

**Board Conference Room
May 11, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, May 11, 2023, at 11:32 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.

Moved by Mr. Hardy and seconded by Mr. Erickson to approve the minutes from the April 27, 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. Erickson requested to add discussion regarding the Crystal Valley Dam.

Moved by Mr. Morse 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 #2023-60 – PURCHASE OF FIVE 800MHZ MOBILE RADIOS

Moved by Mr. Beggs and supported by Mr. Hardy, to approve Motion #2023-60, allowing the purchase of five 800 MHz mobile radios from Ingham County, in the amount of \$5,800 each, with funds to come from the committed funds from Newfield Township.

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

Motion carried.

MOTION #2023-61 – PURCHASE OF SINKS AND TOILETS FOR THE JAIL

Motion #2023-61, moved by Mr. Hardy and supported by Mr. Beggs, allowing the purchase of two toilets and two sinks, for a ten-person cell in the jail, in the amount not to exceed \$15,000, to be funded with Commissary Funds.

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

Motion carried.

MOTION #2023-62 – CERTIFICATION OF COUNTY ALLOCATED TAX LEVY L-4029

Moved by Mr. Erickson and supported by Mr. Morse to adopt Motion #2023-62, approving the certification of the levy of County allocated tax and authorized collection of County allocated tax on July 1, 2023, at the full amount allocated after application of the "Headlee millage reduction fraction, or 5.6571 mills and authorize the Oceana County Clerk and the Oceana County Board of Commissioners to sign the 2023 L-4029 Tax Rate Request and for the Clerk to send a copy of the form to the townships and city within Oceana County and provide a copy to the County Treasurer.

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

Motion carried.

MOTION #2023-63 – VETERAN’S AFFAIRS COMMITTEE APPOINTMENTS

Moved by Mr. Morse and supported by Mr. Beggs to approve Motion #2023-63, appointing Mr. Ed Dodds and Mr. Robert Cramblit to the Veterans Affairs Committee for four-year terms to expire on May 1, 2027.

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

Motion carried.

MOTION #2023-64 – SHERIFF WAGES – NO ACTION TAKEN

No action taken at this time and has been referred to the Personnel Committee.

Crystal Township Dam Update/Discussion

Mr. Erickson provided an update regarding the Crystal Valley Dam. Mr. John Wilson, Oceana County Parks & Recreation Commission, offered to write a SNAP Grant application on behalf of Crystal Township, along with the County of Oceana. This would be a one-time grant that could be used for Park improvements. The deadline is June 26th. Mr. F. Lee Hyslop, Crystal Township Supervisor, will be presenting to the Crystal Township Board next week. There is a possibility that Crystal Township will use their allocated ARPA Funds to repair the dam.

MOTION #2023-65 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-65, approving the payment of accounts payable and release of funds for May 11, 2023.

AMBULANCE	\$1,256.96
GIS	-0-
FOC	3,000.36
PENTWATER-HART TRAIL	185.00-
SHELBY TWP COMM PARK	-0-
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	6,914.60
LCOT	-0-
K9 UNIT	139.98
CJT	100.00
CDBG	-0-
ARPA	28,642.24
VETERANS AFFAIRS	714.49
TECH & INNOVATION	1,425.54
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-

**FORECLOSURE
BUILDING DEPARTMENT
GENERAL FUND**

**-0-
15,965.10
391,094.97
GRAND TOTAL \$449,570.22**

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 mentioned the housing need assessment survey that the Commissioners received and reminded them to fill it out.

Mr. Erickson provided a brief update regarding the Medical Care Facility (MCF). On May 18th, there will be a community parade for the MCF, with lineup beginning at 2:15 p.m., at John Gurney Park. Mr. Erickson attended the Colfax Township meeting and the Weare Township meeting. A circus will be in town June 25th-26th. Mr. Walker noted that the circus will be held at the same time as Electric Forest Festival.

Mr. Walker attended the DHD #10 meeting and disclosed that PFAS has been found in Rothbury. The vendor hired to put the wells in, is from outside of Oceana County, and they are trying to figure out if the vendor will service the wells. They cannot figure out where the contamination is stemming from. Mr. Walker noted that it had been a busy week for the Administrator’s Office and that all decisions should be data based.

Mr. Beggs expressed that Silver Lake suffers from water quality issues and that the Silver Lake Improvement Board wants to place plants in the water, after removing the carp which tear the lake bottoms up, and has been approved by the DNR. They will also be using cutting edge technology to place bags of charcoal to help filter the water.

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 11:55 a.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, May 11, 2023, at 10:29 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 Mr. Matt Nordfjord, Cohl, Stoker & Toskey, P.C.; and Mr. Ed VanderVries, Oceana County Equalization Director (via telephone).

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the April 27, 2023 Finance and Administration Committee meeting.

Voice vote. Motion carried.

Chairperson Hardy 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

Mr. Matt Nordfjord, of Cohl, Stoker & Toskey, P.C., introduced himself as a member of the county counsel. Mr. Nordfjord provided the Commissioners with summary booklets regarding the Open Meetings Act (OMA) and the Freedom Of Information Act (FOIA).

Mr. Morse asked what overview the Board of Commissioners has over elected officials employment policies. Mr. Nordfjord responded that financial responsibilities are governed by the Commissioners and that operational policies are set by the elected official for each office. However, Mr. Nordfjord did note that they suggest universal employment policies.

Mr. Walker inquired if Mr. Nordfjord would review the Personnel Policy and wondered if the Board of Commissioners has a narrow perspective. Mr. Nordfjord suggested having the Rules of Procedure be reviewed as well. Discussion ensued regarding other topics, and questions, posed by the Commissioners.

Ms. Byard on behalf of Mr. Ed VanderVries, Oceana County Equalization Director (via telephone), requested consideration of a motion to approve the L-4029 and submit to the State of Michigan. Several questions were asked and answered regarding what encompasses a Headlee Rollback.

Ms. Byard requested consideration of a motion to appoint two members to the Veteran's Affairs Committee. Mr. Beggs stated that Mr. Cramblit and Mr. Dodds have attended the Veteran's Affairs Committee meetings.

Mr. Walker requested discussion regarding the Sheriff's wages. Further review and discussion will be discussed during the next Personnel Committee meeting.

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				

215 - Friend of the Court Fund	\$ 2,194.09	to Image Soft for professional services and iCloud storage
260 - Indigent Defense Fund	\$ 5,625.00	to Indigent Defense Consultants for managed assigned counsel services.
Fund 286- ARPA	\$ 28,642.24	to Kofile for digital file conversion.
549 - Building Department Fund	\$ 3,833.80	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
	\$ 3,186.15	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
	\$ 4,900.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
General Fund		
101 - Board of Commissioners	\$ 5,613.25	to H Security & Investigation for courthouse security for May 2023 and April 2023 OT.
262 - Elections	\$ 3,941.18	to Spectrum Printers for Ballots and Freight
265 - Courthouse & Grounds	\$ 1,044.22	to DTE Energy for utilities
	\$ 2,337.23	to City of Hart for utilities
	\$ 1,242.50	to Republic Service for trash removal
283 - Circuit Court	\$ 4,223.92	to Hayes Law Office for court appointed attorney fees.
	\$ 3,300.00	to Heacock Reporting for court contracted services.
	\$ 4,223.92	to Springstead Law Offices for court appointed attorney fees.
	\$ 3,086.15	to the State of Michigan for JIS Fees
289 - Friend of the Court	\$ 1,195.00	to Conflict Resolution Services for employee training.
294 - Probate Court	\$ 3,188.83	to the State of Michigan for JIS Fees
301 - Sheriff	\$ 1,191.06	to Cardmember Services for employee travel and contractual services.
	\$ 7,492.14	to Wex Bank for fuel.
	\$ 1,175.73	to Norm's Sport and Marine and Scuba Zoo for dive equipment.
	\$ 1,074.90	to Kiesler's Police Supply for ammunition to NYE Uniform.
351 - Jail	\$ 5,855.66	to Correctional Recovery for medical billing services.
	\$ 2,486.07	to Gordon Food Service.
	\$ 1,154.57	to DTE Energy for utilities
	\$ 14,796.33	to Advanced Correctional Healthcare for on-site medical services per contract.
	\$ 3,278.59	to City of Hart for utilities
528 - Transfer Station	\$ 17,855.25	to American Classic Dumpster for removal of trash and recycling material.
568 - Soil Conservation District	\$ 6,000.00	to Mason-Lake Conservation District for FY 2023 household hazardous waste appropriation.
595-Airport	\$ 2,194.50	to Bell's Equipment for Parts.
648 - Medical Examiner	\$ 3,382.50	to WMU Homer Stryker M.D. for autopsies
~ Total	\$ 149,714.78	

