

# Oceana County Board of Commissioners

January 11, 2024

Today's meetings  
begin at 10:00 a.m.

## Committees and Board Meeting Packet



### Board of Commissioners

Robert Walker, Chairperson

Tim Beggs

Craig Hardy

Phil Morse

Paul Erickson

### 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, January 11, 2024** 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.

- Courts and Public Safety 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](mailto: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:

- 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

## Courts and Public Safety Committee

There will be a committee meeting on **Thursday, January 11, 2024 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: Tim Beggs**

**Committee Vice-Chair: Craig Hardy**

Presenter	Description	Item #
Chair	Call to Order Roll Call Approval of Minutes from <b>November 9, 2023</b> <b>Pages 4 &amp; 5</b> Changes to the Agenda Approval of the Agenda Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
Jeff Stockhill, Director of North Operations, Life EMS	Consideration to increase Prehospital Care and Transportation Rates for Life EMS	#2024-02
	<b>DEPARTMENT HEAD REPORT</b>	
	Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
	Adjournment	

## **Courts and Public Safety Committee**

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, November 9, 2023 at 10:00 a.m. in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Jim Herrema, Life EMS Deputy Director of North Operations; Mr. Troy Maloney, Oceana County Emergency Manager; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and seconded by Mr. Walker to approve the minutes of the October 12, 2023, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. No changes were mentioned.

Moved by Mr. Hardy and seconded by Mr. Erickson to approve the agenda as presented.

Voice vote. Motion carried.

### **Public Comment**

There were no public comments at this time.

### **Agenda Items**

Mr. Jim Herrema, Life EMS Deputy Director of North Operations, was present and provided the third quarter report. He pointed out that Life EMS is now offering a Behavioral Health Transport program that started approximately one year ago and is based out of Grand Rapids and Kalamazoo. The vehicle used for this type of transport is a Ford Escape that is set up similar to a police vehicle. This type of transport is for non-violent and/or non-court ordered transports that do not require an EMT or a paramedic. The use of this vehicle allows the ambulance to remain available for medical transports and emergency calls. He also stated that currently there are five vehicles set up for behavioral transports with two more that are in the process of becoming set up as well. He also mentioned that he and Mr. Jeff Stockhill, are members of the West Michigan Regional Protocol Group where they develop medical and treatment protocols. He also reported that the State of Michigan has adopted some of these protocols that this group has developed. He relayed some events that they participated in such as the Silver Lake Apple and BBQ Fest where they were on standby and Ford Motor Company had contacted them and asked Life EMS to be available as standby during a commercial they were filming in Silver Lake in case of an emergency. He noted that a main focus remains to be staffing issues. Life EMS offers a 12-week "Academy" style program and just had 13 graduates from the "Academy" in Fremont. Life EMS would like to once again offer the "Academy" in Hart next spring. Attended career day at West Shore Community College consisting of juniors and seniors to determine the level of interest of a possible "Academy" in the spring. He stated that there did seem to be a valuable interest for the academy.

Mr. Walker stated that he appreciated the program for behavioral transports. He inquired if anyone from Life EMS had attended any Mental Health Board meetings to provide a presentation on behavioral transports?

### **Department Head Report**

Mr. Troy Maloney, Oceana County Emergency Manager, was present to provide an update the Hazard Mitigation Plan. He mentioned that the only jurisdictions that have not responded or joined the plan are: Hesperia Village, Weare Township, Newfield Township and Walkerville Village. He reiterated that it is not mandatory that they join.

Mr. Maloney stated that Hart Fire Department is in the final process of receiving their MFR certification. The paperwork has been approved, but are waiting on a state inspection of the rescue vehicle.

Ms. Byard indicated that a letter was received stating that the Hazard Mitigation Plan was to be adopted by September 15, however the plan needs to be reviewed by MSP and FEMA. She also stated that it is not known how long that will take. The plan can either be adopted now or wait until it has been reviewed. Ms. Byard's recommendation was to wait until the review has been completed to adopt.

### **Public Comment**

There were no public comments at this time.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:29 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk



# 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, January 11, 2024 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 <b>December 21, 2023</b> <b>Pages 7 - 12</b> Changes to the Agenda Approval of the Agenda Public Comment ( <i>state your name, current address, and agenda item or topic</i> )	
Ms. Kasi Ostyn, Great Lakes Energy	Great Lakes Energy Broadband Update	
Mr. James Tiffany, P.E.	Request for a Change Order to the Professional Services Agreement for the Crystal Valley Dam <b>Pages 13 - 19</b>	#2024-03
Administrator Byard	Consideration to appoint Mr. Bryan Broderick to the Planning Commission - three-year term.	#2024-04
Administrator Byard	Consideration to approve a budget adjustment to correct current budget <b>Page 20</b>	#2024-05
Administrator Byard	Consideration to adopt Resolution #24-01 to Support Tunnel Based Solution Project	#2024-06
Administrator Byard	Administrator's Review of Selected Claims for Payment <b>Pages 33-35</b> Administrator's Report	#2024-07
	<b>Department Head Reports</b>	
	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, December 21, 2023, at 9:01 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk, Mr. Mark Timmer, Managing Director Oceana County Road Commission, Ms. JoAnn Erway, Oceana County Council on Aging; Mr. Ryan Schiller, Oceana County Undersheriff, Mr. Joseph Bizon, Oceana County Prosecuting Attorney; and Ms. Heather Rowe, Office Manager, Oceana County Prosecutor's office; and Ms Stephanie Moore, Oceana County Council on Aging Director.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the December 7, 2023 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. No additions were mentioned.

Moved by Mr. Beggs and seconded by Mr. Walker to approve the agenda as presented.

Voice vote. Motion carried.

### **Public Comment**

There were no public comments at this time.

### **Agenda Items**

Mr. Mark Timmer brought forth consideration to adopt Resolution #23-15 authorizing the Oceana County Board of Road Commissioners to Issue Notes. Mr. Timmer provided two maps that showed the proposed road improvements and the previous improvements that will now be connected. He also explained that there will be no commitment from the County, rather will be paid from the Michigan Transportation Fund which is funded through gasoline tax, license and registration fees.

Ms. JoAnn Erway brought forth consideration to approve Resolution #23-14 for Council on Aging ballot language for the May election.

Mr. Walker commented that he appreciates the services that are available to residents in the Hart and Pentwater area, however, he felt that the outer areas of the county could be better served. Ms. Erway responded that she would welcome a conversation with Mr. Walker to discuss this. She went on to inform the Board of the various services that may not be as visible to the general public, but are available to all residents of the county.

Ms. Byard brought forth consideration to approve FY 2024 Specialized Services Operating Assistance Program with the Michigan Department of Transportation.

Undersheriff Schiller brought for consideration of:

- A. 800 MHZ Radios
- B. Employed Recruits
- C. Karpel Interface Module

Undersheriff Schiller explained that the current radio is not capable of accepting updates any longer. A new radio would be able to operate with the current system as well as the new encryption when available. Mr. Walker inquired where the funding for the local officers would come from for the purchase of encrypted radios. He also stated that this would have been better to have presented this

at the time when the Board was working on the budget. Undersheriff Schiller stated that the timeline for the encryption availability is unknown at this time.

Undersheriff brought up the possibility of implementing employed recruits and stated that the funding for employed recruits changed approximately a year ago to allow for payment of either the academy or wages and/or a combination of both. He stated that he contacted Michigan Works and they indicated that the cost of the academy would be funded which makes this a more palatable package for a community of our size. He indicated that there are two individuals that could benefit from this program and very interested in participating. Mr. Hardy asked if there is any type of contractual arrangement regarding retention of these employees. Undersheriff Schiller indicated that he gathered information that will be sent to the county’s legal counsel for review. Mr. Walker commended Undersheriff and the department for the work that has gone into this and thanked him for bringing this before the board.

Undersheriff spoke to a new records system that the Prosecutor’s office has migrated to that is widely used by Prosecutor’s offices. He also indicated that there is a link between the Sheriff’s office and the Prosecutor’s office that would allow the reduction of reports generated and hand delivered to the Prosecutor’s office. This link would allow the exporting of the reports directly to the Prosecutor’s office. The link is complete in the Sheriff’s office, however, not complete in the Prosecutor’s office. There is an initial cost of \$10,000 and \$2,000/year to maintain. The hope is that it will also lessen the work load for the Prosecutor’s office as well. Prosecutor Bizon continued the discussion regarding the benefits of using this module. Ms. Heather Rowe, Office Manager/Prosecutor’s office explained that the use of this module will reduce the work load, however, there will be certain items that will need to be entered by the staff in the Prosecutor’s office.

Ms. Byard brought forth consideration to enter into an agreement for auditing services. Her recommendation was to continue with Gabridge & Co. for auditing services.

Ms. Byard brought forth consideration for the reappointment of John Wyns, John Wilson and Joel Mikkelsen to the Parks and Recreation Commission. Mr. Garry McKeen, Oceana County Parks & Recreation Commission Chairperson, stated that these three individuals have been on the board for a number of years and strongly recommended these individuals to be reappointed.

Ms. Byard also brought forth consideration for the reappointment of Paul Cutter, Allen Blohm and Garry McKeen to the Oceana County Planning Commission. Mr. McKeen, Oceana County Planning Commission, also recommended the reappointment of these individuals. Mr. Morse also supported the reappointment of these individuals.

Ms. Byard brought forth consideration for Budget Adjustment #11-2023 for year end.

Ms. Byard brought forth consideration for Resolution #23-16 adopting the meeting schedule for 2024.

Ms. Byard brought forth consideration of Medical Examiner Contract for four-year term.

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

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Oceana County Administrator

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
210 - Ambulance			\$ 1,065.00	to Republic Services for trash removal



215 - Friend of the Court	\$ 2,194.06	to Image Soft for professional services and icloud storage
239 - Shelby Twp. Community Park	\$ 151,750.00	to Southern Bleacher for Shelby Township Community Park expenditures
243 - Brownfield Redevelopment	\$ 31,830.96	to Fishbeck for professional services
260 - Indigent Defense	\$ 4,708.50	to Hayes Law Office, PLC for various managed counsel services
	\$ 7,289.31	to Springstead Law Offices for various managed counsel services
	\$ 5,833.33	to Indigent Defense Consultants for managed assigned counsel services.
	\$ 4,683.50	to MKG Law Office, PLC for court appointed attorney fees.
286 - ARPA	\$ 12,553.97	To Oceana County Medical Care Facility for various ARPA grant requests
	\$ 14,323.00	to Shelby Township for reimbursement
293 - Veteran Affairs	\$ 1,011.56	to Huntington Bank for various indigent veteran/dependent expenses
	\$ 1,257.52	to Suburban Propane for Indigent veteran/dependent expense
298 - Technology and Innovation	\$ 7,776.84	to Ninjaone, LLC for software
549 - Building Department Fund	\$ 3,431.25	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 1,863.00	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews

	\$ 1,833.08	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
<b>General Fund</b>		
101 - Board of Commissioners	\$ 5,600.33	to H Security & Investigation for Courthouse Security services
215 -County Clerk	\$ 1,900.00	to Pixel Grafix for document envelopes
253 - County Treasurer	\$ 3,224.00	to Greenstone Insurance for insurance & bonds
265 - Courthouse & Grounds	\$ 2,328.74	to City of Hart for utilities
	\$ 1,914.48	to EPS Security for security system
	\$ 1,242.50	to Republic Services for trash removal
283 - Circuit Court	\$ 4,473.92	to Hayes Law Office for monthly appropriations
	\$ 4,473.92	to Springstead Law Offices for monthly appropriations
	\$ 3,300.00	to Heacock Reporting for court contracted services.
286 - District Court	\$ 1,628.81	to BIS for yearly renewal of contract
294 - Probate Court	\$ 2,539.51	to BIS for yearly renewal of contract
301 - Sheriff	\$ 6,663.82	to Wex Bank for fuel.
351 - Jail	\$ 14,813.95	to Advanced Correctional Healthcare for inmate medical

	\$ 2,440.10	to Gordon Food Service for inmate boarding
	\$ 1,578.15	to EPS Security for security system
	\$ 1,268.47	to Correctional Recovery for medical billing services.
528 - Transfer Station	\$ 1,870.00	to Huntington Bank for CAT repairs
	\$ 37,889.10	to American Classic Dumpster
648 - Medical Examiner	\$ 1,065.00	to NMS for labs
	\$ 6,708.50	to WMU Homer Stryker for autopsies
649 - Mental Health	\$ 10,833.00	to West Michigan CMH for Local Match
~ <b>Total</b>	<b>\$ 370,096.18</b>	

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

Ms. Byard did not provide an Administrator’s Report in the packets, however, noted that she had a meeting with MMRMA (liability insurance carrier) for the annual review. The renewals for many other counties have been increased 6.7 – 7% where Oceana’s increased 1.5%. She also indicated that the asset distribution for 2023 was \$52,841 and Oceana County will be receiving \$124,741 for 2024.

Mr. Walker asked Ms. Byard to provide a report on a scale for the Transfer Station. She reported that she received an estimate this morning for the scale in the amount of approximately \$65,000 which is 35% less than the previous. She also stated that this price may increase slightly as the pricing for 2024 has not been released yet. She also noted that this scale is larger than the previous.

She also relayed that former Commissioner Martha Meyette stopped into her office and asked her to wish the Board a Merry Christmas.

**Department Head Reports**

Mr. Garry McKeen, Oceana Parks and Recreation Commission provided a progress report on the Marshville Dam project. He also reported that tonight at Gales Pond there will be a Winter Solstice celebration with approximately 70 participants that will attend.

**Public Comment**

Ms. Stephanie Moore, Oceana County Council on Aging Director, provided a brief overview of the services that are provided.

Chairperson Walker presented a service award to Alan Wittkamp for 20 years of service. Chairperson Walker also presented a service award to Sheriff Craig Mast for 30 years of service.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:31 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

**PROFESSIONAL SERVICES AGREEMENT CHANGE ORDER**

**Change Order Number One**

<b>Consultant:</b> J.E. Tiffany and Sons, LLC 3844 Grizzly Creek Road Yankee Hill, CA 95965 231-735-4546	<b>Client:</b> Oceana County Board of Commissioners
	<b>Client Contact:</b>
	<b>Address:</b> 100 S. State St. Hart, MI 49420
	<b>Phone:</b>
	<b>Fax:</b>
	<b>E-mail:</b>
	<b>Project No.:</b> 1099.23.001

**Project Name / Location:** Crystal Valley Dam Remediation Project, Crystal Township, Oceana County, MI

**Date of Issuance:** December 19, 2023

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**The Professional Services Agreement is modified as follows upon execution of this Change Order:**

**Description of Change:** Subsurface investigation in the area of the concrete overflow spillway in order to determine the areal extent and depth of soil that has been compromised by the piping of sand from the joint at the downstream spillway apron. Subsurface investigation will include soil borings, Dutch Cone Testing and hand auger borings as detailed in the attached proposal by Soils and Structures.

This change order also covers the engineering work to coordinate the subsurface investigation, evaluate results, prepare remediation bid documents, administer the remediation construction contract and observe the work of the remediation contractor.

**Attachments:** Soils and Structures proposal including proposed locations of the investigation.

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**Increase in contract amount:**

Engineering work to coordinate subsurface investigation, evaluate results, prepare bid documents and administer the remediation construction contract.

- Lump Sum, \$4,750

Observation of contractor's remediation work-

- Hourly, \$175 (estimated to be no more than 3 days of work)

Soils and Structures subsurface investigation (see attached proposal)

- Billed at our cost, estimated to be \$11,960
-

**J.E. Tiffany and Sons, LLC**

**Client**



December 19, 2023

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*signature*

*date*

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*signature*

*date*

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James E. Tiffany, P.E., Owner  
*printed name / title*

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*printed name / title*



December 15, 2023

J.E. Tiffany and Sons, LLC  
1707 North 39 Road  
Manton, Michigan 49663

Attention: Mr. James Tiffany, P.E.

Regarding: Crystal Valley Dam  
Geotechnical Investigation  
Hart, Oceana County, Michigan

Dear Mr. Tiffany:

Soils & Structures, Inc. is pleased to present a quotation for geotechnical engineering services for the above referenced project.

### **Geotechnical Services**

A total of 2 test borings, 4 hand augers, and 8 cone penetration tests (CPT / Dutch Cone) are proposed to evaluate the underlying soil conditions for the design and repair of the existing Crystal Valley Dam at Crystal Valley County Park in Hart, Oceana County, Michigan. Tentatively, soil borings depths of 30 feet are proposed for a total of 60 feet and CPT / Dutch Cone depths of 25 feet are proposed for a total of 200 feet of drilling and testing. **We assume we will be able to access the soil borings without tree / brush clearing.**

Soil borings will be backfilled with cuttings and/or bentonite chips. Soil borings performed in asphalt or concrete will be patched with appropriate material. Excess cuttings will be disposed on site. We assume no other restoration will be necessary.

Laboratory tests will be performed, as appropriate, on representative samples of the soil. The anticipated laboratory tests include classification and water content tests.

Engineer and laboratory reviewed typed boring logs with a cover letter will be furnished after drilling completion.

Quotation:	Price	QTY	Subtotal
Mobilization of Drill Rig	\$2,400.00	1	\$2,400.00
<b>Drilling &amp; Sampling per ASTM D 1586 - Initial 60 feet of drilling</b>	\$18.50	60	\$1,110.00
<b>Drilling &amp; Sampling per ASTM D 1586 - Added per foot</b>	\$18.50	0	\$0.00
<b>Drilling &amp; Sampling - CPT / Dutch Cone Testing</b>	\$25.00	200	\$5,000.00
<b>Drilling &amp; Sampling - CPT / Dutch Cone Testing - Added per foot</b>	\$25.00	0	\$0.00
<b>Drilling &amp; Sampling - Hand Augers</b>	\$275.00	4	\$1,100.00
Engineer Reviewed Typed Logs & Cover Letter	\$800.00	1	\$800.00
Laboratory Classification & Testing	\$700.00	1	\$700.00
Field Engineering & Miss Dig	\$850.00	1	\$850.00
<b>Total</b>			<b>\$11,960.00</b>

Soils & Structures will contact Miss Dig utility locate service to identify any public utilities in the vicinity prior to mobilizing to the site. The owner is responsible for locating their private utilities. We request that you coordinate with the owner to locate any private utilities on site that are not part of the Miss Dig system. Soils & Structures will not be responsible for damage to unmarked private utilities.

If requested Soils & Structures will contract ground penetrating radar (GPR) service for an additional cost not included in the proposal, to locate private utilities.

The client shall notify Soils & Structures if drilling services must be delayed or cancelled at least seven (7) days prior to the specified drilling date. Notifications of delay or cancellation made within seven (7) days may be subject to a cancellation fee of \$750.00. If no notice of delay or cancellation is given, Soils & Structures assumes that drilling may proceed as planned. In the event that the drilling crew mobilizes to the site and is called off on its way to or on site, or if the site is not accessible on arrival, the client is responsible for the full cost of mobilization specified in this proposal.

We look forward to being of service to you. Please contact our office with any questions you may have.

Sincerely,  
Soils & Structures, Inc.



Jon Erickson  
Director of Field Operations  
CNC/cc



**CONFIRMATION OF AND AGREEMENT FOR THE PROVISION OF  
LIMITED PROFESSIONAL SERVICES  
(Notice of Furnishing)**

<b>Design Professional Firm:</b>	Soils & Structures, Inc. 6480 Grand Haven Road Muskegon, Michigan 49441	<b>Client:</b>	J.E. Tiffany and Sons, LLC 1707 North 39 Road Manton, Michigan 49663
<b>Agreement Date:</b>	December 15, 2023		
<b>Project Name:</b>	Crystal Valley Dam	<b>Project Location:</b>	Hart, Oceana County, Michigan

**Scope and Limit of Services:**


Soil Borings with Engineer Reviewed Typed Soil Boring Logs & Cover Letter

**Fee Arrangement:** Work to be invoiced according to the proposal dated December 15, 2023  
**ESTIMATED COST OF TESTING = \$11,960.00**

**Special Conditions: None**

<b>Prepared By:</b>	The <b>Terms and Conditions</b> form is part of the Agreement.
David W. Hohmeyer, P.E. / President (printed name/title)	

<b>Offered By:</b>	<b>Accepted By**:</b>
Soils & Structures Inc. (Professional Firm)	J.E. Tiffany and Sons, LLC (Client/Company)
Jon Erickson/Director of Field Operations  (printed name/title)	

	12 / 15 / 2023		
(signature)	(date)	(signature)	(date)

\*\*Due to time constraints imposed on Soils & Structures, Inc. to begin or complete portions of the work this agreement is assumed to be accepted without a signature based on verbal instructions to proceed with the work. The agreement is also assumed to have been accepted based acceptance of the work product and its use for design, financing, permits and /or construction. Terms and Conditions may be negotiated prior to submission or use of the work product.

## TERMS and CONDITIONS

**Project:** Crystal Valley Dam

**Agreement Date:** December 15, 2023

The Firm shall perform the services outlined in this agreement for the stated fee arrangement.

**Site Access:**

Unless otherwise stated, the Firm will have access to the site for activities necessary for the performance of the services. The Firm will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.

**Dispute Resolution:**

Any claims or disputes made during design, construction or post-construction between the Client and Firm shall be submitted to binding arbitration in accordance with the Construction Industry rules of the American Arbitration Association and any arbitration award so granted shall be specifically enforced by any Circuit Court in Michigan. Client and Firm agree to include a similar arbitration agreement with all contracts, subcontractors, sub-consultants, suppliers or fabricators, thereby providing for binding arbitration as the primary method for dispute resolution between all parties.

**Billings & Payments:**

Invoices for the Firm's services shall be submitted, at the Firm's option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 15 days after client's receipt. If the invoice has not been paid within 15 days of when payment is due, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

**Late Payments:**

Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

**Indemnification:**

The Firm shall, to the fullest extent permitted by law, indemnify and hold harmless the Client, his or her officers, directors, employees, agents and sub-consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of the negligent performance by any of the parties previously named of the services under this agreement.

**Certification, Guarantees and Warranties:**

The Firm shall not be required to execute any document that would result in their certifying, guaranteeing or warranting the existence of conditions whose existence the Firm cannot ascertain.

**Limitation of Liability:**

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Firm, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Firm's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed the lesser of 10 x Soils & Structure's fee or \$10,000. Such causes include, but are not limited to; the Firm's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

**Termination of Services:**

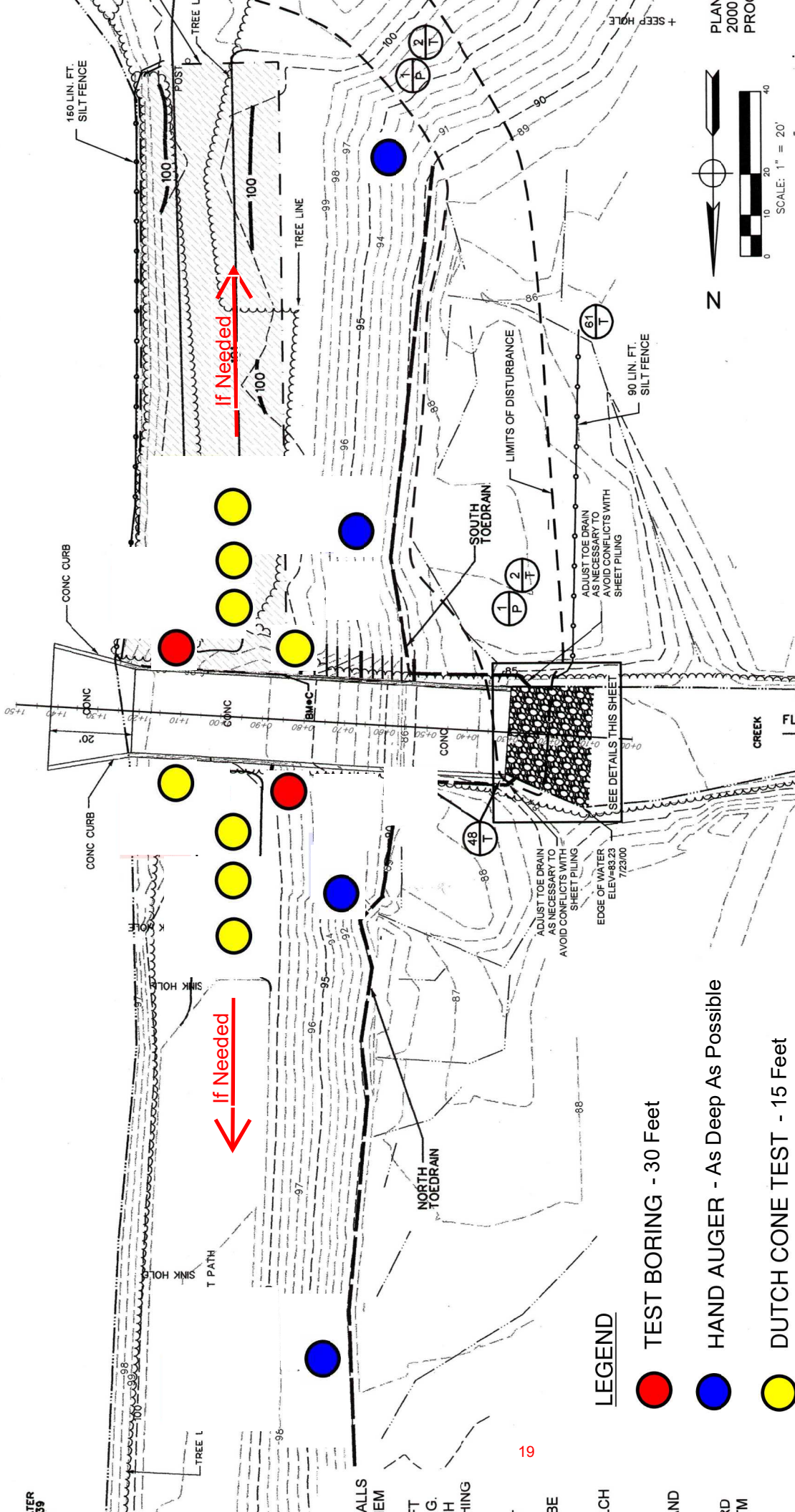
This agreement may be terminated by the Client or the Firm should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Firm for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

**Ownership of Documents:**

All documents produced by the Firm under this agreement shall be the property of the Client.

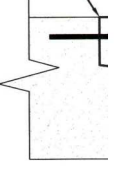
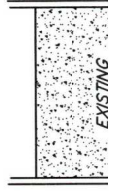
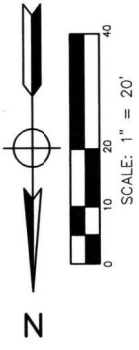
**Insurance:**

During the performance of its services, the Firm shall maintain Commercial General Liability insurance, Automobile Liability Insurance, and Workers Compensation insurance with the limits set out of the certificate of Insurance attached hereto.



**LEGEND**

- TEST BORING - 30 Feet
- HAND AUGER - As Deep As Possible
- DUTCH CONE TEST - 15 Feet



PLAN 2000  
PROJ



**LOCAL SUPPORT FOR SHELBY TOWNSHIP &  
LEWIS FARMS TUNNEL BASED SOLUTION**

**WHEREAS**, Oceana County supports Shelby Township and Lewis Farms Tunnel Based Solution project, and;

**WHEREAS**, the location of the tunnel would start in Grant Township and end in Shelby Township, which are both within the jurisdiction of Oceana County; and,

**WHEREAS**, the proposed tunnel project, when completed, would eliminate the need for people movers across a busy highway addressing safety concerns that would benefit the community; and,

**WHEREAS**, the townships anticipate working with several state agencies and Lewis Farms to determine cost sharing; and,

**WHEREAS**, with this resolution of support it is acknowledged that Oceana County is not committing or obligating financial support for this endeavor; and

**NOW THEREFORE BE IT RESOLVED** that the Oceana County Board of Commissioners hereby supports Shelby Township and Lewis Farms in the Tunnel Based Solution project.

Roll call vote:

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

**I HEREBY CERTIFY**, that the foregoing is a Resolution duly made and passed by \_\_\_\_\_ of \_\_\_\_\_ at their regular meeting held on \_\_\_\_\_ 20\_\_ at \_\_\_\_\_ p.m. in \_\_\_\_\_, with a quorum present.

\_\_\_\_\_ Dated: \_\_\_\_\_

Amy L. Anderson, Oceana County Clerk

# Shelby Township & Lewis Farms Tunnel Solution

Oceana County, Michigan



# Background & Scope

- ❖ Lewis Farms growth as an Agriculture based attraction has required the organization to increase parking
- ❖ MDOT preferred the additional parking be placed on the South side of M-20
- ❖ Guests are transported via people movers across M-20
- ❖ Increased safety concern with moving 90,000 people annually across a highly trafficked highway
- ❖ A tunnel-based solution has been engineered to address the safety concern

# Lewis Farms Data Points

- ❖ Lewis Farms has increased its labor requirements over the last 5 years from 2019 with 74 employees to 2023 which has nearly doubled at 140 employees
- ❖ Establishment guests have increased over the last 5 years from 2019 with 85,000 visitors and 2023 increased to 185,000 visitors (Projected to Increase 19% annually)
- ❖ Private investment from 2019 to 2022 was \$11,000,000. An additional \$2,900,000 in 2023 with the expansion of a splash pad. It is projected \$1,600,000 each year to meet the demands and overall expansion plan
- ❖ Lewis Farms is the largest provider of apples and cherries to Peterson Farms
- ❖ Privately owned generational Agricultural Tourism Business with significant educational based programs





# Lewis Farms Attraction Map





**LEWIS FARMS**



New Era  
Oceana County, Michigan

# Videos Showing Experiences & Activities



**ANIMAL  
ENCOUNTERS**

at

*Lewis Farms*



at *Lewis Farms*

# What are we asking for?

- ❖ Shelby Township and Lewis Farms is asking for support to fund a \$2,500,500 tunnel.
- ❖ This tunnel will facilitate a safe people mover solution.
- ❖ Lewis Farms is prepared to put forth dollars to support the project.

# Tunnel Model

East Entrance



West Entrance



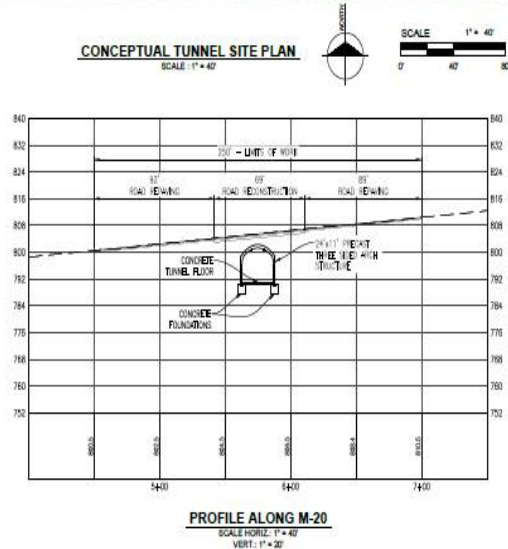


# Tunnel Project Construction Rendering



VICINITY MAP  
SCALE: 1"=250'

30



PROFILE ALONG M-20  
SCALE HORIZ: 1" = 40'  
VERT: 1" = 20'

**KEYED NOTES**

- ① PRECAST TUNNEL STRUCTURE
- ② PRECAST VINYL WALL TYP.
- ③ CURTAIN
- ④ CURB AND GUTTER
- ⑤ MODULAR BLOCK REPAIRING WALL
- ⑥ DRAINAGE PLAYED END SECTION, TYP.
- ⑦ DRAINAGE CATCH BASIN OR WASTEWATER STRUCTURE, TYP.
- ⑧ DRAINAGE STORM SEWER, TYP.
- ⑨ ENERGY DISSIPATOR
- ⑩ M-20 ROAD RECONSTRUCTION
- ⑪ ASPHALT PATH
- ⑫ CONCRETE PATH

**NOTES**

BASE MAPS PREPARED FROM PLOTTED DOWN-TOPOGRAPHIC DATA AND LATEST TOPOGRAPHIC DATA.  
PLANS PREPARED FOR THE PURPOSES OF PROJECT SCOPING AND ESTIMATING, NOT FOR CONSTRUCTION.

**G Consulting Company**  
1280 Business Park Dr.  
Traverse City, Michigan  
231-944-6181 phone  
info@consultingcabal.com  
www.consultingcabal.com

CIVIL ENGINEERING SURVEYING  
ENVIRONMENTAL SERVICES  
GEOLOGICAL SURVEYING  
CONSTRUCTION SERVICES  
DRAWING  
LANDSCAPE ARCHITECTURE

**CONCEPTUAL TUNNEL SITE PLAN  
LEWIS ADVENTURE FARM & ZOO M-20 TUNNEL  
SHELBY TOWNSHIP**

DATE ISSUED	10/6/2023
DATE SURVEYED	NA
DESIGNED BY	NA
CHECKED BY	NA
SCALE	AS NOTED
ORIGINAL DRAWING NO.	2023409001
PROJECT NUMBER	2023409001
SHEET	1



# Engineering Estimate



Project: Lewis Adventure Farm Parking Lot Pedestrian M-20 Tunnel Shelby Township  
 Client: Opinion of Probable Cost - Conceptual Tunnel Plan - 24 FT Span

Item No.	MDOT Item No.	Item Description	Estimated Quantity	Unit	Unit Price	Amount
1	1000001	Mobilization		1 LS	\$82,000.00	\$82,000.00
2		General Traffic Control		1 LS	\$30,000.00	\$30,000.00
3	2050010	Embankment, CIP	100	Cyd	\$15.00	\$1,500.00
4	2050016	Excavation, Earth	3,500	Cyd	\$15.00	\$52,500.00
5	2060002	Backfill, Structure, CIP	2,200	Cyd	\$20.00	\$44,000.00
6	2060010	Excavation, Fdn	3,100	Cyd	\$20.00	\$62,000.00
7	2080036	Erosion Control, Silt Fence	200	Ft	\$3.00	\$600.00
8	3020016	Aggregate Base, 6 inch	1,150	Syd	\$15.00	\$17,250.00
9	3020020	Aggregate Base, 8 inch	550	Syd	\$20.00	\$11,000.00
10	3070125	Shld, CI II, 3 inch	175	Syd	\$15.00	\$2,625.00
11	4010024	Culv End Sect, 24 inch		3 Ea	\$1,000.00	\$3,000.00
12	4020004	Sewer, CI A, 12 inch, Tr Det A		45 Ft	\$85.00	\$3,825.00
13	4020007	Sewer, CI A, 24 inch, Tr Det A	475	Ft	\$125.00	\$59,375.00
14	4030010	Dr Structure Cover, Type B		1 Ea	\$1,000.00	\$1,000.00
15	4030035	Dr Structure Cover, Type E		4 Ea	\$750.00	\$3,000.00
16	4030210	Dr Structure, 48 inch dia		3 Ea	\$3,500.00	\$10,500.00
17	4030230	Dr Structure, 72 inch dia		2 Ea	\$7,000.00	\$14,000.00
18	4067001	_ Culv, Precast Three-Sided, 24 foot by 11 foot		76 Ft	\$7,800.00	\$592,800.00
19	5010005	HMA Surface, Rem	1,750	Syd	\$7.50	\$13,125.00
20	5012001	HMA, 2EML	200	Ton	\$200.00	\$40,000.00
21	5012013	HMA, 3EML	300	Ton	\$100.00	\$30,000.00
22	5012025	HMA, 4EML	300	Ton	\$100.00	\$30,000.00
23	7040002	Steel Sheet Piling, Temp	920	Sft	\$15.00	\$13,800.00
24	7060092	Reinforcement, Steel, Epoxy Coated	8,500	Lb	\$5.00	\$42,500.00
25	7060100	Substructure Conc	120	Cyd	\$600.00	\$72,000.00
26	7062000	Conc, Grade 3500, Subfooting		13 Cyd	\$455.00	\$5,915.00
27	7067010	_ Modular Block Retaining Wall	2,250	Sft	\$100.00	\$225,000.00
28	8007011	Geotextile Retaining Wall		70 Syd	\$600.00	\$42,000.00
29	8020038	Curb and Gutter, Conc, Det F4	245	Ft	\$35.00	\$8,575.00
30	8030046	Sidewalk, Conc, 6 inch	2,860	Sft	\$8.00	\$22,880.00
31	8070044	Guardrail Approach Terminal, Type 2M		2 Ea	\$4,000.00	\$8,000.00
32	8070050	Guardrail Departing Terminal, Type B		1 Ea	\$1,200.00	\$1,200.00
33	8077050	Guardrail Departing Terminal, Type B, Curved, Modifi		1 Ea	\$1,500.00	\$1,500.00
34	8070080	Guardrail Reflector		10 Ea	\$20.00	\$200.00
35	8072171	Guardrail, Type B, 72 inch Post	180	Ft	\$35.00	\$6,300.00
36		Pavt Mrkg	1,250	Ft	\$2.00	\$2,500.00
37	8120080	Conc Barrier, Temp, Adj	250	Ft	\$5.00	\$1,250.00
38	8120081	Conc Barrier, Temp, Furn	250	Ft	\$30.00	\$7,500.00
39	8120082	Conc Barrier, Temp, Oper	250	Ft	\$5.00	\$1,250.00
40	8120083	Conc Barrier, Temp, Relocated	250	Ft	\$5.00	\$1,250.00
41	8120270	PTS System, Temp, Furn		1 Ea	\$15,000.00	\$15,000.00
42	8120271	PTS System, Temp, Oper		1 Ea	\$2,500.00	\$2,500.00
43	8130010	Riprap, Plain		50 Syd	\$100.00	\$5,000.00
44	8160020	Fertilizer, Chemical Nutrient, CI A		88 Lb	\$10.00	\$880.00
45	8160027	Mulch Blanket	2,125	Syd	\$2.00	\$4,250.00
46	8160037	Seeding, Mixture TDS	110	Lb	\$10.00	\$1,100.00
47	8160062	Topsoil Surface, Furn, 4 inch	2,125	Syd	\$5.00	\$10,625.00
48		Utility Pole relocation		1 LS	\$10,000.00	\$10,000.00
49		Tunnel Lighting		1 LS	\$25,000.00	\$25,000.00

Subtotal	\$1,642,075.00
Contingency (20%)	\$328,415.00
Inflation - 1yr @ 4%	\$96,554.01
<b>Project Total</b>	<b>\$2,510,404</b>

Engineering - 12% (MDOT Guideline \$1M-5M) \$197,049.00  
 Construction Engineering - 15% (MDOT Guideline \$1M-5M) \$246,311.25

# Thank You For Your Consideration





## Oceana County Administrator

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
238 - Pentwater Hart Trail			\$ 1,716.30	to Fleis & Vandenbrink for survey
239 - Shelby Twp Community Park			\$ 113,773.00	To Lawn Sprinklers Sales Service for irrigation installation
			\$ 37,000.00	to Single Phase Electric for labor, plans, permits and equipment.
260 - Indigent Defense			\$ 4,320.00	to Hayes Law Office, PLC for various managed counsel services
			\$ 5,833.34	to Indigent Defense Consultants for managed assigned counsel services.
			\$ 10,258.50	to Good Law for court appointed attorney fees.
286 - ARPA			\$ 8,955.00	to J.E. Tiffany and Sons, LLC for Crystal Valley Dam Engineering
293 - Veteran Affairs			\$ 2,348.90	to Mears Service Center for vehicle repairs
			\$ 1,484.66	to American First Finance for veteran expenses
298 - Technology and Innovation			\$ 1,295.00	to Envigor for 2024 website hosting and maintenance
405 - Captial Projects & Equipment Replcmnt			\$ 4,915.25	to X-cel chemical for a new carpet cleaner and accessories
549 - Building Department Fund			\$ 5,991.85	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 4,407.15	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 1,779.62	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
			\$ 1,200.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.

	\$ 1,300.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews.
<b>General Fund</b>		
101 - Board of Commissioners	\$ 2,419.46	to Cohl, Stoker & Toskey, P.C. for legal services.
245 - Remonumentation	\$ 3,075.00	to A & A Land Surveying, Inc. for monumentation surveyor contract for 2023.
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services.
265 - Courthouse & Grounds	\$ 1,166.33	to X-Cel Chemical for cleaning supplies and paper products.
289 - Friend of the Court	\$ 3,155.00	to Mgt of America Consulting
294 - Probate Court	\$ 1,125.00	to Barkow Law Company for County Guardian fees.
301 - Sheriff	\$ 2,316.19	to Cardmember Services for employee travel and contractual services.
	\$ 45,019.61	to Enterprise for fleet vehicle management.
	\$ 1,860.00	to LexisNexis for maintenance and support
	\$ 6,579.20	to Wex Bank for fuel.
	\$ 1,366.22	to NYE uniforms
351 - Jail	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 3,876.43	to Gordon Food Service for inmate boarding
	\$ 3,389.97	to City of Hart for utilities
	\$ 1,543.89	to DTE for utilities
430 - Animal Control	\$ 1,157.90	to Oceana Veterinary Clinic for animal medical expenses
528 - Transfer Station	\$ 3,652.04	to Monarch welding & Engineering for equipment repairs

648 - Medical Examiner	\$ 3,467.06	to WMU Homer Stryker for autopsies
728 - Economic & Community Development	\$ 12,705.00	To Jeffrey Donohoe for Develop workforce training
<b>~ Total</b>	<b>\$ 338,139.02</b>	



# Oceana County Board of Commissioners

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

# AGENDA

## Organizational Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, January 11, 2024 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:**

Presenter	Description	Item #
Mr. Walker	Pledge of Allegiance Call to Order Roll Call Approval of minutes from <b>December 21, 2023</b> <span style="float: right;">Pages</span> 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> )	
Chairman Walker	<b>Election of the Vice-Chairperson of the County Board</b>  Motion #2024-01 to close the nominations and to direct the Oceana County Clerk to cast a unanimous ballot for _____ as the Vice-Chairperson of the Oceana County Board of Commissioners effective January 1, 2024 and expiring December 31, 2024. <span style="float: right;">Roll Call</span>	#2024-01
Chairman Walker	<b>Presentation of Service Awards</b> <b>Drain Commissioner Michelle Martin 20 Years</b>	
Mr. Beggs	<b>Life EMS Base Rates Increase</b>  Motion #2024-02 to adopt the increased based rates for Prehospital Care and Transportation as presented for Life EMS to be effective January 1, 2024. <span style="float: right;">Roll Call</span>	#2024-02
Mr. Erickson	<b>Crystal Valley Dam Change Order</b>	#2024-03
Mr. Morse	<b>Planning Commission Appointment</b>  Motion #2024- 07 to appoint Mr. Bryan Broderick to the Oceana County Planning Commission for a three-year term to expire on December 31, 2027. <span style="float: right;">Roll Call</span>	#2024-04

Presenter	Description	Item #
Mr. Hardy	<p><b>Budget Amendment</b></p> <p>Motion #2024-08 to approve budget amendment #01-2024 removing funding for an Administrative Sergeant position as it was not an approved during the budget process.</p> <p style="text-align: right;">Roll Call</p>	#2024-05
Mr. Beggs	<p><b>Resolution Supporting Tunnel Based Solution</b></p> <p>Motion #2024-09 to adopt Resolution #24-01 in support of a tunnel-based solution project that would start in Grant Township and end in Shelby Township for the purpose of safety.</p> <p style="text-align: right;">Roll Call</p>	#2024-06
Mr. Hardy	<p>Payment of Claims</p> <p style="text-align: right;">Roll Call</p>	#2024-07
<b>REPORTS FROM COMMISSIONERS</b>		
	Public Comment ( <i>state name, current address, and agenda item or topic</i> )	
	Adjournment	

**+Board Conference Room  
December 21, 2023  
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, December 21, 2023, at 11:31 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. Madison Lajewski, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the December 7, 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.

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

Chairman Walker presented a Service Award for 20 Years of Service, and Ms. Jennifer Sill for 20 Years of Service.

**Agenda Items**

**MOTION #2023-131 – RESOLUTION #23-15 OCEANA COUNTY BOARD OF ROAD COMMISSIONERS NOTES**

Moved by Mr. Beggs and supported by Mr. Morse to adopt the proposed Resolution #23-15 authorizing the Oceana County Road Commission to borrow the principal amount of not to exceed Three Million Five Hundred Thousand Dollars (\$3,500,00) for the purpose described in the preamble of the resolution.

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

Motion carried.

**MOTION #2023-132 – RESOLUTION #23-14 BALLOT LANGUAGE FOR THE COUNCIL ON AGING**

Moved by Mr. Morse and supported by Mr. Hardy to adopt Resolution #23-14 approving ballot language proposition for the May Special Election for the provision of an operating millage for the Oceana Council on Aging.

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

Motion carried.

**MOTION #2023-133 – FY 2024 SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM WITH MDOT**

Moved by Mr. Erickson and supported by Mr. Beggs to approve the contract with the Michigan Department of Transportation for Specialized Services Operating Assistance Program for Oceana Council on Aging and allow the Chair to sign.

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

Motion carried.

**MOTION #2023-134 – APPROVAL OF PURCHASE OF 800 MHZ RADIOS**

Moved by Mr. Hardy and supported by Mr. Beggs to approve the purchase of 800 MHZ Radios in the amount of \$23,044.53 and the County Administrator to make the necessary budget adjustments.

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

Motion carried.

**MOTION #2023- 135 – APPROVAL OF SHERIFF DEPARTMENT TO HIRE RECRUITS**

Moved by Mr. Beggs and supported by Mr. Hardy to allow the Sheriff’s Department to hire two recruits to attend the academy while paying them the starting wage of a deputy and accept grants from the MSP and Michigan Works resulting in a net cost for each recruit to be roughly \$5,181.

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

Motion carried.

**MOTION #2023-136 – APPROVAL OF PURCHASE OF KARPEL INTERFACE MODULE**

Moved by Mr. Morse and supported by Mr. Beggs to allow the purchase of an interface with the Prosecutors Karpel Program with the initial amount of \$10,000 to come from ARPA Funds and an annual cost of \$2,000 per year after with funds to come from the General Fund and allow the Administrator to make the necessary budget adjustment.

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

Motion carried.

**MOTION #2023- 137 – APPROVAL OF AUDITING SERVICES AGREEMENT**

Moved by Mr. Hardy and supported by Mr. Erickson to enter into an agreement with Gabridge and Company for the purpose of auditing services for the FY 2023-2025 audit in the amount of \$43,680 for FY 2023, \$44,500 for FY2024 and \$45,400 for FY 2025.

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

Motion carried.

**MOTION #2023-138 – PARKS AND RECREATION REAPPOINTMENTS**

Moved by Mr. Erickson and supported by Mr. Beggs to reappoint Mr. John Wyns, Mr. John Wilson and Mr. Joel Mikkelsen to the Parks and Recreation Commission for a three-year term to expire on December 31, 2026.

Voice vote.

Motion carried.

**MOTION #2023-139 – PLANNING COMMISSION REAPPOINTMENTS**

Moved Mr. Morse and supported by Mr. Hardy to reappoint Mr. Paul Cutter, Mr. Garry McKeen and Mr. Al Blohm to the Planning Commission for a three-year term to expire on December 31, 2026.

Voice vote.

Motion carried.

**MOTION #2023-140 – APPROVAL OF YEAR END BUDGET ADJUSTMENT**

Moved by Mr. Hardy and supported by Mr. Erickson to approve budget adjustment #11-2023 in the amount of Revenues at #8,754,138 and Expenditures at \$5,068,514.

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

Motion carried.

**MOTION #2023-141 – APPROVAL OF MEETING SCHEDULE**

Moved by Mr. Beggs and supported by Mr. Morse to adopt Resolution #23-16 adopting the 2024 meeting schedule for the Board of Commissioners Committees and Regular Board meeting.

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

Motion carried.

**MOTION #2023-142 – APPROVAL OF MEDICAL EXAMINER CONTRACT**

Moved by Mr. Morse and supported by Mr. Hardy to approve the contract with the Mid-Michigan Medical Examiners Group for a four-year term to expire on December 31, 2027 and allow the chair to sign.



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

Motion carried.

**MOTION #2023-143 – PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2023-143, approving the payment of accounts payable and release of funds for December 21, 2023.

<b>AMBULANCE</b>	<b>\$2,446.50</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>2,194.06</b>
<b>PENTWATER-HART TRAIL</b>	<b>-0-</b>
<b>SHELBY TWP COMM PARK</b>	<b>151,750.00</b>
<b>BROWNFIELD</b>	<b>-0-</b>
<b>AUTOMATION R.O.D.</b>	<b>-0-</b>
<b>INDIGENT DEFENSE</b>	<b>27,182.16</b>
<b>LCOT</b>	<b>-0-</b>
<b>K9 UNIT</b>	<b>125.98-</b>
<b>CJT</b>	<b>-0-</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>26,882.17</b>
<b>VETERANS AFFAIRS</b>	<b>7,885.88</b>
<b>TECH &amp; INNOVATION</b>	<b>10,016.40</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>194.85</b>
<b>PUBLIC IMPROVEMENT</b>	<b>-0-</b>
<b>FORECLOSURE</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>12,540.42</b>
<b>GENERAL FUND</b>	<b>441,764.42</b>
<b>GRAND TOTAL</b>	<b>\$682,982.84</b>

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

Motion carried.

**Commissioner’s Reports**

Mr. Morse commented that he believes that Oceana County Council on Aging’s transportation program is very versatile and provided an example. He also stated that it is not just for individuals that are aged.

Mr. Erickson expressed to everyone that he hopes everyone has a very Merry Christmas! He also stated that he attended the township meetings at Crystal and Newfield Townships. He mentioned that he was very pleased with the happenings in those townships. He also reported that the Michigan Township Association for Oceana County has been very well attended lately. He communicated that there will be an issue to discuss regarding Crystal Valley Dam coming next month. He announced that Ms. Janet Vyse-Staszak, DHHS Director will be retiring soon. He also stated that the DHHS building located on Polk Road (as well as many other DHHS buildings) is not being utilized to full capacity as the employees have been working remotely. He also disclosed that the Oceana County Medical Care Facility (OCMCF) bed census is at 78. He also reported that there is still a high turnover of employees at the OCMCF.

Mr. Walker stated that he attended the year-end meetings of the District Health Department (DHD) 10 and West Michigan Community Mental Health (WMCMH) Board and stated that after the beginning of next year, he will be attending a monthly regional meeting held in Holland. He also expressed to all to have a Merry Christmas.

Mr. Hardy pointed out that his son Troy was in attendance today. He is home for the holidays from California.

**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 12:00 p.m.

\_\_\_\_\_  
Amy L. Anderson, Oceana County Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds

Thursday, January 11, 2024

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE		\$ 177.20		\$ 177.20
		<b>AMBULANCE FUND TOTAL</b>		\$ 177.20	\$ -	\$ 177.20
211		GIS		\$ -	\$ -	\$ -
		<b>GIS FUND TOTAL</b>		\$ -	\$ -	\$ -
215		FOC		\$ -	\$ -	\$ -
		FOC PAYROLL	0	\$ -	\$ -	\$ -
		FOC FICA	0	\$ -	\$ -	\$ -
		FOC RETIREMENT	0	\$ -	\$ -	\$ -
		FOC FRINGE	0	\$ -	\$ -	\$ -
		WORKERS COMP	0	\$ -	\$ -	\$ -
		<b>FOC FUND TOTAL</b>		\$ -	\$ -	\$ -
238		PENTWATER-HART TRAIL		\$ 1,716.30	\$ -	\$ 1,716.30
		<b>PENTWATER-HART TRAIL FUND TOTAL</b>		\$ 1,716.30	\$ -	\$ 1,716.30
239		SHELBY TWP COMMUNITY PARK		\$ 150,773.00	\$ -	\$ 150,773.00
		<b>SHELBY TWP COMMUNITY PARK FUND TOTAL</b>		\$ 150,773.00	\$ -	\$ 150,773.00
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ -	\$ -	\$ -
		<b>BROWNFIELD REDEVELOP. AUTHORITY TOTAL</b>		\$ -	\$ -	\$ -
256		AUTOMATION R.O.D.		\$ -	\$ -	\$ -
		<b>AUTOMATION R.O.D. FUND TOTAL</b>		\$ -	\$ -	\$ -
260		INDIGENT DEFENSE		\$ 10,258.50	\$ 11,967.19	\$ 22,225.69
		INDIGENT DEFENSE PAYROLL		\$ 1,989.02	\$ -	\$ 1,989.02
		INDIGENT DEFENSE FICA	0	\$ 152.16	\$ -	\$ 152.16
		INDIGENT DEFENSE RETIREMENT	0	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE	0	\$ -	\$ -	\$ -
		WORKERS COMP	0	\$ -	\$ -	\$ -
		<b>INDIGENT DEFENSE FUND TOTAL</b>		\$ 12,399.68	\$ 11,967.19	\$ 24,366.87
264		LCOT		\$ -	\$ -	\$ -
		LCOT PAYROLL	0	\$ -	\$ -	\$ -
		LCOT FICA	0	\$ -	\$ -	\$ -
		LCOT RETIREMENT	0	\$ -	\$ -	\$ -
		WORKERS COMP	0	\$ -	\$ -	\$ -
		RETIREMENT	0	\$ -	\$ -	\$ -
		<b>LOCT FUND TOTAL</b>		\$ -	\$ -	\$ -
267		K9 UNIT		\$ -	\$ 880.15	\$ 880.15
		<b>K9 UNIT FUND</b>		\$ -	\$ 880.15	\$ 880.15
272		CRIMINAL JUSTICE TRAINING		\$ 300.00	\$ -	\$ 300.00
		<b>CRIMINAL JUSTICE TRAINING FUND TOTAL</b>		\$ 300.00	\$ -	\$ 300.00
277		CDBG		\$ -	\$ -	\$ -
		<b>CDBG FUND TOTAL</b>		\$ -	\$ -	\$ -
286		ARPA		\$ 9,400.44	\$ 31.24	\$ 9,431.68
		<b>APRA FUND TOTAL</b>		\$ 9,400.44	\$ 31.24	\$ 9,431.68
293		DEPT OF VET AFFAIRS		\$ 3,759.34	\$ 3,750.77	\$ 7,510.11
		DEPT OF VET AFFAIRS PAYROLL	0	\$ 4,210.06	\$ -	\$ 4,210.06
		DEPT OF VET AFFAIRS FICA	0	\$ 319.19	\$ -	\$ 319.19
		DEPT OF VET AFFAIRS RETIREMENT	0	\$ -	\$ -	\$ -

	DEPT OF VET AFFAIRS FRINGE	0	\$	-	\$	-	\$	-
	WORKERS COMP	0	\$	-	\$	-	\$	-
	<b>DEPT OF VET AFFAIRS FUND TOTAL</b>		\$	8,288.59	\$	3,750.77	\$	<b>12,039.36</b>
298	TECHNOLOGY & INNOVATION		\$	1,402.54	\$	2,337.26	\$	3,739.80
	<b>TECHNOLOGY &amp; INNOVATION FUND TOTAL</b>		\$	1,402.54	\$	2,337.26	\$	<b>3,739.80</b>
405	CAPITAL PROJ-EQUIP REPLACE		\$	-	\$	4,915.25	\$	4,915.25
	<b>CAPITAL PROJ-EQUIP REPLACE FUND TOTAL</b>		\$	-	\$	4,915.25	\$	<b>4,915.25</b>
445	PUBLIC IMPROVEMENT		\$	-	\$	-	\$	-
	<b>PUBLIC IMPROVEMENT FUND TOTAL</b>		\$	-	\$	-	\$	<b>-</b>
549	BUILDING DEPARTMENT		\$	17,188.31	\$	-	\$	17,188.31
	BUILDING DEPARTMENT PAYROLL	0	\$	2,555.88	\$	-	\$	2,555.88
	BUILDING DEPARTMENT FICA	0	\$	191.98	\$	-	\$	191.98
	BUILDING DEPARTMENT RETIREMENT	0	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	0	\$	-	\$	-	\$	-
	WORKERS COMP	0	\$	-	\$	-	\$	-
	<b>BUILDING DEPARTMENT FUND TOTAL</b>		\$	19,936.17	\$	-	\$	<b>19,936.17</b>
101	<b>GENERAL FUND</b>	<b>PR#</b>	<b>PAID</b>	<b>UNPAID</b>	<b>TOTAL</b>			
101	BOARD OF COMMISSIONERS		\$	-	\$	3,021.21	\$	3,021.21
172	ADMINISTRATOR/FISCAL OFFICER		\$	69.65	\$	-	\$	69.65
208	INSURANCE		\$	-	\$	-	\$	-
209	UNEMPLOYMENT COMPENSATION		\$	-	\$	-	\$	-
215	COUNTY CLERK		\$	-	\$	280.07	\$	280.07
216	JURY BOARD		\$	-	\$	-	\$	-
217	APPORTIONMENT		\$	-	\$	-	\$	-
223	COUNTY AUDITING		\$	-	\$	-	\$	-
228	DATA PROCESSING		\$	-	\$	950.00	\$	950.00
229	TECHNOLOGY		\$	9.77	\$	-	\$	9.77
244	TAX ALLOCATION		\$	-	\$	-	\$	-
245	REMONUMENTATION		\$	-	\$	3,075.00	\$	3,075.00
248	GENERAL SERVICES		\$	603.37	\$	363.93	\$	967.30
249	PLAT BOARD		\$	-	\$	-	\$	-
250	MICROFILM		\$	-	\$	-	\$	-
253	COUNTY TREASURER		\$	109.73	\$	752.18	\$	861.91
257	EQUALIZATION		\$	18,150.00	\$	25.00	\$	18,175.00
262	ELECTIONS		\$	-	\$	-	\$	-
265	COURTHOUSE/GROUNDS		\$	181.81	\$	1,432.12	\$	1,613.93
283	CIRCUIT COURT		\$	482.02	\$	1,328.00	\$	1,810.02
286	DISTRICT COURT		\$	90.14	\$	543.90	\$	634.04
289	FRIEND OF THE COURT		\$	90.20	\$	3,452.97	\$	3,543.17
294	PROBATE COURT		\$	1,132.41	\$	1,917.49	\$	3,049.90
295	PROBATION/PAROLE		\$	-	\$	-	\$	-
296	PROSECUTING ATTORNEY		\$	123.01	\$	58.95	\$	181.96
298	FAMILY COUNSELING		\$	-	\$	-	\$	-
301	SHERIFF		\$	57,002.34	\$	3,486.54	\$	60,488.88
331	MARINE LAW		\$	-	\$	-	\$	-
332	SNOWMOBILE ENFORCEMENT		\$	-	\$	239.99	\$	239.99
333	ROAD PATROL		\$	-	\$	-	\$	-
351	JAIL		\$	24,868.00	\$	1,071.73	\$	25,939.73

426	EMERGENCY MANAGEMENT		\$	171.20	\$	-	\$	171.20
430	ANIMAL CONTROL		\$	-	\$	2,905.77	\$	2,905.77
442	DRAIN COMMISSIONER		\$	31.04	\$	91.79	\$	122.83
445	DRAINS - PUBLIC BENEFIT		\$	-	\$	-	\$	-
528	TRANSFER STATION/RECYCLING CENTER		\$	-	\$	3,927.37	\$	3,927.37
568	SOIL CONSERVATION		\$	-	\$	-	\$	-
595	AIRPORT		\$	-	\$	-	\$	-
601	HEALTH DEPARTMENT		\$	-	\$	-	\$	-
605	CONTAGIOUS DISEASES		\$	-	\$	-	\$	-
648	MEDICAL EXAMINER		\$	-	\$	3,467.06	\$	3,467.06
649	COMMUNITY MENTAL HEALTH		\$	-	\$	-	\$	-
701	PLANNING COMMISSION		\$	-	\$	-	\$	-
710	MSU EXTENSION		\$	-	\$	-	\$	-
711	REGISTER OF DEEDS		\$	-	\$	326.75	\$	326.75
728	EDC		\$	12,711.53	\$	-	\$	12,711.53
	GENERAL PAYROLL	0	\$	209,630.88	\$	-	\$	209,630.88
	GENERAL FICA	0	\$	15,362.01	\$	-	\$	15,362.01
	GENERAL RETIREMENT	0	\$	-	\$	-	\$	-
	GENERAL FRINGE	0	\$	-	\$	-	\$	-
	WORKERS COMP	0	\$	-	\$	-	\$	-
<b>GENERAL FUND TOTAL</b>			<b>\$</b>	<b>340,819.11</b>	<b>\$</b>	<b>32,717.82</b>	<b>\$</b>	<b>373,536.93</b>
<b>GRAND TOTAL</b>			<b>\$</b>	<b>545,213.03</b>	<b>\$</b>	<b>56,599.68</b>	<b>\$</b>	<b>601,812.71</b>
<b>GENERAL FUND WITHOUT PAYROLL</b>			<b>\$</b>	<b>115,826.22</b>				