

Oceana County Board of Commissioners

Thursday, June 13, 2024

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

Committees and Board Meeting Packet



Board of Commissioners

Robert Walker, Chairperson

Tim Beggs, Vice-Chairperson

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, June 13, 2024** beginning at 8:00 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
- Personnel and Health and Human Services Committee
- Finance and Committee
- Regular Board of Commissioners Meeting
- Tour of the Airport, Animal Control and Griswold Building

Detailed meeting agendas are available online at:

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

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

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

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

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



Oceana County Board of Commissioners

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

AGENDA

Courts and Public Safety Committee

There will be a committee meeting on **Thursday, June 13, 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 May 9, 2024 Pages Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Commissioner Phil Morse/ Animal Control Director Mike Garcia/ Sheriff Mast/ Prosecutor Bizon	Discussion pertaining to Dog at Large Violations	2024-64
	DEPARTMENT HEAD REPORT	
	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, May 9, 2024 at 10:01 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. Jeff Stockhill, Life EMS Director of North Operations; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and seconded by Mr. Walker to approve the minutes of the April 9, 2024, 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. Walker to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Jeff Stockhill, Life EMS, provided a report for the second quarter. He indicated transports are about the same as last year. There is a full-time position which they are still trying to fill. He also informed the board that there are two retired police officers from Grand Rapids that have started a "2 THE RESCUE" group. Initially it was started to help with suicides, but have discovered that it offers so much more. The training helps in different areas of life and dealing with the emotional wellness. He indicated that they celebrated 44 years of operation on February 24, 2024 with an outing at the Grand Rapids Griffins' game. He also reported that the new EMS building is in progress which is located near the transfer station, and currently they are working on staffing for coverage for the Electric Forrest Festival.

Department Head Report

There were no department head reports at this time.

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 10:21 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

Personnel and Health and Human Services Committee

There will be a committee meeting on **Thursday, June 13, 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: Phil Morse

Committee Vice-Chair: Paul Erickson

Presenter	Description	Item #
Chair	Call to Order Roll Call Approval of Minutes from April 9, 2024 Page 6 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Undersheriff Ryan Schiller	Request to promote a Deputy to a Sergeant Pages 7	2024-65
	DEPARTMENT HEAD REPORT	
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

Personnel and Health & Human Services Committee

The Personnel and Health & Human Services Committee Meeting was called to order by Chairperson Morse on Thursday, April 9, 2024 at 10:06 a.m., in the Board Conference Room.

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

Also Present: County Treasurer, Mary Lou Phillips; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Hardy to approve the minutes of the March 14, 2024 Personnel and Health & Human Services Committee Meeting as presented.

Voice vote. Motion carried.

Chairperson Morse asked if there were any additions to the agenda. None were presented.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

County Treasurer, Mary Lou Phillips provided a report on the Quarterly Report relating to the 40-hour workweek and the request to extend.

She also stated their new employee Samantha Smith is doing well. She thanked the board for allowing her to be hired prior to Betty's retirement.

She indicated when she arrived in 2017 the general fund had one CD. We now have money in the checking account and are earning interest, as well as other accounts. There have been extensive changes implemented as well as mandated changes from the state.

Mr. Walker stated he has never seen a department head as detailed as we have right now. The documentation is very well done. The \$20,498 to stay as a 40-hour work week is worth all the work that is done.

Department Head Comment

There were no department head comments at this time.

Public Comment

There was no public comment at this time.

Chairperson Morse asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:41 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk



OCEANA COUNTY SHERIFF'S OFFICE

CRAIG MAST, SHERIFF
216 LINCOLN ST., P.O. BOX 32

RYAN SCHILLER, UNDERSHERIFF
HART, MI 49420 • PHONE: (231) 873-2121
FAX: (231) 873-0154

June 1, 2024

RE: Patrol Sergeant Backfill

Ms. Byard & Board of Commissioners
County Building
100 S. State Street
Hart, MI 49420

Ms. Byard & Board of Commissioners:

This request is to backfill the vacancy in the patrol division for a night shift sergeant. Since the transition of Sgt. Bosley from patrol to the marine division, it has created a void in a night shift patrol sergeant.

As all of you are aware, we have an extremely young group of deputies currently filling our ranks. The need for supervision during the night shift hours is critical. The shift sergeant not only answers questions and delegate responsibilities, they also significantly mitigate risk and liability for the county. I'm not sure I can emphasize the last part enough.

This request would simply be promoting someone from the rank of deputy to sergeant. This wage difference is \$3.24 per hour. This has a net effect of \$3,460.15 to the general fund for FY2024. This is not a request for additional staff.

I am requesting to fill this position immediately.

Respectfully,

Ryan Schiller
Undersheriff



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, **June 13, 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 May 23, 2024 Pages - 3 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Administrator Byard	Preventative Maintenance Pages 14 - 25	2024-59
Drain Commissioner Michelle Martin	Resolution to adopt cash deposits to cover estimated preliminary costs Page 26	2024-66
Administrator Byard	Materials Management Contract with West Michigan Shoreline Regional Development Commission Page 27 - 43	2024-67
Administrator Byard	Budget Adjustment for overages Page 44	2024-68
Administrator Byard	County Clerk Request for Per Diem for Board of Canvassers Page 45 - 52	2024-69
Administrator Byard	Administrator's Review of Selected Claims for Payment Pages 53 - 56 Administrator's Report Page 57 - 69	2024-70
	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, May 23, 2024, at 10:47 a.m., in the Board Conference Room.

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

Also Present: Mr. Kevin Hughes, MA Health Officer, District Health Department #10, Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and supported by Mr. Beggs to approve the minutes of the May 9, 2024 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. Erickson and seconded by Mr. Beggs to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Kevin Hughes, MA Health Officer, District Health Department #10,(DHD) gave the annual health department report. He stated the 2023 clinical services and revenue was down. Currently, the clinical side of things have turned around and are moving forward. The regulatory side has seen no change. He reported that in Michigan there are two forms of accreditation, the state accreditation Michigan Department of Health and Human Services (MDHHS) (3 year) which is mandatory and equates to contract maintenance, the other is the PHAB (Public Health Accreditation Board National Accreditation (5 year) is voluntary. This allows the District Health Department to compare to other District Health Departments and see how we rank with others. The DHD #10 is in the process to find three additional food inspectors. The department continues to monitor the avian influenza and measles. Concerning the state-wide sanitary code, there is expected to be a fourth version bill dropped in July. He stated that the DHD #10 is not supportive of this. He shared that last August a Narcan vending machine was placed outside of the DHD building of which 248 boxes were used. He also stated that this information was for the time period of August 2023 through February 2024. There will be a free community presentation on June 4 about bed bugs, ticks and mosquitoes.

Ms. Byard brought forth the resolution recognizing May as Mental Health Awareness Month. Mr. Beggs voted no because CMH doesn't align with his world views. Mr. Morse agreed with Mr. Beggs.

Ms. Byard requested a discussion regarding the employee picnic. Mr. Walker provided the option of closing Friday, 7/5/2024 as a one-time only paid day for employee appreciation vs the picnic.

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

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				

210 - Ambulance	\$ 1,127.77	to Republic Services for trash removal
		To Hart area fire department for 1st qtr MFR costs
		To Hesperia area fire department for 1st qtr MFR costs
		To Pentwater area fire department for 1st qtr MFR costs
239 - Shelby Twp Community Park	\$ 40,826.10	to Spalding DeDecker for project services
260 - Indigent Defense		to Hayes Law Office, PLC for court appointed attorney fees.
		to Indigent Defense Consultants for managed assigned counsel services.
293 - Veterans	\$ 11,200.00	To Herin Construction for indigent veteran/dependent expense
298 - Technology & Innovation	\$ 1,535.77	to Huntington National Bank for equipment and software
549 - Building Department	\$ 5,660.15	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 3,770.30	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 1,000.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,134.74	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
		to Thomas Story for permits, residential plan reviews, and commercial plan reviews

General Fund

101 - BOC	\$ 6,750.20	to H Security & Investigation for courthouse security services
229 - Technology Department	\$ 1,115.66	to Huntington National Bank for employee training and conference
265 - Courthouse & Grounds		to City of Hart for utilities
301 - Sheriff	\$ 21,644.99	to Enterprise for fleet vehicle management.
		to Wex Bank for fuel purchases
		to Wex Bank for fuel purchases
		to NYE uniforms
		to Undersea Systems international for equipment
331 - Marine Law		to Charlie's Marina for fuel purchases
351 - Jail	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 1,456.39	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,467.94	to Gordon Food Service for inmate board and janitorial supplies

528 - Transfer Station		to BS&A for software maintenance contract.
649 - Mental Health	\$ 9,349.98	to West Michigan CMH for Local May 2024 Match
~ Total		\$ 123,576.14

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

MAC HEALTH AND HUMAN SERVICES (ZOOM)

Trial Court Funding has been extended until December 31, 2026, which will allow the State Court Administrators Office to collect data to determine how to proceed in the future. It is on the Governor’s desk to sign. The Trial Court recommendations should be released May 1, 2026. Senator Jeff Irwin introduced a bipartisan package, SB 861-864, that will establish Productivity Credits. Productivity Credits are designed to make Michigan safer and to invest our tax dollars more effectively in proven strategies that reduce crime, address the needs of current victims, and reduce the number of victims in the future. They claim that the Productivity Credits would incentivize prisoners to rehabilitate and allow them to lead meaningful lives after time is served. MAC and the County Prosecutors are against this package. HB 4523 and 24 has been introduced regarding a Mental Health Court. The Committee discussed the issues with Mental Health pertaining to those being arrested and the jails having to make a determination about calling in Mental Health for a review.

OCEANA COUNTY ECONOMIC ALLIANCE (ZOOM)

The Oceana County Economic Alliance met with an update from Mr. Curtis Burdette regarding ongoing projects. The committee also discussed fund raising and updating their process. The updates will be discussed at the next meeting.

BROADBAND TASKFORCE MEETING (ZOOM)

A meeting of the Broadband Taskforce was held to discuss where we are with broadband throughout the county and where we need to go. Todd Kruse, Frontier Communications was on the meeting and reviewed their locations throughout the county and plans for the future.

FOLLOW UP

At a previous meeting Chairman Walker asked Commissioners to provide some dates for the tour at Animal Control, Airport, and the Griswold Building. I have not received any dates and would like to get this scheduled if possible.

The surplus divisions for MERS have been created and the payment is being submitted.

The documents that were distributed at the previous meeting by Mr. Walker pertaining to the Transfer Station have been distributed to American Classic.

Additional Administrator’s Report Items

The drain commission has moved down with equalization department.

Department Head Reports

There were no comments at this time.

Administrator's Annual Performance Review

Moved by Mr. Morse and seconded by Mr. Beggs to enter in to closed session for the discussion regarding the Administrator's annual performance review.

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

Motion carried.

The Finance and Administration Committee meeting recessed at 11:17 a.m.

The Finance and Administration Committee meeting reconvened at 12:40 p.m.

Public Comment

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:41 p.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

ESTIMATE

Anderson Mechanical LLC
2857 64th Ave
Hart, MI 49420

bryan@andersonmechanical.org

Oceana County Court House

Bill to
Oceana County Court House
100 S. State St
Hart, MI 49420 US

Ship to
Oceana County Court House
100 S. State St
Hart, MI 49420 US

Estimate details

Estimate no.: 1027
Estimate date: 05/14/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.			LABOR AND MATERIALS FOR 3 YEARS PREVENTATIVE MAINTENANCE EFFECTIVE JUNE 1, 2024 THROUGH MAY 3, 2027			
2.			COUNTY BUILDER: 100 S STATE ST. HART 1- AMERICAN BLOWER CHILLER 1- MINI SPLIT A/C SYSTEM(TECH OFFICE) 1-MINI SPLIT A/C SYSTEM, 2 FAN COILS IN CIRCUIT COURTROOM 2- VISSMANN HEATING BOILERS 1- 2 HEAD MINI SPLIT FOR FOC OFFICE 1- 2 HEAD MINI SPLIT FOR SMALL CIRCUIT COURT 1- 2 HEAD MINI SPLIT FOR FOC DIRECTOR			
3.			OCEANA COUNTY JAIL: 216 LINCOLN ST HART 2- VISSMANN HEATING BOILERS 1- LOCHINVAR ARMOR DOMESTIC BOILER 1- PNEUMATIC CONTROLS SYSTEM 3- MINI SPLIT SYSTEMS 1- A/C UNIT FORCED AIR 1- ROOFTOP HVAC UNIT 7- FAN COIL A/C UNITS 6- ROOFTOP EXHAUST FANS			

2- REFRIGERATIONS UNITS(WALK-IN
COOLER AND FREEZER. INCLUDES 2
COIL CLEANINGS A YEARS)

4. OCEANA SHERIFFS DEPARTMENT: 216
LINCOLN ST HART

3- MINI SPLIT SYSTEMS (1- 2 HEAD
AND 1-3 HEAD)
3- FORCED AIR A/C UNITS
2- FAN COIL UNITS

5. DISTRIC HEALTH DEPARTMENT #10:
3968 N OCEANA DRIVE HART MI

6- HVAC ROOFTOP UNITS

6. HART EMS: 3966 N. OCEANA DRIVE
HART MI

1- HVAC UNIT WITH SPLIT
CONDENSER

7. SHELBY EMS: 562 S. STATE ST.
SHELBY MI

1- HVAC UNIT WITH SPLIT
CONDENSER
1- INFLOOR HEATING SYSTEM
(GARAGE)

8. COUNTY SERVICES BUILDING: 844
GRISWOLD ST HART MI

3- TRANE FURNACES
3- COMFORTMAKER FURNACES
1- FUJITSU MINI SPLIT (IT ROOM)
3- ICP CONDENSERS
3 TRANE CONDENSERS

9. NOTES:
- PRICE INCLUDES 2 YEAR
PREVENTATIVE MAINTENANCE
EFFECTIVE JUNE1, 2024 THROUGH
MAY 31, 2027
- PREFORM INSPECTIONS ON ALL
HEATING EQUIPMENT DURING THE
FALL
- PREFORM INSPECTIONS ON ALL
COOLING EQUIPMENT DURING THE
SPRING
- CLEAN REFRIGERATION EQUIPMENT
COILS 2 TIMES A YEAR

10. SERVICE TO INCLUDE:
- CLEANING FAN COIL UNITS
- CLEANING AIR CONDITIONING
CONDENSERS AND EVAPORATOR
COILS
- CHANGE FILTERS AND BELTS AS
NEEDED (FILTER AND BELT PRICE
INCLUDED)

11.	Labor/Materials	1	\$19,476.00	\$19,476.00
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			Total	\$19,476.00
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BOARDWELL

MECHANICAL SERVICES, INC.

COMMERCIAL & INDUSTRIAL HVAC/R

PREVENTATIVE MAINTENANCE AGREEMENT



Oceana County
MICHIGAN

PRESENTED TO:
Oceana County
100 S. State St. Ste. M-4
Hart MI 49420

PRESENTED BY:
DOUGLAS BOARDWELL II
BOARDWELL MECHANICAL SERVICES
5145 INDUSTRIAL PARK DRIVE
MONTAGUE, MI 49437



PREVENTATIVE SERVICE AGREEMENT

May 17th, 2024

Oceana County Commissioners,

Thank you for the opportunity to prepare our Preventative Maintenance Agreement (PM) for your facilities. Our team has listened to the concerns you have regarding the mechanical system of your facility and believe that together we can provide you the quality service that is expected. Our goal is to provide you with a proactive scheduled maintenance plan, that is customized to fit the needs of your facility. Ensuring all mechanical equipment is running efficiently, while decreasing the downtime associated with your HVAC system(s).

Because of Boardwell Mechanical Services' Inc. experience within the HVAC/R industry, and understanding of your facility's needs, we believe that the following proposal will be the solution to your requests.

These following key items we've included in your program include: (see clarification section for full-service list)

- ✓ Check all heating and air conditioning equipment operations.
- ✓ Lubricate all moving parts
- ✓ Check voltages, amp draws on all motors and inspect all electrical connections.
- ✓ Clean and adjust burners on all heating equipment.
- ✓ Systematic inspection of refrigeration circuits.
- ✓ Install new filters and date on all equipment
- ✓ Install new belts annually on all equipment.
- ✓ Inspection check sheets provided after inspection.
- ✓ Inspection housekeeping of equipment locations
- ✓ Annual condenser and evaporator coil cleaning – County Jail refrigeration coils Twice / Year

Because your satisfaction is our number one goal, we offer all our contract customers a discounted labor rate for all service work, as well as preferred scheduling. Please review the contents of our proposal and if it meets your expectations, please authorize the contract agreement page included.

We appreciate the opportunity to provide this proposal to you and look forward our continued relationship.

Sincerely,

Douglas Boardwell II
Boardwell Mechanical Services, Inc.



CLARIFICATIONS

The following services are tailored for your facility and will be performed during your scheduled maintenance.

- Install new filters and date on all equipment quarterly.
- Check belt alignment, tension, wear and replace all belts annually.
- Lubricate all moving parts including AHU shafts and motor bearings.
- Check all heating and air conditioning equipment operations and safety controls.
- Clean / blow out condensate drain with CO2
- Wash economizer filters as applicable
- Tighten all electrical connections, check voltages and amp draws on all motors and compressors.
- Inspect and lubricate all ODA / Mixed air Damper linkages and check operation.
- All service and repairs will be recorded on equipment logs at Boardwell Mechanical Services
- Quarterly equipment check sheets will be provided to guarantee all work is being performed.
- All scheduled maintenance will be performed during the month due and schedule pre-approved by facility manager.
- Annual Csd-1 Inspections and combustion analysis of boilers
- Condenser coil cleaning ONCE per year with the exception of the County Jail, which will be twice per year
- All deficiencies found during quarterly PM, an estimate will be provided prior to starting repairs

Contract Customer Labor Rates:

Diagnostic/ Trip Charge 1st Hour: 140.00
 Additional Hour: \$125.00/HR
 Overtime: After 4PM and/or Saturday 1.5x Multiplier
 Sunday/Holiday: 2x Multiplier

1-4 HR Guaranteed Response Time
 Emergency Service: 24/7

Oceana County Service Locations:

- ✓ Oceana County Building
- ✓ Oceana County Jail
- ✓ Oceana Sheriff Department
- ✓ District Health Department #10
- ✓ Hart EMS
- ✓ Shelby EMS
- ✓ Oceana County Services Building

Option #1 - PM Quarterly Schedule: Recommended***

Spring: Full maintenance and operations check, filter change, and annual belt change - A/C equipment start-up is priority

Summer: Operations system check, coil wash, filter change

Fall: Full maintenance and operations check, filter change, and heat exchanger inspection - Heating equipment start-up is priority

Winter: Operations check, filter change, Boiler CSD-1's,

Option #2 - PM Bi-Annual Schedule w/additional Jail Coil Wash

Spring: Full maintenance and operations check, filter change, and annual belt change - A/C equipment start-up is priority, Coil Wash

Summer: Jail Coil wash #2

Fall: Full maintenance and operations check, filter change, boiler CSD-1, and heat exchanger inspection - Heating equipment start-up is priority

Option #3 – Basic PM Bi-Annual Schedule w/Jail Coil Wash w/ kitchen equipment ONLY

Spring – AC Basic operations check, filter change and annual belt change, jail kitchen equipment coil wash

Fall – Heating Basic operations check, filter change, and jail kitchen equipment coil wash



Preventative Maintenance Agreement

Option #1: Four maintenance visits per year, quarterly filter changes, annual belt change, and annual coil washing (Jail refrigeration coil x2 per yr). This plan is consistent with manufacture's guidelines for commercial, industrial, and institutional facilities. Repairs and service calls are billed separately from this agreement.

Option #2: Two maintenance visits per year, bi-annual filter changes, annual belt change, and annual coil washing (Jail refrigeration coil x2 per yr). This plan is consistent with manufacture's guidelines for commercial, industrial, and institutional facilities. Repairs and service calls are billed separately from this agreement.

Option #3: Basic system operation checks, omit systematic operation checks. Basic operation check includes major component "go-no go" verification. Cleaning of blowers, coils, condensate pans, mixed air sections are not included in a basic check. All visible deficiencies will be noted and provide as a estimate for repair and not included in the basic package. Filter change twice per year, annual belt change, and jail kitchen refrigeration equipment to have two coil washes per year.

Option #1 Investment: Quarterly

Three Year Investment: \$57,675.00

Total Annual Investment: \$19,225.00

Investment / Quarter: \$4,806.25

Quarterly Service Schedule - January, April, July, October

Option #2 Investment: Bi-Annual

Three Year Investment: \$38,400.00

Total Annual Investment: 12,800.00

Investment / Inspection: \$6,400.00

Quarterly Service Schedule - April, July (Jail 2nd Coill Wash), October

Option #3 Investment: Bi-Annual

Three Year Investment: \$19,800.00

Total Annual Investment: \$6,600.00

Investment / Inspection: \$3,300.00

Quarterly Service Schedule – April and October

For the services not covered under the agreement and performed by Boardwell Mechanical Services Inc. upon your authorization, you agree to pay Boardwell Mechanical Services Inc. upon presentation of an invoice(s) at Boardwell Mechanical Services Inc. prevailing labor, transportation and material charges. You agree to pay any applicable taxes and/or government charges in addition to amount set forth above. If non-taxable, appropriate tax exemption forms must be filled out and returned to Boardwell Mechanical Services, Inc.

This agreement, when accepted in writing below by you and approved by you and approved by the authorized Boardwell Mechanical Services Inc. representative, shall constitute the entire agreement between us, and all prior agreements are suspended. This agreement shall begin on the date signed and shall remain in force for 3 years and from year to year thereafter until canceled in writing no less than 30 days prior and anniversary date.

Accepted By:

Boardwell Mechanical Services Inc.

Customers Signature

Douglas Boardwell II

Date

Date



TERMS AND CONITIONS

ADDITIONAL SERVICES PROVIDED

All requested services to be provided and schedule maintained to assure all mechanical equipment is running to the best ability for its age, conditions, and average equipment lifespan. Manufacturers' warranties when applicable, will be used and credited back to Oceana County. BMS will not honor any previous mechanical contractors' labor or craftsmanship warranties.

LIMITATIONS

1. Boardwell Mechanical Services, Inc. shall not be liable for any loss, delay, injury or damage that may be caused by circumstances beyond its control including, but not restricted to acts of God, fire, theft, explosions, vandalism, work stoppage, floods, or delays in transportation.
2. Boardwell Mechanical Services, Inc. shall not be liable for loss of business or consequential damages other than property damage or injury to persons caused as a direct result of negligence by Boardwell Mechanical Services Inc. in performance or failure of performance of its obligations under this agreement.
3. Boardwell Mechanical Services, Inc. is not responsible for concealed piping and lines or ductwork. Reasonable access is presumed under the scope of this agreement.
4. Boardwell Mechanical Services, Inc. shall not be responsible for alterations or modifications required by governmental, regulatory or insurance agencies.
5. This agreement does not include responsibility for initial system design or obsolescence
6. The contractor disclaims any and all responsibility and liability for the indoor quality of the customer's facility.

This

includes without limitation illness or injury to occupants or third parties, or any damage to the customer's facility arising out of or in connection with contractors work under this agreement. This includes without limitation any injury, illness, or damage resulting in any manner from any fungus(es) or spore(s), or any substance produced by or arising out of any fungus or spore.

SPECIAL CONDITIONS

SHOULD ANY ADDITIONAL REPAIRS BE NECESSARY, YOU WILL BE NOTIFIED, AND PROVIDED A PRICE AT THAT TIME. BOARDWELL MECHANICAL SERVICES, INC. IS NOT RESPONSIBLE AND OR LIABLE FOR WORK OF OTHER CONTRACTORS AND/OR FACILITY PERSONNEL.



INCLUDED EQUIPMENT

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
COURTHOUSE			
Viessman Heating Boilers (2)	Model BSHA 150	Installed 2017	Courthouse
Water Chiller	American Blower 00-30	1958	Boiler Room Courthouse
Mini Split AC Unit	Fujitsu AOU24RLXQ	2010	Technology Office
Split System AC	Fujitsu Condenser (2) Fujitsu Fan Coil	Installed 2019	LG Circuit Courtroom
Mini Split AC Unit	Fujitsu Condenser(2) Fancoil Units	Installed 2019	SM Circuit Courtroom
Mini Split AC Unit	Fujitsu Condenser (1) Fancoil Unit	Installed 2019	FOC Director
Mini Split AC Unit	Fujitsu Condenser (2) Fancoil Units	Installed 2019	FOC Offices

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
HEALTH DEPARTMENT			
HVAC Rooftop Unit #1	DAIKIN DFG0336H0001s 3 TON	2023	NEW
HVAC Rooftop Unit #2	DAIKIN DFG3363Dh00001s 3 TON	2023	NEW
HVAC Rooftop Unit #3	Rheem RGEDZ5090ACG20BAAAAO	2021	NEW
HVAC Rooftop Unit #4	ICP RGVO48HEFA0AAA	2023	NEW
HVAC Rooftop Unit #5	Daikin DFG06003dh00001s 5 ton	2023	NEW
HVAC Rooftop Unit #6	Daikin DFG0336H0001s 3 TON	2023	NEW

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
EMS HART			
Gas Furnace	Weather King 90TJ10EGS01	2007	EMS
AC Unit	Condenser	2007	

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
EMS SHELBY			
Furnace	Carrier CNPVP3017ACAACAA		EMS
Split System AC	?		EMS



INCLUDED EQUIPMENT

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
SHERIFF'S DEPARTMENT			
AC Unit	Tempstar PGD336090H000C1	2010	Control Room, Kitchen
AC Unit	Trane TCO036C100BB	1994	SD Basement
Split AC Dual Evaporator	Fujitsu	2019	Undersheriff, Lieutenant
Split AC Dual Evaporator	LG LMU240CE	2009	Sheriff, Assistant
Split System AC	LG LSU307HV	2012	Server Room
AC Unit	Rheem RACCZR036AJT000AA	2020	Lobby, Interview, Mail Room

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
JAIL			
Mini Split AC	LG LSU120CE	2003	CO's Office
AC Unit	Rheem/RA1318AJINA	2022	Booking
HVAC Rooftop Unit	PGD090H0200A	1999	Jail Addition 2016 **Exchanger Replaced**
Cell Cooling System	CA5536VH03 Condenser	1999	Original Jail
Cell Cooling System	CA5536VH03	1999	
Multi Evaporator for Above CA5536 Condensers	3 Per Unit West Side 4 per Unit West Side	1999	N&S Security, 16 13A, 13B, 12A, 12B
Lochinvar Domestic Hot Water Boiler	AWN399PM	2009	SD Boiler Room
Veissmann Heating Boilers (2)		Installed 2019	SD Boiler Room
Walk In Refridgerator/Freezer			Kitchen

Equipment Type/Asset	Description/Model	Date of Manufacture	Location Served
SERVICES BUILDING			
HVAC	(2) Trane XE90	(Both) 1999	SE Furnace Closet
HVAC	(1) Trane XE90	1999	West Closet Probation
Mini split	Fujitsu	2022	IT Office
HVAC	Comfortmaker	1990	NE Corner Closet
HVAC	(2) Comfortmaker	(1) 1990 (2) 2003	Breakroom Closet
(3) Condensers	(3) Trane XE1000	?	Outside
(2) Condensers	(2) ICP	?	Outside
(1) Condenser	(1) Inter-City Products	?	Outside



PROFESSIONAL REFERENCES

City of Muskegon – Municipal

Muskegon, MI

Matt Beerman - Facility Supervisor

P: 231-747-0236

UACJ - Whitehall Industries – Manufacturing

Ludington, MI

Stan Krupinski - Facility Manager

P: 231-690-3634

Whitehall Schools - Education

Whitehall, MI

Rick Blankstrom - Facility Manager

P: 231-830-4770

Trinity Health: Mercy Campus(s) - Healthcare

Muskegon, Oceana, Ottawa County

Lucus Able - Facility Manager

P: 231-613-5787

Shelby State Bank - Financial

Manistee – Fruitport, MI

Sharon Blankenship - Vice President

P: 231-981-8200

Whitelake Community Library - Municipal

Whitehall, MI

Virginia DeMumbrum - Director

P: 231-894-9531

Fusion Fluid - Manufacturing

Whitehall, MI

Sarah Swiatek - Owner

P: 231-740-9080

Winberg Construction - General Contractor

Montague, MI

Brad Vanbergan - Owner

P: 231-894-8409

Whitehall Products – Foundry

Montague / Whitehall, MI

Chuck Kryzkwa – Share Holder

P: 231-894-2688



ABOUT BMS

The Boardwell Family has been providing quality HVACR service and installation to the West Michigan area since 1983. Douglas Boardwell II, a Ferris State University HVACR graduate took over the lead of Boardwell Heating and Cooling, LLC in 2015, now Boardwell Mechanical Services, Inc. (BMS). He has continued the three-generation tradition of providing high integrity and sustainable solutions, leading BMS to be one of the premier Mechanical Contractors in the West Michigan area. Partnering with UA Local 174 Plumbers, Pipefitters, and HVAC Service trades, BMS has the reputation of delivering on time services with highly skilled tradesman, customer focused solutions, and continual support and personnel coverage.

Services Provided: Commercial and Industrial Markets

- ✓ Air Conditioning & Heating Services, Design, and Installation
- ✓ Refrigeration Services, Design and Installation
- ✓ Make-up Air Services, Design and Installation
- ✓ Design build capabilities for new and retrofit projects
- ✓ Sheetmetal, exhaust, and ventilation systems
- ✓ Hydronic and Steam Boiler Services, Installation, and CSD-1 inspections
- ✓ Pipe Fitting, Welding, Air Piping
- ✓ Scheduled Maintenance Agreements
- ✓ Control troubleshooting, installation and Service
- ✓ Ice Machine Sales and Service
- ✓ Domestic Hot Water systems and installation
- ✓ Backflow Preventor Services

**STATE OF MICHIGAN
COUNTY OF OCEANA
BOARD OF COMMISSIONERS**

RESOLUTION #24-12

WHEREAS, Sections 51 of the Michigan Drain Code, Public Act 40 of 1956, as amended (“Drain Code”) allows the Board of Commissioners for the County of Oceana to authorize the requirement of a cash deposit, sufficient to cover the preliminary costs, as determined by the Oceana County Drain Commissioner (“Drain Commissioner”), associated with any application to lay out and designate a drainage district submitted to the Drain Commissioner; and

WHEREAS, if such project is completed, the cost advanced shall be returned to the depositor out of the first installments of special assessments, and if the project is uncompleted, any excess above costs shall be so returned.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners for the County of Oceana, that pursuant to Sections 51 of the Drain Code, the Oceana County Drain Commissioner, in his or her discretion, may require a cash deposit to cover the estimated preliminary costs, in an amount determined by the Drain Commissioner as sufficient, associated with any application to lay out and designate a drainage district.

RESOLUTION approved this 13th day of June 2024, by the Board of Commissioners of the County of Oceana.

MOVED:

SECONDED:

CARRIED:

I hereby certify that the above Resolution was adopted at the Oceana County Board of Commissioners regular meeting of the 13th day of June 2024.

Amy Anderson, Clerk
Oceana County

INTERLOCAL AGREEMENT FOR LAKE COUNTY, MASON COUNTY, MUSKEGON COUNTY BOARD OF PUBLIC WORKS, NEWAYGO COUNTY, AND OCEANA COUNTY TO ESTABLISH A MULTICOUNTY MATERIALS MANAGEMENT PLAN, MATERIALS MANAGEMENT PLANNING COMMITTEE, AND DESIGNATE WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION AS THE DESIGNATED PLANNING AGENCY FOR PLAN DEVELOPMENT AND ADMINISTRATION.

Part 115 of Public Act 451 of 1994 (MCL 324.115 et seq) requires counties to form an interlocal agreement for the administration of multicounty materials management plans as of March 29, 2023. Accordingly, the following interlocal agreement (hereinafter “AGREEMENT”) has been executed by the Board of Commissioners of LAKE, MASON, NEWAYGO, and OCEANA Counties, and the MUSKEGON COUNTY BOARD OF PUBLIC WORKS (hereinafter collectively as “COUNTIES”), and the WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION (hereinafter “WMSRDC”). The COUNTIES and WMSRDC are collectively referred to throughout this AGREEMENT as the “PARTIES.”

RECITALS

WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege, or authority which such political subdivisions share in common with each other and which each might exercise separately;

WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 et seq, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;

WHEREAS, Part 115 of P.A. 451 of 1994, being MCL 324.115 et seq, requires each County to have an approved Materials Management Plan that will outline the current capacity of existing facilities, develop goals to increase the utilization of potentially divertible materials, create a siting process for new facilities where local regulations are not applicable, and document an implementation strategy to meet the requirements of the law, as well as regulate the disposition of solid wastes and waste diversion activities;

WHEREAS, Subpart 11 of Part 115 of P.A. 451 of 1994 requires each County Board of Commissioners, acting as County Approval Agency, to submit to the Department of Environment, Great Lakes, and Energy a Notice of Intent to prepare a Materials

Management Plan;

WHEREAS Subpart 11 of Part 115 of P.A. 451 of 1994 requires each County Approval Agency to enter into an AGREEMENT to develop a Multicounty Materials Management Plan, and designate the agency who will serve as the counties' Designated Planning Agency;

WHEREAS Subpart 11 of Part 115 of P.A. 451 of 1994 allows for the establishment of a Multicounty Materials Management Planning Committee, consisting of representatives from within the planning area established by the Notice of Intent.

NOW, THEREFORE, in consideration of the terms of this AGREEMENT, the PARTIES agree as follows:

1. PURPOSE

The purpose of this AGREEMENT is to provide for the development and administration of a Multicounty Materials Management Plan meeting the requirements of Subpart 11 of Part 115 of Public Act 451 of 1994 (MCL 324.11571 et seq) and approved by the Department of Environment, Great Lakes, and Energy. The COUNTIES propose that WMSRDC serve as the Designated Planning Agency for the development and administration of a Multicounty Materials Management Plan. This Multicounty Materials Management Plan will encompass a planning area containing all the municipalities of Lake, Mason, Muskegon, Newaygo, and Oceana Counties in the state of Michigan. The COUNTIES agree to file a joint Notice of Intent to the Department of Environment, Great Lakes, and Energy as the County Approval Agencies for each county, with the coordination of WMSRDC.

2. ADMINISTRATION OF AGREEMENT

This AGREEMENT shall be administered by WMSRDC on behalf of the COUNTIES.

3. DESIGNATED PLANNING AGENCY RESPONSIBILITIES

WMSRDC, acting as the Designated Planning Agency for the COUNTIES, shall have all of the responsibilities as outlined in MCL 324.11574 et seq, including, but not limited to:

- a. The preparation of a Multicounty Materials Management Plan for the planning area outlined in the AGREEMENT.
- b. The administration of a Materials Management Planning Committee composed of representatives serving the planning area. Such committee will develop a workplan for WMSRDC for the approval of the Department of Environment, Great Lakes and Energy, and direct WMSRDC in the preparation of the Multicounty Materials Management Plan.
- c. The communication of vacancies on the Planning Committee to each county for the appointment of a replacement.
- d. The publishing of public notices, the retention of documents, the coordination of the Materials Management Planning Committee, communications to municipalities, and the requirements of a Materials Management Plan.

- e. Notifications to each County Approval Agency regarding Plan development, the meetings of the Planning Committee, and Planning Committee vacancies.
- f. Any additional items upon amendment of this Agreement.

4. RESPONSIBILITIES OF LAKE, MASON, NEWAYGO, AND OCEANA COUNTY BOARDS OF COMMISSIONERS, AND THE MUSKEGON COUNTY BOARD OF PUBLIC WORKS

The COUNTIES of this AGREEMENT understand and agree that the planning area identified in this AGREEMENT will be required to meet the provisions outlined in MCL 324.115 et seq regarding the development and implementation of a Materials Management Plan coordinating the disposal, disposition, and diversion of solid wastes, recyclables, and compostable materials.

The COUNTIES in this AGREEMENT understand and agree that in utilizing WMSRDC as the Designated Planning Agency throughout the term of this AGREEMENT to provide the following:

- a. A current contact within each county for communication and submittals regarding the Materials Management Plan.
- b. Provide, within a reasonable time frame, all approvals, communications, and documentation required by the Materials Management Plan process.
- c. Copies of any applicable policies, procedures, or ordinances that the Designated Planning Agency may be subject to, and that may assist with the preparation, administration, and implementation of the Materials Management Plan.
- d. Appointment of Materials Management Planning Committee appointments as designated to each County.

5. MATERIALS MANAGEMENT PLANNING COMMITTEE

There is hereby established a separate legal entity to be known as the “West Michigan Shoreline Materials Management Planning Committee” (hereinafter “Planning Committee”) for the purpose of creating and administering the Materials Management Plan for the planning area. The Materials Management Planning Committee is a permanent public body subject to Public Act 267 of 1976, the “Open Meetings Act” (MCL 15.261 et seq).

The COUNTIES in this AGREEMENT understand and agree each county may make appointments of residents or representatives of agencies serving the planning area to the Planning Committee. Where an individual resides or represents an agency within a respective county, that county may make the appointment to the committee. That appointment may follow the procedures and requirements of the respective county. Initial appointments to the Planning Committee will consist of five-year terms. When a vacancy on the Planning Committee occurs, WMSRDC will notify the COUNTIES of the vacancy, and the County assigned the position will appoint a representative that meets the requirements of the vacancy. A County may request that WMSRDC recommend a

candidate that meets the requirements of the vacancy.

A county that makes an appointment to the Planning Committee may remove that member for incompetence, dereliction of duty, or malfeasance, misfeasance, or nonfeasance in office. The membership of the Planning Committee shall consist of the following twenty-one (21) members assigned to the following Counties:

- a. A representative of a solid waste disposal facility operator that provides service in the planning area appointed by Muskegon County.
- b. A representative of a hauler that provides service in the planning area appointed by Muskegon County.
- c. A representative of a materials recovery facility operator that provides service in the planning area appointed by Newaygo County.
- d. A representative of a composting facility or anaerobic digester operator that provides service in the planning area appointed by Newaygo County.
- e. A representative of a waste diversion, reuse, or reduction facility operator that provides service in the planning area appointed by Mason County.
- f. A representative of an environmental interest group that has members residing in the planning area appointed by Mason County.
- g. An elected official of a county appointed by Lake County.
- h. An elected official of a township in the planning area appointed by Lake County.
- i. An elected official of a city or village in the planning area appointed by Oceana County.
- j. A representative of a business that generates a managed material in the planning area appointed by Oceana County.
- k. A representative of the regional planning agency whose territory includes the planning area appointed by WMSRDC.

Should a party terminate this agreement, the remaining parties will amend this agreement to redetermine county appointments.

In addition, each county in the AGREEMENT shall appoint two (2) members as follows:

- l. An elected official of the county or a municipality in the planning area.
- m. A representative from a business that generates managed materials within the planning area.

The Planning Committee shall make and adopt bylaws and procedures for the conduct of its business, including the election of officers and the length of subsequent appointments.

The Planning Committee will develop a Materials Management Plan meeting the provisions of MCL 324.11578 et seq and the requirements of the Department of Environment, Great Lakes, and Energy. Upon the completion of the plan, the Planning Committee will submit the document to each County Approval Agency for approval.

6. MATERIALS MANAGEMENT PLAN APPROVALS

The COUNTIES in this AGREEMENT, acting in their capacity as County Approval Agencies, may approve or deny the Materials Management Plan. If approved, each county will submit its written approval or minutes of the meeting where a motion was

passed to the Planning Committee, the Designated Planning Agency, and the other counties. If rejected, a county will communicate in writing its objection and any suggestions for changes to the Planning Committee, the Designated Planning Agency, and the other counties.

The COUNTIES in this AGREEMENT may initiate one or more amendments to the Materials Management Plan upon the approval of the Materials Management Planning Committee and the submission of a Notice of Intent to the Department of Environment, Great Lakes, and Energy by WMSRDC. WMSRDC will facilitate the amendment process and approvals.

7. DESIGNATED PLANNING AGENCY COMPENSATION

The COUNTIES in this AGREEMENT will pay for the reasonable costs incurred by the WMSRDC in serving as the Designated Planning Agency, including, but not limited to, the costs of developing and administering the Materials Management Plan process, the administration and meetings of the Materials Management Planning Committee and reporting required by the Department of Environment, Great Lakes, and Energy. Compensation, including payment terms and fee structure, payment responsibility, cost reimbursement, as well as any other appropriate terms will be supplied by the PARTIES and will be included as an addendum to this AGREEMENT. WMSRDC has the right to request additional funding for work not outlined in the compensation structure (i.e. funding to facilitate plan amendment activities in a non-planning year).

8. TERM

Unless earlier terminated as provided herein, the term of this AGREEMENT will be three (3) years commencing from the date of its execution. Six (6) months prior to the expiration of this AGREEMENT, the parties will begin negotiating an agreement for plan implementation upon completion of an approved MMP.

9. AMENDMENT

The PARTIES may amend this AGREEMENT only by a written document signed by all parties.

10. TERMINATION

Any party may terminate this AGREEMENT, with or without cause, at any time upon sixty (60) days prior written notice to each other party. The COUNTIES of this AGREEMENT agree and understand that the termination of this AGREEMENT by one or more counties may disqualify the whole from meeting the requirements of MCL 324.115 et seq.

In the case of termination by one or more counties representing the minority of the whole, the terminating county(ies) understand(s) that they will assume all the responsibilities outlined in the AGREEMENT required by MCL 324.155 et seq. WMSRDC reserves the right to amend the compensation agreement to close any funding gap. WMSRDC also reserves the right to not act as the Designated Planning Agency for a county no longer

subject to this AGREEMENT.

11. INDEMNIFICATION

To the extent allowed by law, each County and the West Michigan Shoreline Regional Development Commission agree to indemnify, defend, and hold harmless the others from any and all claims, liabilities, judgements, costs, damages, expenses, and attorney fees that may arise from the performance under this AGREEMENT. This indemnification will survive the termination or expiration of this AGREEMENT. By entering this AGREEMENT, the PARTIES do not waive any immunities provided by law.

12. SEVERABILITY

Each provision of this AGREEMENT must be interpreted in a way that is valid under applicable law. If any provision is held invalid, the rest of the AGREEMENT will remain in full effect.

13. ENTIRE AGREEMENT

This AGREEMENT and any addendums contains the entire understanding between the PARTIES.

14. HEADINGS

The headings preceding the paragraphs are inserted in this AGREEMENT for reference purposes only and must not be used to interpret this AGREEMENT.

IN WITNESS WHEREOF, the PARTIES have executed this AGREEMENT this third (3) day of July, 2024.

WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION:

Attest:

EXECUTIVE DIRECTOR:

COUNTY OF LAKE:

Attest:

County Board of Commissioners:

COUNTY OF MASON:

Attest:

County Board of Commissioners:

COUNTY OF MUSKEGON:

Attest:

Board of Public Works:

COUNTY OF NEWAYGO:

Attest:

County Board of Commissioners:

COUNTY OF OCEANA:

Attest:

County Board of Commissioners:

ADDENDUMS – WMSRDC Material Management Plan Proposals

- WMSRDC MMP Phase I Scope of Work, April 10, 2024 - Attached
- WMSRDC MMP Proposal, April 15, 2024 - Attached



Material Management Plan Proposal

Project Description and Background

Based on amendments to [Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451](#), as amended, each county is required to prepare a Materials Management Plan (MMP). Once approved, the MMP will replace the existing county solid waste plans. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) is implementing the law as well as providing guidance and resources to counties as they embark on the development of MMPs.

MMPs are to focus on comprehensive materials management, including recycling, composting, other diversion activities, and disposal. These plans will establish goals with measurable objectives to divert recyclable and organics from disposal, while also increasing recycling access and education. Counties will have 36 months (three years) to complete the planning process. Per section 11587 of the amendment, a grant program has been established for the duration of the planning process to assist counties with the formation of the plan. Details of this grant program will be noted later in this proposal. Additional funding for implementation and maintenance are available by request and approval through EGLE.

EGLE will be initiating the planning process through a formal initiation letter to counties in the fall of 2023. Once the letter is received, a series of activities are required to be completed by each county including naming a Designated Planning Agency (DPA).

The West Michigan Shoreline Regional Development Commission (WMSRDC) is requesting the counties of Lake, Mason, Muskegon, Newaygo, and Oceana in its regional jurisdiction to name WMSRDC as their DPA.

WMSRDC has served its region for more than 50 years. The Commission has an intimate knowledge and dedication to the region making it uniquely qualified to serve in this capacity. WMSRDC staff has a combined 100 years of diverse and extensive planning experience. Commission staff manages programs in Transportation, Environmental Planning, Economic

Development, and Local Government Services/Special Projects. Planning contributions to the region through these programs include the following:

- More than ten (10) solid waste management plans for the region between 1970-2000
- Recycling and composting plans
- 55 master plans
- More than 30 recreation plans
- Approximately 40 economic studies
- Maintaining a regional economic development plan (CEDS) since the 1970's resulting in an estimated 60 federal EDA grants awarded in the region
- Approximately 70 environmental studies
- Three (3) iterations of county hazard mitigation plans
- Administering the process of distributing nearly \$30 million of federal transportation dollars for the Metropolitan Planning Organization (MPO) annually,
- Administering the process of distributing approximately \$1 million of state transportation dollars for the Rural Task Force
- Preparation of numerous transportation and corridor studies throughout the region

Preparation of the MMPs is a new and unique planning process being undertaken in the state. The shift away from Solid Waste Planning to a comprehensive Materials Management Planning process is a practice that has not been done in Michigan. Therefore, planning organizations, consultants, and planners have limited expertise in the specifics of the newly required MMPs. However, given that WMSRDC staff has both diverse planning experience and specific regional knowledge, the Commission is an advantageous choice to successfully manage this project. In addition, EGLE has, and will, provide the resources necessary to complete the MMP plans including planning guidelines, timelines, online tools, data resources, and planning templates. EGLE has also encouraged counties to work with regions through the MMP development process.

WMSRDC is also proposing the five counties within the region work together to prepare a multicounty plan. There are several benefits to a multicounty plan including additional funding per county, economies of scale that can improve efficiencies, reduce costs, as well as shared implementation costs.

Project Budget

As mentioned, EGLE has made available a MMP grant program for the duration of the three-year planning process. Each eligible county will receive a \$60,000 grant annually for preparing, implementing, and maintaining an MMP. In addition, each county will receive \$0.50 per capita (up to \$300,000) annually for the first three years. Counties participating in a multicounty plan will receive an additional \$10,000 per year. Additional funding after year three is at the discretion of EGLE.

County	Annual Per Capita Allocation	Annual Total (Single County Plan)	Annual Total (Multicounty Plan)
Lake	\$6,048	\$66,048	\$76,048
Mason	\$14,526	\$74,526	\$84,526
Muskegon	\$87,912	\$147,912	\$157,912
Newaygo	\$24,989	\$84,989	\$94,989
Oceana	\$13,330	\$73,330	\$83,330
Region Total	\$146,805	\$446,805	\$496,805

All eligible activities are noted in Section 11587 of the amendment. Grant funds are made available to counties 60 days following the designation of the County Approval Agency (CAA).

EGLE is in the process of developing the MMP Plan Format and Plan Format Guidance. Until these documents are released, it is not feasible to provide an accurate detailed quote for development of a multicounty or single county MMP. However, WMSRDC is proposing the cost of a multicounty MMP to NOT TO EXCEED the total three-year regional per-capita allocation of \$440,415. This would allow each county to utilize the annual \$70,000 EGLE grant for any expenses incurred during the plan development process. If a county chooses to prepare a single-county plan, a quote will be individually determined once EGLE releases the plan format and plan format guidance. However, the collective cost will most certainly be higher than the county three-year per-capita allocation.

Project Timeframe

Within 180 days of the effective date of the MMP development process, counties will file a Notice of Intent (NOI), agree to act as the County Approval Agency (CAA), and designate a DPA. Upon filing the NOI, counties will then have 36 months to complete the planning process of developing an MMP. There are several activities required to be accomplished during this process. As noted earlier, EGLE is developing several tools to assist in the process. Therefore, all dates are subject to when EGLE issues the initiation letter to counties and the date a county submits an NOI. Below is an EGLE Gantt chart depicting the timeframe for the first steps of the MMP planning phase. If identified as the county’s DPA, WMSRDC will assist in fulfilling the requirements of this chart as well as develop a more detailed timeline that meets the requirements of an EGLE approved MMP.

Materials Management Planning First Steps Timeframe Chart

	MONTHS	[INSERT STARTING MONTH]														
Task																
EGLE Director initiates Materials Management Plans																
Within 180 days																
Determine who will be responsible as the CAA																
CAA corresponds with adjacent counties																
Develop Interlocal or other agreements (if applicable)																
CAA files Notice of Intent (NOI)																
36 month clock to complete plan begins																
Within 30 days of filing NOI																
Send copy of NOI to all County Municipalities																
Publish NOI in newspaper, media, etc.																
Request Municipalities to add NOI to websites																
Within 180 days of filing NOI																
CAA identifies DPA (Within 120 days of filing NOI)																
CAA appoints MMPC																
DPA develops Work Program w/MMPC																
MMPC approves Work Program																
EGLE approves Work Program																
Eligible for MMP grant																
CAA - County Approval Agency	INSTRUCTIONS: All green shaded area are fillable, and may be utilized for notes or information as appropriate.															
DPA - Designated Planning Agency	Enter the starting month in column "C1" and then add the next month to each column thereafter as appropriate.															
MMPC - Materials Management Planning Committee	Column "Q" would be 36 months from cell "I7" (Green shading with dots)															
EGLE - Department of Environment, Great Lakes & Energy																
Complete preliminary work on these items before NOI is filed	If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.															
	EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-															

MMP DUE:d

Roles and Responsibilities

PA 115 and EGLE have outlined specific roles and responsibilities for the MMP process:

County Board of Commissioners/County Approval Agency

- Files the NOI to prepare the MMP and act as the CAA
- Appoints the DPA to develop the MMP
- Appoints the MMP Committee
- Receives the MMP grant money from EGLE and distributes to the CAA and DPA
- Responsible for MMP implementation, upon plan completion and approval

Designated Planning Agency

- Serves as the primary government resource for the MMP and MMP planning process
- Prepares the MMP work program
- Prepares the MMP
- Follows public involvement guidelines
- Manages approval process
- Ensures the MMP and approval process comply with Part 115

Material Management Planning Committee (MMPC)

- Directs the DPA in MMP preparation
- Reviews and approved the DPA work program
- Advises County/Counties
- Identifies local policies and priorities
- Approves the MMP prior to public comment
- Provides final approval of MMP before it is presented to CAA for approval

Staff Qualifications and Experience

Erin Kuhn, WMSRDC Executive Director, has been with the agency for more than 24 years working in the economic development and local government services programs prior to becoming the executive director in 2014. Erin will serve as the project lead providing overall project management including coordination with the CAAs and MMPC, plan development, and public engagement. Erin will also provide oversight to ensure compliance with PA 115, ensure proper communications with partnering counties, as well as review and approval of contracts, amendments, invoice payment requests, and reporting requirements.

Amanda Snyder, WMSRDC Finance Manager, has a master's degree in Professional Accounting with ten (10) years of experience in financial grants management and state and federal grant reporting. Amanda joined the Commission in 2019 after working nearly a decade as an industry accountant specializing in non-profit accounting. Amanda will provide financial reporting,

contract and work plan budget support, invoice payments, and overall financial management and oversight.

Syndi Copeland, WMSRDC Office Manager, has overseen the day-to-day operations of the Commission office for 15 years. Syndi will provide contract management, and invoice tracking.

Stephen Carlson, WMSRDC Local Government Services Program Manager, has been with the agency for nearly 20 years. Stephen has written numerous planning documents within the region including master plans, recreation plans, Newaygo County Recycling the regions Comprehensive Economic Development Strategy, resiliency plans, community wildfire protection plans, and several county hazard mitigation plans. Stephen will provide support for plan development, research and data collection, public participation activities, and PA 115 compliance.

Jamie Way, WMSRDC GIS Specialist, has created and managed the mapping software as well as mapping of all data and content used to manage WMSRDC programs since 2016. Jamie has six (6) years' experience with planning and implementation of U.S. Forest Service NPS reforestation grant projects in West Michigan urban and rural watersheds. Jamie will provide project-related GIS mapping for public outreach, facility/asset inventory mapping, and general plan development.

Planning Aide, WMSRDC will hire a part-time planning aid to assist with data gathering, plan research and data collection.

WMSRDC Responsibilities

If identified as the County DPA, WMSRDC will be responsible for the below tasks and activities required to prepare the MMP as outlined in the Roles and Responsibilities section of this proposal.

- Serve as the primary government resource for the MMP and MMP planning process
 - Provide draft interlocal agreement for counties to utilize
 - WMSRDC strongly recommends the interlocal agreement be vetted and approved by the county's attorney prior to approval by the county board
 - Develop draft resolution for County board approval of the interlocal agreement for the NOI
 - Assist the county in outreach to adjacent counties
 - Provide draft letter/notice for distribution to adjacent counties and distribute is requested by the county
 - Document outreach efforts to adjacent counties
- Prepare the MMP work program
- Assist the County in establishing and appointing the MMPC

- Prepare the MMP
 - Gathering data required for the plan and consult with all affiliated entities
- Follow public involvement guidelines
 - Including notifications to municipalities and affiliated entities as required throughout the planning process
 - Publishes required public notices
- Manage approval process
 - Including notifications to municipalities and affiliated entities within the county
 - Manages the public comment process
 - Documents the approval process including the Planning Committee, CAA, and municipalities
- Ensure the MMP and approval process comply with Part 115
- Recognize the ongoing responsibilities to the MMPC as well as maintain and amend the MMP as needed

Regional Materials Management Plan - Phase I

Proposed Scope of Work and Costs April 10, 2024

This proposed scope of work and costs is written with the hypothesis that WMSRDC will be named as the Designated Planning Agency (DPA) for its 5-county region of Lake, Mason, Newaygo, Muskegon, and Oceana counties for the Materials Management Plan (MMP) as required by Part 115 of PA 451. The activities listed below will commence upon WMSRDC being named the DPA carry the MMP process through submission of the completed work plan to EGLE for approval.

Activities

- Contact adjoining counties as required by the MMP process
 - Draft communication
 - Send communication to 7 adjoining counties
 - Document adjoining community communication
- Interlocal agreement development and required meetings
 - Ensure timely execution of interlocal agreements
- Draft Notice of Intent (NOI) and additional NOI required documentation for each CAA to submit to EGLE
- Development of the Materials Management Planning Committee (MMPC) and required meetings
 - Identify and solicit participating members for MMPC
 - Seek opinion on membership from county boards and administrators
 - Seek approval on MMPC membership from each county board
 - Schedule initial MMPC meeting and set regular MMPC meeting schedule
 - Follow EGLE required public outreach for MMPC meetings
 - Prepare all MMPC meeting materials including minutes and meeting packets
 - Develop MMPC bylaws
 - Develop an MMPC webpage on the WMSRDC website to store all MMP related materials for public access

- Develop Work Plan
 - Seek MMPC and County Approval Agency (CAA) input
 - Seek MMPC and CAA approval
 - Submit work plan for EGLE approval

Estimated time frame for completion of activities: 6 months

Estimated Costs: \$73,402* (50% of one-year per capita allocation)

- 50% due upon signing of agreements assigning WMSRDC as the DPA
- 30% due three months after contract signing
- 20% due upon completion of the above activities (within 180 of counties submitting NOI to EGLE)

Per County Payment Allocation

County	Due Upon Signing	Due within 3 months	Due upon completion	Total due
Lake	\$1,512	\$907	\$605	\$3,024
Mason	\$3,632	\$2,179	\$1,452	\$7,263
Muskegon	\$21,978	\$13,187	\$8,791	\$43,956
Newaygo	\$6,247	\$3,748	\$2,499	\$12,494
Oceana	\$3,332	\$2,000	\$1,333	\$6,665
Region Total	\$36,701	\$22,021	\$14,681	\$73,402

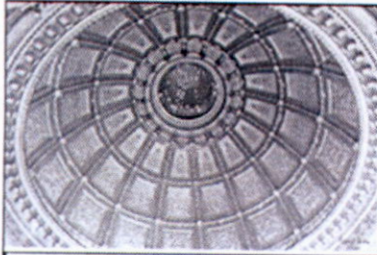
Invoices will be submitted to counties based on the above schedule.

During this period, WMSRDC will prepare monthly progress reports for each county to document work completed towards an EGLE approved work plan.

Further payment arrangements for the remainder of the MMP to be determined after EGLE releases MMP grant payment schedule. An additional scope of work following approval of the work plan by EGLE will be provided at a future date.

Counties will be reimbursed for their upfront costs upon receiving EGLE MMP grant dollars.

***PRICES ARE GUARANTEED FOR 90 DAYS AFTER THE RECEIPT OF PROPOSED SCOPE OF WORK AND COSTS**



MICHIGAN LEGISLATURE

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NAVIGATE DIVISIONS

- MCL Chapter Index
- Chapter 168
- Act 116 of 1954
- 116-1954-XXX

116-1954-XXX

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MICHIGAN ELECTION LAW (EXCERPT)

Act 116 of 1954

Chapter XXX

THE COUNTY CANVASS

Document	Type	Description
Section 168.821	Section	Meeting of board of county canvassers; place; time.
Section 168.822	Section	Board of county canvassers; canvass of returns, conclusion; failure to certify election results.
Section 168.823	Section	Board of county canvassers; power to summon and open ballot boxes; correction of errors; summoning of election inspectors; designation of staff to count ballots and make corrections.
Section 168.824	Section	Board of county canvassers; statement of votes; preparation; seal.
Section 168.824a	Section	Board of county canvassers; disclosure of out-of-balance precincts.
Section 168.825	Section	Statements of votes; contents, certification, filing.
Section 168.826	Section	Determination and declaration of election results; preparation, delivery, and filing of certificate of determination; publication of statement of votes; certified certificate of election.
Section 168.827	Section	Certificate of determination to secretary of state.
Section 168.828	Section	Statements of votes; certified copy to secretary of state.
Section 168.829	Section	County provisional ballot report; county affidavit report; voter registration application report.
Section 168.830	Section	County clerk; compensation.

MICHIGAN ELECTION LAW (EXCERPT)
Act 116 of 1954

168.830 County clerk; compensation.

Sec. 830. Each county clerk must receive reasonable compensation for services performed under this act as is allowed by the county board of commissioners, which compensation must be paid out of the treasury of the county.

History: 1954, Act 116, Eff. June 1, 1955;—Am. 2018, Act 341, Eff. Dec. 12, 2018;—Am. 2018, Act 614, Eff. Mar. 28, 2019.

Popular name: Election Code

751218.1

COUNTIES: Compensation of county clerks.

COUNTY CLERKS: Compensation.

County clerks on salary are not entitled to receive additional compensation for services as clerk of the county board of canvassers.

Opinion No. 4927

December 18, 1975.

Honorable Dennis O. Cawthorne
State Representative
The Capitol
Lansing, Michigan 48901

You have requested my opinion concerning whether county clerks who receive a salary are, in addition thereto, entitled to compensation for services rendered as clerk to the county board of canvassers.

RS 1846, ch 14, § 67; MCLA 50.67; MSA 5.837, provides:

"The county clerk shall keep his office at the seat of justice for the county, and shall receive for all services rendered the county in criminal cases and as clerk of the circuit court, and for his services as clerk of the board of supervisors *and as clerk of the board of county and district canvassers*, such salary as the board of supervisors may fix; for his services in civil cases and other matters, such fees and compensation as shall be provided by law." [Emphasis added]

1919 PA 237, § 1, at last amended by 1931 PA 202; MCLA 45.401; MSA 5.911, provides that the county boards of commissioners are authorized and empowered to direct the payment of a salary to several county officers, including the county clerk. Such action must be taken at the board's annual meeting in October prior to the commencement of the term of said officers and shall be "compensation in full for all services performed" by them. 1879 PA 154, § 1, as amended; MCLA 45.421; MSA 5.1101, also pertains to salaries of county officials and provides that such may be increased by the board during the official's term of office.

In apparent conflict with the foregoing statutory provisions is the Michigan Election Law, 1954 PA 116, § 830; MCLA 168.830; MSA 6.1830, which provides:

"Each county canvasser and county clerk shall receive such reasonable compensation for services performed pursuant to the provisions of this act as shall be allowed by the board of supervisors or county auditors, which compensation shall be paid out of the treasury of the county."

I am of the opinion that 1954 PA 116, § 830, *supra*, is controlled by the first two statutes cited above and that the clerk's compensation shall cover all services germane to the office of county clerk, including services as clerk to the county board of canvassers. The compensation referred to in 1954 PA 116, § 830, *supra*, must be deemed to be included within the compensation provided for in the other two statutes.

I am therefore of the opinion that county clerks on salary are not entitled to additional compensation for services as clerk of the county board of canvassers.

FRANK J. KELLEY,
Attorney General.

75/219.1

SNOWMOBILES: Local ordinance regulating.

SNOWMOBILES: Preemption by state law.

PREEMPTION: Snowmobile statute.

The state has preempted the registration and regulation of snowmobiles except for the limited right of cities, villages, and townships to enact ordinances regulating the operation of snowmobiles within their jurisdiction.

A city is prohibited from mandating minimum insurance as a condition for operating a snowmobile within city limits.

A city may not impose license and registration requirements for operating a snowmobile within city limits.

A city may enact an ordinance requiring that snowmobiles be operated at a lower speed limit than other traffic and that snowmobile operators yield to faster moving traffic within city limits.

A city may increase the number of hours during which snowmobiles must be operated at a minimum speed beyond the period between 12 midnight and 6 a.m. required by state law.

A city has legal responsibility for erecting and maintaining signs in accordance with the Michigan Manual of Uniform Traffic Control Devices Standards.

A city may not prevent a child under age of 12 under the direct supervision of an adult from operating a snowmobile.

Jurisdiction over the operation of snowmobiles on frozen surface of public waters is subject to rules adopted by the Department of Natural Resources.

Opinion No. 4918
Mr. David E. McDonald
City Attorney
Ironwood, Michigan

December 19, 1975.

You have asked my opinion on several questions concerning city regulation by ordinance of snowmobile operation. 1968 PA 74, as last amended by 1975 PA 156; MCLA 257.1501, *et seq.*; MSA 9.3200(1), *et seq.* has preempted the area of registering and regulating snowmobiles. However, section 14 of the Act does permit limited regulation of the operation of snowmobiles by local ordinances. Section 14 reads:

“Any city, village or township may pass an ordinance regulating the operation of snowmobiles if the ordinance meets substantially the

From: [Matt Nordfjord](#)
To: [Tracy Byard](#)
Cc: [Gwen Kamm](#); [Nicole Moles](#)
Subject: [External] RE: Clerk Per Diem (Board of Canvassers)
Date: Monday, May 20, 2024 2:49:05 PM
Attachments: [image001.png](#)
[image002.png](#)
[OAG 4927.pdf](#)

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Hi Tracy –

A per diem for a salaried County Clerk for working with the Board Of Canvassers is not legally permitted.

This does not mean the Board of Commissioners could not increase the salaried Clerk's pay at any time, in essence in an amount that would be the same as a per diem. However, it could not be considered extra work for the Clerk and could not be reduced or removed for the balance of that term of office under MCL 45.421(1) which provides:

The annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1 each year and shall not be diminished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term of office.

This would hold true even if there were no elections or other meetings of the Board of Canvassers during the next or later years during that term.

Based on the current term being nearly over, such a pay increase could be removed or reset on January 1st of 2025, as that is the beginning of a new term, but payments after 1-1-2025 would have to remain through 2028.

Under MCL 168.28, governing local Election Commissions and Canvassers:

Members of the various boards of election commissioners and any other person charged with duties in connection with the conduct of primaries, elections, canvassing of returns, and recounts must receive compensation as is determined by the legislative body of this state, the county, the city, the township, or the village, as applicable. The county board of commissioners shall consult with the county clerk to determine the compensation for the board of county canvassers and any assistants employed by the county board of canvassers. (Emphasis added).

In Chapter XXX of the Michigan Election Law governing the County Canvass, MCL 168.830 states: “Each county clerk must receive reasonable compensation for services performed under this act as is allowed by the county board of commissioners, which compensation must be paid out of the treasury of the county.” (Emphasis added).

However, MCL 50.67(1) states:

“(1) The county clerk shall keep his or her office at the seat of justice for the county,

and shall receive for all services rendered the county in criminal cases and as clerk of the circuit court, and for his or her services as clerk of the county board of commissioners, and as clerk of the board of county and district canvassers, the salary as the county board of commissioners fixes.” (Emphasis added).

MCL 45.401(1) states, in relevant part:

“(1) The county board of commissioners of each county in this state may direct the payment to the sheriff, under-sheriff, and deputy sheriffs and to the county clerk, county treasurer, register of deeds, and their deputies out of the general fund in the treasury of the county, salaries as the board considers proper. The salaries may be fixed and determined by the county board of commissioners at its annual meeting held in October before the commencement of the terms of the officers. The salaries shall be compensation in full for all services performed by the sheriff, under-sheriff, and deputy sheriffs and by the county clerk, county treasurer, register of deeds, and their deputies.”

Finally, in OAG No. 4927 (December 18, 1975; see attached), the Attorney General opined that County Clerks on salary are not entitled to additional compensation for services as clerk of the County Board of Canvassers. Rather, the compensation contemplated in MCL 168.830 must be deemed to be included in the Clerk’s salary under MCL 50.67(1) and MCL 45.401.

--

Matt Nordfjord, Shareholder
Cohl, Stoker & Toskey, PC
601 N Capitol Ave.
Lansing, MI 48933
Ph: [\(517\) 372-9000](tel:5173729000)
Fax: [\(517\) 372-1026](tel:5173721026)

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From: Tracy Byard <tbyard@oceana.mi.us>
Sent: Friday, May 10, 2024 4:31 PM
To: Matt Nordfjord <mnordi@cstmlaw.com>
Cc: Gwen Kamm <gkamm@cstmlaw.com>
Subject: Clerk Per Diem

Good Afternoon Matt – Can you tell me if County Clerk’s receive per diem for the Board of Canvassers above their annual salary? Our Clerk provided Michigan Election Law Act 116 Section 168.830 stating that other county clerks are receiving per diem for the Board of Canvassers. It states that each county clerk must receive reasonable compensation for service performed under this act as is allowed by the county board of Commissioners, which compensation must be paid out of treasury of the county. This doesn’t say anything about a per diem and the position does receive a reasonable compensation. Thank you

Tracy L. Byard, ICMA-CM

County Administrator

Oceana County

100 State Street, Suite M-4

Hart, MI 49420

(231) 873-4835

Tracy Byard

From: Tracy Byard
Sent: Tuesday, May 21, 2024 4:23 PM
To: Amy Anderson
Subject: Board of Canvassers Per Diem

Amy – I reached out to the County Attorney pertaining to your request for per diem from the Board of Canvassers. His response was that a per diem for a salaried County Clerk for working with the Board of Canvassers is not legally permitted. The Board of Commissioners can however increase your annual salary the same amount as the per diem. It would not be considered extra work and the salary couldn't be reduced or removed for the remainder of the term. So, if you request the per diem, that will need to be a request to the Board of Commissioners to increase your salary.

Please let me know if you have any questions. Thank you



Tracy L. Byard, ICMA-CM
County Administrator
Oceana County
100 State Street, Suite M-4
Hart, MI 49420
(231) 873-4835

Oceana County Administrator

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
210 - Ambulance			\$ 3,410.00	to Republic Services for trash removal
215 - Friend of the Court			\$ 2,194.06	to Image Soft for monthly software expenditures
238 - Pentwater Hart Trail			\$ 5,009.08	to Fleis & Vandenbrink for professional services
256 - Automation			\$ 5,049.56	to GovOS, Inc. for monthly software expenditures
260 - Indigent Defense			\$ 1,344.00	to Annette Howe for court appointed attorney fees.
			\$ 10,087.00	to Good Law for court appointed attorney fees.
			\$ 5,833.33	to Indigent Defense Consultants for court appointed attorney fees
298 - Technology & Innovation			\$ 1,220.53	to Wells Fargo Financial for equipment leases
			\$ 2,010.00	to MicroTel for maintenance and support fees
549 - Building Department			\$ 3,730.05	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 10,546.35	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 1,414.90	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 2,007.39	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 1,250.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,565.33	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
			\$ 1,494.62	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews

	\$ 1,500.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
General Fund		
248 - General Services	\$ 18,704.01	to Lakeshore Regional Entity for P.A. 106 Convention Facility
265 - Courthouse and Grounds	\$ 1,939.98	to City of Hart for utilities
	\$ 1,541.94	to Republic Services for trash removal
301 - Sheriff	\$ 4,415.88	to Elan Financial services for employee training and travel
	\$ 1,201.24	to AT&T mobility
	\$ 9,377.46	to Wex Bank for fuel purchases
	\$ 1,290.00	to DeWolf & Associates for employee training
	\$ 3,045.20	to Kiesler's Police Supply, Inc. for supplies
	\$ 1,166.09	to Klotz Auto Parts, Inc. for vehicle repairs
	\$ 2,542.20	to Mason County Sheriff Office for employee training reimbursement
	\$ 1,035.08	to Nye Uniform for uniform purchases
	\$ 1,003.94	to Undersea Systems International for DIVE team supplies
351 - Jail	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 1,479.47	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,657.52	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,450.17	to Gordon Food Service for inmate board and janitorial supplies
	\$ 3,285.80	to City of Hart for utilities
	\$ 1,278.40	to Charm Tex Inc. for medical supplies
	\$ 3,433.23	to Engineered Protection Systems, Inc. for contract renewal and equipment

528 - Transfer Station	\$ 15,537.30	to American Classic Dumpster Services
595 - Airport	\$ 2,493.06	to MacQueen for equipment repairs and maintenance
601 - Health Department	\$ 1,248.99	to Campbell's Plumbing & Mechanical for yearly inspections
~ Total	\$ 154,329.31	

COUNTY ADMINISTRATOR'S REPORT

JUNE 7, 2024

MACAO CONFERENCE

The Michigan Association of Counties Administrative Officers Conference was held May 22nd – 24th. There was a great turnout with several presentations.

Applied Improvisation with Mary Jane Pories of Fishladder, Inc. – Ms. Pories talked about improving performance through improvisation and creating the right culture. Be honest, allow for mistakes, make each other look great and accept reality. Build to the greatest potential and act at the highest level. She worked through some examples with members of the audience showing that when engaging in the workforce to obtain a goal, we should find our focus, be in the moment, allow for give and take and commit.

AI in County Government – The AI Team from Miller Canfield presented on AI. They pointed out the uses of Chat GPT. They noted that there are dangers with the use of AI as the systems usually like to agree with you and the systems are rarely up to date. If using one of these systems, they suggest double checking the work that is provided and they suggest if you are allowing the use of AI in the workplace that you have a policy in place.

Opioid Funding Plans in Michigan Counties – Amy Dolinky, Technical Adviser for the Michigan Association of Counties. Amy touched on a dashboard that will be complete within the next few weeks to provide information regarding the use of these funds in other counties. She stated that many are reviewing the capacity to help agencies to get the services delivered. There is a toolkit on the MAC website to help with understanding the data. There are also templates and tools as well as a resource library. Amy shared information from a survey stating that 92% showed no community involvement in the process and 25% were involved with utilizing the services of MSUE. There are 20% still in the early planning stages of a needs assessment. Roughly 47% have plans for assessing the dollars. Mecosta County has entered into an agreement with the District 10 Health Department to put the funds to use. I spoke with Kevin Hughes and asked him for information showing what they will be utilizing those funds for. This may be an avenue to look at. I will also be reviewing the resources on the MAC website to get a better understanding of the use of funds.

Legislative Update from MAC – Steve Currie, Executive Director for the Michigan Association of Counties opened saying that they are gathering surveys to see why the

COUNTY ADMINISTRATOR'S REPORT

JUNE 7, 2024

attendance is down at the conference. He also noted that the 2025 conference will be someone different as they will not have breakout sessions. It will be plenary sessions only and will include only premier partners. Deena Bosworth then shared some updates relating to the budget. The general fund budget is up but not by much. Items have not been finalized. There has been much discussion pertaining to revenue sharing. MAC proposed a revenue sharing trust fund from a percentage of sales tax. The House and the Senate have also provided versions. A spreadsheet is provided showing the amounts we would receive for the different proposals. She touched briefly on a new pilot program for roads that will start in the Fall. Trial Court Funding HB 5392 has been signed. HB 5534 is for the State Court Administrator Office to begin collecting court data. That did pass and has been sent to the Governor. SB 401-404 was discussed stating that there would be some exposure for counties. Counties have asked MAC to look into PA152 and the annual caps and how they are calculating these caps. There needs to be a mechanism for the calculation and including counties in the process.

Salary Surveys were discussed. Many of us gather wages on our own and there was discussion about putting a study together. MAC attempted to do this a couple of years ago through an online portal and it didn't work out. We will be working to get this moving again.

Our annual dinner was held with awards being distributed for longevity. I received a 25-year pin and was appointed as the Treasurer for MACAO group for 2024-25.

FOLLOW UP

As previously stated, departments have opted for the July 5th day off rather than the employee picnic.

Budget overages have been provided showing the line items that are over including the highlighted revenues. The following is a summary of all departments and the budget used for each.

County	Eligible FY2023-24	Exec Rec FY2024-25	JanCREC est.	Senate
			House FY 2024-25	FY 2024-25
			\$272,953,055	
Alcona	\$292,825	\$316,079	\$306,154	\$315,241
Alger	\$229,719	\$247,962	\$240,176	\$258,763
Allegan	\$2,695,022	\$2,909,034	\$2,817,696	\$3,133,500
Alpena	\$871,932	\$941,172	\$911,621	\$1,016,464
Antrim	\$618,538	\$667,656	\$646,693	\$662,435
Arenac	\$403,212	\$435,230	\$421,566	\$466,366
Baraga	\$224,615	\$242,453	\$234,839	\$259,052
Barry	\$1,374,840	\$1,484,017	\$1,437,421	\$1,640,459
Bay	\$3,096,074	\$3,341,935	\$3,237,003	\$3,719,542
Benzie	\$407,125	\$439,454	\$425,657	\$444,949
Berrien	\$4,364,789	\$4,711,400	\$4,563,469	\$4,842,550
Branch	\$1,158,916	\$1,250,946	\$1,211,668	\$1,368,930
Calhoun	\$3,590,801	\$3,875,950	\$3,754,250	\$4,391,989
Cass	\$1,247,582	\$1,346,653	\$1,304,370	\$1,431,907
Charlevoix	\$706,173	\$762,250	\$738,317	\$754,066
Cheboygan	\$676,056	\$729,743	\$706,829	\$748,179
Chippewa	\$860,032	\$928,327	\$899,179	\$1,035,925
Clare	\$773,230	\$834,634	\$808,427	\$910,187
Clinton	\$1,598,700	\$1,725,654	\$1,671,471	\$1,937,524
Crawford	\$384,398	\$414,923	\$401,895	\$422,100
Delta	\$961,069	\$1,037,387	\$1,004,815	\$1,149,972
Dickinson	\$686,315	\$740,817	\$717,555	\$813,387
Eaton	\$2,655,417	\$2,866,284	\$2,776,288	\$3,166,256
Emmet	\$936,678	\$1,028,722	\$979,314	\$1,010,428
Genesee	\$11,841,238	\$12,781,558	\$12,380,237	\$14,491,036
Gladwin	\$610,237	\$658,697	\$638,014	\$713,866
Gogebic	\$405,995	\$438,235	\$424,475	\$467,975
Grand Traverse	\$2,046,415	\$2,208,922	\$2,139,565	\$2,296,715
Gratiot	\$1,028,832	\$1,110,533	\$1,075,663	\$1,207,721
Hillsdale	\$1,124,753	\$1,214,070	\$1,175,950	\$1,352,877
Houghton	\$817,665	\$882,596	\$854,884	\$1,051,459
Huron	\$960,089	\$1,036,331	\$1,003,792	\$1,030,769
Ingham	\$7,295,450	\$7,874,788	\$7,627,530	\$8,882,925
Ionia	\$1,410,989	\$1,523,036	\$1,475,215	\$1,785,368
Iosco	\$636,690	\$687,251	\$665,672	\$725,282
Iron	\$324,279	\$350,030	\$339,040	\$365,268
Isabella	\$1,489,930	\$1,608,247	\$1,557,750	\$1,813,572
Jackson	\$4,041,248	\$4,362,165	\$4,225,200	\$4,884,292
Kalamazoo	\$6,217,196	\$6,710,908	\$6,500,195	\$7,449,126
Kalkaska	\$418,083	\$451,283	\$437,114	\$482,404
Kent	\$14,436,381	\$15,582,783	\$15,093,507	\$17,133,166
Keweenaw	\$58,815	\$63,484	\$61,492	\$63,116
Lake	\$295,652	\$319,131	\$309,110	\$330,923
Lapeer	\$2,002,834	\$2,161,881	\$2,094,001	\$2,398,527
Leelanau	\$573,297	\$618,823	\$599,393	\$599,794
Lenawee	\$2,437,937	\$2,631,534	\$2,548,909	\$2,879,928
Livingston	\$3,725,360	\$4,021,194	\$3,894,934	\$4,342,883
Luce	\$153,766	\$165,977	\$160,765	\$179,334
Mackinac	\$311,289	\$336,008	\$325,458	\$329,283
Macomb	\$19,689,237	\$21,252,773	\$20,585,468	\$23,929,630
Manistee	\$653,170	\$705,038	\$682,901	\$736,755
Marquette	\$1,528,497	\$1,649,876	\$1,598,072	\$1,786,177
Mason	\$753,602	\$813,445	\$787,905	\$823,615
Mecosta	\$1,020,313	\$1,101,336	\$1,066,756	\$1,199,818
Menominee	\$635,991	\$686,495	\$664,941	\$749,796
Midland	\$2,366,277	\$2,554,184	\$2,473,987	\$2,710,587
Missaukee	\$339,924	\$366,917	\$355,397	\$395,901
Monroe	\$3,719,417	\$4,014,778	\$3,888,720	\$4,360,112
Montcalm	\$1,488,753	\$1,606,977	\$1,556,519	\$1,819,894
Montmorency	\$258,851	\$279,406	\$270,633	\$286,969
Muskegon	\$4,314,777	\$4,657,417	\$4,511,180	\$5,331,452
Newaygo	\$1,143,203	\$1,233,986	\$1,195,240	\$1,389,286

County	Eligible	Exec Rec	JanCREC est.	Senate
	FY2023-24	FY2024-25	\$272,953,055	FY 2024-25
			House	
			FY 2024-25	
Oakland	\$31,349,135	\$33,838,591	\$32,776,110	\$35,520,906
Oceana	\$641,671	\$692,626	\$670,879	\$733,956
Ogemaw	\$551,473	\$595,265	\$576,575	\$631,529
Ontonagon	\$207,613	\$224,100	\$217,063	\$228,077
Osceola	\$679,143	\$733,074	\$710,056	\$789,922
Oscoda	\$235,304	\$253,990	\$246,015	\$263,473
Otsego	\$588,109	\$634,810	\$614,879	\$666,689
Ottawa	\$5,617,303	\$6,063,376	\$5,872,996	\$6,730,821
Presque Isle	\$375,752	\$405,591	\$392,856	\$415,074
Roscommon	\$608,156	\$656,451	\$635,839	\$672,561
Saginaw	\$5,471,391	\$5,905,878	\$5,720,442	\$6,590,224
St Clair	\$4,498,465	\$4,855,691	\$4,703,230	\$5,151,862
St Joseph	\$1,645,715	\$1,776,403	\$1,720,626	\$1,935,419
Sanilac	\$1,097,755	\$1,184,929	\$1,147,724	\$1,267,772
Schoolcraft	\$221,296	\$238,870	\$231,369	\$250,577
Shiawassee	\$1,727,011	\$1,864,155	\$1,805,623	\$2,105,262
Tuscola	\$1,314,878	\$1,419,294	\$1,374,730	\$1,563,534
Van Buren	\$1,842,963	\$1,989,313	\$1,926,853	\$2,122,355
Washtenaw	\$8,276,961	\$8,934,241	\$8,653,718	\$9,496,314
Wayne	\$59,923,909	\$64,682,507	\$62,651,574	\$71,926,604
Wexford	\$804,995	\$868,920	\$841,638	\$982,498
Total	\$261,069,486	\$281,818,849	\$272,953,055	\$308,723,201
	6.21%	7.95%	4.55%	18.25%

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PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 06/30/2024	ACTIVITY FOR MONTH 06/30/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
101-253-433.000	COMMERCIAL FACILITIES TAX	0.00	0.00	0.00	0.00	0.00
101-253-437.000	INDUSTRIAL FACILITIES TAX	3,100.00	0.00	0.00	3,100.00	0.00
101-253-439.000	MARIJUANA TAX	500.00	0.00	0.00	500.00	0.00
101-253-441.000	SINGLE BUSINESS TAX	0.00	0.00	0.00	0.00	0.00
101-253-445.000	PENALTIES & INTEREST ON TAXES	28,000.00	26,155.81	0.00	1,844.19	93.41
101-253-447.000	PROPERTY TAX ADMINISTRATION FEE	2,000.00	575.41	0.00	1,424.59	28.77
101-253-451.000	CURRENT PERSONAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
101-253-476.000	TAX HISTORIES	4,000.00	1,947.20	0.00	2,052.80	48.68
101-253-479.000	DOG LICENSES	17,000.00	7,866.00	212.00	9,134.00	46.27
101-253-479.001	FOIA FEES	500.00	197.60	0.00	302.40	39.52
101-253-479.030	PRISONER MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-253-501.000	USDA RURAL DEVELOPMENT GRANT	0.00	0.00	0.00	0.00	0.00
101-253-503.010	FED. PAYMENTS-IN-LIEU OF TAXES	94,000.00	0.00	0.00	94,000.00	0.00
101-253-504.000	OPERATION SPOTLIGHT FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00
101-253-505.000	PSIC INTEROPERABLE GRANT	0.00	0.00	0.00	0.00	0.00
101-253-506.000	HURON-MANISTEE FOREST PATROL	4,000.00	0.00	0.00	4,000.00	0.00
101-253-507.000	CLICK IT OR TICKET/SAFE COMMUNITIES	0.00	0.00	0.00	0.00	0.00
101-253-508.000	REIMB. - EMERG MANAGEMENT	22,000.00	0.00	0.00	22,000.00	0.00
101-253-508.100	HAZARD MITIGATION GRANT	0.00	0.00	0.00	0.00	0.00
101-253-508.200	COMM WILDFIRE PROTECTION GRANT	0.00	0.00	0.00	0.00	0.00
101-253-508.300	HOMELAND SECURITY GRANT	0.00	0.00	0.00	0.00	0.00
101-253-509.000	FEDERAL CRP - FOC (66%)	390,000.00	0.00	0.00	390,000.00	0.00
101-253-510.000	MARINE SAFETY - FEDERAL	0.00	0.00	0.00	0.00	0.00
101-253-512.000	OHSP-MOBILE DATA TERMINAL GRANT	0.00	0.00	0.00	0.00	0.00
101-253-513.000	FEDERAL CRP-PA (66%)	0.00	0.00	0.00	0.00	0.00
101-253-514.000	FEDERAL CRP FOC - PA COMBINED	52,000.00	43,304.39	0.00	8,695.61	83.28
101-253-517.000	BULLET PROOF VEST (BVP) PARTNERSHIP	0.00	0.00	0.00	0.00	0.00
101-253-518.000	HAZ MAT EMER PREP FED GRANT MONIES	0.00	0.00	0.00	0.00	0.00
101-253-528.000	FEDERAL GRANTS - OTHER	0.00	0.00	0.00	0.00	0.00
101-253-528.001	FEDERAL GRANTS - AIRPORT	0.00	0.00	0.00	0.00	0.00
101-253-528.002	FEDERAL GRANT - OTHER (LATCF)	105,272.00	0.00	0.00	105,272.00	0.00
101-253-539.009	RADIO COMMUNICATIONS GRANT	0.00	0.00	0.00	0.00	0.00
101-253-539.010	CGAP GRANT	0.00	0.00	0.00	0.00	0.00
101-253-541.000	STATE GRANTS - AIRPORT	0.00	0.00	0.00	0.00	0.00
101-253-541.010	STATE GRANT- LARA	0.00	0.00	0.00	0.00	0.00
101-253-543.000	CRIMINAL JUSTICE TRAINING FUND	0.00	0.00	0.00	0.00	0.00
101-253-543.020	PROBATE JUDGE SALARY REIMBURSE	134,000.00	63,205.30	0.00	70,794.70	47.17
101-253-543.021	OTHER REVENUE - PSIC LOCAL MATCH	0.00	0.00	0.00	0.00	0.00
101-253-543.025	JUDICIAL SALARY STANDARDIZATIO	45,724.00	11,431.00	0.00	34,293.00	25.00
101-253-543.030	MARINE SAFETY - STATE GRANT	25,000.00	27,900.00	0.00	(2,900.00)	111.60
101-253-543.035	SNOWMOBILE SAFETY	8,500.00	0.00	0.00	8,500.00	0.00
101-253-543.045	EMERG PREPAREDNESS RADIO COMM GRANT	0.00	0.00	0.00	0.00	0.00
101-253-543.046	2002 STATE DOMESTIC PREP PRGRM	0.00	0.00	0.00	0.00	0.00
101-253-543.047	2003 STATE DOMESTIC PREP PRGRM	0.00	0.00	0.00	0.00	0.00
101-253-543.048	2002 SUPPL PLANNING GRANT	0.00	0.00	0.00	0.00	0.00
101-253-543.049	2003 SHSGP EXERCISE GRANT	0.00	0.00	0.00	0.00	0.00
101-253-543.050	2003 SHSGP PART II PLANNER GRANT	0.00	0.00	0.00	0.00	0.00
101-253-543.051	2003 SHSGP PART II TRAINING	0.00	0.00	0.00	0.00	0.00
101-253-543.052	2003 HOMELAND SEC ASSMNT & STRATEGY	0.00	0.00	0.00	0.00	0.00
101-253-543.053	2004 MICH HOMELAND SECURITY GRANT	0.00	0.00	0.00	0.00	0.00
101-253-543.054	2005 MICH HOMELAND SECURITY	0.00	0.00	0.00	0.00	0.00
101-253-543.060	CONVEYING CONVICTS	2,000.00	719.15	0.00	1,280.85	35.96
101-253-543.070	TOWNSHIP LIQUOR LICENSE	10,000.00	5,709.55	0.00	4,290.45	57.10
101-253-543.080	P.A. 106 LIQUOR TAX	85,000.00	33,605.00	0.00	51,395.00	39.54
101-253-543.090	STATE CORR DIVERTED FELONS	90,000.00	26,000.00	0.00	64,000.00	28.89
101-253-543.095	MDOC DETAINER	10,000.00	2,240.00	0.00	7,760.00	22.40

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PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 06/30/2024	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET			MONTH 06/30/2024		
Fund 101 - GENERAL FUND							
Revenues							
101-253-543.100	PUBLIC SERVICE OFFICER GRANT	0.00		48,000.00	0.00	(48,000.00)	100.00
101-253-543.110	ACT 374 STATE CJO PAYMENT	20,400.00		0.00	0.00	20,400.00	0.00
101-253-543.120	ORV LAW ENFORCEMENT GRANT AGREEMENT	34,000.00		0.00	0.00	34,000.00	0.00
101-253-546.000	SECONDARY ROAD PATROL	50,000.00		22,970.00	0.00	27,030.00	45.94
101-253-546.100	TRAFFIC SAFETY EQUIPMENT	0.00		0.00	0.00	0.00	0.00
101-253-546.200	BYRNE MEMORIAL GRANT	0.00		0.00	0.00	0.00	0.00
101-253-547.000	COURT EQUITY FUNDS	103,000.00		26,962.00	0.00	76,038.00	26.18
101-253-555.000	P.A. 264 HEALTH & SAFETY FUND	0.00		0.00	0.00	0.00	0.00
101-253-561.000	FR. OF. CT. INCENTIVE PMT-ADC	50,000.00		0.00	0.00	50,000.00	0.00
101-253-561.020	DEPT OF AG - ANIMAL WELFARE GRANT	0.00		0.00	0.00	0.00	0.00
101-253-561.200	FED INTERSTATE/MEDICAL INCENTIVES	0.00		0.00	0.00	0.00	0.00
101-253-561.300	FOC MEDICAL SUPPORT ENFORCEMENT	0.00		0.00	0.00	0.00	0.00
101-253-562.000	STATE CRP - FOC (34%)	0.00		0.00	0.00	0.00	0.00
101-253-573.001	LOCAL COMMUNITY STABILIZATION SHARE TAX	80,000.00		75,895.65	0.00	4,104.35	94.87
101-253-574.000	CO REV SHARING/CO INCENTIVE PMT	641,671.00		190,674.00	0.00	450,997.00	29.72
101-253-575.000	REMONUMENTATION	40,727.00		15,212.16	0.00	25,514.84	37.35
101-253-581.001	CONTRIBUTIONS-LOCAL-AERIAL P	0.00		0.00	0.00	0.00	0.00
101-253-607.021	TAX CERTIFICATIONS	6,500.00		2,175.00	95.00	4,325.00	33.46
101-253-607.022	INHERITANCE TAX COLLECTION FEE	0.00		0.00	0.00	0.00	0.00
101-253-607.200	AIRPORT BUILDING DOCUMENT FEES	0.00		0.00	0.00	0.00	0.00
101-253-609.000	RECORDING FEES	0.00		0.00	0.00	0.00	0.00
101-253-611.000	RECORD COPYING	3,500.00		1,367.50	0.00	2,132.50	39.07
101-253-612.000	CERTIFICATIONS	0.00		0.00	0.00	0.00	0.00
101-253-613.000	SALE OF TIMBER	0.00		0.00	0.00	0.00	0.00
101-253-630.000	GIS-MAPSINDEED	0.00		0.00	0.00	0.00	0.00
101-253-631.000	WEIGHMASTER	20,000.00		10,000.00	0.00	10,000.00	50.00
101-253-642.000	SALES	0.00		0.00	0.00	0.00	0.00
101-253-642.100	SALE OF FUEL - AIRPORT	32,000.00		5,405.45	415.04	26,594.55	16.89
101-253-665.000	INTEREST	300.00		56.43	0.00	243.57	18.81
101-253-665.010	CD INTEREST	0.00		0.00	0.00	0.00	0.00
101-253-665.020	INSURANCE DIVIDENDS	50,000.00		0.00	0.00	50,000.00	0.00
101-253-665.025	INSURANCE PAYMENT	0.00		0.00	0.00	0.00	0.00
101-253-665.030	RETURNED CHECK FEE	105.00		318.00	0.00	(213.00)	302.86
101-253-666.000	DIVIDENDS	100,000.00		109,405.88	0.00	(9,405.88)	109.41
101-253-667.000	BUILDING RENTAL	50.00		0.00	0.00	50.00	0.00
101-253-667.001	BLDG RENTAL - CMHS LAWSUIT	0.00		0.00	0.00	0.00	0.00
101-253-668.000	OIL & GAS LEASE MONEY	0.00		0.00	0.00	0.00	0.00
101-253-668.002	PARKING FEES - AIRPORT	0.00		0.00	0.00	0.00	0.00
101-253-669.000	INVESTMENT GAINS & LOSSES	0.00		0.00	0.00	0.00	0.00
101-253-671.000	AIRPORT LEASE	19,000.00		6,300.00	0.00	12,700.00	33.16
101-253-671.100	OTHER LEASES	0.00		0.00	0.00	0.00	0.00
101-253-674.000	CONTRIBUTIONS & DONATIONS	0.00		0.00	0.00	0.00	0.00
101-253-674.001	DONATIONS-K9 UNIT	0.00		0.00	0.00	0.00	0.00
101-253-675.001	RAP GRANT - MMRMA	0.00		0.00	0.00	0.00	0.00
101-253-676.000	REIMBURSEMENTS - GENERAL	130,000.00		364,237.74	0.00	(234,237.74)	280.18
101-253-676.001	REIMBURSEMENTS - TAX BOND	4,000.00		0.00	0.00	4,000.00	0.00
101-253-676.002	REIMBURSEMENTS-SSCENT (LOCAL)	0.00		0.00	0.00	0.00	0.00
101-253-676.003	REIMBURSEMENT-RETIREE HEALTH PREMIUM	21,300.00		12,217.24	0.00	9,082.76	57.36
101-253-676.004	REIMBURSEMENTS - CAT TEAM	0.00		(1,911.50)	0.00	1,911.50	100.00
101-253-676.005	REIMBURSEMENTS - JUROR COMPENSATION	2,500.00		2,428.00	0.00	72.00	97.12
101-253-676.006	REIMBURSEMENTS - EDC STAFF ASST	0.00		0.00	0.00	0.00	0.00
101-253-676.007	REIMBURSEMENTS - PROS ATTY	0.00		0.00	0.00	0.00	0.00
101-253-676.008	REIMBURSEMENTS-REGION6 HOMELAND SECURIT	15,000.00		0.00	0.00	15,000.00	0.00
101-253-676.009	REIMBURSEMENTS-TREASURER CARETAKER FEE	0.00		0.00	0.00	0.00	0.00
101-253-676.010	REIMBURSEMENTS - MSU 4H PROGRAM SALARY	0.00		0.00	0.00	0.00	0.00
101-253-676.011	REIMBURSEMENTS - ELECTIONS	0.00		0.00	0.00	0.00	0.00
		0620					

PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 06/30/2024	ACTIVITY FOR MONTH 06/30/2024	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL FUND						
Revenues						
Total Dept 289 - FRIEND OF THE COURT		25,000.00	10,099.04	360.67	14,900.96	40.40
Dept 294 - PROBATE COURT						
101-294-479.000	SECRET MARRIAGE LICENSE	0.00	0.00	0.00	0.00	0.00
101-294-479.030	PHOTOCOPIES	250.00	247.00	0.00	3.00	98.80
101-294-601.000	COURT FILING FEE	0.00	0.00	0.00	0.00	0.00
101-294-607.031	COLLECTION FEE-VICTIMS RIGHTS	0.00	0.00	0.00	0.00	0.00
101-294-607.300	WILLS FOR SAFEKEEPING	400.00	100.00	0.00	300.00	25.00
101-294-612.000	GUARDIAN AD LITEM REIMB.	0.00	0.00	0.00	0.00	0.00
101-294-613.000	CERTIFIED COPIES	1,000.00	767.00	0.00	233.00	76.70
101-294-614.000	ESTATE INVENTORY FEE	7,500.00	5,759.47	0.00	1,740.53	76.79
101-294-615.000	CHILD CARE COLLECTION FEE	0.00	0.00	0.00	0.00	0.00
101-294-616.000	MOTION FEES	1,250.00	632.50	0.00	617.50	50.60
101-294-617.000	JURY DEMAND FEES	0.00	0.00	0.00	0.00	0.00
101-294-620.000	APPEAL FEE	0.00	0.00	0.00	0.00	0.00
101-294-621.000	OPEN SAFE DEPOSIT BOX	0.00	0.00	0.00	0.00	0.00
101-294-626.000	MISC. COURT COSTS & FEES	0.00	0.00	0.00	0.00	0.00
101-294-629.000	LETTERS OF AUTHORITY	100.00	0.00	0.00	100.00	0.00
101-294-676.000	REIMBURSEMENTS - GENERAL	0.00	0.00	0.00	0.00	0.00
101-294-699.000	INTERFUND TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total Dept 294 - PROBATE COURT		10,500.00	7,505.97	0.00	2,994.03	71.49
Dept 296 - PROSECUTING ATTORNEY						
101-296-671.000	CAPITAL LEASE PROCEED	0.00	0.00	0.00	0.00	0.00
101-296-676.000	REIMBURSEMENTS - GENERAL	0.00	0.00	0.00	0.00	0.00
Total Dept 296 - PROSECUTING ATTORNEY		0.00	0.00	0.00	0.00	0.00
Dept 301 - SHERIFF						
101-301-439.000	MARIJUANA TAX	0.00	0.00	0.00	0.00	0.00
101-301-570.002	VICTIM'S SERVICES GRANT-MSAES	0.00	0.00	0.00	0.00	0.00
101-301-607.001	PROCESSING FEE	0.00	0.00	0.00	0.00	0.00
101-301-607.002	STATUTORY FEES FOR CIVIL PROCE	9,000.00	2,508.00	0.00	6,492.00	27.87
101-301-607.003	MILEAGE FEES FOR CIVIL PROCESS	3,900.00	1,404.24	0.00	2,495.76	36.01
101-301-607.004	VEHICLE INSPECTION FEES	4,500.00	1,800.00	0.00	2,700.00	40.00
101-301-607.005	REPORT COPY FEES	4,000.00	1,615.95	0.00	2,384.05	40.40
101-301-607.006	PHOTOGRAPH REPRODUCTION FEES	25.00	20.00	0.00	5.00	80.00
101-301-607.007	CHARGES FOR SERVICES	10,000.00	35,301.62	60.00	(25,301.62)	353.02
101-301-607.010	FINES AND COSTS	0.00	0.00	0.00	0.00	0.00
101-301-607.011	INMATE TELEPHONE COMMISSION	6,000.00	3,606.08	0.00	2,393.92	60.10
101-301-607.013	BOAT LIVERY INSPECTION FEES	0.00	0.00	0.00	0.00	0.00
101-301-607.014	REWARD - SOCIAL SECURITY	3,000.00	800.00	0.00	2,200.00	26.67
101-301-607.015	RESTITUTION FOR DRUNK DRIVING	5,000.00	2,995.00	0.00	2,005.00	59.90
101-301-607.016	FINGERPRINT - LIVE SCAN	2,800.00	1,044.00	0.00	1,756.00	37.29
101-301-607.017	SEX OFFENDER REGISTRATION	1,500.00	420.00	0.00	1,080.00	28.00
101-301-618.000	DNA-SHERIFF`	800.00	368.50	0.00	431.50	46.06
101-301-626.002	TETHER DAILY FEE	1,500.00	1,251.00	0.00	249.00	83.40
101-301-626.003	TETHER HOOKUP FEE	75.00	0.00	0.00	75.00	0.00
101-301-626.004	ROOM/BOARD FOR JAIL INMATES	32,000.00	11,829.43	0.00	20,170.57	36.97
101-301-674.000	CONTRIBUTIONS & DONATIONS	18,000.00	0.00	0.00	18,000.00	0.00
101-301-675.001	RAP GRANT - MMRMA	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 06/30/2024	ACTIVITY FOR MONTH 06/30/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
101-301-676.000	REIMBURSEMENTS - GENERAL	0.00	3,796.80	0.00	(3,796.80)	100.00
101-301-676.100	REIMBURSEMENTS FROM EMPLOYEES	1,000.00	250.00	0.00	750.00	25.00
101-301-676.200	REIMBURSED INMATE MEDICAL EXPENSE	3,500.00	2,957.00	0.00	543.00	84.49
101-301-693.000	SALE OF SURPLUS PROPERTY	2,000.00	1,428.30	0.00	571.70	71.42
101-301-693.101	SALE OF RECOV/ABANDONED/FORFEITED PROP	0.00	0.00	0.00	0.00	0.00
Total Dept 301 - SHERIFF		108,600.00	73,395.92	60.00	35,204.08	67.58
Dept 327 - JAG - LIVESCAN PALM READER						
101-327-512.000	LIVE SCAN PALM READER GRANT	0.00	0.00	0.00	0.00	0.00
Total Dept 327 - JAG - LIVESCAN PALM READER		0.00	0.00	0.00	0.00	0.00
Dept 334 - CLICK IT OR TICKET						
101-334-512.000	JAG - MOBILE DATA WIRELESS GRANT	0.00	0.00	0.00	0.00	0.00
Total Dept 334 - CLICK IT OR TICKET		0.00	0.00	0.00	0.00	0.00
Dept 351 - JAIL						
101-351-676.000	REIMBURSEMENTS - GENERAL	0.00	0.00	0.00	0.00	0.00
Total Dept 351 - JAIL		0.00	0.00	0.00	0.00	0.00
Dept 430 - ANIMAL CONTROL						
101-430-479.000	DOG LICENSE FEES	2,392.00	673.00	0.00	1,719.00	28.14
101-430-479.010	KENNEL LICENSE FEES	155.00	75.00	0.00	80.00	48.39
101-430-479.012	POUND FEES	1,800.00	793.00	0.00	1,007.00	44.06
101-430-479.015	SURRENDER FEE	400.00	305.00	0.00	95.00	76.25
101-430-479.020	DISPOSAL FEES	600.00	460.00	0.00	140.00	76.67
101-430-479.021	EUTHANASIA FEES	200.00	170.00	0.00	30.00	85.00
101-430-479.030	COPY FEES	0.00	0.00	0.00	0.00	0.00
101-430-479.040	KENNEL INSPECTION FEES	315.00	210.00	0.00	105.00	66.67
101-430-480.000	SALE OF DOGS	2,200.00	995.00	0.00	1,205.00	45.23
101-430-635.000	RESTITUTION	0.00	0.00	0.00	0.00	0.00
101-430-674.000	DONATIONS	8.00	8.00	0.00	0.00	100.00
101-430-675.010	TWO SEVEN OH GRANT REVENUE	7,500.00	0.00	0.00	7,500.00	0.00
101-430-676.000	REIMBURSEMENTS - GENERAL	0.00	0.00	0.00	0.00	0.00
Total Dept 430 - ANIMAL CONTROL		15,570.00	3,689.00	0.00	11,881.00	23.69
Dept 442 - DRAIN COMMISSIONER						
101-442-422.010	SOIL EROSION PERMITS	0.00	0.00	0.00	0.00	0.00
101-442-476.000	PLAT REVIEW	0.00	0.00	0.00	0.00	0.00
101-442-476.020	COPIES & MAPS	0.00	0.00	0.00	0.00	0.00
101-442-476.030	ENGINEERING REVIEW DEPOSITS	0.00	0.00	0.00	0.00	0.00
101-442-491.000	SOIL & EROSION PERMITS	22,500.00	15,837.50	0.00	6,662.50	70.39
101-442-676.000	REIMBURSEMENTS - GENERAL	0.00	0.00	0.00	0.00	0.00
101-442-676.001	REIMBURSEMENTS - TAX BOND	0.00	0.00	0.00	0.00	0.00
101-442-687.000	REFUNDS - GENERAL	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 06/30/2024	ACTIVITY FOR MONTH 06/30/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 215 - COUNTY CLERK						
101-215-716.000	HOSPITALIZATION	16,884.00	19,023.03	932.22	(2,139.03)	112.67
Total Dept 215 - COUNTY CLERK		16,884.00	19,023.03	932.22	(2,139.03)	112.67
Dept 228 - DATA PROCESSING						
101-228-813.000	SERVICE CONTRACTS	33,505.00	35,465.33		(1,960.33)	105.85
Total Dept 228 - DATA PROCESSING		33,505.00	35,465.33	0.00	(1,960.33)	105.85
Dept 248 - GENERAL SERVICES ADMIN.						
101-248-720.000	WORKERS COMPENSATION	1,450.00	6,803.70	0.00	(5,353.70)	469.22
101-248-721.100	RETIREMENT - UNFUNDED LIABILITY PMT	0.00	200,000.00	0.00	(200,000.00)	100.00
Total Dept 248 - GENERAL SERVICES ADMIN.		1,450.00	206,803.70	0.00	(205,353.70)	14,262.3
Dept 426 - EMERGENCY MANAGEMENT						
101-426-716.000	HOSPITALIZATION	7,011.00	7,031.35	453.72	(20.35)	100.29
Total Dept 426 - EMERGENCY MANAGEMENT		7,011.00	7,031.35	453.72	(20.35)	100.29
Dept 430 - ANIMAL CONTROL						
101-430-965.000	TWO SEVEN OH GRANT EXPENSE	0.00	7,661.85	0.00	(7,661.85)	100.00
Total Dept 430 - ANIMAL CONTROL		0.00	7,661.85	0.00	(7,661.85)	100.00
Dept 728 - ECONOMIC & COMMUNITY DEVELOPMENT						
101-728-821.000	OTHER CONTRACTUAL SERVICES	8,960.00	12,731.12	0.00	(3,771.12)	142.09
Total Dept 728 - ECONOMIC & COMMUNITY DEVELOPMENT		8,960.00	12,731.12	0.00	(3,771.12)	142.09
TOTAL EXPENDITURES		67,810.00	288,716.38	1,385.94	(220,906.38)	425.77

*No correction needed.
 \$8736.64-2025*

PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
000 - GENERAL		800,416.00	228,082.99	228,082.99	572,333.01	28.50
215 - COUNTY CLERK		27,762.00	12,192.00	2,599.00	15,570.00	43.92
221 - HEALTH DEPARTMENT		0.00	0.00	0.00	0.00	0.00
253 - COUNTY TREASURER		10,975,559.00	1,230,425.77	602,012.87	9,745,133.23	11.21
257 - EQUALIZATION		55,000.00	18,200.00	0.00	36,800.00	33.09
262 - ELECTIONS		108,500.00	13,047.65	4,400.00	95,452.35	12.03
283 - CIRCUIT COURT		44,725.00	11,432.92	2,194.02	33,292.08	25.56
286 - DISTRICT COURT		318,525.00	88,737.53	27,151.38	229,787.47	27.86
289 - FRIEND OF THE COURT		25,000.00	9,738.37	1,653.74	15,261.63	38.95
294 - PROBATE COURT		10,500.00	7,505.97	878.26	2,994.03	71.49
296 - PROSECUTING ATTORNEY		0.00	0.00	0.00	0.00	0.00
301 - SHERIFF		108,100.00	73,335.92	23,839.70	34,764.08	67.84
327 - JAG - LIVESCAN PALM READER		0.00	0.00	0.00	0.00	0.00
334 - CLICK IT OR TICKET		0.00	0.00	0.00	0.00	0.00
351 - JAIL		0.00	0.00	0.00	0.00	0.00
430 - ANIMAL CONTROL		15,570.00	3,689.00	1,106.00	11,881.00	23.69
442 - DRAIN COMMISSIONER		22,500.00	15,837.50	3,975.00	6,662.50	70.39
528 - TRANSFER STATION/RECYCLING CEN		268,000.00	99,275.00	25,536.00	168,725.00	37.04
595 - AIRPORT		0.00	0.00	0.00	0.00	0.00
605 - CONTAGIOUS DISEASES		0.00	0.00	0.00	0.00	0.00
711 - REGISTER OF DEEDS		320,000.00	127,270.66	25,976.60	192,729.34	39.77
728 - ECONOMIC & COMMUNITY DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
Unclassified		13,100,157.00	1,938,771.28	949,405.56	11,161,385.72	14.80
TOTAL REVENUES		13,100,157.00	1,938,771.28	949,405.56	11,161,385.72	14.80

REVENUE AND EXPENDITURE REPORT FOR OCEANA COUNTY
 PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
000 - GENERAL		1,016,746.00	486,746.00	0.00	530,000.00	47.87
101 - BOARD OF COMMISSIONERS		219,178.00	86,062.26	18,779.93	133,115.74	39.27
172 - COUNTY ADMINISTRATION		366,148.00	148,322.77	40,358.69	217,825.23	40.51
208 - INSURANCE		185,574.00	93,484.45	109.04	92,089.55	50.38
209 - UNEMPLOYMENT		3,000.00	0.00	0.00	3,000.00	0.00
215 - COUNTY CLERK		216,218.00	98,877.24	26,223.01	117,340.76	45.73
216 - JURY BOARD		2,585.00	831.20	346.91	1,753.80	32.15
217 - APPORTIONMENT		0.00	0.00	0.00	0.00	0.00
221 - HEALTH DEPARTMENT		0.00	0.00	0.00	0.00	0.00
223 - COUNTY AUDITING		43,750.00	1,500.00	1,500.00	42,250.00	3.43
228 - DATA PROCESSING		47,005.00	41,477.73	27,805.48	5,527.27	88.24
229 - TECHNOLOGY DEPARTMENT		153,372.00	49,728.48	16,931.07	103,643.52	32.42
244 - TAX ALLOCATION BOARD		0.00	0.00	0.00	0.00	0.00
245 - REMONUMENTATION BUDGET		40,727.00	4,038.05	0.00	36,688.95	9.91
248 - GENERAL SERVICES ADMIN.		508,169.00	423,678.52	251,210.17	84,490.48	83.37
249 - PLAT BOARD		582.00	0.00	0.00	582.00	0.00
250 - MICROFILMING		1,500.00	1,231.30	0.00	268.70	82.09
251 - RECORD COPYING		0.00	0.00	0.00	0.00	0.00
252 - TELEPHONE COMMUNICATIONS		0.00	0.00	0.00	0.00	0.00
253 - COUNTY TREASURER		304,039.00	135,670.09	38,880.43	168,368.91	44.62
255 - TAX TRIBUNAL REFUNDS ORDERED		5,000.00	0.00	0.00	5,000.00	0.00
256 - CONTINGENCY		50,000.00	0.00	0.00	50,000.00	0.00
257 - EQUALIZATION		223,520.00	123,083.23	24,655.89	100,436.77	55.07
262 - ELECTIONS		138,876.00	56,317.65	1,547.75	82,558.35	40.55
265 - COURTHOUSE AND GROUNDS		296,566.70	114,172.01	30,988.30	182,393.99	38.50

REVENUE AND EXPENDITURE REPORT FOR OCEANA COUNTY
 PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
283 - CIRCUIT COURT		717,878.00	264,470.16	63,685.78	453,407.84	36.84
286 - DISTRICT COURT		385,505.00	138,238.84	38,518.66	247,266.16	35.86
289 - FRIEND OF THE COURT		595,155.00	239,613.22	65,635.23	355,541.78	40.26
292 - LAW LIBRARY		0.00	0.00	0.00	0.00	0.00
294 - PROBATE COURT		317,641.00	122,588.42	32,675.16	195,052.58	38.59
295 - CIRCUIT COURT PROBATION/PAROLE		6,000.00	1,218.27	161.97	4,781.73	20.30
296 - PROSECUTING ATTORNEY		416,649.00	180,395.34	46,379.48	236,253.66	43.30
298 - FAMILY COUNSELING		2,500.00	0.00	0.00	2,500.00	0.00
301 - SHERIFF		3,131,678.00	1,374,965.00	381,812.17	1,756,713.00	43.91
302 - STUDENT RESOURCE OFFICER		74,930.00	27,554.58	7,537.40	47,375.42	36.77
316 - CLICK IT OR TICKET		0.00	0.00	0.00	0.00	0.00
326 - OHSP-MOBILE DATA TERMINAL		0.00	0.00	0.00	0.00	0.00
327 - JAG - LIVESCAN PALM READER		0.00	0.00	0.00	0.00	0.00
331 - MARINE LAW		123,938.00	10,637.97	7,535.42	113,300.03	8.58
332 - SNOWMOBILE ENFORCEMENT		37,076.00	26,800.01	899.69	10,275.99	72.28
333 - SECONDARY ROAD PATROL		99,937.00	22,970.31	0.00	76,966.69	22.98
334 - CLICK IT OR TICKET		0.00	0.00	0.00	0.00	0.00
341 - COMMUNITY WILDFIRE PROTECTION		0.00	0.00	0.00	0.00	0.00
351 - JAIL		1,523,739.73	682,367.10	168,300.11	841,372.63	44.78
422 - PSIC INTEROPERABLE COMM		0.00	0.00	0.00	0.00	0.00
423 - 2002 SUPPL PLANNING GRANT		0.00	0.00	0.00	0.00	0.00
426 - EMERGENCY MANAGEMENT		111,098.00	37,731.85	10,536.25	73,366.15	33.96
430 - ANIMAL CONTROL		195,808.00	82,015.86	20,025.75	113,792.14	41.89
442 - DRAIN COMMISSIONER		167,834.00	75,162.96	20,166.68	92,671.04	44.78
445 - DRAINS - PUBLIC BENEFIT		3,100.00	2,941.31	0.00	158.69	94.88

REVENUE AND EXPENDITURE REPORT FOR OCEANA COUNTY
 PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
528	- TRANSFER STATION/RECYCLING CEN	321,139.00	165,797.10	68,268.40	155,341.90	51.63
568	- SOIL CONSERVATION DISTRICT	20,000.00	14,000.00	0.00	6,000.00	70.00
595	- AIRPORT	130,167.00	33,956.50	6,217.93	96,210.50	26.09
601	- HEALTH DEPARTMENT	220,655.00	97,919.13	3,052.85	122,735.87	44.38
605	- CONTAGIOUS DISEASES	2,000.00	158.98	0.00	1,841.02	7.95
648	- MEDICAL EXAMINER	66,007.00	15,972.70	439.68	50,034.30	24.20
649	- MENTAL HEALTH	130,000.00	52,683.30	9,349.98	77,316.70	40.53
662	- CHILD CARE	0.00	0.00	0.00	0.00	0.00
670	- BOARD OF SOCIAL SERVICES - DSS	0.00	0.00	0.00	0.00	0.00
689	- VETERANS RELIEF	0.00	0.00	0.00	0.00	0.00
690	- HOUSING COMMISSION	0.00	0.00	0.00	0.00	0.00
701	- PLANNING	22,600.00	9,518.23	244.34	13,081.77	42.12
710	- MSU EXTENSION	146,495.00	73,197.50	0.00	73,297.50	49.97
711	- REGISTER OF DEEDS	231,278.00	93,591.28	26,728.70	137,686.72	40.47
728	- ECONOMIC & COMMUNITY DEVELOPMENT	73,960.00	77,731.12	12,718.06	(3,771.12)	105.10
751	- PARKS & RECREATION COMMISSION	0.00	0.00	0.00	0.00	0.00
Unclassified		<u>13,097,322.73</u>	<u>5,789,418.02</u>	<u>1,470,226.36</u>	<u>7,307,904.71</u>	<u>44.20</u>
TOTAL EXPENDITURES		<u>13,097,322.73</u>	<u>5,789,418.02</u>	<u>1,470,226.36</u>	<u>7,307,904.71</u>	<u>44.20</u>
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		13,100,157.00	1,938,771.28	949,405.56	11,161,385.72	14.80
TOTAL EXPENDITURES		<u>13,097,322.73</u>	<u>5,789,418.02</u>	<u>1,470,226.36</u>	<u>7,307,904.71</u>	<u>44.20</u>
NET OF REVENUES & EXPENDITURES		2,834.27	(3,850,646.74)	(520,820.80)	3,853,481.01	15,860.27



Oceana County Board of Commissioners

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

AGENDA

Regular Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, June 13, 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: Tim Beggs

Presenter	Description	Item #
Chair	Pledge of Allegiance Call to Order Roll Call Approval of minutes from May 23, 2024 Pages 72 - 74 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	Presentation of Service Awards Mr. Jeremy Swihart 20 Years of Service Ms. Rebecca Cole 20 Years of Service	
Commissioner Erickson	Preventative Maintenance Contract Motion 2024-59, to enter into a three-year preventative maintenance contract, with _____, to maintain the air conditioning, heating ventilation, and refrigeration for all county buildings in the amount of \$_____. Roll Call	2024-59
Commissioner Beggs	Dog At Large Discussion Roll Call	2024-64
Commissioner Hardy	Sheriff Department Request for Night Shift Sergeant Motion 2024-65, to allow the promotion of a deputy to a sergeant position with funds not to exceed \$3,460.15. Roll Call	2024-65
Commissioner Erickson	Drain Commission Resolution	2024-66

Presenter	Description	Item #
	Motion 2024-66 to adopt Resolution #24-12 allowing the Drain Commissioner to collect a cash deposit with any application that is submitted for the lay out for designation of a drainage district. <div style="text-align: right; color: red;">Roll Call</div>	
Commissioner Morse	Materials Management Contract with West Michigan Shoreline Regional Development Commission Motion -6 to enter into a multicounty materials management plan agreement with the West Michigan Shoreline Regional Development Commission and allow the Chair to sign. <div style="text-align: right; color: red;">Roll Call</div>	2024-67
Commissioner Beggs	Budget Adjustment Motion # 2024-68 to adopt budget adjustment 05-2024 to correct overages within the county general fund totaling \$390,488.	2024-68
Commissioner Erickson	County Clerk Board of Canvassers Per Diem <div style="text-align: right; color: red;">Roll Call</div>	2024-69
Commissioner Hardy	Payment of Claims <div style="text-align: right; color: red;">Pages 75 - 77</div>	2024-70
REPORTS FROM COMMISSIONERS AND DEPARTMENT HEADS		
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

**Board Conference Room
May 23, 2024
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, May 23, 2024, at 12:41 p.m.

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

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

Also Present: Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the May 9, 2024 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. There was no action taken on Motion #2024-59-Preventative Maintenance Contract.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2024-59 – PREVENTATIVE MAINTENANCE CONTRACT ** NO ACTION TAKEN**

Moved by Mr. Erickson and supported by _____, to enter into a three-year preventative maintenance contract with _____, to maintain the air conditioning, heating ventilation and refrigeration for all county buildings in the amount of \$_____.

Roll call vote: Mr. Erickson – _1_; Mr. Hardy – ___; Mr. Beggs – ___; Mr. Morse – ___; and Mr. Walker – _5_.

Motion carried.

MOTION #2024-60 – UNLIMITED POWER SUPPLY (UPS) REPAIR

Moved by Mr. Beggs and supported by Mr. Erickson, approving the repair to the uninterruptible power supply (UPS) at the Sheriff’s Department in the amount not to exceed \$32,000 to be awarded to Korthase & Sons, and to allow the Administrator to make the necessary adjustment.

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

Motion carried.

MOTION #2024-61 – RESOLUTION MENTAL HEALTH AWARENESS MONTH

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Resolution #24-11 recognizing May as Mental Health Awareness Month.

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

Motion carried.

MOTION #2024-62- EMPLOYEE PICNIC

Moved by Mr. Morse and supported by Mr. Beggs, to give the option to have Ms. Byard check with the department heads to make July 5, 2024 a one-time only paid day off for non-union employees only in an effort to show the board’s appreciation. This would be in replacement of the employee appreciation picnic.

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

Motion carried.

MOTION #2024-63 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Morse, to adopt Motion #2024-63, approving the payment of accounts payable and release of funds for May 23, 2024.

AMBULANCE	\$1,155.75
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	40,826.10
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	45,063.59
LCOT	-0-
K9 UNIT	100.00
CJT	-0-
CDBG	-0-
ARPA	-0-
VETERANS AFFAIRS	18,134.62
TECH & INNOVATION	4,168.77
CAPITAL PROG/EQUIP REP	774.13
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	17,185.04
GENERAL FUND	524,493.75
GRAND TOTAL	\$651,901.73

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

Motion carried.

Commissioner’s Reports

Mr. Morse stated it was good to see all the construction projects. Mr. Erickson, Ms. Byard and I met with Judge Middlebrooks and Ms. Facundo, we are going wait until next budget season to decide on the changes discussed. He stated that he was fully supportive of the sobriety court and court recorder. He regrets he missed the historical tour in Hart last Saturday, but sounds like it was a nice event.

Mr. Erickson attended the Newfield and Crystal Township Board meetings. He reported that both townships are doing well and have had their dump days. He also noted that “Fair” season has begun and is going well, the Oceana County Historical Society will have the Red Barn dedication in Mears and the Medical Care Facility men’s group will meet tomorrow.

Mr. Hardy stated that he attended the 911 meeting last week with the topic of the Electric Forest being brought up. Double JJ has provided a setup location which will be in the basement. A “sub-dispatch” center will be able to handle calls within the event only.

Mr. Walker stated Ms. Byard showed the preliminary drawings for the Health Department Buildings Inspector office. A copy has been given to Kevin Hughes and Brian Schlaack. The building inspector’s office is on board. He also mentioned that regarding the Transfer Station scales project, McCormick stated that the project should be between \$100,000 – \$110,000, and would be at the most a two-year payback. He felt that Mr. Morse and he should meet with Ferry Township because they own the property. He reported that American Classic is on board with the design and suggested that this should be released for bids for the scale and design build installation. He also noted that on Tuesday he had a meeting with Dr. Williams and Josh Snyder from WMCMH regarding the opiate money. He mentioned that here has been nothing done in Lake or Mason counties with the opiate money. He also reported that WMCMH will develop the programs.

Ms. Byard stated some counties are contracting with DHD#10 for uses of the opiate funds.

There will be a building tour on June 13 to Animal Control, Airport and the County Services Building on Griswold Street.

Public Comment

There were no public comments at this time.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 1:15 p.m.

Amy L. Anderson, Oceana County Clerk

Date

Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds

Thursday, June 13, 2024

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE		\$ 1,772.99	\$ -	\$ 1,772.99
		AMBULANCE FUND TOTAL		\$ 1,772.99	\$ -	\$ 1,772.99
211		GIS		\$ -	\$ -	\$ -
		GIS FUND TOTAL		\$ -	\$ -	\$ -
215		FOC		\$ -	\$ 2,194.06	\$ 2,194.06
		FOC PAYROLL	11	\$ -	\$ -	\$ -
		FOC FICA	11	\$ -	\$ -	\$ -
		FOC RETIREMENT	11	\$ -	\$ -	\$ -
		FOC FRINGE	11	\$ -	\$ -	\$ -
		WORKERS COMP	11	\$ -	\$ -	\$ -
		FOC FUND TOTAL		\$ -	\$ 2,194.06	\$ 2,194.06
238		PENTWATER-HART TRAIL		\$ -	\$ 5,009.08	\$ 5,009.08
		PENTWATER-HART TRAIL FUND TOTAL		\$ -	\$ 5,009.08	\$ 5,009.08
239		SHELBY TWP COMMUNITY PARK		\$ -	\$ -	\$ -
		SHELBY TWP COMMUNITY PARK FUND TOTAL		\$ -	\$ -	\$ -
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ -	\$ -	\$ -
		BROWNFIELD REDEVELOP. AUTHORITY TOTAL		\$ -	\$ -	\$ -
256		AUTOMATION R.O.D.		\$ -	\$ 5,049.56	\$ 5,049.56
		AUTOMATION R.O.D. FUND TOTAL		\$ -	\$ 5,049.56	\$ 5,049.56
260		INDIGENT DEFENSE		\$ -	\$ 18,404.33	\$ 18,404.33
		INDIGENT DEFENSE PAYROLL		\$ 2,454.83	\$ -	\$ 2,454.83
		INDIGENT DEFENSE FICA	11	\$ 187.79	\$ -	\$ 187.79
		INDIGENT DEFENSE RETIREMENT	11	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE	11	\$ 495.94	\$ -	\$ 495.94
		WORKERS COMP	11	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FUND TOTAL		\$ 3,138.56	\$ 18,404.33	\$ 21,542.89
264		LCOT		\$ -	\$ -	\$ -
		LCOT PAYROLL	11	\$ -	\$ -	\$ -
		LCOT FICA	11	\$ -	\$ -	\$ -
		LCOT RETIREMENT	11	\$ -	\$ -	\$ -
		WORKERS COMP	11	\$ -	\$ -	\$ -
		RETIREMENT	11	\$ -	\$ -	\$ -
		LOCT FUND TOTAL		\$ -	\$ -	\$ -
267		K9 UNIT		\$ 195.42	\$ -	\$ 195.42
		K9 UNIT FUND		\$ 195.42	\$ -	\$ 195.42
272		CRIMINAL JUSTICE TRAINING		\$ -	\$ -	\$ -
		CRIMINAL JUSTICE TRAINING FUND TOTAL		\$ -	\$ -	\$ -
277		CDBG		\$ -	\$ -	\$ -
		CDBG FUND TOTAL		\$ -	\$ -	\$ -
286		ARPA		\$ -	\$ -	\$ -
		APRA FUND TOTAL		\$ -	\$ -	\$ -
293		DEPT OF VET AFFAIRS		\$ 159.54	\$ 46.99	\$ 206.53
		DEPT OF VET AFFAIRS PAYROLL	11	\$ 3,620.09	\$ -	\$ 3,620.09
		DEPT OF VET AFFAIRS FICA	11	\$ 273.29	\$ -	\$ 273.29
		DEPT OF VET AFFAIRS RETIREMENT	11	\$ -	\$ -	\$ -

	DEPT OF VET AFFAIRS FRINGE	11	\$	502.21	\$	-	\$	502.21
	WORKERS COMP	11	\$	69.25	\$	-	\$	69.25
	DEPT OF VET AFFAIRS FUND TOTAL		\$	4,624.38	\$	46.99	\$	4,671.37
298	TECHNOLOGY & INNOVATION		\$	2,188.23	\$	2,463.29	\$	4,651.52
	TECHNOLOGY & INNOVATION FUND TOTAL		\$	2,188.23	\$	2,463.29	\$	4,651.52
405	CAPITAL PROJ-EQUIP REPLACE		\$	-	\$	-	\$	-
	CAPITAL PROJ-EQUIP REPLACE FUND TOTAL		\$	-	\$	-	\$	-
445	PUBLIC IMPROVEMENT		\$	-	\$	-	\$	-
	PUBLIC IMPROVEMENT FUND TOTAL		\$	-	\$	-	\$	-
549	BUILDING DEPARTMENT		\$	25,400.05	\$	181.88	\$	25,581.93
	BUILDING DEPARTMENT PAYROLL	11	\$	2,519.68	\$	-	\$	2,519.68
	BUILDING DEPARTMENT FICA	11	\$	188.14	\$	-	\$	188.14
	BUILDING DEPARTMENT RETIREMENT	11	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	11	\$	496.72	\$	-	\$	496.72
	WORKERS COMP	11	\$	137.23	\$	-	\$	137.23
	BUILDING DEPARTMENT FUND TOTAL		\$	28,741.82	\$	181.88	\$	28,923.70
101	GENERAL FUND	PR#	PAID	UNPAID	TOTAL			
101	BOARD OF COMMISSIONERS		\$	-	\$	544.70	\$	544.70
172	ADMINISTRATOR/FISCAL OFFICER		\$	139.30	\$	-	\$	139.30
208	INSURANCE		\$	315.91	\$	-	\$	315.91
209	UNEMPLOYMENT COMPENSATION		\$	-	\$	-	\$	-
215	COUNTY CLERK		\$	-	\$	252.35	\$	252.35
216	JURY BOARD		\$	354.16	\$	255.99	\$	610.15
217	APPORTIONMENT		\$	-	\$	-	\$	-
223	COUNTY AUDITING		\$	-	\$	-	\$	-
228	DATA PROCESSING		\$	-	\$	1,223.28	\$	1,223.28
229	TECHNOLOGY		\$	19.54	\$	-	\$	19.54
244	TAX ALLOCATION		\$	-	\$	-	\$	-
245	REMONUMENTATION		\$	-	\$	-	\$	-
248	GENERAL SERVICES		\$	7,128.38	\$	19,880.70	\$	27,009.08
249	PLAT BOARD		\$	-	\$	-	\$	-
250	MICROFILM		\$	-	\$	-	\$	-
253	COUNTY TREASURER		\$	219.46	\$	-	\$	219.46
257	EQUALIZATION		\$	40.01	\$	158.35	\$	198.36
262	ELECTIONS		\$	763.58	\$	975.55	\$	1,739.13
265	COURTHOUSE/GROUNDS		\$	3,971.04	\$	1,457.02	\$	5,428.06
283	CIRCUIT COURT		\$	580.82	\$	2,372.03	\$	2,952.85
286	DISTRICT COURT		\$	139.48	\$	445.12	\$	584.60
289	FRIEND OF THE COURT		\$	177.23	\$	732.06	\$	909.29
294	PROBATE COURT		\$	14.82	\$	736.59	\$	751.41
295	PROBATION/PAROLE		\$	-	\$	84.55	\$	84.55
296	PROSECUTING ATTORNEY		\$	246.02	\$	202.40	\$	448.42
298	FAMILY COUNSELING		\$	-	\$	-	\$	-
301	SHERIFF		\$	15,717.62	\$	11,299.21	\$	27,016.83
331	MARINE LAW		\$	-	\$	574.75	\$	574.75
332	SNOWMOBILE ENFORCEMENT		\$	-	\$	-	\$	-
333	ROAD PATROL		\$	-	\$	-	\$	-
351	JAIL		\$	24,798.98	\$	5,895.87	\$	30,694.85

426	EMERGENCY MANAGEMENT		\$	176.41	\$	-	\$	176.41
430	ANIMAL CONTROL		\$	1,101.94	\$	787.69	\$	1,889.63
442	DRAIN COMMISSIONER		\$	107.08	\$	-	\$	107.08
445	DRAINS - PUBLIC BENEFIT		\$	-	\$	-	\$	-
528	TRANSFER STATION/RECYCLING CENTER		\$	143.79	\$	15,537.30	\$	15,681.09
568	SOIL CONSERVATION		\$	-	\$	-	\$	-
595	AIRPORT		\$	722.99	\$	3,475.57	\$	4,198.56
601	HEALTH DEPARTMENT		\$	1,181.15	\$	1,248.99	\$	2,430.14
605	CONTAGIOUS DISEASES		\$	-	\$	-	\$	-
648	MEDICAL EXAMINER		\$	-	\$	-	\$	-
649	COMMUNITY MENTAL HEALTH		\$	-	\$	-	\$	-
701	PLANNING COMMISSION		\$	-	\$	-	\$	-
710	MSU EXTENSION		\$	-	\$	-	\$	-
711	REGISTER OF DEEDS		\$	-	\$	143.94	\$	143.94
728	EDC		\$	13.06			\$	13.06
	GENERAL PAYROLL	11	\$	223,284.58	\$	-	\$	223,284.58
	GENERAL FICA	11	\$	16,689.48	\$	-	\$	16,689.48
	GENERAL RETIREMENT	11	\$	-	\$	-	\$	-
	GENERAL FRINGE	11	\$	36,597.10	\$	-	\$	36,597.10
	WORKERS COMP	11	\$	25,189.14	\$	-	\$	25,189.14
GENERAL FUND TOTAL			\$	359,833.07	\$	68,284.01	\$	428,117.08
GRAND TOTAL			\$	405,220.93	\$	101,633.20	\$	502,127.67
GENERAL FUND WITHOUT PAYROLL			\$	58,072.77				