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

West Central Michigan County Alliance Meeting

Attended a meeting for the West Central Michigan County Alliance. A presentation by James Taylor, Director of the Riemer Regional Public Safety Training Center about their training program. Information was provided about the program and how to apply.

HR Finance Position

We have received several applications for the Human Resources/Finance Position. Interviews were held on Monday and Wednesday, May 8th and 10th. Four candidates will be moving forward to the second interviews to be held with the Personnel Committee and myself, date to be determined.

BS&A Meeting

A meeting was held with BS&A to discuss their cloud-based software. Our I.T. and other department heads attended the meeting. This would allow for the software and our program to be housed offsite rather than having the servers here. Our I.T. currently does the back up for that system and this would eliminate that process. Information will be forthcoming.

Audit

As stated at the last meeting, we are in the process of the audit. The Administrator's office has been compiling information for them over the past few months and request were continuing to come in over the last two weeks.

Additional Administrator's Report Items:

Ms. Heather Rowe, Oceana County Prosecuting Attorney Office Manager, emailed Ms. Byard and informed her of the funding that will be received, to pay for the Title IV Director position, in the amount of \$57,000, from the State of Michigan.

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 11:22 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, May 11, 2023, at 10:15 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; Sheriff Mast; Undersheriff Schiller; and Mr. Jeff Stockhill, Life EMS.

Moved by Mr. Hardy and seconded by Mr. Walker to approve the minutes of the April 11, 2023, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. Chairperson Beggs requested the addition of the quarterly report from Life EMS.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Jeff Stockhill, Life EMS, provided the quarterly report for Life EMS. The number of transports were down and staffing issues have lessened; the expectation is to be fully staffed for the summer months. 96% of the quarter, there were three ambulances fully staffed. Mr. Stockhill noted that for Electric Forest Festival (EFF), they will be staffed at 80% and will be partnering with Montcalm County EMS during EFF.

Mr. Beggs noticed that the exceptions/exemptions for calls were due to extenuating circumstances and was pleased with the compliance rate of 89%. Mr. Stockhill believes that the compliance rate will continue to go up.

Mr. Walker inquired if Grand Rapids had any updates regarding the construction of another ambulance station on M-20. Mr. Stockhill affirmed that the building project was in the permit stage and should break ground soon.

Sheriff Mast and Undersheriff Schiller requested consideration of a motion to purchase five 800 MHz mobile radios from Ingham County. The radios would be brand new, at a reduced rate, and would be paid for from the Newfield Township donation. Mr. Hardy inquired as to when the funding from Newfield Township would be available. Sheriff Mast indicated that as soon as Ingham County sends a billing invoice, then Newfield Township would provide the payment. Mr. Walker stated that encrypted 800 MHz radios are on backorder from suppliers and that this is a great opportunity.

Sheriff Mast and Undersheriff Schiller requested consideration of a motion to purchase toilets and sinks for the jail. The Commissary Fund would provide the funding source for the toilets and sinks.

Department Head Report

Sheriff Mast reported that the jail population is at 50 inmates. Maintenance has been done on several cells. Newly graduated recruit, Brendan Neinhuis, will be starting Marine Patrol this year as a certified officer; he worked as an uncertified Marine Patrol officer last year.

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 10:28 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk