

Oceana County Board of Commissioners

September 28, 2023

Today's meetings
begin at **9:00 a.m.**

Committees and Board Meeting Packet



Board of Commissioners

Robert Walker, Chairperson

Craig Hardy

Paul Erickson

Tim Beggs, Vice-Chairperson

Phil Morse

Prepared by:

Tracy Byard

Oceana County Administrator



Oceana County, Michigan

PUBLIC NOTICE

OCEANA COUNTY BOARD OF COMMISSIONERS

100 State Street, Hart, MI 49420 – (231) 873-4835

The Oceana County Board of Commissioners **will hold** the following committee meetings and its regular board meeting on **Thursday, September 28, 2023** beginning at 9:00 a.m. and 11:30 a.m. respectively. The meetings will be held in the Oceana County Board of Commissioners Room located at 100 State Street, Hart, MI 49420.

- Properties, Environmental and Economic Development Committee
- Finance and Administration Committee
- Regular Board of Commissioners Meeting

Detailed meeting agendas are available online at:

<https://oceana.mi.us/government/board-of-commissioners/schedule-of-meetings/>

or, by contacting the County Administrator's Office at the address shown above, by

telephone (231) 873-4835, or by email countyadmin@oceana.mi.us

The Oceana County Board of Commissioners has **cancelled** the following meetings by order of the committee/board chairperson due to a lack of business:

All meetings are open to all members of the public. This notice is given pursuant to, and in accordance with, the provisions of the Open Meetings Act, Public Act 267 of 1976, as amended. Oceana County does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services.



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Properties, Environment and Economic Development Committee

There will be a committee meeting on **Thursday, September 28, 2023 beginning at 9:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Paul Erickson

Committee Vice-Chair: Phil Morse

| Presenter | Description | Item # |
|--|---|--------------------|
| Mr. Erickson | Call to Order Roll Call Approval of Minutes from July 27, 2023 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>) | Page 4 |
| Ms. Suzie Knoll, Executive Director, Conservation District | Conservation District Annual Report | |
| Administrator Byard | Consideration of Resolution #23-09 opposing the changes to the Statewide Septic Code, HB 4479/4480 and SB 299/300 | #2023-98 Page 5 |
| | DEPARTMENT HEAD REPORT | |
| | Public Comment (<i>state name, current address, and agenda item or topic</i>) | |
| | Adjournment | |

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, July 27, 2023, at 10:01 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; Mr. Garry McKeen, Oceana County Parks and Recreation Commission; Mr. Mast, Oceana County Sheriff; Mr. Brian Schlaack, Oceana County Maintenance Supervisor, Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Stacia Erickson, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and seconded by Mr. Hardy to approve the minutes of the May 25, 2023 Properties, Environment, and Economic Development Committee as presented.

Voice vote. Motion carried.

Chairperson Erickson asked if there were any changes 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

Ms. Byard began a discussion regarding a three-year preventative maintenance contract for air conditioning, heating, ventilation and refrigeration systems. Mr. Hardy mentioned that in the body of the contract, it was indicated that the coverage period was for 2020 – 2023 and should be 2023 – 2026. He also indicated that he would be in favor of approving this contract with that correction.

Mr. McKeen, Oceana County Parks & Recreation Commission provided a report on the happenings at various County Parks. He stated that there has continued to be some vandalism at Crystal Valley Park. He also reported that the new shelter at Cedar Point Park is up, the roof is complete and the cement will be poured soon. He also reported that the Marshville Dam project is also progressing.

Sheriff Mast provided an update on the Sheriff's Department. He noted that there are 61 inmates, Road Patrol has been busy. He also stated that Officer Jeff Brown will be retiring at the end of this month and they have made a conditional offer of employment to an individual who is currently attending Grand Valley State University and is nearly finished with the program, and is looking forward to working with him.

Public Comment

Chairperson Erickson introduced Ms. Stacia Erickson as a reporter for the Oceana Echo

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:22 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

**OCEANA COUNTY BOARD OF
COMMISSIONERS
RESOLUTION #23-09**

Opposing Proposed Changes to the Statewide Septic Code (HB 4479/4480 & SB 299/300)

WHEREAS, the Board of Commissioners of the County of Oceana, Michigan, does hereby find as follows:

WHEREAS, House Bills 4479 and 4480 and Senate Bills 299 and 300 would amend section 12752 and add Part 128 to the Public Health Code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation, maintenance and inspection of septic systems;

WHEREAS, the amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have been effectively enforced by counties and health departments across the Upper Peninsula; and

WHEREAS, the Amendatory Act would add additional mandates that would increase the amount of personnel time and expenses that Upper Peninsula Health Departments would incur under the new Act without adequate funding from the state; and

WHEREAS, the Amendatory Act would gut existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes which, in effect, eliminates local control and undermines the duties of local health department to implement and enforce laws; and

WHEREAS, the Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of this Amendatory Act which will place additional financial burden on local authorities; and

WHEREAS, the creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities and limit input into the rulemaking process to four local health department representatives; and

WHEREAS, the Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Commissioners of the County of Oceana, Michigan, opposes House Bill 4479, House Bill 4480, Senate Bill 299, and Senate Bill 300 and requests State Legislators to oppose the legislation.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Oceana County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Finance and Administration Committee

There will be a committee meeting on **Thursday, September 28, 2023 beginning at 9:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Craig Hardy

Committee Vice-Chair: Tim Beggs

| Presenter | Description | Item # |
|--|---|-----------|
| Commissioner Hardy | Call to Order Roll Call Approval of Meeting Minutes from September 14 Pages 7 - 11 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>) | |
| Mary Lou Phillips, County Treasurer | Foreclosure Fund Status Report | |
| Stephen Carlson, West Michigan Shoreline Reg. Dev. Comm. | Hazard Mitigation Plan Draft Presentation | |
| Ed VanderVries, CEO V&V Assessing | Consideration of the proposed motion for the approval of the L-4029 setting the 2023 Tax Millage Rate Page 12 | #2023-99 |
| Amy Anderson, County Clerk | Appointment to the Board of Canvassers Page 13 | 2023-100 |
| Administrator Byard | Reappointment and Appointment to the Brownfield Redevelopment Committee | 2023-101 |
| Administrator Byard | Administrator's Review of Selected Claims for Payment Pages 14 & 15 Administrator's Report Page 16 | #2023-103 |
| | Department Head Reports | |
| | Public Comment (<i>state name, current address, and agenda item or topic</i>) | |
| | Adjournment | |

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, September 14, 2023, at 10:25 a.m., in the Board Conference Room.

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

Also Present: Ms. LaPointe, Oceana County HR/Financial Coordinator; Ms. Kittie Tuinstra Dogwood Center Executive Director; Mr. John Terzano, Dogwood Center Development Coordinator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and supported by Mr. Walker to approve the minutes of the August 24, 2023 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. Mr. Morse requested that he would like to discuss the addition of a planning commission member to the Brownfield Redevelopment Authority and also that there is a vacancy on the White River Zoning Board of Review.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Kittie Tuinstra and John Terzano shared on the housing needs assessment. The last assessment took place in 2005. Bowen National Research conducted the assessment of housing and the potential for development. Their assessment gave a projected need for the next 5 years not only in housing, but in other areas of the community as well. Over the next five years Oceana county will need 1384 new housing units. John Terzano, went over some of the statistics and how it relates to Oceana county.

Mr. Morse discussed the value of having a planning commission member on the Brownfield Redevelopment Authority. He asked the board to consider such.

Mr. Morse stated Martha is no longer a member of the White River Zoning Board of Review. The position needs to be filled. It does not have to be a commissioner, the meetings are not regular. It was suggested that maybe a member of the township boards where the White River flows thru would be interested.

Ms. Jessica LaPointe 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 | | | \$ 19,450.12 | to Consumers Concrete for contractual services |

| | | |
|--------------------------------|--------------|---|
| | \$ 65,260.25 | to Great Lakes Landscape Supply for contractual services |
| | \$ 91,079.11 | to Great Lake Pet Fencing for contractual services |
| | | |
| 243 - Brownfield Redevelopment | \$ 18,363.97 | to Fishbeck for services rendered |
| | | |
| 256 - Automation Fund R.O.D | \$ 2,072.40 | to GovOS for software fees. |
| | | |
| 260 - Indigent Defense | \$ 5,625.00 | to Indigent Defense Consultants for managed assigned counsel services. |
| | \$ 1,867.50 | to Hayes Law Office, PLC for court appointed attorney fees. |
| | \$ 15,063.12 | to Springstead Law Offices for court appointed attorney fees. |
| | \$ 8,305.00 | to Good Law for court appointed attorney fees. |
| | | |
| 286 - ARPA | \$ 2,350.59 | to Oceana County Firefighters for reimbursement. |
| | | |
| 549 - Building Department Fund | \$ 9,025.20 | to Randy Miller for permits, residential plan reviews, and commercial plan reviews. |
| | \$ 3,469.40 | to Randy Neuman for permits, residential plan reviews, and commercial plan reviews. |
| | \$ 1,616.83 | to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews. |
| | \$ 1,700.00 | to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews. |
| | \$ 1,500.00 | to Thomas Story for permits, residential plan reviews, and commercial plan reviews. |
| | | |
| General Fund | | |

| | | |
|----------------------------|--------------|---|
| | | |
| | | |
| 223 - County Auditing | \$ 4,500.00 | to Watkins Ross for preparation of net periodic expense report for fiscal year ending 2022. |
| | | |
| 248 - Courthouse & Grounds | \$ 1,200.00 | to Crandell Funeral Home for veteran's burial expense. |
| | | |
| | | |
| 265 - Courthouse & Grounds | \$ 1,242.50 | to Republic Service for trash removal |
| | \$ 4,124.64 | to City of Hart for utilities |
| | | |
| 283 - Circuit Court | \$ 2,038.00 | to Business Information Systems for Contract renewal. |
| | \$ 2,422.92 | to the Mason County Treasurer for fringe benefits |
| | | |
| 286 - District Court | \$ 2,777.73 | to the Mason County Treasurer for fringe benefits |
| | | |
| 289 - Friend of the Court | \$ 2,405.00 | to Mgt of America Consulting |
| | | |
| 296 - Prosecuting Attorney | \$ 1,500.00 | to Mgt of America Consulting |
| | | |
| 301 - Sheriff | \$ 21,796.06 | to Enterprise for fleet vehicle management. |
| | \$ 1,192.25 | to AT&T mobility |
| | \$ 9,643.20 | to Wex Bank for fuel. |
| | \$ 1,868.22 | to Cardmember Services for employee travel and contractual services. |
| | \$ 1,780.47 | to Mears Service Center for services rendered. |
| | \$ 1,843.26 | to NYE Uniform for Uniforms. |
| | | |
| 351 - Jail | \$ 5,277.24 | to Gordon Food Service. |

| | | |
|-------------------------|--------------|--|
| | \$ 4,744.39 | to City of Hart for utilities |
| | \$ 14,796.33 | to Advanced Correctional Healthcare for on-site medical services per contract. |
| | | |
| 528 - Transfer Station | \$ 34,954.85 | to American Classic Dumpster for removal of trash and recycling material. |
| | | |
| 595 - Airport | \$ 13,606.84 | to AvFuel Corporation for fuel. |
| | | |
| 601 - Health Department | \$ 1,314.92 | to Consumers Energy for utilities. |
| | \$ 5,300.00 | to DHD#10 for monthly lease payment. |
| | | |
| 648 - Medical Examiner | \$ 3,467.06 | to WMU Homer Stryker M.D. for autopsies |
| | | |
| 649 - Mental Health | \$ 10,833.33 | to West Michigan Community Mental Health. |
| | | |
| ~ Total | | \$ 401,377.70 |

Mr. Walker suggested that when reviewing the budget, the policy on conferences and out of the area travel should be discussed.

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

HEALTH DEPARTMENT BUILDING INFORMATION

Information has been gathered as it relates to the Health Department Building. We are working to get an end date to the current mortgage. The initial mortgage was taken out in 2002 and from what I have found was scheduled to end in 2018. However, there was a resolution extending it due to errors in the financial documents for 60 months. I have forwarded this information on the Kevin Hughes and am waiting a reply from the mortgage company.

EQUALIZATION L4029 FORM

I have attached a copy of 2023 L4029 and was asked by Mr. Ed VanderVries if there will be any changes to the millage rates listed on that form. This will be coming to the Board of Commissioners at their Annual meeting scheduled for September 28th. We also received a letter from Mason-Oceana 911 requesting that the full amount be levied for them.

MDOT AERONAUTICS MEETING

A mandatory meeting was held in Lansing relating to the Oceana County Airport with the MDOT Aeronautics. Airport Manager Curt Lohman, John Stroo, Prein and Newhof and I attended for Oceana County for the purpose of reviewing upcoming projects and submissions for covering available grant funds.

BUDGET

Budget have been received. We are in the process of reviewing submissions for the administrator recommendations. Once those are complete, Departments will be made aware that they are ready for their review and I will begin meeting with departments as needed. We will then complete preparation for the Board of Commissioners for presentation to the board pm Tuesday, September 26th.

Additional Administrator's Report Items

There were no additional Administrator's report items at this time.

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 11:12 p.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

**2023 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

| | |
|---|--|
| County OCEANA | 2023 Taxable Value 1,481,115,387 |
| Local Government Unit OCEANA COUNTY | |

Winter L-4029

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2023 tax roll.

| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) | (12) |
|-------------|--------------------|------------------|---|--|--|--|---------------------------------------|---------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| Source | Purpose of Millage | Date of Election | Millage Authorized by Election, Charter, etc. | 2022 Millage Rate Permanently Reduced by MCL 211.34d | 2023 Current Year Millage Reduction Fraction | 2023 Millage Rate Permanently Reduced by MCL 211.34d | Sec. 211.34 Millage Rollback Fraction | Maximum Allowable Millage Rate* | Millage Requested to be Levied July 1 | Millage Requested to be Levied Dec. 1 | Expiration Date of Millage Authorized |
| ALLOCATED | OPERATING | Aug-16 | 5.7500 | 5.6571 | 1.0000 | 5.6571 | 1.0000 | 5.6571 | 5.6571 | ***** | Dec-26 |
| EXTRA VOTED | MCF | Aug-20 | 2.0000 | 1.9730 | 1.0000 | 1.9730 | 1.0000 | 1.9730 | ***** | 1.9730 | Dec-23 |
| EXTRA VOTED | AMB | Aug-20 | 1.0000 | 0.9865 | 1.0000 | 0.9865 | 1.0000 | 0.9865 | ***** | 0.9000 | Dec-25 |
| EXTRA VOTED | COA | Aug-18 | 1.0000 | 0.9838 | 1.0000 | 0.9838 | 1.0000 | 0.9838 | ***** | 0.9838 | Dec-23 |
| EXTRA VOTED | 911 | Aug-20 | 0.1394 | 0.1374 | 1.0000 | 0.1374 | 1.0000 | 0.1374 | ***** | 0.1374 | Dec-25 |
| EXTRA VOTED | VET | Aug-20 | 0.1000 | 0.0986 | 1.0000 | 0.0986 | 1.0000 | 0.0986 | ***** | 0.0986 | Dec-23 |

| | | | |
|--|---------------------------------------|--------------------------|---------------|
| | | Total Mills Summer | 9.7499 |
| Prepared by Edward VanderVries - MMAO IV | Title Equalization Director | Date 9/21/2023 | |

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

| | | | |
|---|-----------|-----------------|------|
| <input checked="" type="checkbox"/> Clerk | Signature | Type Name | Date |
| <input type="checkbox"/> Secretary | | Amy L. Anderson | |
| <input checked="" type="checkbox"/> Chairperson | Signature | Type Name | Date |
| <input type="checkbox"/> President | | Robert Walker | |

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.



OFFICE OF THE OCEANA COUNTY CLERK

Amy L. Anderson, County Clerk

100 State Street, Suite 1 – Hart, MI 49420
Telephone: (231) 873-4328

September 5, 2023

Ms. Tracy Byard
Oceana County Administrator
Suite M-4
Hart, MI 49420

Dear Tracy:

The terms of two of our Board of Canvass Members will be expiring on October 31, 2023. The two political parties have submitted the following names for consideration by the Board of Commissioners. One person is elected from each political party. The new terms will commence on November 1, 2023 and expire on October 31, 2027.

The **Republican Party** has submitted the following three nominees:

1. Erin MacGregor, 8562 W. Grant Rd., Shelby, MI 49455
2. Peggy Wittman, 571 S. State St, Shelby, MI 49455
3. Allen Blohm, 7010 N. 88th Ave, Hart, MI 49420

*** I would recommend the re-appointment of Ms. MacGregor to the Canvass Board.*

The **Democratic Party** has submitted the following three nominees:

1. Mr. Bruce Vartian, 4635 136th Ave, Hart, MI 49420
2. Ms. Marcia Walter, 6230 W. Longbridge Rd, Pentwater, MI 49449
3. Mr. Tom Walter, 6230 W. Longbridge Rd, Pentwater, MI 49449

*** I would recommend the appointment of Mr. Vartian.*

The statute requires that the County Board of Commissioners within ten days after convening for the annual meeting shall elect by ballot one of the three nominees from each party for the position of member of the County Board of Canvassers (MCLA 168.24a(3)).

Please find attached a ballot to be used by the Board of Commissioners for election purposes. Please place this matter on the Board's agenda for September 28, 2023. If you have any questions, please feel free to contact me.

Respectfully,

Amy L. Anderson

Amy L. Anderson
Oceana County Clerk

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 | | | \$ 4,441.25 | to Kennari Consulting for professional services. Fully reimbursed via private donations. |
| | | | \$ 49,852.00 | to Landscape Architects & Planners for project services. Fully reimbursed via private donations. |
| | | | \$ 54,634.67 | to Great Lake Pet Fencing for contractual services |
| | | | \$ 66,050.00 | to Raymer Water Wells for contractual services. |
| | | | | |
| 260 - Indigent Defense | | | \$ 5,625.00 | to Indigent Defense Consultants for managed assigned counsel services. |
| | | | \$ 14,115.00 | to MKG Law Office, PLC for court appointed attorney fees. |
| | | | \$ 15,382.00 | to Springstead Law Offices for court appointed attorney fees. |
| | | | | |
| 286 ARPA | | | \$ 15,113.67 | To Martech for remaining balance for the work done on the health department. |
| | | | | |
| 293 - Veterans | | | \$ 2,757.89 | To Huntington bank for credit card payment for postage, wheelchair and ramp. |
| | | | | |
| 298 - Technology and Innovation | | | \$ 1,641.08 | to Well's Fargo for contractual services. |
| | | | | |
| 549 - Building Department Fund | | | \$ 4,670.60 | to Randy Miller for permits, residential plan reviews, and commercial plan reviews. |
| | | | \$ 3,554.10 | to Randy Neuman for permits, residential plan reviews, and commercial plan reviews. |
| | | | \$ 1,589.33 | to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews. |
| | | | | |
| General Fund | | | | |

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|----------------------------|--------------|---|
| | | |
| 101 - BOC | \$ 6,310.61 | to H Security & Investigation for courthouse security for Sept 2023 and August 2023 OT. |
| | | |
| 257 - Equalization | \$ 18,150.00 | to V&V Assessing for equalization and assessing services. |
| | | |
| 265 - Courthouse & Grounds | \$ 4,730.17 | to Walkerville well drilling for work done at the Health Department. |
| | | |
| 283 - Circuit Court | \$ 4,223.92 | to Hayes Law Office for appropriations for October 2023. |
| | \$ 4,223.92 | to Springstead Law Offices for appropriations for October 2023. |
| | | |
| 301 - Sheriff | \$ 28,901.46 | to Enterprise for fleet vehicle management. |
| | \$ 1,365.15 | to EPS for security system. |
| | | |
| 351 - Jail | \$ 3,234.80 | to Gordon Food Service. |
| | | |
| 426 - Emergency Management | \$ 1,353.22 | To Huntington bank for Credit Card payment for travel, lodging and equipment. |
| | | |
| ~ Total | | \$ 311,919.84 |

COUNTY ADMINISTRATOR'S REPORT

SEPTEMBER 21, 2023

HEALTH DEPARTMENT BUILDING INFORMATION

Information has been gathered as it relates to the Health Department Building. We are working to get an end date to the current mortgage. The initial mortgage was taken out in 2002 and from what I have found was scheduled to end in 2018. However, there was a resolution extending it due to errors in the financial documents for 60 months. I have forwarded this information on the Kevin Hughes and am awaiting a reply from the mortgage company.

Update: Payments have been put on hold until we hear back from the bank. A reimbursement may be forthcoming.

BUDGET

We have been working diligently to get information prepared for the Budget meeting scheduled for Tuesday, September 26th.



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Annual Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, September 28, 2023 beginning at 11:30 a.m.** in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Board Chair: Robert Walker

Board Vice-Chair: Paul Erickson

| Presenter | Description | Item # |
|-----------------------------------|--|-----------|
| Mr. Walker | Pledge of Allegiance Call to Order Roll Call Approval of minutes from September 14 Pages 19 - 21 Conflict of Interest Disclosure Regarding Agenda Items Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>) | |
| Mr. Morse | Resolution #23-09 Opposing the Statewide Septic Code Motion: To adopt Resolution #23-09 opposing the Statewide Septic Code, HB 4479/4480 and SB 299/300 Roll Call | #2023-98 |
| Mr. Beggs | Proposed L-4029 setting the 2022 Millage Rate Motion: To approve the L-4029 as prepared by the County's Equalization Director setting the 2022 Tax Millage Rate. Roll Call | #2023-99 |
| Mr. Erickson | Board of Canvasser Appointments Motion to appoint Ms. Erin MacGregor as the Republican Party representative and Mr. Bruce Vartian as the Democratic Party Representative to the Board of Canvassers Board for a four-year term to commence on November 1, 2023 and expire on October 31, 2027. Roll Call | #2023-100 |
| Mr. Hardy | Brownfield Redevelopment Appointments Motion to reappoint Mr. Denny Powers and appoint Mr. Thomas Osborn to the Brownfield Redevelopment Authority for a three-year term to expire on September 30, 2026. Roll Call | #2023-101 |
| Mr. Hardy | Payment of Claims Pages 22 24 | #2022-103 |
| REPORTS FROM COMMISSIONERS | | |
| | Public Comment (<i>state name, current address, and agenda item or topic</i>) | |

| Presenter | Description | Item # |
|-----------|-------------|--------|
| | Adjournment | |
| | | |

**Board Conference Room
September 14, 2023
Board of Commissioners Minutes**

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

Chairperson Walker opened the public hearing regarding the annexation of a parcel of land to be annexed to the Village of Shelby at 11:30 a.m.

Chairperson Walker inquired if there were any public comments at this time. Mr. Richard Raffaelli indicated that he submitted a letter to the Board and asked it to be read at this time. Mr. Morse read the letter from Mr. Raffaelli. The letter encouraged the Board to support the annexation of this property to the Village of Shelby.

Chairperson recognized Mr. Paul Inglis, Shelby Village President, Ms. Linda Peterson and Ms. Gabrielle Peterson who were also present.

Chairperson Walker commented that he was involved in the annexation of property to the Village of Rothbury which has been beneficial to all parties involved.

Mr. Morse commented that this is a perfect example of government working with private individuals/non-profits and appreciated and commended all that are involved.

Mr. Erickson commended all parties involved.

Chairperson Walker closed at the public hearing for the annexation of Shelby Acres to the Village of Shelby at 11:35 a.m.

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, September 14, 2023, at 11:36 p.m.

Roll was called by Clerk Anderson. Present: Mr. Erickson, Mr. Morse, Mr. Hardy, and Mr. Walker. Absent: Mr. Beggs.

Also Present: Ms. LaPointe, Oceana County HR/Financial Coordinator; Mr. James Kelly, MSUE Director; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Erickson and seconded by Mr. Hardy to approve the minutes from the August 24, 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. Morse requested the addition of a motion to establish that a Planning Commission member be a regular member of the Brownfield Redevelopment Authority.

Moved by Mr. Erickson and supported by Mr. Hardy to approve the agenda as amended.

Voice vote. Motion carried.

Public Comment

Mr. James Kelly, MSUE Director, noted that the reason he is not as visible lately is due to the fact that he has been temporarily assigned the Counties of Kent and Ottawa in addition to the five counties in

District #5. Mr. Kelly reported that the County Fair was very successful this year with over \$311,000 in youth market projects. He also reported that MSUE is seeking to hire a Water Use Efficiency educator. This person will work with farmers on specialty crop irrigation.

Agenda Items

MOTION #2023-91 – ANNEXATION OF LAND TO THE VILLAGE OF SHELBY

Moved by Mr. Morse and supported by Mr. Erickson, to adopt Resolution #23-09 including Exhibits A and B annexing lands to the Village of Shelby resulting in lands to be included within the corporate limits of the Village of Shelby.

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

Motion carried.

MOTION #2023-96 – TRANSFER OF TITLE IV-D POSITION

Moved by Mr. Erickson and supported by Mr. Morse, to approve the transfer of the Title IV-D Position from the supervision of the Prosecuting Attorney to the Friend of the Court to become effective once approved by the State of Michigan.

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

Motion carried.

MOTION #2023-97 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-97, approving the payment of accounts payable and release of funds for September 14, 2023.

| | |
|-------------------------------|---------------------|
| AMBULANCE | \$1,905.25 |
| GIS | -0- |
| FOC | -0- |
| PENTWATER-HART TRAIL | -0- |
| SHELBY TWP COMM PARK | 175,789.48 |
| BROWNFIELD | 18,554.77- |
| AUTOMATION R.O.D. | 2,072.40 |
| INDIGENT DEFENSE | 36,142.02 |
| LCOT | 86.82 |
| K9 UNIT | 143.96 |
| CJT | -0- |
| CDBG | -0- |
| ARPA | 2,350.59 |
| VETERANS AFFAIRS | 6,742.00 |
| TECH & INNOVATION | 2,888.02 |
| CAPITAL PROG/EQUIP REP | -0- |
| PUBLIC IMPROVEMENT | -0- |
| FORECLOSURE | -0- |
| BUILDING DEPARTMENT | 22,661.75 |
| GENERAL FUND | 615,922.87 |
| GRAND TOTAL | \$885,259.93 |

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

Motion carried.

MOTION #2023-98 – ESTABLISHMENT OF BROWNFIELD REDEVELOPMENT AUTHORITY MEMBER

Moved by Mr. Morse and supported by Mr. Hardy to establish that a Planning Commissioner be an automatic member of the Brownfield Redevelopment Authority.

Voice vote. Motion carried.

Commissioner's Reports

Mr. Morse reported that the first draft of the Planning Commission Master Plan will be reviewed and approved. He also stated that he has been working on drafting a resolution regarding the number of commissioners currently on the County Board and will be sending it individually to the board members for their input. He also mentioned that he would like to explore the request for planting a tree to bring awareness to suicide prevention among veterans.

Mr. Erickson echoed Mr. Kelly on the success of the County Fair. He noted that there is now a gate near the rail trail. He also commented on the celebration of Pete LundBorg and his efforts at Cedar Point Park. Mr. LundBorg has contributed more than 3,000 hours to this project.

Clerk Anderson mentioned that there will be a lot of changes coming where elections are concerned. She noted that she has proposed to have one County-Wide Early Voting Site located at the County Building. She also reported that the Bureau of Elections is offering a grant to implement the Early Voting Sites, however, the grant is valued at \$30 million which will not be enough to cover the cost for the whole state. She also informed the Board that the Elections Department budget has been submitted, but, there may be a request for additional funds if the amount of the grant received does not cover the expenses.

Chairman Walker congratulated the Peterson family and the developers of Shelby Acres and thanked them for allowing Oceana County to be a part of this project.

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 11:54 a.m.

Amy L. Anderson, Oceana County Clerk

Date

Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds
FOR 9/28/2023

| FUND | DEPT # | DEPARTMENT | PR# | PAID | UNPAID | TOTAL |
|------|--------|--|-----|---------------|--------------|----------------------|
| 210 | | AMBULANCE | 21 | \$ 52.37 | | \$ 52.37 |
| | | AMBULANCE FUND TOTAL | | \$ 52.37 | \$ - | \$ 52.37 |
| 211 | | GIS | | \$ - | \$ - | \$ - |
| | | GIS FUND TOTAL | | \$ - | \$ - | \$ - |
| 215 | | FOC | | \$ - | | \$ - |
| | | FOC PAYROLL | 21 | \$ - | \$ - | \$ - |
| | | FOC FICA | 21 | \$ - | \$ - | \$ - |
| | | FOC RETIREMENT | 21 | \$ - | \$ - | \$ - |
| | | FOC FRINGE | 21 | \$ - | \$ - | \$ - |
| | | WORKERS COMP | 21 | \$ - | \$ - | \$ - |
| | | FOC FUND TOTAL | | \$ - | \$ - | \$ - |
| 238 | | PENTWATER-HART TRAIL | | \$ - | \$ - | \$ - |
| | | PENTWATER-HART TRAIL FUND TOTAL | | \$ - | \$ - | \$ - |
| 239 | | SHELBY TWP COMMUNITY PARK | | \$ 174,977.92 | \$ - | \$ 174,977.92 |
| | | SHELBY TWP COMMUNITY PARK FUND TOTAL | | \$ 174,977.92 | \$ - | \$ 174,977.92 |
| 243 | | BROWNFIELD REDEVELOPMENT AUTHORITY | | | | \$ - |
| | | BROWNFIELD REDEVELOP. AUTHORITY TOTAL | | | \$ - | \$ - |
| 256 | | AUTOMATION R.O.D. | | \$ - | | \$ - |
| | | AUTOMATION R.O.D. FUND TOTAL | | \$ - | \$ - | \$ - |
| 260 | | INDIGENT DEFENSE | | \$ - | \$ 35,802.00 | \$ 35,802.00 |
| | | INDIGENT DEFENSE PAYROLL | 21 | \$ 2,255.36 | \$ - | \$ 2,255.36 |
| | | INDIGENT DEFENSE FICA | 21 | \$ 172.53 | \$ - | \$ 172.53 |
| | | INDIGENT DEFENSE RETIREMENT | 21 | \$ - | \$ - | \$ - |
| | | INDIGENT DEFENSE FRINGE | 21 | | \$ - | \$ - |
| | | WORKERS COMP | 21 | | \$ - | \$ - |
| | | INDIGENT DEFENSE FUND TOTAL | | \$ 4,935.77 | \$ 35,802.00 | \$ 40,737.77 |
| 264 | | LCOT | | | | \$ - |
| | | LCOT PAYROLL | 21 | \$ - | \$ - | \$ - |
| | | LCOT FICA | 21 | \$ - | \$ - | \$ - |
| | | LCOT RETIREMENT | 21 | \$ - | \$ - | \$ - |
| | | WORKERS COMP | 21 | \$ - | \$ - | \$ - |
| | | RETIREMENT | 21 | \$ - | \$ - | \$ - |
| | | LOCT FUND TOTAL | | \$ - | \$ - | \$ - |
| 267 | | K9 UNIT | | \$ - | | \$ - |
| | | K9 UNIT FUND | | \$ - | \$ - | \$ - |
| 272 | | CRIMINAL JUSTICE TRAINING | | \$ - | | \$ - |
| | | CRIMINAL JUSTICE TRAINING FUND TOTAL | | \$ - | \$ - | \$ - |
| 277 | | CDBG | | \$ - | \$ - | \$ - |
| | | CDBG FUND TOTAL | | \$ - | \$ - | \$ - |
| 286 | | ARPA | | \$ 15,466.24 | | \$ 15,466.24 |
| | | APRA FUND TOTAL | | \$ 15,466.24 | \$ - | \$ 15,466.24 |
| 293 | | DEPT OF VET AFFAIRS | | \$ 3,373.77 | | \$ 3,373.77 |
| | | DEPT OF VET AFFAIRS PAYROLL | 21 | \$ 3,199.54 | \$ - | \$ 3,199.54 |
| | | DEPT OF VET AFFAIRS FICA | 21 | \$ 241.89 | \$ - | \$ 241.89 |
| | | DEPT OF VET AFFAIRS RETIREMENT | 21 | \$ - | \$ - | \$ - |

| | | | | | | | | |
|-----|---|------------|-------------|------------------|---------------|-----------------|--------------|------------------|
| | DEPT OF VET AFFAIRS FRINGE | 21 | \$ | 2,107.70 | \$ | - | \$ | 2,107.70 |
| | WORKERS COMP | 21 | \$ | 76.00 | \$ | - | \$ | 76.00 |
| | DEPT OF VET AFFAIRS FUND TOTAL | | \$ | 8,998.90 | \$ | - | \$ | 8,998.90 |
| 298 | TECHNOLOGY & INNOVATION | | \$ | 1,834.42 | \$ | 1,002.75 | \$ | 2,837.17 |
| | TECHNOLOGY & INNOVATION FUND TOTAL | | \$ | 1,834.42 | \$ | 1,002.75 | \$ | 2,837.17 |
| 405 | CAPITAL PROJ-EQUIP REPLACE | | \$ | - | | | \$ | - |
| | CAPITAL PROJ-EQUIP REPLACE FUND TOTAL | | \$ | - | \$ | - | \$ | - |
| 445 | PUBLIC IMPROVEMENT | | \$ | - | \$ | - | \$ | - |
| | PUBLIC IMPROVEMENT FUND TOTAL | | \$ | - | \$ | - | \$ | - |
| 549 | BUILDING DEPARTMENT | | \$ | 11,815.41 | | | \$ | 11,815.41 |
| | BUILDING DEPARTMENT PAYROLL | 21 | \$ | 2,340.33 | \$ | - | \$ | 2,340.33 |
| | BUILDING DEPARTMENT FICA | 21 | \$ | 175.48 | \$ | - | \$ | 175.48 |
| | BUILDING DEPARTMENT RETIREMENT | 21 | \$ | - | \$ | - | \$ | - |
| | BUILDING DEPARTMENT FRINGE | 21 | \$ | 2,528.55 | \$ | - | \$ | 2,528.55 |
| | WORKERS COMP | 21 | \$ | 149.00 | \$ | - | \$ | 149.00 |
| | BUILDING DEPARTMENT FUND TOTAL | | \$ | 17,008.77 | \$ | - | \$ | 17,008.77 |
| 101 | GENERAL FUND | PR# | PAID | | UNPAID | | TOTAL | |
| 101 | BOARD OF COMMISSIONERS | | \$ | 6,344.21 | | | \$ | 6,344.21 |
| 172 | ADMINISTRATOR/FISCAL OFFICER | | \$ | 416.07 | \$ | 175.54 | \$ | 591.61 |
| 208 | INSURANCE | | \$ | - | \$ | 76.50 | \$ | 76.50 |
| 209 | UNEMPLOYMENT COMPENSATION | | \$ | - | \$ | - | \$ | - |
| 215 | COUNTY CLERK | | \$ | 200.00 | \$ | 112.90 | \$ | 312.90 |
| 216 | JURY BOARD | | \$ | - | \$ | - | \$ | - |
| 217 | APPORTIONMENT | | \$ | - | \$ | - | \$ | - |
| 223 | COUNTY AUDITING | | \$ | - | | | \$ | - |
| 228 | DATA PROCESSING | | \$ | - | \$ | 144.84 | \$ | 144.84 |
| 229 | TECHNOLOGY | | \$ | 468.53 | \$ | - | \$ | 468.53 |
| 244 | TAX ALLOCATION | | \$ | - | \$ | - | \$ | - |
| 245 | REMONUMENTATION | | \$ | - | \$ | - | \$ | - |
| 248 | GENERAL SERVICES | | \$ | 1,189.32 | \$ | 642.93 | \$ | 1,832.25 |
| 249 | PLAT BOARD | | \$ | - | \$ | - | \$ | - |
| 250 | MICROFILM | | \$ | - | \$ | - | \$ | - |
| 253 | COUNTY TREASURER | | \$ | 533.83 | \$ | 121.83 | \$ | 655.66 |
| 257 | EQUALIZATION | | \$ | 18,190.01 | \$ | 148.95 | \$ | 18,338.96 |
| 262 | ELECTIONS | | \$ | - | | | \$ | - |
| 265 | COURTHOUSE/GROUNDS | | \$ | 743.80 | \$ | 5,624.87 | \$ | 6,368.67 |
| 283 | CIRCUIT COURT | | \$ | 339.63 | \$ | 11,845.85 | \$ | 12,185.48 |
| 286 | DISTRICT COURT | | \$ | 701.41 | \$ | 203.66 | \$ | 905.07 |
| 289 | FRIEND OF THE COURT | | \$ | 348.20 | \$ | 652.62 | \$ | 1,000.82 |
| 294 | PROBATE COURT | | \$ | 164.28 | \$ | 128.50 | \$ | 292.78 |
| 295 | PROBATION/PAROLE | | \$ | 145.40 | | | \$ | 145.40 |
| 296 | PROSECUTING ATTORNEY | | \$ | - | \$ | 198.03 | \$ | 198.03 |
| 298 | FAMILY COUNSELING | | \$ | - | \$ | - | \$ | - |
| 301 | SHERIFF | | \$ | 29,835.97 | \$ | 2,495.99 | \$ | 32,331.96 |
| 331 | MARINE LAW | | \$ | - | \$ | 536.95 | \$ | 536.95 |
| 332 | SNOWMOBILE ENFORCEMENT | | \$ | - | \$ | - | \$ | - |
| 333 | ROAD PATROL | | \$ | - | \$ | - | \$ | - |
| 351 | JAIL | | \$ | 3,865.48 | \$ | 2,214.50 | \$ | 6,079.98 |

| | | | | | | | | |
|------------------------------|-----------------------------------|----|----|------------|----|-----------|----|------------|
| 426 | EMERGENCY MANAGEMENT | | \$ | 1,363.70 | \$ | 778.21 | \$ | 2,141.91 |
| 430 | ANIMAL CONTROL | | \$ | - | \$ | 2,664.61 | \$ | 2,664.61 |
| 442 | DRAIN COMMISSIONER | | \$ | (11.73) | | | \$ | (11.73) |
| 445 | DRAINS - PUBLIC BENEFIT | | \$ | - | \$ | - | \$ | - |
| 528 | TRANSFER STATION/RECYCLING CENTER | | \$ | - | | | \$ | - |
| 568 | SOIL CONSERVATION | | \$ | - | | | \$ | - |
| 595 | AIRPORT | | \$ | 243.26 | \$ | 889.27 | \$ | 1,132.53 |
| 601 | HEALTH DEPARTMENT | | \$ | 119.99 | | | \$ | 119.99 |
| 605 | CONTAGIOUS DISEASES | | \$ | - | \$ | - | \$ | - |
| 648 | MEDICAL EXAMINER | | \$ | - | \$ | 1,617.29 | \$ | 1,617.29 |
| 649 | COMMUNITY MENTAL HEALTH | | \$ | - | \$ | - | \$ | - |
| 701 | PLANNING COMMISSION | | \$ | - | | | \$ | - |
| 710 | MSU EXTENSION | | \$ | - | \$ | - | \$ | - |
| 711 | REGISTER OF DEEDS | | \$ | - | \$ | 27.38 | \$ | 27.38 |
| 728 | EDC | | \$ | 13.06 | | | \$ | 13.06 |
| | GENERAL PAYROLL | 21 | \$ | 211,940.85 | \$ | - | \$ | 211,940.85 |
| | GENERAL FICA | 21 | \$ | 15,939.93 | \$ | - | \$ | 15,939.93 |
| | GENERAL RETIREMENT | 21 | \$ | - | \$ | - | \$ | - |
| | GENERAL FRINGE | 21 | \$ | 144,671.83 | \$ | - | \$ | 144,671.83 |
| | WORKERS COMP | 21 | \$ | 20,702.30 | \$ | - | \$ | 20,702.30 |
| GENERAL FUND TOTAL | | | \$ | 458,469.33 | \$ | 31,301.22 | \$ | 489,770.55 |
| GRAND TOTAL | | | \$ | 681,743.72 | \$ | 68,105.97 | \$ | 749,849.69 |
| GENERAL FUND WITHOUT PAYROLL | | | \$ | 65,214.42 | | | | |