

**Board Conference Room
January 11, 2024
Board of Commissioners Minutes**

Chairperson Walker thanked the Board members for the opportunity to serve as Chairperson of the Board of Commissioners.

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, January 11, 2024, at 11:49 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; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Mr. Brendan Samuels, The Oceana Echo correspondent; Mr. Lee Hyslop, Crystal Township Supervisor; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the minutes from the December 21, 2023 Regular Board Meeting as amended.

Voice vote. Motion carried.

Chairperson Walker asked if any commissioners wished to declare any conflicts of interest on the agenda items. No conflicts were declared.

Chairperson Walker asked if there were any additions to the agenda. Ms. Byard requested the following additions: 1) a motion to approve the increase for the BS&A Time Sheet module and the migration to iCloud, 2) a motion to allow the Chairperson to sign the deed to transfer the District Health Department building to the County. Mr. Walker suggested that the motions be added prior to the payment of claims.

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

Voice vote. Motion carried.

Chairperson Walker asked for nominations for Vice-Chairperson of the Board of Commissioners.

Mr. Morse nominated Mr. Beggs for Vice-Chairperson of the Board of Commissioners. Mr. Hardy supported the nomination. No other nominations were made.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2024-01– ELECTION OF VICE-CHAIRPERSON

Moved by Mr. Walker and supported by Mr. Erickson to close the nominations and to direct the Oceana County Clerk to cast a unanimous ballot for Mr. Beggs as the Vice-Chairperson of the Oceana County Board of Commissioners effective January 1, 2024 and expiring December 31, 2024.

Voice vote. Motion carried.

Chairman Walker presented a 20-year Service Award to Drain Commissioner Michelle Martin.

MOTION #2024-02 - LIFE EMS BASE RATES INCREASE

Moved by Mr. Beggs and supported by Mr. Hardy to adopt the increased based rates for Prehospital Care and Transportation as presented for Life EMS to be effective January 1, 2024.

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

Motion carried.

Mr. Walker stated that this is the first increase in three years.

MOTION #2024-03 - CRYSTAL VALLEY DAM CHANGE ORDER

Moved by Mr. Erickson and supported by Mr. Beggs to authorize the change order to the professional services agreement for Crystal Valley Dam with Mr. James Tiffany not to exceed \$21,000 and allow the Chairperson to sign.

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

Motion carried.

Mr. Morse suggested that a maintenance plan be put in place for budget purposes.

MOTION #2024-04 - PLANNING COMMISSION APPOINTMENT

Moved by Mr. Morse and supported by Mr. Beggs to appoint Mr. Bryan Broderick to the Oceana County Planning Commission for a three-year term to expire on December 31, 2027.

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

Voice vote. Motion carried.

MOTION #2024-05 - BUDGET AMENDMENT

Moved by Mr. Hardy and supported by Mr. Beggs to approve budget amendment #01-2024 removing funding for an Administrative Sergeant position as it was not approved during the budget process.

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

Motion carried

MOTION #2024-06 – SUPPORT FOR TUNNEL BASED SOLUTION

Moved by Mr. Beggs and supported by Mr. Erickson to adopt Resolution #24-01 in support of a tunnel-based solution project that would start in Grant Township and end in Shelby Township for the purpose of safety.

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

Motion carried.

MOTION #2024-08- BS&A CLOUD BASED TIMESHEET SYSTEM

Moved by Mr. Hardy and supported by Mr. Morse to approve the increase to the proposed BS&A Cloud system and the timesheets by \$18,080 and allow the Chair to sign the contract.

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

Motion carried.

MOTION #2024-09 – HEALTH DEPARTMENT BUILDING DOCUMENTS

Moved by Mr. Erickson and supported by Mr. Beggs to allow the Chair to sign the necessary documents to transfer the Health Department Building to the County of Oceana and allow for filing with the Register of Deeds.

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

Motion carried.

MOTION #2024- 07 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2024-07, approving the payment of accounts payable and release of funds for January 11, 2024.

AMBULANCE	\$177.20
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	1,716.30
SHELBY TWP COMM PARK	150,773.00
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	24,366.87
LCOT	-0-
K9 UNIT	880.15
CJT	300.00
CDBG	-0-
ARPA	9,431.68
VETERANS AFFAIRS	12,039.36
TECH & INNOVATION	3,379.80
CAPITAL PROG/EQUIP REP	4,915.25
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	19,936.17
GENERAL FUND	373,536.93
	\$601,812.71

GRAND TOTAL

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

Motion carried.

Commissioner’s Reports

Mr. Beggs noted that he would be interested in visiting the Health Department building to assess the office space that could be utilized. He also mentioned that the Road Commission are searching for the best interest rate for the bond.

Mr. Morse stated that Ms. Conroy supplied flyers regarding TruStream for anyone that may be interested. He also pointed out that Ms. Janet Schultz has been very faithful in attending various meetings in the county and appreciates her participation.

Mr. Erickson is very satisfied with the staffing levels at Life EMS.

Mr. Walker expressed his thanks to the staff and elected for a very successful 2023. He also mentioned that the approved capitol improvement projects that have been approved need to be moved towards implementation.

Public Comment

Mr. Lee Hyslop, Crystal Township, commented thanked the board for their willingness to work on the Crystal Valley Dam project.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:10 p.m.

Amy L. Anderson, Oceana County Clerk

Date

Mr. Walker, Chairperson

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, January 11, 2024, at 10:14 a.m., in the Board Conference Room.

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

Also Present: Mr. Lee Hyslop, Crystal Township Supervisor; Ms. Byard, Oceana County Administrator; Ms. Kasi Ostyn, Great Lakes Energy; Mr. James Tiffany, P.E.; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Madison Lajewski, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Morse to approve the minutes of the December 21, 2023 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. Additions were mentioned regarding increase / timesheet module increases.

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

Voice vote. Motion carried.

Public Comment

Lee Hyslop, Crystal Township Supervisor, brought forth concern over communication regarding the special assessment on the drains.

Agenda Items

Ms. Kasi Ostyn of Great Lakes Energy brought forth an update on the Great Lakes Energy Broadband.

Mr. James Tiffany, P.E. made a request for a Change Order to the Professional Services Agreement for the Crystal Valley Dam.

Administrator Byard brought forth consideration to appoint Mr. Bryan Broderick to the Planning Commission-three-year term.

Administrator Byard brought forth consideration to approve a budget adjustment to correct current budget.

Administrator Byard brought forth a consideration to adopt Resolution #24-01 to Support Tunnel Based Solutions Project.

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

Oceana County Administrator

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

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

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

	\$ 1,200.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,300.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews.
General Fund		
101 - Board of Commissioners	\$ 2,419.46	to Cohl, Stoker & Toskey, P.C. for legal services.
245 - Remonumentation	\$ 3,075.00	to A & A Land Surveying, Inc. for monumentation surveyor contract for 2023.
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services.
265 - Courthouse & Grounds	\$ 1,166.33	to X-Cel Chemical for cleaning supplies and paper products.
289 - Friend of the Court	\$ 3,155.00	to Mgt of America Consulting
294 - Probate Court	\$ 1,125.00	to Barkow Law Company for County Guardian fees.
301 - Sheriff	\$ 2,316.19	to Cardmember Services for employee travel and contractual services.
	\$ 45,019.61	to Enterprise for fleet vehicle management.
	\$ 1,860.00	to LexisNexis for maintenance and support
	\$ 6,579.20	to Wex Bank for fuel.
	\$ 1,366.22	to NYE uniforms

351 - Jail	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 3,876.43	to Gordon Food Service for inmate boarding
	\$ 3,389.97	to City of Hart for utilities
	\$ 1,543.89	to DTE for utilities
430 - Animal Control	\$ 1,157.90	to Oceana Veterinary Clinic for animal medical expenses
528 - Transfer Station	\$ 3,652.04	to Monarch welding & Engineering for equipment repairs
648 - Medical Examiner	\$ 3,467.06	to WMU Homer Stryker for autopsies
728 - Economic & Community Development	\$ 12,705.00	To Jeffrey Donohoe for Develop workforce training
~ Total		\$ 338,139.02

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

Ms. Byard asked the board for a motion to approve a software increase by BS & A Time Sheet module and the migration to iCloud from the previous amount given.

Ms. Byard stated the Health Department gave documentation to get the health department building ran through the Register of Deeds. Kevin Hughes is handling items needed to make this happen. A resolution/motion needs to be approved for a signature from Mr. Walker. Fellow board members agreed this needs to be completed adding as 2024-09.

Ms. Byard met with fellow administrators with regards to materials management. A sample copy of resolution to work as a collaborative effort was provided to the board members. She would like to bring it to the next board meeting. One bid was given and waiting on more.

Ms. Byard, the treasurer and Jessica from the Administrators office, met with the county auditors and went through some processes and asked for some changes to be done from last year. They will be on site providing that service.

Additional Administrator’s Report Items

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

Department Head Reports

There were no department head reports at this time.

Public Comment

Gary McKeen, Crystal Valley Dam exercise is going on for two years. The problem is it has to be looked at every 10 years. The money is difficult to find.

Lee Hyslop made comments regarding the crystal valley dam as well.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:37 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Courts and Public Safety Committee

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, January 11, 2024 at 10:00 a.m. in the Board Conference Room.

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

Also Present: Mr. Jeff Stockhill, Director of North Operations, Life EMS; Mr. Gary McKeen, Oceana County Parks; Mr. Troy Maloney, Oceana County Emergency Manager; Chris Conroy, Pentwater; Ms. Byard, Oceana County Administrator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Mr. Brendan Samuels, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and seconded by Mr. Walker to approve the minutes of the November 9, 2023, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

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

Moved by Mr. Hardy and seconded by Mr. Morse 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, Director of North Operations, Life EMS presented consideration to increase Prehospital Care and Transportation Rates for Life EMS.

Department Head Report

Troy Maloney, Emergency Manager reported it is grant maintenance time. The Code Red System grant has been written and is in review right now. There will be a large exercise for the federal electric regulatory commission in Mason county. It is a five-year functional mandate by law. The feds will come in and review the exercise in June. Meetings with the coast guard regarding emergency water safety. The Michigan National Weather Service called a special meeting regarding the incoming weather.

Gary McKeen, Oceana County Parks, stated there would be the second winter walk through at 6:00 at Gales Pond. Another one will be held in February.

Public Comment

Ms. Chris Conroy from Pentwater stated there are fund raising adventures that are being worked on for the marina and coast guard. She was wondering if there were any grants available. She also mentioned bill HR 47-29 is being introduced which is trying to get workers comp to include heart and respiratory diseases covered for all first responders. At this time they are not covered.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:13 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk