

**Board Conference Room  
March 14, 2024  
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, March 14, 2024, at 11:31 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; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Hardy to approve the minutes from the February 22, 2024 Regular Board Meeting as presented.

Voice vote. Motion carried.

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

Chairperson Walker asked if there were any additions to the agenda. Mr. Walker noted that Motion #2024-35 and Motion #2024-37 will be removed from the agenda.

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

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

**MOTION #2024-30 – MASON OCEANA 911 SURCHARGE**

Moved by Mr. Hardy and supported by Mr. Beggs, to approve the recommendation of the Mason-Oceana 911 Board to continue the assessment of a local telephone surcharge in the amount of \$2.09 with no change.

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

Motion carried.

**MOTION #2024-31 – VETERANS AFFAIRS COMMISSION APPOINTMENT**

Moved by Mr. Beggs and supported by Mr. Erickson, to appoint Samuel J. Stitt, IV to the Veteran Affairs Committee for an unexpired term to expire on December 31, 2026.

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

Voice vote. Motion carried.

**MOTION #2024 – 32 – WEST MICHIGAN COMMUNITY MENTAL HEALTH APPOINTMENT**

Moved by Mr. Morse and supported by Mr. Hardy, to appoint Kay Seng to the West Michigan Community Mental Health Board to expire on March 31, 2027.

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

Voice vote. Motion carried.

**MOTION #2024-33 – LANDBANK AUTHORITY PURCHASING AND PROCUREMENT POLICY**

Moved by Mr. Erickson and supported by Mr. Beggs, to approve the Purchasing and Procurement Policy as submitted by the Landbank Authority.

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

Motion carried.

**MOTION #2024-34 – ELECTIONS BUDGET AMENDMENT**

Moved by Mr. Beggs and supported by Mr. Hardy, to adopt budget amendment #02-2024 totaling \$37,700 to adjust lines for payouts relating to the nine-day early voting.

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

Motion carried.

**MOTION #2024-36 – PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2024-36, approving the payment of accounts payable and release of funds for March 14, 2024.

<b>AMBULANCE</b>	<b>\$1,996.09</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>11,175.06</b>
<b>PENTWATER-HART TRAIL</b>	<b>1,282.72</b>
<b>SHELBY TWP COMM PARK</b>	<b>-0-</b>
<b>BROWNFIELD</b>	<b>3,447.50</b>
<b>AUTOMATION R.O.D.</b>	<b>-0-</b>
<b>INDIGENT DEFENSE</b>	<b>32,039.10</b>
<b>LCOT</b>	<b>-0-</b>
<b>K9 UNIT</b>	<b>-0-</b>
<b>CJT</b>	<b>200.00</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>10.51</b>
<b>VETERANS AFFAIRS</b>	<b>6,490.73</b>
<b>TECH &amp; INNOVATION</b>	<b>4,138.50</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT</b>	<b>-0-</b>
<b>FORECLOSURE</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>24,432.77</b>

**GENERAL FUND**

**542,273.12**

**GRAND TOTAL**

**\$627,486.10**

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

Motion carried.

Mr. Walker asked Mr. Erickson if there was any progress on the Pentwater Trail. Mr. Erickson reported it was losing traction. Mr. Erickson will reach out to find out status.

**Commissioner’s Reports**

Mr. Beggs stated there was a Road Commission meeting yesterday. There are a lot of road projects being planned for the year. He stated that Sandy Griffin has retired after 39 years. Mr. Walker requested a letter of thanks be drafted to her to show appreciation.

Mr. Morse voiced his thanks to the person who covered the \$1000 Drain Commission Template. Mr. Brady Selner is done at the Village of Shelby as the Village Administrator. There is an interim administrator for the next three to four months until a new replacement is found. Shelby Twp. Park is moving along. He announced that he is now the OCEA chair and very excited for this opportunity. There will be an action plan meeting on April 4 from 12:00 – 2:00. Ms. Tracy Byard and Mr. Mark Timmer have been added to the board.

Mr. Erickson stated he was glad to have Mr. Kory Hansen here to discuss the MCF and get the ballot language sorted out. He stated that there was a meeting at Leavitt Township where the cost of the brining of the roads was a big topic.

Mr. Walker stated there was a walk-through of the District Health Department building. There has been some correspondence with Kevin Hughes, where there was discussion regarding the possibility of moving the Building Inspection Department to the DHS building. He asked if this was something that all board members want to pursue. The board members consensus was that they were interested in this move. This would also open up more office space for the Veterans Affairs Department. He also noted that locating a fire hydrant at the DHD would be a good idea. Contact will be made with the fire chief. Mr. Walker also stated that Lakeshore Regional Entity (LRE) oversees substance abuse at CMH. There are two LRE committees that meet, one in Muskegon (for operational purposes) and one in Holland (for oversight purposes). He received an invite to attend the oversight committee meeting. He also mentioned that on Monday, March 18, 2024, there will be a dinner at the MSU Research Center hosted by the Oceana County Soil Conservation District.

Mr. Morse requested that the next time there is a walk-through of facilities, would it be possible to visit the Animal Control Building and the Airport. Mr. Walker mentioned that these facilities are both fairly new and very nice facilities.

**Public Comment**

There were no public comments at this time.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:57 p.m.

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Amy L. Anderson, Oceana County Clerk

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Date

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Mr. Walker, Chairperson

## **Finance and Administration Committee**

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, March 14, 2024, at 10:17 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Kory Hansen, Oceana County Medical Care Facility Administrator; Ms. Janet Schultz, Benona Township Resident; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and supported by Mr. Beggs to approve the minutes of the February 22, 2024 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any other additions to the agenda. Ms. Byard noted that the Drain Commission budget adjustment should be removed.

Moved by Mr. Beggs and supported by Mr. Morse to approve the agenda as presented.

Voice vote. Motion carried.

Ms. Byard noted that the Special Finance minutes from the September 26, 2023 and October 19, 2023 should be added to the agenda.

Moved by Mr. Morse and supported by Mr. Beggs to approve the minutes from the Special Finance Meetings of September 26, 2023 as presented.

Voice vote. Motion carried.

Moved by Mr. Beggs and supported by Mr. Erickson to approve the minutes from the Special Finance Meetings of October 19, 2023 as presented.

Voice vote. Motion carried.

### **Public Comment**

There were no public comments at this time.

### **Agenda Items**

Mr. Walker began discussion regarding the Land Bank Authority purchasing policy.

Ms. Byard brought forth budget adjustments regarding Elections and the impact of nine days of Early Voting. The current adjustment addresses the wages for the Election Inspectors for all of this year. Ms. Byard also noted there will also be another adjustment regarding the expense for security officers. Ms. Anderson noted that some of the initial expense is due to the purchase of items that were not previously required for the County to have on hand such as ballot containers, bags and signage. She also noted that these purchases were one-time and would be used for future elections and were a part of a grant and/or reimbursed by the State.

Mr. Kory Hansen requested approval of the Medical Care Facility Millage Renewal Proposal. There was discussion regarding the wording and it was suggested that the verbiage be adjusted to be clearer for the voter. There will be no action taken today and will be revisited at the next meeting.

Ms. Byard 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
<b>Special Revenue Funds</b>				
215 - Friend of the Court			\$ 2,194.06	to Image Soft for professional services and icloud storage
			\$ 8,981.00	to Image Soft for professional services and icloud storage
238 - Pentwater Hart Trail			\$ 1,282.72	to Fleis & Vandenbrink for survey
243 - Brownfield Redevelopment			\$ 3,447.50	to Fishbeck for professional services
260 - Indigent Defense			\$ 8,787.00	to Good Law for court appointed attorney fees.
			\$ 5,833.33	to Indigent Defense Consultants for managed assigned counsel services.
			\$ 1,320.00	to Annette K. Howe for court appointed attorney fees.
			\$ 11,922.00	to Springstead Law Offices for court appointed attorney fees.
			\$ 1,425.00	to Envista Forensics for professional services
298 - Technology and Innovation			\$ 1,055.58	to Wells Fargo Financial for equipment leases
			\$ 1,833.04	to Business Information Systems for Contract renewal.
549 - Building Department Fund			\$ 6,426.55	to RVN Inspections, LLC 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.
	\$ 8,759.53	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 2,807.72	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
<b>General Fund</b>		
257 - Equalization	\$ 24,210.00	to V&V Assessing for equalization and assessing services.
262 - Elections	\$ 8,426.86	to Election Source for supplies
	\$ 1,160.80	to Oceana Herald for election advertising
265 - Courthouse & Grounds	\$ 1,606.74	to Republic Services for trash removal
	\$ 2,471.04	to City of Hart for utilities
	\$ 1,287.46	to DTE Energy for utilities
283 - Circuit Court	\$ 1,618.53	to Business Information Systems for Contract renewal.
	\$ 4,473.92	to Hayes Law Office for monthly appropriations.
	\$ 3,300.00	to Heacock Reporting for court contracted services.
	\$ 4,473.92	to Springstead Law Offices for monthly appropriations
301 - Sheriff	\$ 6,900.00	to Carahsoft Technology Group for yearly service contracts
	\$ 1,263.12	to AT&T mobility

	\$ 7,387.97	to Wex Bank for fuel purchases
	\$ 1,651.71	to Amazon capital services for machinery and equipment
	\$ 3,844.05	to Kiesler's Police Supply
	\$ 1,260.00	to Lighthouse Car Care Center for vehicle repairs/Maintenance
	\$ 1,268.16	to Mears Service Center for Vehicle repairs/Maintenance
	\$ 1,180.00	to Michigan Sheriff's Association for employee training
	\$ 3,643.22	to NYE uniforms
351 - Jail	\$ 1,461.35	to DTE for utilities
	\$ 4,941.44	to Gordon Food Service for inmate boarding
	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 3,125.52	to City of Hart for Utilities
528 - Transfer Station	\$ 22,179.15	to American Classic Dumpster
	\$ 1,818.50	to Geocycle for tire disposal
568 - Soil Conservation District	\$ 14,000.00	to Oceana Conservation District for FY 2024 appropriation.
601 - Health Department	\$ 42,788.75	to DHD#10 for 2024 appropriation.

649 - Mental Health	\$ 10,833.33	to West Michigan CMH for Local February 2024 Match
	\$ 10,833.33	to West Michigan CMH for Local March 2024 Match
728 - Economic & Community Development	\$ 65,000.00	to Oceana County Economic Alliance for Fiscal Year 2024 Appropriation of funds.
~ <b>Total</b>	<b>\$ 341,220.05</b>	

**Administrator’s Report**

A meeting was held yesterday with regards to opioids in the jail. Upon completion of the review of this recording, a report will be given at a later date.

There will be an OCEA meeting this week.

Materials Management meeting on Friday to discuss the plan to be completed and started for our county. A meeting with Erin Kuhne with WMSRDC will follow that meeting. A report will be forthcoming.

**Department Head Reports**

There were no department head reports at this time.

**Public Comment**

Ms. Janet Schultz, a Benona Township resident stated that she was part of the Early Voting expressed the endeavor might have been expensive, but it was important to the participating voters.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:01 p.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, March 14, 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: Mr. Garry McKeen, Oceana County Planning Commission; Mr. Troy Maloney, Oceana County Emergency Manager; Ms. Byard, Oceana County Administrator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and supported by Mr. Hardy to approve the minutes of the February 8, 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. Walker 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**

Administrator Byard brought forth consideration to approve the Mason-Oceana 911 Board recommended surcharge at \$2.09.

### **Department Head Report**

Mr. Garry McKeen, Oceana County Planning Commission, reported that the steps for the five-year plan have been completed and will be made available at the March 28, 2024 board meeting. He stated that after due diligence from the MSU Extension the Planning Commission has come up with a program to foster cooperation to the townships to offer advice and opportunity for education. He indicated that there will be a program with Mary Riley, AICP, MSU Extension Educator from MSU Extension on May 16, 2024 at the county services building. He also noted there will be another program scheduled in the fall. The program covers defensible planning and zoning decisions.

Mr. Troy Maloney, Oceana County Emergency Manager, reported the Hazardous Mitigation Plan has been approved with FEMA coming up on the March 28 board meeting agenda. Once completed he will be reaching out to the local municipalities to fill out the form for adoption.

### **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 10:11 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

## **Personnel and Health & Human Services Committee**

The Personnel and Health & Human Services Committee Meeting was called to order by Chairperson Morse on Thursday, March 14, 2024 at 10:12 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator, Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Hardy to approve the minutes of the November 9, 2023 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. Beggs and supported 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**

Ms. Byard requested consideration of an appointment to the Veterans Affairs Committee. There were two applications for the position, Mr. Dale Hansen and Mr. Samuel Stitt. The Veterans Affairs Committee has recommended Mr. Samuel Stitt.

Ms. Byard brought forth consideration of an appointment to the West Michigan Community Health Board. Ms. Kay Seng's appointment has expired and she has requested reappointment to the position.

### **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 10:16 a.m.

Respectfully,

Amy L. Anderson  
Oceana County Clerk