeting coming up on Monday. She also informed the Commissioners of the reduction of the Human Resources position from 40 hours/week to 35 hours/week.

Department Head Reports:

There were no department head reports at this time.

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 11:48 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, April 27, 2023, at 10:02 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; and Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chair.

Moved by Mr. Walker and seconded by Mr. Morse to approve the minutes of the March 23, 2023 Properties, Environment, and Economic Development Committee.

Voice vote. Motion carried.

Chairperson Erickson asked if there were any changes to the agenda. Chairperson Erickson requested to add discussion regarding Crystal Valley Dam.

Moved by Mr. Hardy 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. Garry McKeen, Oceana County Parks & Recreation Commission Chair, sought consideration of two motions to apply for two grants, one from the Peoples Fund of Great Lakes Energy and one from The Community Foundation. The grant from Great Lakes Energy allow for Americans with Disabilities Act (ADA) compliant picnic tables, and benches, for the Gale's Pond County Park. The Community Foundation grant will allow for ADA compliant tables and grills for various County Parks.

Mr. McKeen also noted that the Parks & Recreation Commission will be applying for the Spark Grant, from the Michigan Department of Natural Resources (DNR), for Black Lake County Park. This will help to facilitate all long-term ideas for upgrading the campground at Black Lake.

Mr. McKeen provided a brief overview of the Marshville Dam/Stony Creek project and the setbacks on beginning the project. He also imparted brief updates regarding the remaining County Parks.

Mr. Walker thanked Mr. McKeen for his diligent work and suggested approving the grant funding via a motion in the regular meeting.

Mr. Morse inquired as to how many camp sites would be available after the upgrades to Black Lake County Park. Mr. McKeen responded there are 14 current sites and will have approximately 46 sites after renovations. Mr. McKeen did point out that only 1/3 of the 100-acre park is being used.

Mr. Erickson brought forth discussion regarding Crystal Valley Dam. He briefly touched on the roadwork that will be done on Madison Road that provides the entrance to Crystal Valley County Park. Mr. McKeen noted that there will need to be dredging done on Crystal Pond as well.

Mr. McKeen is aware that there is a lack of funding and suggested possibly passing a countywide millage to fund the Parks & Recreation system. Mr. Erickson expressed that perhaps ARPA funds could be used to fund the Parks & Recreation system to a greater degree.

Mr. Morse wondered if Crystal Township thought of passing a millage in their township to fund the repairs for Crystal Valley Dam. Mr. Erickson responded that funding has been found to repair other

county parks and is unclear as to why Crystal Township residents should pay for the Crystal Valley Dam in its entirety. Mr. Walker commented on the funding for Crystal Valley Dam and the restrictions that ARPA funds have.

Mr. Hardy provided a brief overview of the last 20 years of repairs, and who funded them, for Crystal Valley Dam.

Mr. Beggs indicated that private donations would be beneficial.

Public Comment

There were no public comments at this time.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:50 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk