

**Board Conference Room
May 25, 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 25, 2023, at 12:42 p.m.

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

Roll was called by Chief Deputy Clerk Coon. Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: Ms. Byard, Oceana County Administrator, and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the May 11, 2023 Regular Board Meeting as amended.

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 adding Motion #2023-69, for a check from Crystal Township to be receipted in, and then sent from the County to Mr. James Tiffany for the Crystal Township Dam restoration study.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-66 – AIRPORT EASEMENT ACQUISITION

Moved by Mr. Beggs and supported by Mr. Hardy, to approve Motion #2023-66, approving the agreement between Prein & Newhof and Oceana County, for the purpose of an assessment of an easement acquisition in the amount of \$64,725, with 95% to be reimbursed through the Michigan Department of Transportation and approve budget adjustment #05-2023, to adjust the Airport Budget and allow the Chair to sign the agreement.

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

Motion carried.

MOTION #2023-67 – MAC 125TH ANNIVERSARY RESOLUTION #23-07

Motion #2023-67, moved by Mr. Erickson and supported by Mr. Hardy, to adopt Resolution #23-07, honoring the Michigan Association of Counties on their 125th Anniversary:

WHEREAS, Michigan’s 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state’s approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state news makers and others; and

WHEREAS, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

WHEREAS, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21st century, a testament to the culture of public service inculcated by the association

THEREFORE, BE IT RESOLVED that OCEANA COUNTY wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year.

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

Motion carried.

MOTION #2023-64 – SHERIFF WAGE INCREASE AND UNDERSHERIFF WAGE FREEZE

Moved by Mr. Morse and supported by Mr. Walker, to adopt Motion #2023-64, to temporarily freeze the Undersheriff at his current wage step and increase the Sheriff's salary to \$91,000, retroactive January 1, 2023.

Roll call vote: Mr. Morse – yes; Mr. Walker – yes; Mr. Erickson – yes; Mr. Beggs – no; and Mr. Hardy – no.

Motion carried.

Mr. Erickson noted that this was an unforeseen incident and that more action will be taken during budget season. Mr. Hardy expressed that was not in favor of freezing the Undersheriff's wages and that perhaps a wage freeze could be revisited in December 2023. Mr. Morse requested clarification regarding Mr. Hardy's suggestion to nix the wage freeze.

MOTION #2023-69 – CRYSTAL TOWNSHIP DAM ENGINEERING STUDY MONIES

Moved by Mr. Erickson and supported by Mr. Beggs, to adopt Motion #2023-69, to accept funds from Crystal Township for the payment to James Tiffany Engineering, in the amount of \$2,400, to commence the Crystal Valley Dam restoration.

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

Motion carried.

MOTION #2023-68 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-68, approving the payment of accounts payable and release of funds for May 25, 2023.

AMBULANCE	\$1,227.62
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	2,105.00
BROWNFIELD	-0-
AUTOMATION R.O.D.	2,106.00
INDIGENT DEFENSE	21,010.69
LCOT	-0-
K9 UNIT	-0-
CJT	-0-
CDBG	-0-
ARPA	71,373.82
VETERANS AFFAIRS	5,688.27
TECH & INNOVATION	2,828.64
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	11,902.16
GENERAL FUND	338,583.82
GRAND TOTAL	\$456,826.02

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

Motion carried.

Commissioner’s Reports

There were no Commissioner Reports at this time.

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 1:04 p.m.

Melanie A. Coon, Oceana County Chief Deputy 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 25, 2023, at 11:20 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. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Morse and supported by Mr. Beggs to approve the minutes of the May 11, 2023 Finance and Administration Committee meeting as presented.

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. 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 resolution celebrating the Michigan Association of Counties (MAC) 125th Anniversary. MAC sent out a template for a resolution and 40% of counties have adopted the resolution already.

Mr. Morse sought consideration of a motion and discussion regarding the Sheriff's salary. The past two years, have put Undersheriff Schiller's wages at a higher rate than Sheriff Mast's salary. This motion would temporarily freeze the Undersheriff at his current step, and increase the Sheriff's salary to \$91,000, retroactive January 1, 2023. Mr. Morse explained that this is based on principle and that someone in a supervisory position should make more than a supervisee.

Mr. Walker explained that the Sheriff's wages were frozen for three years and the commissioners did not realize that the Undersheriff wages had exceeded the Sheriff wages.

Mr. Beggs supported raising the Sheriff's wages, but disagreed with freezing the Undersheriff's wages and disagreed with the difference between the Sheriff and Undersheriff's wages after raising the Sheriff's wages to \$91,000. Mr. Beggs believes that there should be an adequate gap between the two positions wages.

Mr. Walker suggested revisiting the Sheriff wage discussion during budget season. Mr. Erickson agreed and then proposed that all elected official's salaries should be discussed.

Mr. Hardy agreed with Mr. Beggs and would not support the freezing of the Undersheriff's wages. Both positions, Sheriff and Undersheriff, should be adequately compensated because they are continuously on call 24/7. Mr. Hardy provided wage increase differential percentages and suggested solutions. Mr. Walker expressed that perhaps going forward, during budget time, that wages should not go up by percentages, but by set dollar amounts.

Mr. Morse expressed caution regarding how an increase in wages and/or salaries would affect the budget.

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				
239- Shelby Twp Community Park			\$ 2,105.00	to Kennari Consulting for professional services. Fully reimbursed via private donations.
256 - Automation Fund R.O.D.			\$ 2,106.00	to GovOS, Inc for software fees.
260 - Indigent Defense Fund			\$ 5,048.00	to MKG Law Office, PLLC for court appointed attorney fees.
			\$ 7,029.00	to Springstead Law Offices for court appointed attorney fees.
			\$ 5,863.00	to Good Law for court appointed attorney fees.
286- ARPA			\$ 49,975.00	to Shelby Township Treasurer for ARPA reimbursement towards contractual services
			\$ 15,113.67	to Martech for equipment replacement.
			\$ 6,285.15	to White Lake Flooring for new carpet at the EMS Building
292- Child Care			\$ 7,250.00	to Ottawa County Juvenile Detention Center
549 - Building Department Fund			\$ 4,629.25	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 3,725.70	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
General Fund				
172 - County Administration			\$ 1,991.11	to TASC for May COBRA payment.
257 - Equalization			\$ 28,375.00	to V&V Assessing for equalization and assessing services.
265 - Courthouse & Grounds			\$ 1,892.11	to Martech for equipment repairs.
286 - District Court			\$ 3,106.81	to the State of Michigan for JIS Fees
294 - Probate Court			\$ 1,125.00	to Barkow Law for Guardian Fees
301 - Sheriff			\$ 19,305.78	to Enterprise for fleet vehicle management.
			\$ 1,875.00	to Windridge for Graphic Decals
			\$ 1,101.68	to NYE Uniform.
351 - Jail			\$ 2,522.82	to Martech for equipment repairs.
			\$ 2,895.02	to Gordon Food Service.
528 - Transfer Station			\$ 8,818.95	to American Classic Dumpster for removal of trash and recycling material.
601 - Health Department			\$ 1,261.41	to Martech for equipment repairs.
728 - Economic & Community Development			\$ 30,000.00	to Oceana County Economic Alliance for Fiscal Year 2023 Appropriation of funds.
~ Total			\$ 213,400.46	

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

Michigan Association of Counties Podcast

Listened in on the Podcast with the Michigan Association of Counties where they further discussed legislative updates. They discussed the upcoming budget with a 25% increase to the Juvenile Justice piece. The discussed HB4317 and 4318 relating to the Personal Property Tax reimbursement, which would bring \$75 million back to the locals. The House has presented a budget that has exceeded the Governors proposed budget and the Senate has come in under. They were looking to have it adopted by June 1st but it is looking to be closer to the middle of June. They also discussed a new proposal

relating to a statewide septic code requiring inspections every 5yrs and he local health department will be responsible for that.

HR Finance Position

Final interviews for the HR/Finance Position will be held on Thursday, May 18, 2023 beginning at 8:00 a.m. Additional information will be provided at the Board of Commissioners meeting.

Employee & Volunteer Appreciation Picnic

The employee and volunteer appreciation picnic will be held on Wednesday, June 28th from 11:30 a.m. – 1:30 p.m. on the south lawn of the county building. Administration staff have been planning for this event. (Sponsored by the Board of Commissioners)

Materials Management Planning

Meetings are being held each month to discuss the Materials Management Planning. There will be a letter coming to the Board of Commissioners. Once that letter has been received, we will be required to submit a letter of intent. There is still more information that is being provided on this and I will keep you apprised. I will be talking with our surrounding counties as we do have the opportunity to work with them to receive more funding when working as a group. If we are able to do this, it will help with the creation of the Planning Committee for this as we are required to have an 11-member board and I see that to be an obstacle for us.

Additional Administrator’s Report Items

Ms. Byard thanked Mr. Erickson and Mr. Morse for assisting in the second round of interviews. The new Human Resources person will be starting on June 1st.

Department Head Reports

There were no department head reports at this time.

Administrator’s Annual Performance Review

Moved by Mr. Walker and seconded by Mr. Erickson to enter in to closed session for the discussion regarding the Administrator’s annual performance review.

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

Motion carried.

The Finance and Administration Committee meeting recessed at 11:50 a.m.

The Finance and Administration Committee meeting reconvened at 12:38 p.m.

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 12:40 p.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, May 25, 2023, at 10:03 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. Coon, Oceana County Chief Deputy Clerk; Mr. Kevin Hughes, MA, District Health Department #10 Health Officer; and Ms. Emily Pokorski, District Health Department #10 Epidemiologist; and Mr. F. Lee Hyslop, Crystal Township Supervisor.

Moved by Mr. Walker and seconded by Mr. Beggs to approve the minutes of the April 27, 2023 Properties, Environment, and Economic Development Committee as presented.

Voice vote. Motion carried.

Chairperson Erickson asked if there were any changes to the agenda. Mr. Erickson requested the addition of discussion regarding Crystal Township Dam and Crystal Valley County Park.

Moved by Mr. Walker 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. Kevin Hughes, MA and District Health Department #10 (DHD #10) Health Officer, and Ms. Emily Pokorski, District Health Department #10 Epidemiologist, provided the DHD #10 annual report and presentation. The presentation centered around communicable diseases in 2022 and the number of different categories that were reported in Oceana County and within the other nine counties that encompass DHD #10.

Mr. Hughes mentioned that there is legislation pending regarding a statewide sanitary code and that it would require property owners to have their septic inspected every five years. The DHD #10 board passed a resolution last week opposing the bill as written.

Mr. Erickson requested an update regarding the My Community Dental Center (MCDC) clinic. Mr. Hughes noted that the MCDC clinic is operational again and taking new patients.

Mr. Erickson sought information regarding the Narcan vending machines. Mr. Hughes explained that in Wexford County, within the last month, 17 boxes of Narcan have been administered out of their vending machine; Narcan is readily available from multiple sources, however, not everyone is able to purchase it, which is why DHD would like to have the vending machines available.

Mr. Erickson also asked for a mental health update. Mr. Hughes noted that some schools have a mental health liaison available.

Ms. Byard, on behalf of Mr. Curtiss Lohman, Oceana County Airport Director, brought forth consideration of a motion to enter into an agreement with Prein & Newhof for the purpose of a proposal for an easement acquisition. This would allow for trees to be trimmed, due to runway obstructive dangers, on land not belonging to the county and the easement would actually be for the airspace above the land. Between the Federal Aviation Administration (FAA) and the Michigan Department of Transportation (MDOT), 95% of the costs will be reimbursed to the county.

Mr. Walker cautioned against adverse possession based on previous experience. Mr. Beggs requested clarification regarding what the motion entails. Ms. Byard noted that the motion is to allow for Prein & Newhof to prepare an easement proposal for the airspace above the land after doing a study, drafting a proposal, and how to approach the landowners.

Mr. Erickson began discussion, and provided an update, regarding the Crystal Township Dam and Crystal Valley County Park. Mr. John Wilson and Mr. Garry McKeen provided a presentation at the Crystal Township meeting regarding the application for the SNAP Grant. Crystal Township will be providing \$2,400 to the county to begin the preliminary engineering study.

Mr. F. Lee Hyslop, Crystal Township Supervisor, spoke briefly regarding Crystal Township's participation and expectations regarding Crystal Township, Crystal Valley County Park, and the roads that have been mentioned in previous meetings.

Further discussion ensued regarding the Crystal Township Dam.

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 11:20 a.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk