

Oceana County Board of Commissioners

December 7, 2023

Today's meetings
begin at 10:00 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, December 7, 2023** beginning at 10:00 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.

- 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:

- Courts and Public Safety Committee
- Personnel and Health and Human Services Committee

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

Finance and Administration Committee

There will be a committee meeting on **Thursday, December 7, 2023 beginning at 10:00 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 November 9 Pages 4 - 7 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Administrator Byard	Consideration to adopt Resolution #23-13 allowing for a 63-day review of the Oceana County Master Plan Pages 8	#2023-123
Administrator Byard	Consideration to appoint Gina Loera to the Brownfield Redevelopment as the Planning Commission Representative	#2023-124
Administrator Byard	Consideration of adoption of the MSU Extension Agreement for Services. Pages 9 - 13	#2023-125
Administrator Byard	Consideration of adoption of budget adjustment to correct current budget Pages 14 - 17	#2023-126
Administrator Byard	Consideration of adoption of proposed Resolution #23-12 to adopt FY2024 Budget and Tax Levies Pages 18 - 32	#2023-127
Administrator Byard	Consideration to add a fee structure for Commercial Solar Projects to the Permit Fee Schedule	
Administrator Byard	Administrator's Review of Selected Claims for Payment Pages 33 & 34 Administrator's Report Page 35	#2023-128
	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, November 9, 2023, at 11:04 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; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and supported by Mr. Erickson to approve the minutes of the October 26, 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 the addition of a conversation regarding the Building Department Fund Report. Chairperson Hardy noted that the discussion would be added prior to the Department Head Reports.

Moved by Mr. Beggs 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. Byard requested consideration to adopt Hard Caps for the County Insurance.

Ms. Byard requested consideration to revise the public hearing motion for the proposed Fiscal Year 2024 budget and property tax millage rate to be levied from November 9, 2023 to December 7, 2023.

Ms. Byard requested consideration of the Oceana MDHHS budget request for the Social Welfare FY 2024.

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

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
210 - Ambulance			\$ 246,620.56	to Life EMS for the quarterly service agreement.
			\$ 2,970.00	to Hesperia Fire Department for MFR costs
			\$ 3,850.00	to Walkerville Fire Department for MFR costs
215 - Friend of the Court			\$ 2,194.06	to Image Soft for professional services and icloud storage

239 - Shelby Twp Community Park	\$ 27,625.00	to Full Throttle Excavating for work on Shelby Township Park
	\$ 102,616.65	to Landscape Architects & Planners for project services. Fully reimbursed via private donations.
	\$ 208,000.00	to Single Phase Electric for work on Shelby Township park
243 - Brownfield Redevelopment	\$ 1,631.92	to Curtis Burdette for travel and lodging
256 - Automation ROD	\$ 1,926.60	to GovOS, Inc for software fees.
260 - Indigent Defense	\$ 5,833.33	to Indigent Defense Consultants for managed assigned counsel services.
	\$ 8,029.50	to Springstead Law Offices for court appointed attorney fees.
286 ARPA	\$ 13,790.00	to Blackmer Construction for work done at Gale's Pond.
293 - Veteran Affairs	\$ 1,477.98	to Consumers Energy for indigent veteran/dependent expense
	\$ 1,713.00	to Fastsigns for decals for Veterans van
298 - Technology and Innovation	\$ 4,630.50	to Solid Design software for software
	\$ 2,394.16	to SHI for Machinery and Equipment.
549 - Building Department Fund	\$ 8,462.05	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
	\$ 4,522.10	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,247.93	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews.

General Fund		
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services.
262 - Elections	\$ 2,042.13	to Spectrum Printers for election ballots
265 - Courthouse & Grounds	\$ 1,242.50	to Republic Service for trash removal
283 - Circuit Court	\$ 1,849.36	to Jurors for Juror fees.
	\$ 4,223.92	to Hayes Law Office for appropriations for December 2023.
	\$ 4,223.92	to Springstead Law Offices for appropriations for December 2023.
	\$ 2,422.93	to the Mason County Treasurer for fringe benefits
	\$ 3,300.00	to Heacock Reporting for court contracted services.
286 - District Court	\$ 2,450.97	to the Mason County Treasurer for fringe benefits
294 - Probate Court	\$ 1,125.00	to Barkow Law Company for Guardianship fees.
301 - Sheriff	\$ 1,284.10	to Cardmember Services for employee travel and contractual services.
	\$ 6,871.05	to Wex Bank for fuel.
	\$ 1,879.65	to NYE Uniform for Uniforms.
351 - Jail	\$ 3,221.51	to Gordon Food Service.
	\$ 1,123.07	to Correctional Recovery for medical billing services.
	\$ 1,295.55	to Muskegon Fire Equipment for fire extinguisher inspection
528 - Transfer Station	\$ 5,682.00	to Geocycle for tire disposal
	\$ 53,203.55	to American Classic Dumpster for removal of trash and recycling material.
	\$ 2,026.00	to Beckman Brothers for crushed asphalt

~	Total	\$ 767,152.55

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

WEST CENTRAL MICHIGAN COUNTY ALLIANCE

The West Central Michigan County Alliance was held at the Pavilion at Waters Edge in Newaygo County. Senator Rick Outman and Representative Joseph Fox were in attendance and provided a brief report. The Michigan Association of Counties was also in attendance providing updates as well. The next meeting will be held on April 29, 2024 in Oceana County.

VISIT TO ARBRE FARMS

Don Squire with OPC-Arbre Farms invited me to their facility to discuss their wastewater project. They provided a presentation relating to the requirements by EGLE. They asked if we would assist with letters of support or speaking with any lobbyists within our organizations.

MATERIALS MANAGEMENT MEETING

A meeting has been scheduled for Friday, November 3rd with surrounding counties to discuss the Materials Management Plan. A proposal has been provided by WMSRDC. We will be discussing that proposal and other avenues for the plan. There will be more to come.

HALLOWEEN PARTY

The annual Halloween Party was held on October 31, 2023, Halloween. We had a great turn out. There were many that participated in the costumes and door decorating. A great time was had by all.

Mr. Morse began a discussion regarding the Building Department report. He noticed the Fund Balance has been increasing over the years and wondered if it would be possible to temporarily reduce the fees to obtain permits on a trial basis. He stated that this may attract additional building projects throughout the county. Upon much discussion, the consensus was that a reduction in fees would not increase the number of building permits sold.

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 11:41 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

RESOLUTION #23-13 RE APPROVAL OF THE OCEANA COUNTY MASTER PLAN

Moved by Mr. _____ and seconded by Mr. _____ to approve distribution of the draft Master Plan for the 63-day review period.

The purpose of the Oceana County Master Plan, a land use document that attempts to address issues different from those of an ordinary land use plan to include infrastructure, population, economics, county and other governmental services and the general quality of life, is to provide policy and guide decision-making for future land and infrastructure development decisions within the entire area of Oceana County.

Further, after the appropriate review period and approval of the final document by the Oceana County Planning Commission, the Oceana County Master Plan will be presented to the Oceana County Board of Commissioners for its final approval.

Roll call vote:

CERTIFICATION:

The undersigned, being the Clerk of Oceana County, does hereby certify that on the 7th day of December, 2023, the Oceana County Board of Commissioners did adopt the above Resolution at its Regular Meeting.

Amy Anderson, Clerk
Oceana County
Board of Commissioners

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES (“Agreement”) is entered into on _____ by and between Oceana County, Michigan (“County”), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY (“MSU”) on behalf of MICHIGAN STATE UNIVERSITY EXTENSION (MSUE”).

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation’s land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan’s economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

Further, as an organization committed to the principles of diversity, equity and inclusion, we will work collaboratively with our community partners to ensure participation from the broad human diversity of each community (including race, color, religion, national origin, age, sex, disability, height, weight, marital status, gender, gender identity (gender expression), political beliefs, sexual orientation, family status, veteran status or any other factor prohibited by applicable law) and work to make our programs accessible and inclusive of the multiple realities and forms of knowledge that will support equitable outcomes for all throughout Michigan’s 83 counties;

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.

2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. .5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").
6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient office space to house Extension staff as agreed upon between the County and the MSUE District Director.
 - b. Utilities, including telephone and telephone service sufficient to meet the needs of Personnel utilizing MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs to Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible.
3. Clerical support for staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

.5 FTE MSU employed Clerical Support Staff

.375 FTE MSU employed Clerical Support Staff

Optional:

4. Funding for additional Extension educators at **0 FTE**
5. Funding for additional 4-H program capacity at **.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**
7. Total Annual Assessment in the amount of **\$146,395**

Payments due and payable under the terms of this agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, Michigan 48824

C. Staffing and Financial Summary:

A. Base Assessment (includes .5 FTE 4-H Program Coordination)	\$49,133
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ADDITIONAL PERSONNEL

B. .5 FTE Clerical Support Staff to be employed by MSU	\$35,368
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.375 FTE Clerical Support Staff to be employed by MSU	\$26,526
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C. 0 FTE Educator (Program Area:)	\$0
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D. .5 FTE Additional 4-H Program Coordination	\$35,368
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E. 0 FTE Additional paraprofessional staff	\$0
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TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2024:	\$146,395
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I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2024, the first day of the County budget year 2024 and shall terminate on the last day of such County budget year 2024.

Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Oceana County Administrator, 100 State Street, Hart, MI 49420, if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.

2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Evonne Pedawi
Contract & Grant Administration

Its: _____

Date: _____

OCEANA COUNTY

By: _____

Print name: _____

Its: _____

(title)

Date: _____

Appendix A

Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever-changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media platforms. We view communication with our constituents through Facebook, Twitter, Instagram, YouTube, and other emerging social media to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:
NetRange35.8.0.0 - 35.9.255.255 CIDR35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

Office 365 – Details on what to open are at <https://docs.microsoft.com/en-us/microsoft-365/enterprise/urls-and-ip-address-ranges?view=o365-worldwide>
search.msu.edu
35.9.160.36 (1935,443) authentication)
45.60.149.216
35.9.247.31 (zoom.msu.edu)
d2l.msu.edu (80 and 443) (D2L – Desire to Learn @ Brightspace.com)
108.161.147.0/24, 199.231.78.0/24, 64.62.142.12/32, 209.206.48.0/20 (external) Meraki Cloud communication
199.231.78.148/32, 64.156.192.245/32 (external) Meraki VPN registry

The following applications are necessary on all computers – MS Office (preferably O365, MSUE provides MS licensing), Adobe Acrobat, Zoom, SAP client, VPN client, Antivirus. (Most recent version of Chrome, Firefox, or Edge)

Other notable web server/sites IP addresses:

canr.msu.edu – 52.5.24.1
msue.anr.msu.edu – 52.5.24.1
events.anr.msu.edu/web3.anr.msu.edu – 45.60.11.113
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
master Gardener (External) – 128.120.155.54
extension.org (External) – 54.69.217.186 msu.zoom.us (External)

Questions may be directed to anr.support@msu.edu where they will be routed to the best person to assist you.

OCEANA COUNTY #10-2023

Request for Budget Amendment (Complete and Submit to Oceana County Admininstrator)

Department: Various

Reason: Correction to end year overages.

Revenue			Expenditure		
Line Item Number	Description	Amount	Line Item Number	Description	Amount
101-000-699.000	Interfund Transfer In	\$1,601.00	101-000-995.381	Transfer Out Airp	\$17,300.00
101-215-617.000	Notary	\$200.00	101-101-716.000	Hospitalization	\$100.00
101-215-689.000	Cash Over Short	\$5.00	101-215-716.000	Hospitalization	\$7,573.00
101-253-402.000	Current Real Prop	\$68,014.00	101-215-718.000	Incentive	\$376.00
101-253-411.000	Delinquent Real Prop	\$3,500.00	101-223-821.000	Other Contractual	\$3,800.00
101-253-437.000	Industrial Fac Tax	\$3,000.00	101-229-716.000	Hospitalization	\$3,500.00
101-253-476.000	Tax Histories	\$500.00	101-229-957.000	Training	\$67.00
101-253-479.001	FOIA Fees	\$200.00	101-248-716.100	Ret Hospitalization	\$26,000.00
101-253-543.080	PA 106 Liquor Tax	\$36,301.00	101-248-729.000	Postage	\$1,876.00
101-253-543.095	MDOC Detainer	\$5,500.00	101-248-963.100	PA 106 Convent	\$18,151.00
101-253-573.001	Local Comm Stabil	\$69,141.00	101-257-821.000	Other Contractual	\$39,102.00
101-253-665.000	Interst	\$67.00	101-257-821.000	Other Contractual	\$39,102.00
101-253-666.000	Dividends	\$76,601.00	101-265-716.000	Hospitalization	\$11,776.00
101-253-676.040	Reimb Pros Vict	\$5,400.00	101-265-813.000	Service Contract	\$1,272.00
101-253-687.000	Refunds Gen	\$18,000.00	101-265-900.000	Advertising	\$36.00
101-253-689.000	Cash Over/Short	\$508.00	101-283-716.000	Hospitalization	\$43,760.00
101-253-692.000	Year End	\$112,124.00	101-283-718.000	Dental Insurance	\$1,150.00
101-262-676.000	Elect Reimb Gen	\$800.00	101-289-721.000	Retirement DC	\$2,030.00
101-283-607.111	Crime Victims	\$125.00	101-289-748.000	Library Periodicals	\$128.00
101-283-618.000	DNA Circuit	\$26.00	101-289-791.000	Membershiop & S	\$309.00
101-283-621.000	Contemp Fees	\$200.00	101-289-860.000	Travel	\$1,000.00
101-283-630.000	MISC Court Costs	\$10.00	101-294-716.000	Hospitalization	\$31,000.00
101-283-656.000	Bond Forfeiture	\$93,025.00	101-296-716.000	Hospitalization	\$24,828.00
101-283-657.000	Ordinance Fines	\$34.00	101-296-791.000	Membershiop & S	\$150.00
101-283-660.000	Statute Costs	\$700.00	101-296-957.000	Training	\$100.00
101-283-676.000	Reimb Gen	\$1,500.00	101-298-821.000	Other Contract	\$817.00
101-283-676.300	Atty Fees	\$257.00	101-301-712.000	Ins Incentive	\$16,653.00
101-286-609.000	Forms	\$420.00	101-301-716.100	Ret Hospitalization	\$16,653.00
101-286-663.000	Bond Forfeiture	\$8,000.00	101-351-712.000	Ins Incentive	\$4,652.00

101-294-613.000	Certified Copies	\$400.00	101-351-716.000	Hospitalization	\$105,890.00
101-294-614.000	Estate Inventory	\$2,100.00	101-426-716.000	Hospitalization	\$8,732.00
101-294-616.000	Motion Fees	\$105.00	101-426-860.000	Travel	\$3,147.00
101-294-626.000	Mis Court Costs	\$45.00	101-528-931.000	Equip Repairs	\$700.00
101-301-439.000	Marijuana Tax	\$4,003.00	101-528-941.000	Equip Rental	\$145,880.00
101-301-607.002	Statutory Fees	\$4,000.00	101-601-930.000	FICA Taxes	\$120.00
101-301-607.003	Mileage Fees for Ci	\$1,500.00	101-701-704.000	Per Diem	\$200.00
101-301-607.005	Report Copy Fees	\$2,500.00	101-701-715.000	FICA Taxes	\$10.00
101-301-607.006	Photograph Repro	\$25.00	101-711-716.000	Hospitalization	\$24,112.00
101-301-607.007	Charges for Serv	\$15,000.00			
101-301-607.014	Reward - Social	\$2,000.00			
101-301-607.016	Fingerprint - Live	\$1,500.00			\$45,267.00
101-301-626.002	DNA - Sheriff	\$2,500.00			
101-301-674.000	Contribution	\$10,000.00			
101-301-676.000	Reimbursement Gen	\$2,500.00			
101-430-479.015	Surrender Fees	\$100.00			
101-430-479.021	Euthanasia Fees	\$25.00			
101-430-479.040	Kennel Inspection Fe	\$35.00			
101-442-491.000	Soil Erosion Permits	\$2,425.00			
101-528-492.000	Transfer Fees	\$45,000.00			
101-528-676.000	Reimb General	\$530.00			
112-000-610.002	Court Restitution Dist	\$15,438.00	112-000-802.002	Court Restituion Di	\$15,438.00
208-000-665.000	Interest	\$201.00	208-000-901.000	Printing and Bind	\$36.00
208-000-675.200		\$3,000.00	208-000-920.000	Utilities	\$165.00
			208-000-995.408	Transfer Out	\$3,000.00
210-253-402.000	Current Real	\$26,413.00	210-000-744.000	Other Supplies	\$113.00
210-253-411.000	Delinquent Real	\$6,000.00	210-000-821.000	Other/Serv	\$50,000.00
210-253-666.000	Dividends	\$30,276.00			
215-000-562.100	State Grant Inc	\$10,593.00	215-000-821.000	Other Contractual S	\$66,000.00
215-289-621.100	IV-D Judgement	\$2,800.00			
215-286-622.000	Bench Warrant	\$1,700.00			
215-000-692.000	Year	\$50,907.00			
218-430-479.001	Emergency Vet Care	\$1,500.00	218-430-956.000	Spay/Neuter Expens	\$1,000.00
218-430-479.003	Spay/Neuter Fees	\$2,500.00	218-430-956.002	Rabies Vaccine	\$100.00
218-430-479.011	Rabies Vaccines & W	\$1,500.00			
218-430-479.020	Other Vaccines	\$37.00			
218-430-665.000	Interest				
238-000-665.000	Interest	\$12.00	238-806-802.000	Expenditures	\$1,500.00
238-000-666.000	Dividends	\$8,067.00	238-807-802.000		\$6,579.00
239-000-676.000	Reimbursement	\$1,100,000.00	239-000-802.000	Expenditures	\$1,100,000.00

243-000-528.000	Federal Grants	\$24,349.00	243-000-802.000	Expenditures	\$191.00
243-253-665.000	Interest	\$49.00	243-000-821.000	Other Contractual S	\$22,575.00
			243-000-860.000	Travel	\$1,632.00
251-000-543.000	State Grant	\$578.00	251-000-802.000	Expenditures	\$578.00
260-000-571.000	State Grant Indigent	\$24,443.00	260-000-707.000	Salaries Wages	\$120.00
			260-000-716.000	Hospitalization	\$4,000.00
			260-000-816.001	Trial Crt Misdemea	\$4,140.00
			260-000-816.002	Trial Crt Felony	\$10,720.00
			260-000-816.003	Trial Crt Life Offen	\$180.00
			260-000-816.004	Trial Crt Arraignme	\$2,000.00
			260-000-995.000	Transfer Out	\$1,601.00
261-000-665.000	Interest	\$60.00	261-000-969.000	Insurance and Bond	\$40.00
261-253-402.000	Current Real Prop	\$1,450.00			
261-253-411.000	Delinquent Real Pro	\$1,102.00			
261-253-573.001	Local Comm Stabil	\$4,597.00			
261-253-666.000	Dividends	\$200.00			
264-000-665.000	Interest	\$150.00	264-000-957.000	Employee Training	\$2,474.00
269-000-665.000	Interest	\$82.00	269-000-802.000	Expenditures	\$1,500.00
269-000-692.000	Year end	\$1,418.00			
272-000-301-543	Crim Justice Training	\$3,700.00	272-301-957.000	Employee Training	\$1,000.00
272-301-665.000	Interest	\$175.00			
287-000-666.000	Dividends	\$75,000.00	287-000-802.000	Expenditures	\$140,023.00
287-000-699.000	Interfund Transfer In	\$1,000,000.00			
286-000-665.000	Interest	\$24.00	286-000-802.000	Expenditures	\$45,000.00
286-000-666.000	Dividends	\$75,000.00	286-000-977.000	Machinery and Equi	\$30,000.00
292-000-569.296	State Grant Basic	\$12,555.00	292-000-843.700		\$5,000.00
292-000-665.000	Interest	\$171.00			
298-000-665.000	Interest	\$328.00	298-000-931.000	Maintenance & Sup	\$1,455.00
298-000692.000	Year end	\$3,182.00	298-000-977.000	Machinery and Equi	\$2,055.00
405-000-665.000	Interest	\$41.00	405-000-821.000	Other Contractual	\$8,950.00
405-000-666.000	Dividends	\$6,712.00	405-000-980.000	Office Equipment	\$6,388.00
405-000-676.000	Reimbursenent Gen	\$8,585.00			
445-000-665.000	Interest	\$21.00	445-000-802.000	Expenditures	\$2,366.00
445-000-666.000	Dividends	\$48,000.00			
512-253-402.000	Current Real Prop	\$24,379.00	512-000-995.000	Transfer Out	\$310,035.00
512-253-411.000	Delinquent Real Pro	\$15,314.00			
512-253-573.001	Local Comm Stabil	\$65,993.00			
512-253-666.000	Dividends	\$204,349.00			
549-253-666.000	Dividends	\$4,873.00	549-371-716.100	Retiree Hospitalizat	\$4,500.00
549-371-490.010	Building Permits	\$41,100.00	549-371-718.000	Dental Insurance	\$300.00
549-371-490.030	Plumbing Permits	\$21,224.00	549-371-813.000	Service Contracts	\$4,298.00

549-371-627.020	Reinspection Elect	\$3,000.00		549-371-960.000	Indirect Costs	\$119.00
549-371-627.040	Reinspection Plum	\$250.00				
549-371-665.000	Interest	\$830.00				
595-301-528.000	Federal Grants Other	\$22,034.00		595-301-802.000	Expenditures	\$102,794.00
595-301-682.000	Other Revenue	\$34,404.00				
595-301-692.000	Year end	\$11,692.00				
639-000-665.000	Interst	\$50.00		639-000-802.000	Expenditures	\$210.00
639-000-666.000	Dividends	\$200.00				
639-000-676.000	Reimbursenent Gen	\$8,600.00				
		\$3,613,260.00				\$2,607,494.00

Administrator's Signature_____

BOC Approved:_____



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Resolution #23-12
December 7, 2023

RESOLUTION 23-12 TO APPROVE THE 2024 OCEANA COUNTY BUDGET

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, indicates that the Legislative body shall adopt a balanced budget for all budgeted funds by passing an Appropriations Act; and

WHEREAS, this resolution shall be known as the Fiscal Year 2024 General Appropriations Act; and

WHEREAS, pursuant to State law, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 27, 2023, and a public hearing on the proposed budget was held on December 7, 2023; and

WHEREAS, Oceana County voters authorized millage requests of 0.1394 of a mil for Mason-Oceana 911, 0.1000 of a mil for Veterans Affairs, 1.0000 mil for Council on Aging, 1.0000 of a mil for Ambulance and 2.0000 mills for the Medical Care Facility and reduced by the healdlee millage reduction fraction if required; and

WHEREAS, the Board of Commissioners authorized a general property tax levy on all real and personal property within the County for County general operations of 5.6571 mills; and

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners hereby adopts the Fiscal Year 2024 General Appropriations Act; and

BE IT FURTHER RESOLVED, that the Oceana County Board of Commissioners approves a levy of 0.1374 of a mill for Mason-Oceana 911, 0.0986 of a mill for Veterans Affairs, 0.9838 of a mill for Council on Aging, 0.9865 of a mill for Ambulance and 1.9730 mills for the Medical Care Facility; and

BE IT FURTHER RESOLVED, that the 2024 Oceana County General Fund (#101) budget of \$13,131,220 be adopted by line-item activity as described in this resolution; and



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BE IT FURTHER RESOLVED, that all other fund budgets (Special Revenue and Debt Service funds totaling \$46,538,816 be adopted by line-item activity as described in this resolution, for a total Fiscal Year 2024 budget for all funds of \$59,670,036; and

BE IT FURTHER RESOLVED, that any amendment to increase an employee wage or Capital Outlay line-item in excess of \$2,500 shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that any amendment to increase the total budget of any fund or department in excess of \$2,500 shall be approved by the Board of Commissioners; except that any amendment to decrease the General Fund Contingency Account shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to make such other budget amendments as necessary with the exception of those specified in this resolution; and

BE IT FURTHER RESOLVED, the approved Position Allocation List contained in this resolution shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent or temporary, full time or part time, position not on the Position Allocation List; and

BE IT FURTHER RESOLVED, that as position vacancies occur during the budget year, and as budget constraints allow, the County Administrator shall be authorized to approve court and department requests to refill positions. All court and department requests to create a new position not currently included on the Position Allocation List shall only be approved by specific Board of Commissioners authorization; and

BE IT FURTHER RESOLVED, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving those budgeted revenues; and

BE IT FURTHER RESOLVED, that in the event that some outside funding is not received or the County is notified that it will not be received, said positions shall be considered



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not funded and removed from the approved Position Allocation List if the Board of Commissioners does not act to appropriate funds from County sources to cover the shortfall; and

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2024 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and impose labor-related cost reduction measures due to unforeseen financial changes; therefore, it is within the Board of Commissioners authority to change the approved Position Allocation List at any time. County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Position Allocation List; and

BE IT FURTHER RESOLVED, that the salary and wages of County employees, including the County's Elected Officials, shall follow the salary and wage rates for non-represented employees approved by the Board of Commissioners and effective January 1, 2024, unless otherwise authorized by resolution; and

BE IT FURTHER RESOLVED, collective bargaining agreements in effect for Fiscal Year 2024 that establish salary and wage rates shall be followed for represented employees; and

BE IT FURTHER RESOLVED, the line-item appropriations which represent the estimated costs of operating the Courts in Fiscal Year 2024 are contingent upon reimbursements to Oceana County by the State of Michigan in accordance with MCL 600.151(b). County appropriations to the Courts, in accordance with Public Act 374 and 375 of 1996, are made contingent upon conformance to all county policies and procedures regarding court personnel and the expenditure of funds; and

BE IT FURTHER RESOLVED, that all County Elected Officials and County Department Heads shall abide by all applicable policies set by the Board of Commissioners including but not limited to budgets, purchasing, travel, and per diems; as well as the Oceana



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County Policy Handbook, and that budgeted funds for these purposes are appropriated contingent upon compliance with all County policies; and

BE IT FURTHER RESOLVED, that the Oceana County Policy Handbook shall apply to all employees and elected officials, including those who function under a policy handbook or agreement that has been jointly approved by the Board of Commissioners and an Elected Official who has co-employer status; and

BE IT FINALLY RESOLVED, that the County Administrator shall be authorized to make year-end transfers and amendments between line item activities or Funds or with such amounts that may be available in the General Fund Contingency Account, as may be necessary to ensure that departments and Funds do not end Fiscal Year 2024 in a deficit condition. Any such transfers and amendments shall be reported to the Board of Commissioners at their next regularly scheduled meeting or as soon thereafter.



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2024 GENERAL APPROPRIATION ACT SUMMARY

GENERAL FUND

Acct # / Description	Revenue
402-449 Taxes	\$8,518,200
450-474 Special Assessments	\$0
475-500 Licenses & Permits	\$578,320
501-538 Federal Grants	\$667,272
539-579 State Grants	\$1,436,772
580-599 Contrib. from Local Units	\$0
600-654 Charges for Services	\$453,812
655-663 Fines and Forfeitures	\$50,500
664-670 Interest and Rent	\$150,455
671-698 Other Revenue	\$385,910
699 Transfers In	\$800,416
692 Previous Year-End Balance (unassigned fund balance)	\$89,563
Total Available Revenue	\$13,131,220



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2024 GENERAL APPROPRIATION ACT SUMMARY

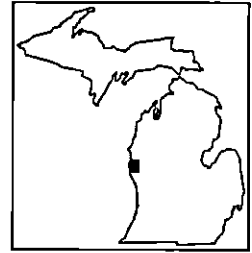
GENERAL FUND

Dept # /	Description	Expenditure
101-000	General	\$1,001,966
101	Board of Commissioners	\$219,178
172	County Administrator	\$366,148
208	Insurance	\$185,574
209	Unemployment	\$3,000
215	County Clerk	\$216,218
216	Jury Board	\$2,585
223	County Auditing	\$43,750
228	Data Processing	\$47,005
229	Technology Department	\$153,372
245	Remonumentation	\$40,727
248	General Services	\$507,969
249	Plat Board	\$582
250	Microfilming	\$1,500
253	County Treasurer	\$304,039
255	Tax Tribunal Refunds Ordered	\$5,000
256	Contingency	\$50,000
257	Equalization	\$223,520
262	Elections	\$73,076
265	Courthouse and Grounds	\$296,566
283	Circuit Court	\$717,878
286	District Court	\$385,005
289	Friend of the Court	\$595,155
294	Probate Court	\$317,641
295	Circuit Probation/Parole	\$6,000
296	Prosecuting Attorney	\$416,224
298	Family Counseling	\$2,500
301	Sheriff	\$3,206,108
331	Marine Law	\$123,938
332	Snowmobile Enforcement	\$36,576



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333	Road Patrol	\$99,937
351	Jail	\$1,640,342
426	Emergency Management	\$111,098
430	Animal Control	\$195,808
442	Drain	\$167,834
445	Drains - Public Benefit	\$3,100
528	Transfer Station/Recycling	\$321,139
568	Soil Conservation	\$20,000
595	Airport	\$130,167
601	District Health Department #10	\$220,655
605	Contagious Diseases	\$2,000
648	Medical Examiner	\$66,007
649	Mental Health	\$130,000
701	Planning Commission	\$22,600
710	MSU Extension	\$146,495
711	Register of Deeds	\$231,278
728	Economic & Comm Dev	\$73,960
<hr/> Total Expenditures		\$13,131,220

Budgetary note:

¹General Fund transfers to these "departments" can be found under 101 – 000 General in the table above.



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2024 GENERAL APPROPRIATION ACT SUMMARY

SPECIAL REVENUE AND DEBT SERVICE FUNDS

Fund # / Description	Budget
110 Court Restitution	\$15,000
112 Court Restitution	\$30,000
201 Road Commission	\$12,838,932
208 Parks and Recreation Fund	\$72,415
210 Ambulance Fund	\$1,596,716
211 GIS Fund	\$0
213 WM Field Rail Trail	\$0
214 Court Improvement Fund	\$4,300
215 Friend of the Court Fund	\$30,000
218 Animal Care Fund	\$10,400
238 Pentwater Hart Trail Fund	\$458,399
239 Shelby Twp Community Park	\$306,332
243 Brownfield Redevelopment	\$4,134
251 Interim Elderly Fund	\$32,000
252 County Land Bank Authority	\$652,300
255 Homestead Denials	\$1,225
256 Register of Deeds Auto Fund	\$68,000
259 Emergency Mgmt Reserve Corp	\$30
260 Indigent Defense	\$734,530
261 Mason/Oceana E-911	\$390,800
262 Victim Services Fund	\$1,500
263 Concealed Pistol Licensing Fund	\$19,000
264 Local Corrections Ofc Trng Fund	\$5,000
267 K-9 Unit	\$8,500
269 Law Library Fund	\$5,000
272 Criminal Justice Training Fund	\$7,200
275 Senior Citizen Tax Fund	\$1,301,650
277 CDBG Fund	\$18,782
284 Opioid Settlement Fund	\$166,800
286 American Rescue Plan	\$3,187,132



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287	MCF Depreciation Fund	\$6,700
288	Parks & Rec Matching Grant	\$10,000
290	Oceana/Mason DHHS Fund	\$0
292	Child Care Fund	\$654,722
293	Veterans Affairs Fund	\$236,846
298	Technology and Innovation Fund	\$312,440
361	Ambulance Debt Retirement Fun	\$30,900
381	Airport Term Debt Service	\$20,600
391	MCF Building Debt Retirement	\$247,200
405	Capital Projects – Equip Replace	\$21,465
408	Parks & Rec Capital Projects	\$3,500
445	Public Improvement	\$329,260
512	S.W. Medical Care Facility	\$19,620,685
516	Delinquent Tax Revolving Fund	\$152,501
518	New Foreclosure Fund	\$0
520	100% Tax Pmt – 2020	\$26,400
521	100% Tax Pmt – 2021	\$51,100
522	100% Tax Pmt – 2022	\$120,250
523	100% Tax Pmt – 2013	\$150,200
524	100% Tax Pmt – 2014	\$0
525	100% Tax Pmt – 2015	\$0
526	100% Tax Pmt – 2016	\$0
527	100% Tax Pmt – 2017	\$0
528	100% Tax Pmt – 2018	\$23,250
529	100% Tax Pmt – 2019	\$21,600
535	Housing Commission	\$0
549	Building Department Fund	\$416,685
595	Sheriff Department Commissary	\$65,000
639	Drain Equip. Revolving	\$622
715	MCF Endowment Fund	\$13
721	Library	\$106,500
731	MCF Retirement	\$1,000,000
801	Drain Fund	\$50,306
802	Drain Revolving Fund	\$0
841	Lake Level Fund	\$14,405
843	Crystal Pond Lake Impr Board	\$0



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848	Stony Lake Board	\$40,500
851	Drain Debt Service Fund	\$0
<hr/> Total Special Revenue Funds		\$46,538,816

County Elected Officials' Annual Salaries for FY 2024

(Presented in accordance with Public Act 154 of 1879 as amended)

Treasurer	\$68,180
Drain Commissioner	\$68,180
Register of Deeds	\$68,180
Clerk	\$68,180
Sheriff	\$97,000
Prosecuting Attorney	\$112,816

Roll call vote:

Position Allocation List
for FY 2024 as Authorized by the Board of Commissioners

	# of FTEs
Board of Commissioners (101)	
Commissioner	1
Commissioner	1
Commissioner	1
Vice-Chairperson	1
Chairperson	1
	5
County Administration (172)	
County Administrator	1
Financial & Human Resources Coordinator	1
Accounts Payable - Administrative Asst.	1
Accounting/Payroll Specialist	1
	4
County Clerk (215)	
County Clerk	1
Chief Deputy Clerk	1
Vital Records and Deputy Clerk	1
Vital Records Clerk - part-time	0.4
	3.4
County Treasurer (253)	
County Treasurer	1
Chief Deputy Treasurer	1
Accounting Clerk II	1
Accounting Clerk II	1
Accounting Clerk II	1
	5
Equalization (257)	
Director (Contractual)	n/a
Equalization Staff (Contractual)	n/a
	0
Drain Commissioner (442)	
County Drain Commissioner	1
Deputy Drain Commissioner	1
	2
Register of Deeds (711)	
Register of Deeds	1

Position Allocation List
for FY 2024 as Authorized by the Board of Commissioners

	# of FTEs
Chief Deputy Registrar	1
Deputy Registrar	1
	3
Prosecuting Attorney (296)	
Prosecuting Attorney	1
Asst. Prosecuting Attorney	1
Office Manager - Crime Victim's Advocate	1
Victims Rights Coordinator	1
Legal Secretary	1
	5
Animal Control (430)	
Chief Animal Control Officer	1
Animal Control Officer	1
	2
Courthouse & Grounds (265)	
Maintenance Supervisor	1
Maintenance Worker/Custodian	1
Custodian	0.5
Custodian	0.5
	3
Transfer Station (528)	
Operator	1
Attendant	0.75
Attendant (as needed)	0.25
	2
Emergency Management (426)	
Emergency Manager	1
	1
Airport (537)	
Manager	0.5
	0.5
Building Department (549)	
Coordinator	1
Permit Specialist	0.5
	1.5

Position Allocation List
for FY 2024 as Authorized by the Board of Commissioners

		# of FTEs
Veterans' Affairs (293)		
	Veterans' Service Officer (VSO)	1
	Administrative Assistant	0.75
		1.75
Technology (229)		
	Technology Coordinator	1
	Technology Specialist	1
		2
Total Legislative and General Government		41.15
Circuit Court (283)		
	Court Administrator/Chief Circuit Court Clerk	1
	Court Reporter (Contractual)	n/a
	Deputy Clerk - Collections	0.4
	Juvenile Probation Officer	1
	Juvenile Probation Officer	1
	Juvenile Court Officer	1
	Circuit Court Deputy Clerk	1
	Court Clerk	1
	Attorney Referee	1
	Special Filing Project - ARPA funded	0.6
	Special Filing Project - ARPA funded	0.6
		8.6
District Court (286)		
	Magistrate	1
	Chief Clerk/Dep. Magistrate	1
	Deputy Clerk	1
	Adult Probation and Collections Enforcement Officer	1
	Deputy Clerk	1
		5
Probate Court (294)		
	Probate & Juvenile Register/Victims Rights	1
		1
Friend of the Court (289)		
	Friend of the Court	1
	Senior Enforcement Officer	1

Position Allocation List
for FY 2024 as Authorized by the Board of Commissioners

	# of FTEs
Data Entry Operator	1
Custody/Parenting Time Investigator	1
Child Support and Case Acct Analyst	1
Intergovernmental Enforcement Specialist	1
Child Support Specialist	1
	7
Total Judicial	21.6
Sheriff's Department (301)	
Sheriff	1
Undersheriff	1
Administrative Assistant	1
	3
Sheriff's Department (301)	
Uniform Services Lieutenant	1
	1
Sheriff's Department (301)	
Administrative Sergeant	1
Sergeant	1
Sergeant	1
Office Manager	1
Detective (SSCENT)	1
Detective	1
Detective	1
Deputy Sheriff - SRP	0.5
Deputy Sheriff - SRP	0.5
Deputy Sheriff - SNOW	0.5
Deputy Sheriff - Seasonal ORV	0.5
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Deputy Sheriff	1
Court Security/Bailiff	1

Position Allocation List
for FY 2024 as Authorized by the Board of Commissioners

	# of FTEs
Marine Law (331) (seasonal)	
Marine Law Officer	1
Marine Law Officer part-time	0.25
Marine Law Officer part-time	0.25
Snowmobile Enforcement (332) (seasonal)	
Deputy Sheriff	0.5
Secondary Road Patrol (333)	
Deputy Sheriff	1
	22
Jail (351)	
Corrections Lieutenant	1
Head Cook	1
Cook part-time	0.25
Cook part-time	0.25
Corrections Sergeant	1
Corrections Sergeant	1
Corrections Sergeant	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
Corrections Officer	1
	15.5
Total Law Enforcement	41.5
Total Board Approved Positions	104.25

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			\$ 2,194.06	to Image Soft for professional services and icloud storage
239 - Shelby Twp Community Park			\$ 371,253.38	to Hallack Contracting, Inc for Shelby Community Park Expenditures
260 - Indigent Defense			\$ 10,951.95	to Good Law, PLC for various managed counsel services
			\$ 5,224.50	to MKG Law Office, PLLC for various managed counsel services
286 - ARPA			\$ 31,802.04	to Shelby Township for Shelby Community Park Expenditures
			\$ 1,477.51	to Shi International Corporation for Prosecuting Attorney's Office Karpel Software
272 - Criminal Justice Training			\$ 1,329.72	to WMCJTC for Fall 2023
293 - Veteran Affairs			\$ 1,076.58	to Auto Owner's Insurance Agency for indigent veteran/dependent expense
298 - Technology and Innovation			\$ 1,531.80	to Trace3 for Software
549 - Building Department Fund			\$ 1,000.00	to Shoreline Inspection Service, LLC for inspections and plan reviews
			\$ 5,463.30	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 5,390.65	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 2,060.42	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
			\$ 1,700.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
General Fund				
101 - Board of Commissioners			\$ 5,783.17	to H Security & Investigation for Courthouse Security services

223 - County Auditing	\$ 8,000.00	to MGT of America Consulting, Inc for annual Cost Allocation Plan
265 - Courthouse & Grounds	\$ 2,682.61	to City of Hart for utilities
289 - Friend of the Court	\$ 1,110.80	to Huntington Bank for various travel expenses for training
301 - Sheriff	\$ 1,192.63	to AT&T FirstNet for first responder telephone services
351 - Jail	\$ 3,349.55	to City of Hart for utilities
	\$ 14,796.33	to Advanced Correctional Healthcare for inmate medical
	\$ 1,474.09	to Gordon Food Service for inmate boarding
	\$ 2,943.59	to Gordon Food Service for inmate boarding
	\$ 3,704.18	to City of Hart for utilities
	\$ 1,070.06	to DTE Energy for utilities
	\$ 1,572.04	to Gordon Food Service for inmate boarding
528 - Transfer Station	\$ 1,413.00	to GeoCycle for rubber tire disposal
649 - Mental Health	\$ 10,833.33	to West Michigan CMH for Local Match
~ Total	\$ 502,381.29	

COUNTY ADMINISTRATOR'S REPORT

DECEMBER 7, 2023

BUDGET AMENDMENT

Budgets are being reviewed for amendments. An amendment is being submitted for this Board meeting. Further review will be completed once this amendment is done with additional amendments to be provided at the next meeting.

TRANSFER STATION

A contact through American Classic reviewed the used scale we were looking at for the Transfer Station. His assessment was that we would need to put additional funds in to update it and there would be a significant cost to move it because it is an in-ground scale. Further investigation on the scale needed for this project is being reviewed and more information will be provided.

FY2024 BUDGET

The Resolution for the budget is being presented at this meeting. All figures and information have been updated from the previous year. Items for the budget book are being worked on as well.



Oceana County Board of Commissioners

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AGENDA

Regular Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, December 7, 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: Tim Beggs

Presenter	Description	Item #
Mr. Walker 11:30 A.M.	Pledge of Allegiance PUBLIC HEARING – PROPOSED FISCAL YEAR 2024 BUDGET AND TAX LEVIES Call to Order Roll Call Approval of minutes from November 9 Pages 38 - 40 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. Hardy	Adoption of the Fiscal Year 2024 Budget and Tax Levies Motion #2023-127 to adopt the proposed Resolution #23-12 adopting the Fiscal Year 2023 Budget and Tax Levies. Roll Call	#2023-127
Mr. Morse	Resolution #23-13 allowing for a 63-day review of the County Master Plan Motion #2023-123 to adopt Resolution #23-13 allowing for distribution of the draft Master Plan for a 63-day review. Roll Call	#2023-123
Mr. Erickson	Brownfield Redevelopment Appointment Motion #2023-124 to appoint Gina Loera to the Brownfield Redevelopment Commission as a member of the County Planning Commission from October 1, 2023 through September 30, 2026. Roll Call	#2023-124
Mr. Beggs	MSU Extension Agreement Motion #2023-125 to approve the Memorandum of Agreement between the Michigan State University Extension and Oceana County for FY2024 and allow Chair to sign. Roll Call	#2023-125
Mr. Morse	Budget Amendment	#2023-126

Presenter	Description	Item #
	Motion #2023-126 to approve Budget Amendment #10-2023 to amend the Fiscal Year 2023 Budget for several funds in the amount of \$3,612,019 to prepare for year end. Roll Call	
Mr. Erickson	Motion #2023-129 to add the following to the Building Department Permit Fee Schedule for Commercial Solar Projects: Units up to 20 K.V.A. or H.P./Per PV Module \$5.00 Units 21 to 50 K.V.A. or H.P./Per PV Module \$9.00 Units > 50 K.V.A. or H.P./Per PV Module \$11.00	#2023-129
Mr. Hardy	Payment of Claims Pages 41 - 43 Roll Call	#2023-128
REPORTS FROM COMMISSIONERS		
	Public Comment (<i>state name, current address, and agenda item or topic</i>)	
	Adjournment	

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

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, November 9, 2023, at 11:50 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; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Stacia Erickson, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Mr. Morse requested a correction in the minutes. The correction was regarding Sheriff Mast and Sheriff Cole's discussion topic on hip pod cast. Moved by Mr. Hardy and seconded by Mr. Morse to approve the minutes from the October 26, 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. No additions were mentioned.

Moved by Mr. Hardy and supported by Mr. Erickson to approve the agenda as presented. Morse – take no action on #2023-121 discussion

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-119 – APPOINTMENT TO DHHS BOARD

Moved by Mr. Erickson and supported by Mr. Morse to appoint Mr. Dale Danes to the Oceana County Department of Health and Human Services for a three-year term that is effective October 31, 2023 through September 30, 2026.

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

Motion carried.

**MOTION #2023-105 – PUBLIC HEARING FOR BUDGET AND PROPERTY TAX MILLAGE RATES
(REVISION)**

Moved by Mr. Beggs and supported by Mr. Hardy to revise Motion #2026-105 changing the date of the Public Hearing on the proposed Fiscal Year 2024 budget and property tax millage rates to be levied to support the revenue projections and expenditure commitments for Fiscal Year 2024, from Thursday, November 9, 2023 at 11:30 a.m. to Thursday, December 7, 2023 at 11:30 a.m. in the Board of Commissioner Room, Hart, MI.

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

Motion carried.

MOTION #2023-120 – ADOPTION OF “HARD CAP” LIMITATIONS FOR 2024 MEDICAL BENEFIT PLAN COVERAGE YEAR

Moved by Mr. Morse and supported by Mr. Beggs to adopt, under PA 152, “hard cap” limitations in Section 3 of the Act (MCL 15.563) for the 2024 Medical benefit plan coverage year for all eligible employees, as identified in Section 2(h) of the Act (MCL 15.562(h)).

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

Motion carried.

MOTION #2023-121 – REINSTATEMENT OF MDHHS APPROPRIATION

Moved by Mr. Erickson and supported by Mr. Hardy to reinstate the appropriation to the Oceana County MDHHS for Social Welfare for FY 2024 in the amount of \$8,000.

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

Motion failed.

MOTION #2023-122 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-122, approving the payment of accounts payable and release of funds for November 9, 2023.

AMBULANCE	\$253,745.82
GIS	-0-
FOC	2,194.06
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	338,241.65
BROWNFIELD	1,631.92
AUTOMATION R.O.D.	1,926.60
INDIGENT DEFENSE	14,495.98
LCOT	97.18
K9 UNIT	124.78
CJT	-0-
CDBG	-0-
ARPA	13,790.00
VETERANS AFFAIRS	1,919.50
TECH & INNOVATION	7,992.36
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	22,990.43
GENERAL FUND	290,875.30
GRAND TOTAL	\$950,025.58

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 reported that Mr. Vince Greiner is not seeking to be reappointed to the Oceana County Planning Commission and acknowledged his many years of service to the community. He also stated that they are looking for a replacement that would also represent the Road Commission. He noted that he attended the Oceana County Road Commission reception last Thursday where Mr. Mark Timmer provided a presentation. Mr. Morse reported that tonight there will be a gathering with the Oceana County Historical Society at the research station. He also advised that there will be a virtual meeting that he, Mr. Curtis Burdette, and Ms. Tammy Carey will attend with Mr. Jeffrey Donohoe, Jeffrey Donohoe Associates, LLC, the consulting company that wrote the Economic Diversification and Training Study. The purpose of this meeting is to discuss the dissatisfaction with the report as well as what was expected.

Mr. Erickson reported that he will be meeting with Mr. James Tiffany at the Crystal Valley Dam to discuss the project. He stated that he attended the Colfax Township meeting. He reported that the new township hall is very nice and the old township hall was torn down recently. He also reported that Newfield Township has a very nice new recycling center. He noted that he has spent some time with the DNR where horses have been the topic of discussion. He reminded that the Shoreline Dune Ride for horses at the Silver Lake Sand Dunes is going on during the month of November. He also mentioned that there has been some discussion regarding the opening of the William D. Field Rail Trail to equines from Montague to Hart.

Mr. Hardy stated that he spoke with the Mayor of the City of Hart. He indicated that the City of Hart has applied for a grant and is working with West Shore Community College and Muskegon Community College to convert the former Village Market (formerly Gales IGA) to a local educational center.

Ms. Byard reminded the board that the next board meeting will not be until December 7 due to the Thanksgiving holiday.

Chairperson Walker informed the board that he had a meeting with Mr. James Kelly, MSUE Director to express his personal concern regarding the friction that there may be between MSUE and the volunteers on the Oceana County Fair Board and 4H. He also stated that he sincerely hopes that these issues are quickly resolved.

Public Comment

Mr. James Kelly, MSUE Director stated that he is eager to discuss and work on these issues as well.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:19 p.m.

Amy L. Anderson Oceana Deputy Clerk

Date

Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds

Thursday, December 7, 2023

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE	26	\$ 1,539.07	\$ -	\$ 1,539.07
		AMBULANCE FUND TOTAL		\$ 1,539.07	\$ -	\$ 1,539.07
211		GIS		\$ -	\$ -	\$ -
		GIS FUND TOTAL		\$ -	\$ -	\$ -
215		FOC		\$ 2,194.06	\$ -	\$ 2,194.06
		FOC PAYROLL	26	\$ -	\$ -	\$ -
		FOC FICA	26	\$ -	\$ -	\$ -
		FOC RETIREMENT	26	\$ -	\$ -	\$ -
		FOC FRINGE	26	\$ -	\$ -	\$ -
		WORKERS COMP	26	\$ -	\$ -	\$ -
		FOC FUND TOTAL		\$ 2,194.06	\$ -	\$ 2,194.06
238		PENTWATER-HART TRAIL		\$ -	\$ -	\$ -
		PENTWATER-HART TRAIL FUND TOTAL		\$ -	\$ -	\$ -
239		SHELBY TWP COMMUNITY PARK		\$ 371,253.38	\$ -	\$ 371,253.38
		SHELBY TWP COMMUNITY PARK FUND TOTAL		\$ 371,253.38	\$ -	\$ 371,253.38
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ -	\$ -	\$ -
		BROWNFIELD REDEVELOP. AUTHORITY TOTAL		\$ -	\$ -	\$ -
256		AUTOMATION R.O.D.		\$ -	\$ -	\$ -
		AUTOMATION R.O.D. FUND TOTAL		\$ -	\$ -	\$ -
260		INDIGENT DEFENSE		\$ 17,737.45	\$ 2,131.35	\$ 19,868.80
		INDIGENT DEFENSE PAYROLL	26	\$ 2,424.84	\$ -	\$ 2,424.84
		INDIGENT DEFENSE FICA	26	\$ 185.50	\$ -	\$ 185.50
		INDIGENT DEFENSE RETIREMENT	26	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE	26	\$ 76.27	\$ -	\$ 76.27
		WORKERS COMP	26	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FUND TOTAL		\$ 20,424.06	\$ 2,131.35	\$ 22,555.41
264		LCOT		\$ -	\$ 1,584.00	\$ 1,584.00
		LCOT PAYROLL	26	\$ -	\$ -	\$ -
		LCOT FICA	26	\$ -	\$ -	\$ -
		LCOT RETIREMENT	26	\$ -	\$ -	\$ -
		WORKERS COMP	26	\$ -	\$ -	\$ -
		RETIREMENT	26	\$ -	\$ -	\$ -
		LOCT FUND TOTAL		\$ -	\$ 1,584.00	\$ 1,584.00
267		K9 UNIT		\$ -	\$ -	\$ -
		K9 UNIT FUND		\$ -	\$ -	\$ -
272		CRIMINAL JUSTICE TRAINING		\$ 1,329.72	\$ -	\$ 1,329.72
		CRIMINAL JUSTICE TRAINING FUND TOTAL		\$ 1,329.72	\$ -	\$ 1,329.72
277		CDBG		\$ -	\$ -	\$ -
		CDBG FUND TOTAL		\$ -	\$ -	\$ -
286		ARPA		\$ 33,279.55	\$ -	\$ 33,279.55
		APRA FUND TOTAL		\$ 33,279.55	\$ -	\$ 33,279.55
293		DEPT OF VET AFFAIRS		\$ 3,011.17	\$ 782.22	\$ 3,793.39
		DEPT OF VET AFFAIRS PAYROLL	26	\$ 3,675.05	\$ -	\$ 3,675.05
		DEPT OF VET AFFAIRS FICA	26	\$ 278.27	\$ -	\$ 278.27
		DEPT OF VET AFFAIRS RETIREMENT	26	\$ -	\$ -	\$ -

	DEPT OF VET AFFAIRS FRINGE	26	\$	56.32	\$	-	\$	56.32
	WORKERS COMP	26	\$	-	\$	-	\$	-
	DEPT OF VET AFFAIRS FUND TOTAL		\$	7,020.81	\$	782.22	\$	7,803.03
298	TECHNOLOGY & INNOVATION		\$	2,945.25	\$	690.45	\$	3,635.70
	TECHNOLOGY & INNOVATION FUND TOTAL		\$	2,945.25	\$	690.45	\$	3,635.70
405	CAPITAL PROJ-EQUIP REPLACE		\$	-	\$	-	\$	-
	CAPITAL PROJ-EQUIP REPLACE FUND TOTAL		\$	-	\$	-	\$	-
445	PUBLIC IMPROVEMENT		\$	-	\$	-	\$	-
	PUBLIC IMPROVEMENT FUND TOTAL		\$	-	\$	-	\$	-
549	BUILDING DEPARTMENT		\$	16,466.19	\$	33.16	\$	16,499.35
	BUILDING DEPARTMENT PAYROLL	26	\$	2,340.33	\$	-	\$	2,340.33
	BUILDING DEPARTMENT FICA	26	\$	175.48	\$	-	\$	175.48
	BUILDING DEPARTMENT RETIREMENT	26	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	26	\$	124.38	\$	-	\$	124.38
	WORKERS COMP	26	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FUND TOTAL		\$	19,106.38	\$	33.16	\$	19,139.54
101	GENERAL FUND	PR#		PAID		UNPAID		TOTAL
101	BOARD OF COMMISSIONERS		\$	5,816.77	\$	-	\$	5,816.77
172	ADMINISTRATOR/FISCAL OFFICER		\$	382.84	\$	125.76	\$	508.60
208	INSURANCE		\$	179.83	\$	-	\$	179.83
209	UNEMPLOYMENT COMPENSATION		\$	-	\$	-	\$	-
215	COUNTY CLERK		\$	-	\$	103.18	\$	103.18
216	JURY BOARD		\$	-	\$	35.69	\$	35.69
217	APPORTIONMENT		\$	-	\$	-	\$	-
223	COUNTY AUDITING		\$	8,000.00	\$	-	\$	8,000.00
228	DATA PROCESSING		\$	144.84	\$	1,900.00	\$	2,044.84
229	TECHNOLOGY		\$	0.80	\$	-	\$	0.80
244	TAX ALLOCATION		\$	-	\$	-	\$	-
245	REMONUMENTATION		\$	-	\$	17,915.00	\$	17,915.00
248	GENERAL SERVICES		\$	1,280.96	\$	62,061.80	\$	63,342.76
249	PLAT BOARD		\$	-	\$	-	\$	-
250	MICROFILM		\$	-	\$	-	\$	-
253	COUNTY TREASURER		\$	-	\$	341.66	\$	341.66
257	EQUALIZATION		\$	23,915.01	\$	25.00	\$	23,940.01
262	ELECTIONS		\$	-	\$	1,859.40	\$	1,859.40
265	COURTHOUSE/GROUNDS		\$	3,270.62	\$	1,481.30	\$	4,751.92
283	CIRCUIT COURT		\$	944.58	\$	1,928.48	\$	2,873.06
286	DISTRICT COURT		\$	657.97	\$	1,159.96	\$	1,817.93
289	FRIEND OF THE COURT		\$	1,519.67	\$	114.50	\$	1,634.17
294	PROBATE COURT		\$	1.28	\$	665.00	\$	666.28
295	PROBATION/PAROLE		\$	-	\$	-	\$	-
296	PROSECUTING ATTORNEY		\$	1,067.56	\$	9.40	\$	1,076.96
298	FAMILY COUNSELING		\$	-	\$	-	\$	-
301	SHERIFF		\$	2,627.44	\$	11,045.72	\$	13,673.16
331	MARINE LAW		\$	-	\$	-	\$	-
332	SNOWMOBILE ENFORCEMENT		\$	-	\$	-	\$	-
333	ROAD PATROL		\$	-	\$	-	\$	-
351	JAIL		\$	30,953.68	\$	7,035.12	\$	37,988.80

426	EMERGENCY MANAGEMENT		\$	(16.18)	\$	-	\$	(16.18)
430	ANIMAL CONTROL		\$	930.20	\$	481.74	\$	1,411.94
442	DRAIN COMMISSIONER		\$	53.40	\$	350.00	\$	403.40
445	DRAINS - PUBLIC BENEFIT		\$	-	\$	-	\$	-
528	TRANSFER STATION/RECYCLING CENTER		\$	1,585.84	\$	1,066.32	\$	2,652.16
568	SOIL CONSERVATION		\$	-	\$	-	\$	-
595	AIRPORT		\$	771.58	\$	-	\$	771.58
601	HEALTH DEPARTMENT		\$	1,125.58	\$	-	\$	1,125.58
605	CONTAGIOUS DISEASES		\$	-	\$	-	\$	-
648	MEDICAL EXAMINER		\$	-	\$	1,030.15	\$	1,030.15
649	COMMUNITY MENTAL HEALTH		\$	10,833.33	\$	-	\$	10,833.33
701	PLANNING COMMISSION		\$	-	\$	-	\$	-
710	MSU EXTENSION		\$	-	\$	-	\$	-
711	REGISTER OF DEEDS		\$	-	\$	276.91	\$	276.91
728	EDC		\$	-	\$	-	\$	-
	GENERAL PAYROLL	26	\$	201,247.24	\$	-	\$	201,247.24
	GENERAL FICA	26	\$	15,182.17	\$	-	\$	15,182.17
	GENERAL RETIREMENT	26	\$	-	\$	-	\$	-
	GENERAL FRINGE	26	\$	7,388.50	\$	-	\$	7,388.50
	WORKERS COMP	26	\$	-	\$	-	\$	-
GENERAL FUND TOTAL			\$	319,865.51	\$	111,012.09	\$	430,877.60
GRAND TOTAL			\$	778,957.79	\$	116,233.27	\$	895,191.06
GENERAL FUND WITHOUT PAYROLL			\$	96,047.60				